

**City of Portland, Maine
Remote Finance Committee Meeting
Thursday, May 9, 2024
5:00 PM, Remote via Zoom**

AGENDA

PUBLIC COMMENT INFORMATION

To submit written public comment on an agenda item for which public comment is being accepted, email finance@portlandmaine.gov. Submissions must be received by 12:00 pm the day before the Finance Committee meeting to guarantee their inclusion in the agenda packet. All submissions must include the commenter's name and legal address. To help ensure your comment is submitted for the correct item, please include the name of the agenda item (see below).

ZOOM MEETING INFORMATION

This meeting will take place remotely using Zoom. This meeting will be held remotely pursuant to the Remote Meeting Policy adopted by the Portland City Council. Allow your computer to install the free Zoom app to get the best meeting experience. If you are not able to attend live, a recording will be available in the Agenda Center following the meeting. For agenda items where public comment is scheduled, you will need to use the "raise your hand" feature. To raise your hand via the telephone, please hit *9. You will be unmuted by the host when it is time for public comment.

Please click the link below to join the webinar:

<https://portlandmaine-gov.zoom.us/j/83514994445?pwd=cWdYMmI0U0JrVFJ0MFJlQ0lTendZQT09>

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+1 669 900 6833 US (San Jose)

+1 689 278 1000 US

+1 719 359 4580 US

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 360 209 5623 US

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+1 564 217 2000 US
+1 669 444 9171 US
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International numbers available: <https://portlandmaine-gov.zoom.us/j/kdixx6B4bO>

1. Introductions

2. Public Hearing and Vote to Recommend FY25 City Manager's Recommended Budget to Full City Council for Approval

On Monday, April 8th the City Council referred the City Manager's Recommended Budget to the Finance Committee. On Tuesday, April 9th the Finance Committee began their detailed review. At tonight's meeting, remaining department budgets (Executive / City Manager) (subject to change) and responses to Q&A will be reviewed. A Public Hearing is scheduled to be taken on this item at the current meeting. A Vote on recommendation of the budget back to the full City Council is scheduled.

See <https://www.portlandmaine.gov/668/Finance-Committee> for updates on the FY25 Budget Review Schedule

3. Discussion of June Meeting Date - Topic - Payment in Lieu of Taxes (PILOT) / Services in Lieu of Taxes (SILOT) Policy Development.

See workplan attachment.

4. Adjournment

FY25 City Manager's Recommended Budget

Presentation to Finance Committee - April 9, 2024
(updated to include summaries for Departments presenting 4/11/24)





Budgeting 101 - Definitions

The City of Portland **Budget** is a fiscal plan setting out anticipated revenues and expenditures for accomplishing City services over the course of our fiscal year (which runs each July 1st through June 30th). Setting an annual operating budget is required by the [City Charter](#).

The City budget includes both the **general fund** and several **enterprise** funds.



Budgeting 101 - Definitions

The **general fund** is the largest of the City's funds and includes funding for basic municipal services such as public safety, health and human services, and public works. The general fund is supported by property taxes and a variety of other sources including excise taxes, licenses and permits, State of Maine revenue sharing and general assistance reimbursement, charges for services from City Departments and more.

The FY25 City Manager's Recommended general fund operating budget is \$277.3M



Budgeting 101 - Definitions

The **enterprise funds** are self supporting funds that rely on their own revenues to support their expenditures. They do not utilize any property tax revenue to support their operations. The City currently has four enterprise funds totaling \$76.6M:

- Jetport Enterprise Fund (\$34.9M)
- Sewer Enterprise Fund (\$33.7M)
- Stormwater Enterprise Fund (\$7.5M)
- Fish Pier Enterprise Fund (\$418k)



Tax Levy vs Tax Rate

TAX LEVY: The City Council sets the tax levy during budget approval, not the tax rate. The City **tax levy** is the amount of property taxes required to be collected from Portland property taxpayers to fund municipal operations.

TAX RATE (aka MILL RATE): The City Assessor uses the property tax levy approved by the City Council and divides it by the total taxable valuation of the City to come up with the final tax rate (also known as the mill rate or the millage rate). The tax rate represents the amount of taxes payable per dollar of assessed property value. This usually occurs in midsummer. Tax rates shown during the budget process are ESTIMATES.

Tax Levy vs Tax Rate - Additional Details

NOTE: The **tax levy increase** is typically HIGHER than the **tax rate increase**. As the City's local assessed valuation rises, more revenue is brought in per mill via the "mill rate".

Example: Actual FY24 vs FY25 proposed tax levy & tax rates

	TAX LEVY	TAX RATE**
City FY24 Approved	\$ 103,559,653.00	\$ 6.96
City FY25 CM Recommended	\$ 109,759,178.00	\$ 7.30
Increase (\$)	\$ 6,199,525.00	\$ 0.34
Increase (%)	5.99%	4.89%
PPS FY24 Approved Tax Levy	\$ 110,850,008.00	\$ 7.45
PPS FY25 FinComm Recommended Tax Levy*	\$ 119,402,624.00	\$ 7.94
Increase (\$)	\$ 8,552,616.00	\$ 0.49
Increase (%)	7.72%	6.58%

*PPS Board Vote Not Yet Taken as of 4/8/24

** Tax Rate is an estimate until City Tax Commitment is finalized

TAX RATE COMPUTATION--FY2025
City Manager's Recommendation

	General Fund	County Tax	City General Fund	Enterprise Funds	TOTAL CITY
Total Expenditures	\$268,094,616	\$9,175,647	\$277,270,263	\$76,600,285	\$353,870,548
Less: Revenues	(167,511,085)	-	(167,511,085)	(75,519,896)	(243,030,981)
Surplus	0	-	0	(1,080,389)	(1,080,389)
Tax Levy	\$100,583,531	\$9,175,647	\$109,759,178	-	\$109,759,178
Valuation	15,029,000,000				
Tax Rate:					
FY25	\$6.69	\$0.61	\$7.30	\$0.00	\$7.30
FY24	\$6.34	\$0.62	\$6.96	\$0.00	\$6.96
\$ Increase	0.35	(0.01)	0.34	-	0.34
% of Total Increase	5.0%	-0.1%	4.9%	0.0%	4.9%

TAX RATE COMPUTATION--FY2025

City Manager's Recommendation

WORKING (04/08/24)

	General Fund	County Tax	City General Fund	Enterprise Funds	TOTAL CITY	School Dept	GRAND TOTAL
Total Expenditures	\$268,094,616	\$9,175,647	\$277,270,263	\$76,600,285	\$353,870,548	\$119,402,624	\$473,273,172
Less: Revenues	(167,511,085)	-	(167,511,085)	(75,519,896)	(243,030,981)		(243,030,981)
Surplus	0	-	0	(1,080,389)	(1,080,389)		(1,080,389)
Tax Levy	\$100,583,531	\$9,175,647	\$109,759,178	-	\$109,759,178	\$119,402,624	\$229,161,802
Valuation	15,029,000,000					52.1%	100.0%
Tax Rate:							
FY25	\$6.69	\$0.61	\$7.30	\$0.00	\$7.30	\$7.94	\$15.25
FY24	\$6.34	\$0.62	\$6.96	\$0.00	\$6.96	\$7.45	\$14.41
\$ Increase	0.35	(0.01)	0.34	-	0.34	0.49	0.84
% of Total Increase	5.0%	-0.1%	4.9%	0.0%	4.9%	6.6%	5.8%

City of Portland Budgeting 101 - Revenues

The City of Portland budget is funded by a variety of revenue sources. Portland's budget is one of the most diverse budgets in New England and hit a new milestone this year being over 60% funded by non-property tax revenue sources.

The FY25 budget included total revenues of \$277.3M, total estimated non-property tax revenues of \$167.5M, and a required municipal property tax levy of \$109.8M.

	General Fund	County Tax	City General Fund
Total Expenditures	\$268,094,616	\$9,175,647	\$277,270,263
Less: Revenues	(167,511,085)	-	(167,511,085)
Surplus	0	-	0
Tax Levy	\$100,583,531	\$9,175,647	\$109,759,178

City of Portland Budgeting 101 - Revenues

CITY GENERAL FUND REVENUES

31 Property Taxes	\$109,759,178
31 Other Local Taxes	2,320,022
32 Licenses & Permits	7,430,794
33 Intergovernmental Revenue	38,137,410
34 Charges for Services	43,475,199
35 Fines, Forfeits and Penalties	2,396,804
36 Use of Money and Property	17,230,269
39 Other Sources	56,520,587

Total General Fund Revenues

\$277,270,263



City of Portland Budgeting 101 - Revenues

31 - Property Taxes - This is the total amount of property taxes required to be collected to support municipal operations

31 - Other Local Taxes - This category includes Excise Tax revenue and a revenue offset due to required Tax Increment Financing (TIF) payments and districts.

32 - Licenses and Permits - Business license revenue, permitting & inspections revenue, limited other Department permits etc.

33 - Intergovernmental Revenue - State & Federal revenue including State of Maine revenue sharing, general assistance reimbursement, grant revenues and more.



City of Portland Budgeting 101 - Revenues

34 - Charges for Services - Where you will find majority of Department revenues via charge for services they provide (examples include Parks & Rec program fees, berthing fees, and HHS clinic fees etc).

35 - Fines Forfeit Penalties - This category includes parking tickets and boots, code violation fees including restaurant inspection violations and more.

36 - Use of Money and Property - Parking meter income, parking garages income, rental income, interest income.

39 - Other Sources - Debt service reimbursement and other reimbursements from enterprise funds, employee contributions for benefits and various other misc.



City Manager's
Recommended Budget
"Blue Book" Summary:
What is included for FY25?

- Transmittal Letter from City Manager (p. 1 - 10)
- FY25 Comparative Budget Plan (p. 10-13)
- FY25 Tax Rate Computation (p. 14)
- FY25 Staffing FTE Change (p. 15)



Budgeting 101 - Median Assessed Home Value

We typically present the impact of each budget proposal on the **median** homeowner in Portland. What does this mean?

The **median** is the value separating the higher half of a data sample, a population, or a probability distribution, from the lower half. In simple terms, it may be thought of as the "middle" value of a data set. For example, in the data set {1, 3, 3, 6, 7, 8, 9}, the median is 6, the fourth number in the sample. The median is a commonly used measure of the properties of a data set in statistics and probability theory.

The **median home value** is the median assessed value of single family homes in Portland (including residential condominiums but removing separate parcel boat slips and separate parcel parking spaces) was \$371,900 and the **average** was \$420,328 as of Jan 2024.

Budgeting 101 - Impact to Median Homeowner

Using our median home value as of January 2024 of \$371,900 and rounding up to \$375,000 - the impact to the median homeowner of the FY25 City Manager Recommended and PPS Finance Committee Recommended Budget Proposals is as follows:

CITY - 34 cent mill rate increase X ($\$375,000 / \$1,000$) = \$127.50

PPS - 49 cent mill rate increase X ($\$375,000 / \$1,000$) = \$183.50

TOTAL - 83 cent mill rate increase X ($\$375,000 / \$1,000$) = \$311.25

Portland property owners can estimate the change in their tax bill (approximately) by reviewing their prior year home valuation, dividing by \$1,000, and multiplying by \$0.83. If your most recent property valuation is \$500,000 your current estimated tax increase for FY25 will be ($\$500,000 / 1,000 * .83$) or approximately \$415.

Budgeting 101 - Impact to Median Homeowner - Combined City Side Only Mill Rate Impact

IMPACT TO MEDIAN HOMEOWNER - EXAMPLES OF VARIOUS CITY SIDE ONLY TAX RATE IMPACT		
Overall % Tax Rate Increase	Tax Rate Impact	Impact to Median Homeowner
1%	\$0.07	\$ 26.10
2%	\$0.14	\$ 52.20
3%	\$0.21	\$ 78.30
4%	\$0.28	\$ 104.40
4.9%**	\$0.34	\$ 127.50
5%	\$0.35	\$ 130.50
6%	\$0.42	\$ 156.60
7%	\$0.49	\$ 182.70
8%	\$0.56	\$ 208.80
FY24 Approved Tax Rate	\$6.96	
Estimated Median Home Value	\$375,000	(see previous slide for details)
**Represents current recommendation from City Manager and PPS Finance Committee		

Budgeting 101 - Impact to Median Homeowner - Combined City/PPS Overall Budget Impacts

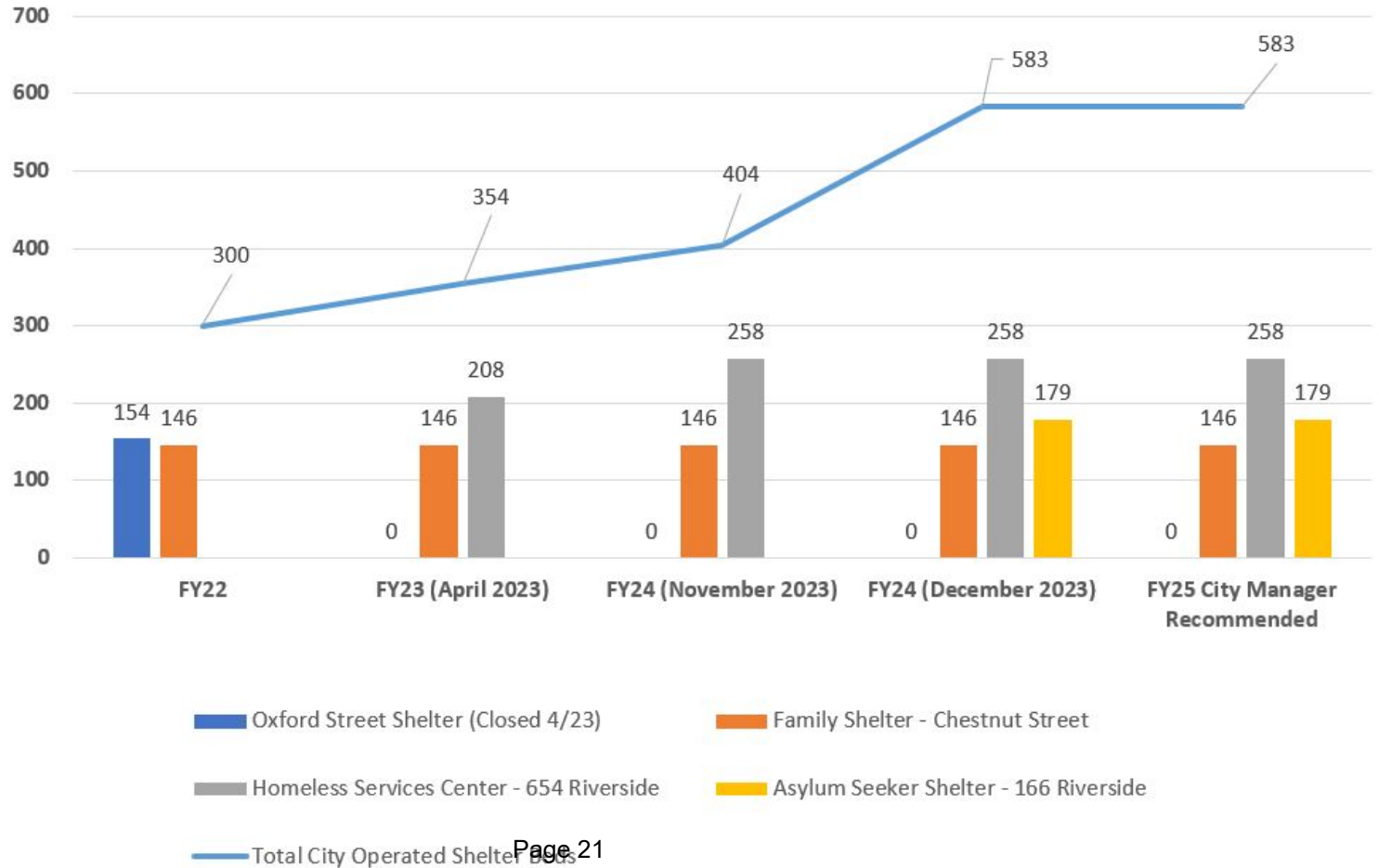
IMPACT TO MEDIAN HOMEOWNER - EXAMPLES OF VARIOUS TAX RATE INCREASE IMPACTS		
Overall % Tax Rate Increase	Tax Rate Impact	Impact to Median Homeowner
1%	\$0.14	\$ 54.04
2%	\$0.29	\$ 108.08
3%	\$0.43	\$ 162.11
4%	\$0.58	\$ 216.15
5%	\$0.72	\$ 270.19
5.8%**	\$0.83	\$ 311.25
6%	\$0.86	\$ 324.23
7%	\$1.01	\$ 378.26
8%	\$1.15	\$ 432.30
FY24 Approved Tax Rate	\$14.41	
Estimated Median Home Value	\$375,000	(see previous slide for details)
**Represents current recommendation from City Manager and PPS Finance Committee		

**Staffing FTE Change
FY25 City Manager's Recommendation**

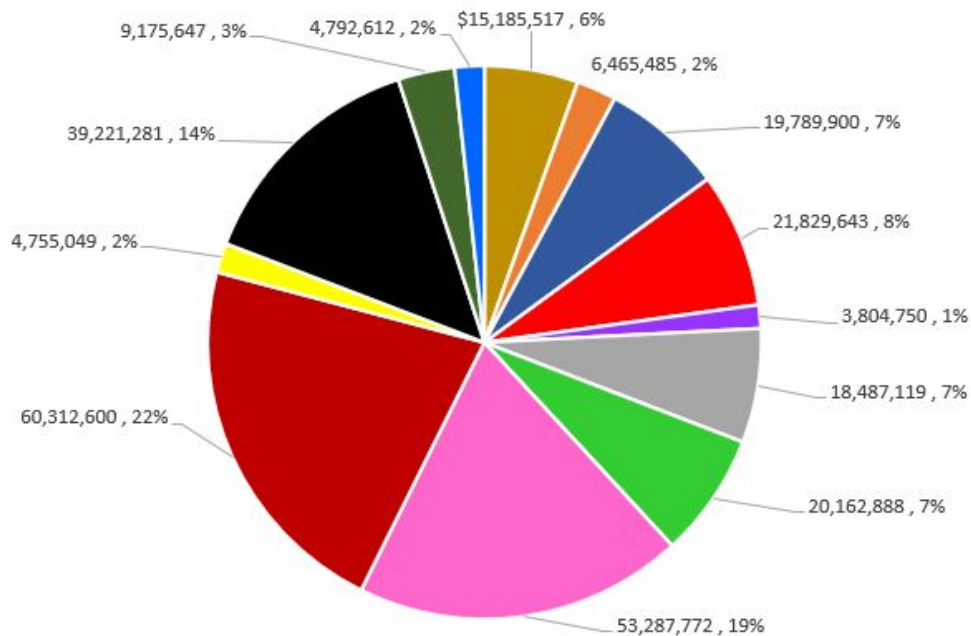
Department	FY20	FY21	FY22	FY23	FY24	FY25	+/- Chg
General Fund:							
City Council	-	-	-	-	-	-	-
City Clerk	7.9	7.9	7.9	8.6	8.7	8.3	(0.40)
Executive	9.5	8.5	8.5	10.5	12.5	13.0	0.50
Assessor	5.9	5.7	5.9	5.9	5.9	6.9	1.00
Finance	25.0	24.4	25.0	25.0	25.0	25.6	0.6
Legal	7.0	7.0	8.0	9.0	9.0	9.0	-
Human Resources	10.5	11.3	11.5	12.0	13.60	14.60	1.00
Parking	30.0	29.0	29.2	29.2	29.0	29.0	-
Housing & Economic Dev.	7.0	16.0	16.0	16.8	15.8	14.8	(1.00)
Police	227.0	224.0	189.0	187.0	187.0	190.0	3.00
Fire	226.0	224.0	224.0	226.0	229.0	229.0	-
Dispatch Services	-	-	36.0	36.0	37.0	37.0	-
Planning & Urban Dev.	24.0	17.0	17.0	17.0	17.0	17.0	-
Permitting & Inspections	28.5	30.8	35.0	36.0	40.0	40.0	-
Information Technologies	16.0	16.0	15.8	16.0	19.0	19.1	0.1
Public Works	131.5	122.1	126.5	129.0	129.5	135.5	6.00
Parks & Recreation	141.7	116.4	113.7	126.7	130.4	133.8	3.40
Public Bldgs & Waterfront	24.5	22.0	24.0	24.4	24.6	26.6	2.00
HHS Administration	4.0	4.0	4.0	5.0	5.0	6.0	1.00
Public Health	28.3	32.3	32.8	38.4	36.6	40.6	4.00
Social Services	93.5	94.5	96.2	118.0	163.6	221.8	58.20
Barron Center	246.8	237.6	245.0	244.8	202.2	204.2	2.00
<i>Total HHS:</i>	<i>372.6</i>	<i>368.4</i>	<i>378.0</i>	<i>406.2</i>	<i>407.4</i>	<i>472.6</i>	<i>65.2</i>
General Fund Subtotal:	1,294.6	1,250.5	1,271.0	1,321.3	1,340.4	1,421.8	81.4
Enterprise Funds:							
Sewer Fund	33.0	34.0	34.0	34.0	34.0	34.0	-
Stormwater Fund	10.0	9.0	10.0	10.0	10.0	10.0	-
Jetport Fund	59.0	57.0	57.0	58.0	58.0	60.0	2.0

For a visual representation of FTE history for the last 10 years, [click here to view an interactive chart on the Flourish Data Visualization Platform](#)

Total City Operated Shelter Beds



FY25 General Fund Budget Breakdown



General Government

Fire

Parks Rec & Facilities

Public Library

Metro, Other Memberships, Other

Planning, HECD, Permitting

Dispatch / 911

Health and Human Services

Health Insurance and Benefits

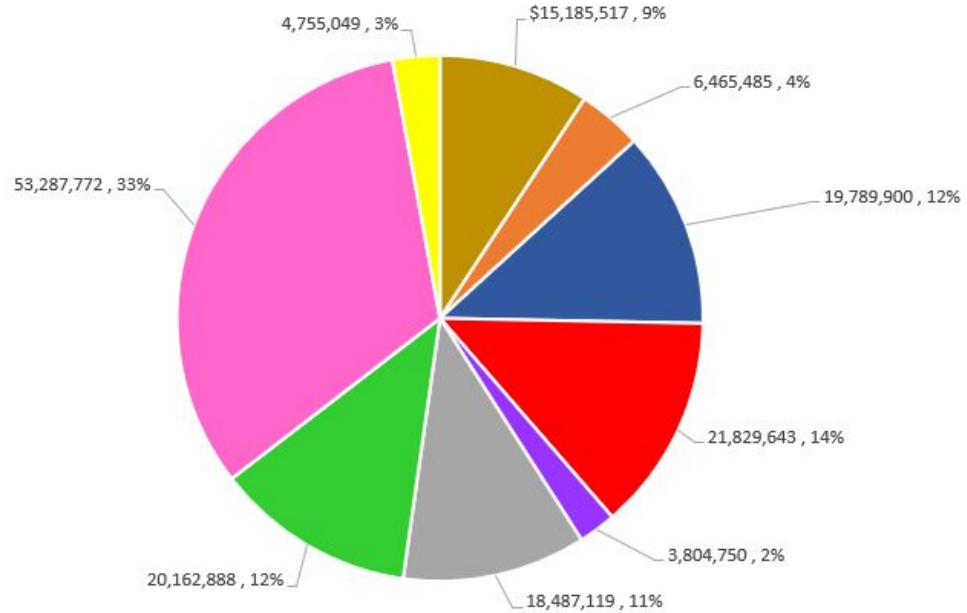
Police

Public Works

Debt Service

County Tax

FY25 General Fund Budget Breakdown - Staffed Departments



- General Government
- Planning, HECD, Permitting
- Police
- Fire
- Dispatch / 911
- Public Works
- Parks Rec & Facilities
- Health and Human Services
- Public Library

Excludes non-City staffed Departments (Debt Service, Benefits, METRO/Other, County Tax)

Budget Challenges Revisited:

City Wages - Union Contract Status

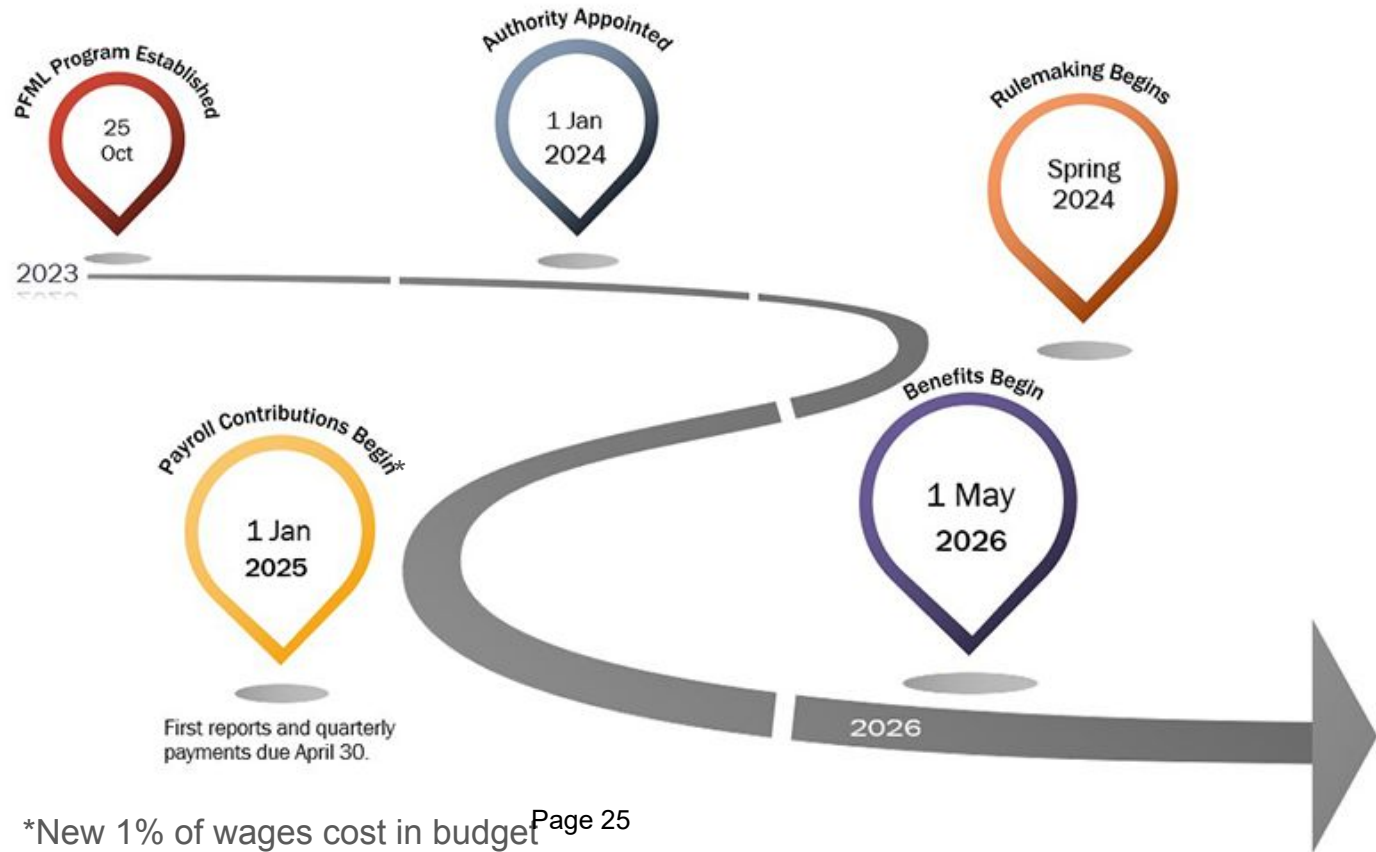
Fire	Expired 12/31/2023
CEBA	Expires 6/30/2024
Supervisors	Expires 6/30/2024
Communications	Expires 6/30/2024
PBA (Police Patrol)	Expires 12/31/2024
SOA (Police Superior Officers)	Expires 12/31/2024
Labor & Trades	Expires 6/30/2025
ProTech	Expires 6/30/2025

The City of Portland has eight collective bargaining units. This does not include the Portland Public Schools unions and the Portland Public Library unions. The attached table shows the expiration dates of each of the eight City labor union contracts. Six of our eight union contracts expire prior to or during FY25.

Budget Challenges Revisited: Maine Paid Family Leave Act -

Maine Paid Family & Medical Leave Timeline

October 2023





FY25 City Manager's Recommended Budget - Department Review Schedule *tentative*

Tuesday, April 9th

- Legal
- Parking
- Public Works

Thursday, April 11th*

- Parks & Recreation
- Public Buildings and Waterfront
- Permitting and Inspections
- Fire
- Housing and Economic Development



FY25 City Manager's Recommended Budget - Department Review Schedule *tentative*

Wednesday, April 24th

- Police
- Assessor
- IT

Thursday, April 25th

- Public Hearing and Vote on PPS Board Recommended Budget
- City Clerk
- Health & Human Services
- Planning and Urban Development

Schedule Subject to Change



Legal Department Change

FY25 City Manager Recommended Budget Highlights

Total Expenditure Request

FY25 Expenditure Request	\$	1,166,929
FY24 Expenditure Budget	\$	1,120,002
\$ Change	\$	46,927
% Change:		4.19%

Payroll	\$	1,001,078.00
Other Expenses	\$	165,851.00

Total Revenue Budget

FY25 Revenue Request	\$	233,750
FY24 Budget	\$	233,537
\$ Change	\$	213
% Change		0.09%

Total Budget-Net

FY25 Request-Net	\$	933,179
FY24 Budget-Net	\$	886,465
\$ Change	\$	46,714
% Change		5.27%

Parking Department Change - FY25 City Manager Recommended Budget Highlights

Total Expenditure Request

FY25 Expenditure Request	\$2,625,452
FY24 Expenditure Budget	\$2,481,173
\$ Change	\$144,279
% Change:	5.81%

Payroll	\$ 1,622,312
Other Expenses	\$ 1,003,140

Total Revenue Budget

FY25 Revenue Request	\$11,390,861
FY24 Budget	\$10,367,220
\$ Change	\$1,023,641
% Change	9.87%

Total Budget-Net

FY25 Request-Net	\$8,765,409
FY24 Budget-Net	\$7,886,047
\$ Change	\$879,362
% Change	11.15%

Expenditure Change Highlights

Any changes in FTE's	No
No major changes in other expenditure categories	No

Department of Public Works (General Fund)
FY2025 City Manager Recommended Budget Highlights
As of 4/8/24

Total Expenditures Request

FY2024 Expenditure Request per CM	18,487,119
FY2025 Expenditure Request per CM	17,075,683
\$ Change	1,411,436
% Change	8.27%

Total Revenues Request

FY2024 Revenue Request per CM	6,795,344
FY2025 Revenue Request per CM	6,215,651
\$ Change	579,693
% Change	9.33%

Expenditure Change Highlights

Salaries	797,080
Ecomaine	205,000
Road Salt	31,500
Winter Equipment Rental	103,090
Solid Waste Contractual Services	103,048
Traffic Paint	116,706

Revenues Change Highlights

Bag Revenue	230,127
MDOT Traffic Light Maintenance	188,000
PDD	7,069
Transportation Eng. St Occ	107,500
Engineering CIP Charges	10,185

Permitting and Inspections Department
FY25 City Manager Recommended Budget Highlights
As of April 10, 2024

Total Expenditure Request

FY25 Expenditure Request	\$2,949,833
FY24 Expenditure Budget	\$2,784,278
\$ Change	\$ 165,555
% Change:	5.95%

Payroll	\$2,688,776
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Total Revenue Budget

FY25 Revenue Request	\$5,639,613
FY24 Revenue Budget	\$5,512,512
\$ Change	\$ 127,101
% Change	2.31%

Total Budget-Net

FY25 Request - Net	\$2,689,780
FY24 Request - Net	\$2,728,234
\$ Change	\$ 38,454
% Change	1.41%

Housing and Economic Development Dept. Budget Change
F2025 City Manager Recommended Budget Highlights
ao March 15, 2024

Total Expenditure Request

FY2025 Expenditure Request	\$1,776,867
FY2024 Expenditure Final Budget	\$1,797,137
\$ Change	-\$20,270
% Change	

FY2025 Payroll

\$1,277,004

FY2025 Other Expenses

\$499,863

Total Revenue Budget

FY2025 Revenue Request	\$1,676,867	Exp to GF	\$100,000
FY2024 Revenue Final Budget	\$1,697,137	Exp to GF	\$100,000
\$ Change	-\$20,270		

Expenditure Highlights

Consultant Request for Housing Services	\$100,000
Creative Portland Programs	\$200,000

Total:	\$300,000
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Fire Department Budget
FY25 City Manager Recommended Budget Highlights
As of April 9, 2024

Total Expenditure Request

FY25 Expenditure Request per CM	\$21,829,643
FY24 Expenditure Final Allowance	\$20,272,562
\$ Change	\$1,557,081
% Change	7.68%

Total Revenue Budget

FY25 Revenue Request per CM	\$6,295,867
FY24 Revenue Final Allocation	\$5,716,754
\$ Change	\$579,113
% Change	10.13%

Net Budget Change

FY25 Budget	\$15,533,776
FY24 Budget	\$14,555,808
\$ Change	\$977,968
% Change	6.72%



Parks, Recreation & Facilities

FY25 City Manager Recommended Budget Highlights

Total Expenditure Request

FY25 Expenditure Request	\$ 12,517,872
FY24 Expenditure Budget	\$ 11,427,576
\$ Change	\$ 1,090,296
% Change:	9.54%
Payroll	74.71%
Other Expenses	25.29%

Total Revenue Budget

FY25 Revenue Request	\$ 8,868,401
FY24 Revenue Budget	\$ 8,155,210
\$ Change	\$ 713,191
% Change	8.75%

Total Budget-Net

FY25 Request-Net	\$ 3,649,471
FY24 Budget-Net	\$ 3,272,366
\$ Change	\$ 377,105
% Change	11.52%

Public Buildings & Waterfront Department Change

FY25 City Manager Recommended Budget Highlights

Total Expenditure Request

FY25 Expenditure Request	\$	8,062,722
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FY24 Expenditure Budget	\$	6,822,718
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\$ Change	\$	1,240,004
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% Change:		18.17%
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Payroll	\$	2,108,542.00
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Other Expenses	\$	5,954,180.00
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Total Revenue Budget

FY25 Revenue Request	\$	5,931,253
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FY24 Budget	\$	4,482,722
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\$ Change	\$	1,448,531
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% Change		32.31%
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Total Budget-Net

FY25 Request-Net	\$	2,131,469
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FY24 Budget-Net	\$	2,339,996
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\$ Change	\$	(208,527)
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% Change		-8.91%
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IT Department Change					
FY25 City Manager Recommended Budget Highlights					
Total Expenditure Request					
	FY25 Expenditure Request			\$	3,419,321
	FY24 Expenditure Budget			\$	3,212,243
	\$ Change			\$	207,078
	% Change:				6.45%
	Payroll/Benefits				1,695,997
	Other Expenses				1,723,324
Total Revenue Budget					
	FY25 Revenue Request			\$	412,663
	FY24 Budget			\$	380,407
	\$ Change			\$	32,256
	% Change				8.48%
Total Budget-Net					
	FY25 Request-Net			\$	3,006,658
	FY24 Budget-Net			\$	2,831,836
	\$ Change			\$	174,822
	% Change				6.17%



Assessor Department Change				
FY25 City Manager Recommended Budget Highlights				
Total Expenditure Request				
	FY25 Expenditure Request		\$	644,687
	FY24 Expenditure Budget		\$	547,107
	\$ Change		\$	97,580
	% Change:			17.84%
	Payroll/Benefits			538,107
	Other Expenses			106,580
Total Revenue Budget				
	FY25 Revenue Request		\$	1,000
	FY24 Budget		\$	500
	\$ Change		\$	500
	% Change			100.00%
Total Budget-Net				
	FY25 Request-Net		\$	643,687
	FY24 Budget-Net		\$	546,607
	\$ Change		\$	97,080
	% Change			17.76%
Expenditure Change Highlights				
	FTE - added Assistant Assessor		\$	86,465



Police Department Change

FY25 City Manager Recommended Budget Highlights

Total Expenditure Request

FY25 Expenditure Request	\$	19,789,900
FY24 Expenditure Budget	\$	18,262,520
\$ Change	\$	1,527,380
% Change:		8.36%
Payroll/Benefits		18,235,033
Other Expenses		1,554,867

Total Revenue Budget

FY25 Revenue Request	\$	2,463,329
FY24 Budget	\$	2,141,946
\$ Change	\$	321,383
% Change		15.00%

Total Budget-Net

FY25 Request-Net	\$	17,326,571
FY24 Budget-Net	\$	16,120,574
\$ Change	\$	1,205,997
% Change		7.48%



City Clerk Department Change			
FY25 City Manager Recommended Budget Highlights			
Total Expenditure Request			
	FY25 Expenditure Request	\$	1,086,842
	FY24 Expenditure Budget	\$	1,280,708
	\$ Change	\$	(193,866)
	% Change:		-15.14%
	Payroll/Benefits		646,468
	Other Expenses		440,374
Total Revenue Budget			
	FY25 Revenue Request	\$	239,809
	FY24 Budget	\$	178,388
	\$ Change	\$	61,421
	% Change		34.43%
Total Budget-Net			
	FY25 Request-Net	\$	847,033
	FY24 Budget-Net	\$	1,102,325
	\$ Change	\$	(255,292)
	% Change		-23.16%

Planning & Urban Development Department Change

FY25 City Manager Recommended Budget Highlights

Total Expenditure Request

FY25 Expenditure Request	\$	1,738,786
FY24 Expenditure Budget	\$	1,899,211
\$ Change	\$	(160,425)
% Change:		-8.45%
Payroll/Benefits		1,422,927
Other Expenses		315,859

Total Revenue Budget

FY25 Revenue Request	\$	685,850
FY24 Budget	\$	855,350
\$ Change	\$	(169,500)
% Change		-19.82%

Total Budget-Net

FY25 Request-Net	\$	1,052,936
FY24 Budget-Net	\$	1,043,861
\$ Change	\$	9,075
% Change		0.87%

Expenditure Change Highlights

No FTE changes		
Reduction in Contractual Services - FY24 included MDOT Tandem pass through	\$	(150,000)

Health & Human Services

FY25 City Manager Recommended Budget Highlights



Total HHS Expenditure Request	
FY25 Expenditure Request per CM	\$ 53,287,772
FY24 Expenditure Final Allowance	\$ 55,614,352
\$ Change	\$ 2,326,580
% Change	4.18% Decrease

Expenditure Change Highlights:

Total HHS Revenue Budget	
FY25 Revenue Request per CM	\$ (50,703,278)
FY24 Revenue Final Allocation	\$ (49,793,149)
\$ Change	\$ (910,129)
% Change	1.83% Increase

Revenue Change Highlights:

Net Budget Change	
FY25 Budget	\$ (4,610,191)
FY24 Budget	\$ (3,922,567)
\$ Change	\$ (687,624)
% Change	17.53% Increase



Questions & Answers



DISTRIBUTE TO: Members of the City Council and Interim City Manager
FROM: Brendan T. O'Connell - Finance Director
DATE: May 6, 2024
SUBJECT: **FY25 Budget Frequently Asked Questions and Answers**

During the past several months and budget cycles the City has fielded many questions from residents of the City and members of the City Council in regards to the FY25 budget and valuation. Many of these questions have come up repeatedly via phone, email and in person over the years. This memo is intended to summarize responses to many of the frequently asked questions ("FAQ").

This document will be updated as the FY25 budget process progresses with responses to any new frequently asked questions from the Finance Committee, City Council and public.

Question 1: I noticed the FY25 budget includes \$150M of new estimated valuation. How does this growth benefit City and School revenues? (updated 4/10/2024)

The budget includes an estimated increase in local assessed value of \$150M from 4/1/23 to 4/1/24. This is a combination of new projects breaking ground or being completed, increases in existing property assessments and an estimate for tax appeals. This \$150 million of new property value created an additional approximately \$1,095,000 in tax revenue for municipal use (\$150,000,000 of new property value divided by \$1000 times the City portion of the mill rate of \$7.40). This \$150M of new property value also creates an additional approximately \$1,191,000 in tax revenue for Portland Public School Department use (\$150M / \$1000 x PPS mill rate of \$7.94). While this \$150M of growth seems like a significant increase, it represented only about a 0.1% overall increase to our FY24 valuation of approximately \$14.88 billion, and can only fund a fraction of the cost increases and revenue losses we faced in FY25, many of which were outside of City control.

Question 2: What is the breakdown of the tax levy between City and School operations? Is it 50/50? How has the tax levy and mill rate broken down in the last several years? (updated 4/10/24)

The overall City of Portland approved tax rate for FY24 is \$14.41 and the breakdown is not 50/50. The mill rate and tax levy is further broken down in the tax rate history table below. In FY24 the City mill rate was \$6.34 (44.0% of total mill rate), the County mill rate was \$0.62 (4.3% of total) and the Portland Public Schools mill rate was \$7.45 (51.7% of total). Because of the City's revaluation in FY22, which dropped

mill rates in proportion to the overall increase in valuation, progression of total taxes over time is difficult to follow. The second table on tax levy history (total amount of tax dollars collected to support each portion of the mill rate) provides easier to follow/understand data on trends in overall tax levy over time.

FY16 - FY24 City of Portland Tax Rate History & Breakdown							
Fiscal Year	City Tax Rate	City % of Total	County Tax Rate	County % of Total	School Tax Rate	School % of Total	City of Portland Tax Rate
FY16	\$ 9.83	47.65%	\$ 0.68	3.30%	\$ 10.12	49.05%	\$ 20.63
FY17	\$ 10.08	47.75%	\$ 0.70	3.32%	\$ 10.33	48.93%	\$ 21.11
FY18	\$ 10.28	47.48%	\$ 0.76	3.51%	\$ 10.61	49.01%	\$ 21.65
FY19	\$ 10.55	46.93%	\$ 0.79	3.51%	\$ 11.14	49.56%	\$ 22.48
FY20	\$ 10.79	46.29%	\$ 0.83	3.56%	\$ 11.69	50.15%	\$ 23.31
FY21	\$ 10.75	46.12%	\$ 0.87	3.73%	\$ 11.69	50.15%	\$ 23.31
FY22	\$ 5.73	44.84%	\$ 0.49	3.83%	\$ 6.56	51.33%	\$ 12.78
FY23	\$ 6.05	44.45%	\$ 0.51	3.75%	\$ 7.05	51.80%	\$ 13.61
FY24	\$ 6.34	44.00%	\$ 0.62	4.30%	\$ 7.45	51.70%	\$ 14.41

FY16 - FY25 City of Portland Tax Rate History & Breakdown							
Fiscal Year	City Tax Levy	City % of Total	County Tax Levy	County % of Total	School Tax Levy	School % of Total	City of Portland Tax Levy
FY16	\$ 75,785,193	47.63%	\$ 5,240,009	3.29%	\$ 78,073,211	49.07%	\$ 159,098,413
FY17	\$ 78,445,570	47.78%	\$ 5,417,119	3.30%	\$ 80,331,376	48.92%	\$ 164,194,065
FY18	\$ 80,187,454	47.48%	\$ 5,907,743	3.50%	\$ 82,787,921	49.02%	\$ 168,883,118
FY19	\$ 83,323,749	46.91%	\$ 6,288,845	3.54%	\$ 88,003,431	49.55%	\$ 177,616,025
FY20	\$ 86,173,337	46.29%	\$ 6,640,316	3.57%	\$ 93,345,139	50.14%	\$ 186,158,792
FY21	\$ 86,743,535	46.12%	\$ 7,011,159	3.73%	\$ 94,338,744	50.16%	\$ 188,093,438
FY22	\$ 83,867,622	44.12%	\$ 7,149,309	3.76%	\$ 99,083,251	52.12%	\$ 190,100,182
FY23	\$ 89,023,793	44.41%	\$ 7,563,215	3.77%	\$ 103,851,071	51.81%	\$ 200,438,079
FY24	\$ 94,353,230	44.01%	\$ 9,206,423	4.29%	\$ 110,850,008	51.70%	\$ 214,409,661
FY25**	\$ 100,583,531	43.89%	\$ 9,175,647	4.00%	\$ 119,402,624	52.10%	\$ 229,161,802
The City portion of the overall tax levy has increased by \$24.8M or 32.7% since FY16 (3.2% CAGR)							
The County portion of the overall tax levy has increased by \$3.9M or 75% since FY16 (6.4% CAGR)							
The School portion of the overall tax levy has increased by \$41.3M or 53% since FY16 (4.8% CAGR)							

* Note: FY24 County Tax Levy includes (and FY25-FY28 will also include) an additional \$761,342 due to County change to 6/30 year end

** FY25 figures will be finalized in May/June 2024

CAGR = Compound Annual Growth Rate

Question 3: Can you provide additional information regarding impacts of changes to the combined tax rate / mill rate? For example, what does a 1% increase mean for the median property owner in Portland? (updated 4/11/24 - see tables below for response)

IMPACT TO MEDIAN HOMEOWNER - EXAMPLES OF VARIOUS CITY SIDE ONLY TAX RATE IMPACT		
Overall % Tax Rate Increase	Tax Rate Impact	Impact to Mediam Homeowner
1%	\$0.07	\$ 26.10
2%	\$0.14	\$ 52.20
3%	\$0.21	\$ 78.30
4%	\$0.28	\$ 104.40
4.9%**	\$0.34	\$ 127.50
5%	\$0.35	\$ 130.50
6%	\$0.42	\$ 156.60
7%	\$0.49	\$ 182.70
8%	\$0.56	\$ 208.80
FY24 Approved Tax Rate	\$6.96	
Estimated Median Home Value	\$375,000	(see previous slide for details)
**Represents current recommendation from City Manager and PPS Finance Committee		

IMPACT TO MEDIAN HOMEOWNER - EXAMPLES OF VARIOUS TAX RATE INCREASE IMPACTS		
Overall % Tax Rate Increase	Tax Rate Impact	Impact to Mediam Homeowner
1%	\$0.14	\$ 54.04
2%	\$0.29	\$ 108.08
3%	\$0.43	\$ 162.11
4%	\$0.58	\$ 216.15
5%	\$0.72	\$ 270.19
5.8%**	\$0.83	\$ 311.25
6%	\$0.86	\$ 324.23
7%	\$1.01	\$ 378.26
8%	\$1.15	\$ 432.30
FY24 Approved Tax Rate	\$14.41	
Estimated Median Home Value	\$375,000	(see previous slide for details)
**Represents current recommendation from City Manager and PPS Finance Committee		

Question 4: The State of Maine equalized valuation for Portland is almost \$16.5B but the local assessed value is approximately 15B. What is the difference between these values and how do they impact my taxes? (updated 4/11/24)

Answer from the Assessor's Office: The State Equalized Valuation (SEV) is used as the basis to apportion the county tax, state-municipal revenue sharing, road assistance (highway block grants), general assistance grants and, the largest piece, state aid for education. It is also used by some utilities, such as the Portland Water District in its assessment of wastewater fees to municipalities.

State aid is vital to our municipal finances. The formula used to calculate the various municipal shares of state aid employ a variety of variables, including valuation of taxable property. For the state aid to be distributed equitably, the variables used in the formulas must be consistent; that is, the valuation figures must reflect the same percentage of market value for every municipality. Municipalities are required to assess at no less than 70% of true and just market value for property tax purposes, but within that constraint there is great variability. Through the process known as State Equalized Valuation, Maine Revenue Services develops annually an equalized value of every organized municipality and the unorganized territory. The finished product reflects the 100% taxable value for the municipality but does not represent the actual valuation used within the municipality which can vary widely between different municipalities.

- The City has not appealed or challenged the State Equalized Valuation. We agree with their analysis and their final value and would have a difficult time proving they are incorrect.
- The current State Equalized Valuation is based on actual property sales on an approximately 1-2 year lag. Sales prices have risen continuously over the last several years so we know our SEV will continue to rise.
- The reason the City uses the \$15B+ in its estimated projections is because this is the actual valuation that local taxes are levied against. The State's Equalized Value is not used to levy local property taxes, it is an indicator of what the actual 100% valuation should be. There is a wide difference between the two and this is one reason why we are undertaking a revaluation.
- While the State "certifies" their equalized value, this is only an aggregate total based on a sales ratio study of market data from the preceding 18-24 months. The State does not apportion or allocate individual uniform values to the 24,000+ parcels that make up the City of Portland.

Further information on SEV can be found:

[Maine Revenue Services Property Tax Bulletin No. 1 - Maine State Valuation](#)
[Rule 201 - Rules of Procedures Used to Develop State Valuation](#)

Question 5: Can staff provide details on how fundraising works in relation to the City's operating budget? Are there limitations on what items can be supplemented by fundraising? (updated 5/1/2022)

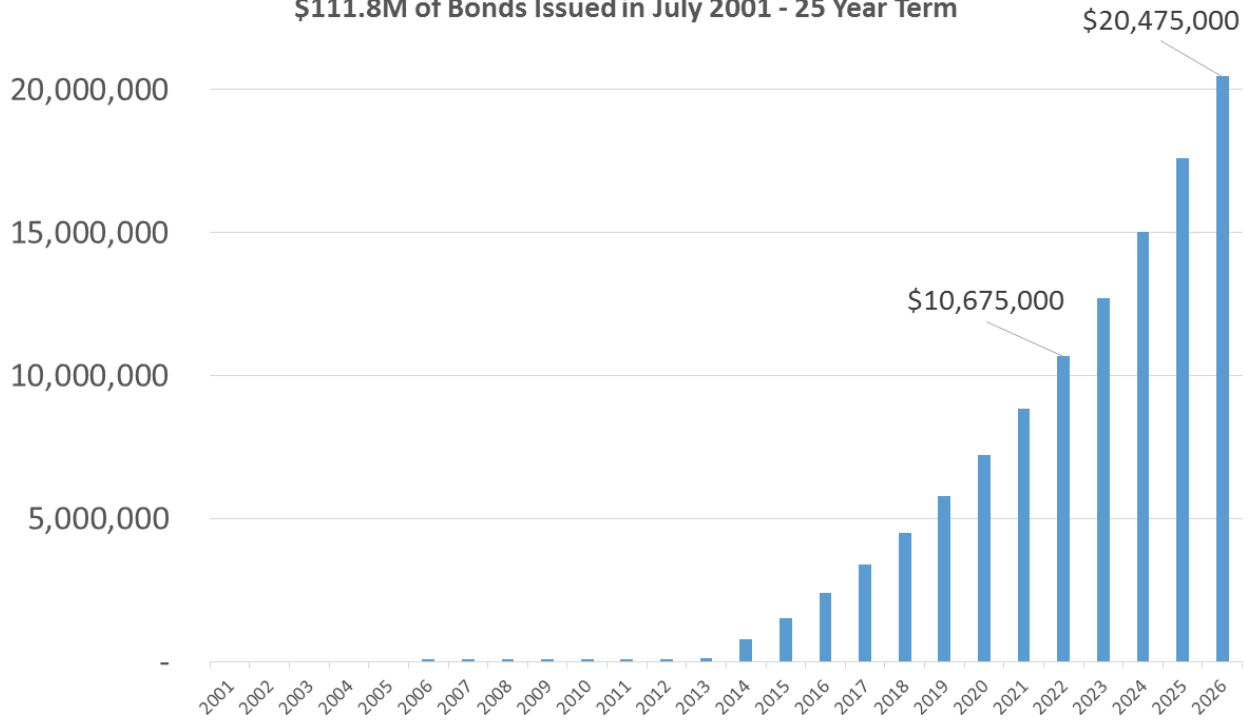
The City's spending of operating budget funds is authorized by an overall appropriation resolve passed during the City budget process. For programs supported either fully or partially via donations, the City budgets for the full amount of program expenditures within the appropriation resolve and also includes an estimate of the offsetting revenues in the resolve. City staff would be required to come back to City Council with an additional appropriation order if additional expenditures were required above and beyond what was already approved in the appropriation resolve. For example, if the City's overall operating budget was \$1M, and the City needed to launch a new \$50,000 program (supported by donations) midway through FY22 pushing total spending to \$1.05M the City Manager would bring a new appropriation order to Council asking the Council to appropriate the additional \$50,000 in donations, raising the overall appropriation to \$1,050,000.

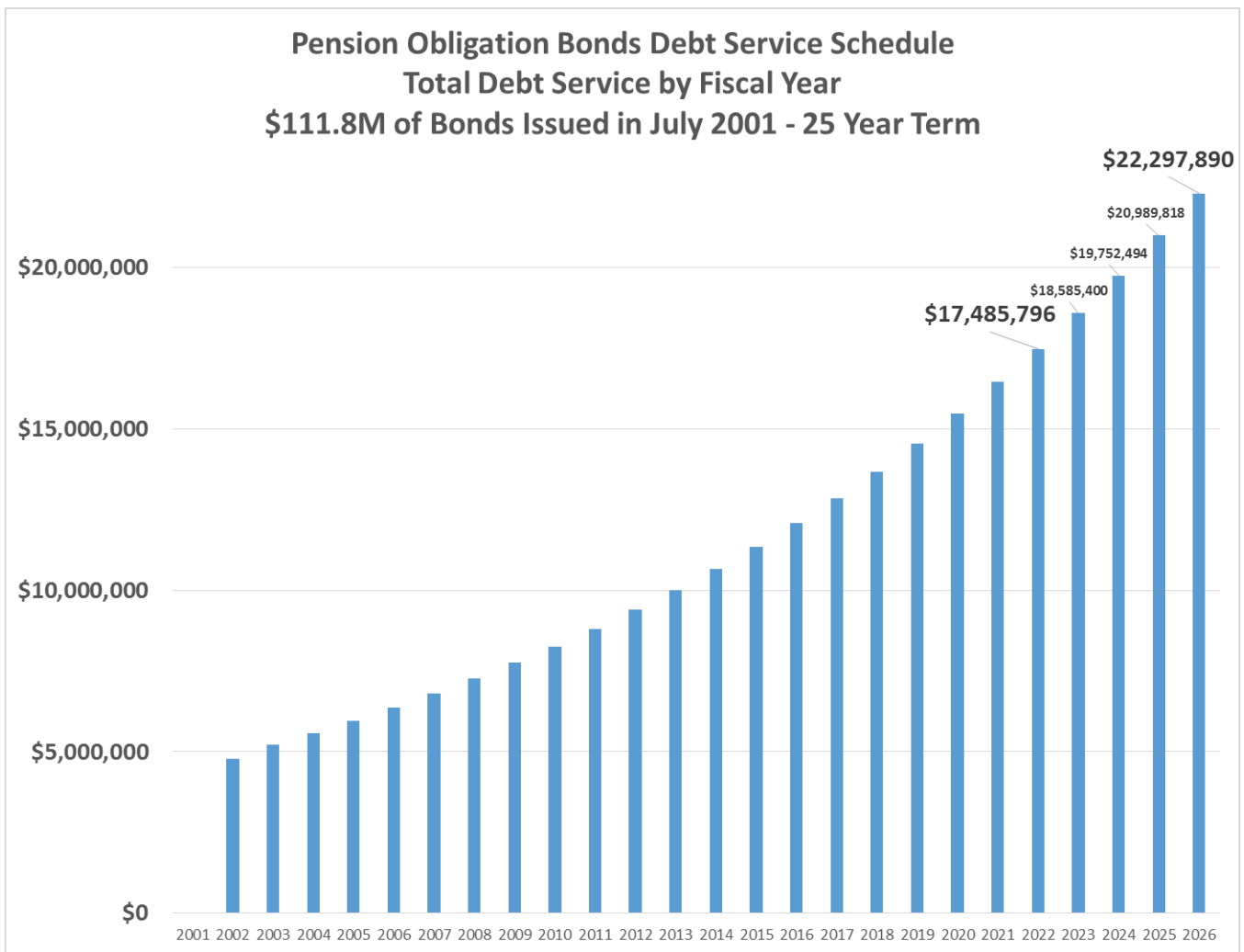
None of the programs currently being suggested for fundraising (in HHS, Parks & Recreation) have any restrictions that staff is currently aware of, but we would do further research before launching any specific new campaigns for any specific program or item.

Question 6: The FY25 budget calls for approximately \$4M of Debt Service Reserve use. Can you provide more detail on why this is appropriate and how it has helped smoothen property tax rates from FY23-FY27? (updated 4/11/2024)

Over the last several years the City has achieved significant cost savings due to an aggressive strategy of achieving credit rating upgrades to reduce future borrowing costs, refinancing previously issued debt at higher ratings and lower interest rates, renegotiating debt service related contracts, and making key vendor changes. These savings, currently held within the City's debt service fund reserves, are an integral part of staff strategy to smoothen property tax rates over the final five years of repayment of the City's \$111.8M pension obligation bond. The structure of the pension obligation bonds, issued back in July 2001, was very unfavorable in later years of the debt. No significant principal repayment on the debt began until 2014 and debt service payments will increase by over \$1.1M per year annually from FY24 through FY26. The final \$22.3M debt service payment is due on 6/1/26 and in fiscal years thereafter (beginning in FY27) the City and School Department will have significantly more operating budget flexibility and likely a reduction in tax levy on both sides of the budget (City and Schools).

Pension Obligation Bonds Debt Service Schedule
Principal Repayment by Fiscal Year
\$111.8M of Bonds Issued in July 2001 - 25 Year Term





Over the next two years (FY25 and FY26) the City will recommend that City Council utilize the debt service reserve to smoothen property tax rates in each fiscal and offset the impacts of the increases in pension obligation bonds debt service. If not for use of this reserve the property tax levy would be \$14M higher during FY23 - FY26 in total. Typically reserves are only recommended for use vs ONE TIME expenditures. In this instance use of the reserves remains appropriate as the debt service expenses related to pension obligation bonds are not an ongoing operating expense - they will be going away for good in FY27 (final payment is due in FY26 and in the FY27 operating budget there will be \$22.3M of capacity previously occupied by pension obligation debt service). Furthermore there are sufficient debt service reserves to cover the full amount of the increases in pension obligation bond debt service in each of the next four consecutive budget years. This use of the debt service reserve is this recommended approach from the Finance Department staff. Using pre-revaluation figures will result in a mill rate that is at least 72 cents lower than what the mill rate would have been if no debt service reserve was used.

The City's debt service reserve and the impending FY27 retirement of the pension obligation bonds also gives both the City and Schools flexibility in how new debt service expense impacts the property tax rate.

Question 7: What property tax relief programs are available to City residents? What are the income limitations on the Property Tax Stabilization Program and the Portland Senior Tax Equity Program (P-STEP)? (updated 4/11/24)

The City has a Tax Relief web page (<https://www.portlandmaine.gov/259/Tax-Relief>) dedicated to our various property tax relief programs. Many of the programs we offer are only permitted by State law and we must follow the rules they provided for allowable municipal programs (listed below):

- PROPERTY TAX STABILIZATION PROGRAM FOR SENIOR CITIZENS
- MAINE PROPERTY TAX DEFERRAL PROGRAM
- PORTLAND SENIOR TAX EQUITY PROGRAM (P-STEP)
- MAINE HOMESTEAD EXEMPTION PROGRAM
- BUSINESS EQUIPMENT TAX REIMBURSEMENT (BETR)
- BUSINESS EQUIPMENT TAX EXEMPTION (BETE)
- MAINE INDIVIDUAL INCOME TAX - PROPERTY TAX FAIRNESS CREDIT
- BLIND EXEMPTION
- VETERANS EXEMPTION
- SURVIVING SPOUSE, MINOR CHILD OR WIDOWED PARENT OF A VETERAN
- CURRENT LAND USE PROGRAMS (Farmland, Open Space, Tree Growth, and Working Waterfront)

We recommend referring to the City's Tax Relief web pages (and applicable State web pages) for details around qualification criteria and income limitations on each program. However, as of 4/26/23 there were no income limitations within the **State of Maine Property Tax Stabilization program for Senior Citizens**. For the **Portland Senior Tax Equity Program (P-STEP)** the income limitations are set by the State and taxpayers must qualify and determine their limits via completion of the State form. An excerpt from the form detailing income limitations on the 2022 State Form PFTC is below:

Who is eligible?

You may qualify for a **refundable Property Tax Fairness Credit** up to \$1,000 (\$1,500 if you are 65 years of age or older) if you meet all of the following:

- You were a Maine resident during any part of the tax year;
- You owned or rented a home in Maine during any part of the tax year and lived in that home as your principal residence during the year;
- Your total income during 2022 was less than the amount shown in the table below for your filing status and the number of qualifying children and dependents you claim:

If your Filing Status is:	AND Form 1040ME, line 13a is:		
	0	OR 1	OR more than 1
	Your income must be less than:		
Single	\$55,000	\$55,000	\$55,000
Head of Household	\$70,000	\$70,000	\$86,250
Married filing Jointly or Qualifying Widow(er)	\$70,000	\$86,250	\$86,250

- You paid property tax on your home (principal residence) in Maine during the tax year that is greater than 4% of your total income **or** you paid rent on your home (principal residence) in Maine during the tax year that is greater than 26.67% of your total income. **Note** that the amount of property tax or rent you can include may be limited. See line 7 on Schedule PTFC/STFC.

You may qualify for a **refundable Sales Tax Fairness Credit** up to \$240, depending on the number of qualifying children and dependents on Form 1040ME, line 13a, if you meet all of the following:

- You were a Maine resident during any part of the tax year;
- Your total income during 2022 was not more than \$27,850 if filing single; \$44,050 if filing head of household; or, \$54,700 if married filing jointly or qualifying widow(er).

See the line 13 instructions below for more information.

Question 8: Are we able to create a discounted parking program for low to moderate income downtown workers? Either lower meter rates or lower City garage rates? (added 5/4/23)

We have not seen anything in any other municipalities regarding discounted meters for downtown workers. However the City has the benefit of owning several downtown garages and we have an existing **Park and Work** program. The purpose of the Park and Work program, since its inception about 30 years ago, has been to provide access to discounted parking for low to moderate income employees, or to unpaid volunteers. Portland Downtown administers the Park & Work program to employers for employees at or under 50% AMI. Employers or their employees pay for stickers to be adhered to parking tickets from the two city-owned and -operated garages, the Elm St. and Spring St. Garages, and the City of Portland subsidizes the cost. In the past several of the private parking facilities participated in the program, but for various reasons have decided to opt out of the Program

Understanding that discounting parking when it is at a premium does not make the most sense economically, Portland Downtown continues to partner with the City of Portland and other transportation partners on a multi-modal transportation marketing campaign to inform the public of options other than driving a car and parking downtown. Once here, it is very easy to walk, bike, bus, etc. in downtown, so we're excited to explore and share options.

Please visit the [Portland Downtown Park & Work](#) program page here for more information

Question 9: Can you provide actual expenditures for the last 10 fiscal years? (Updated 4-11-24)

Yes - the City Manager typically presents a budget classified by revenue type and Department to the full City Council each year. The comparative spending plan specifically shows all estimated income, indicating proposed tax levies, and all proposed expenditures, including debt service for the ensuing fiscal year (the FY25 City Manager's Recommendation); and is arranged as to show comparative figures for actual and estimated income and expenditures of the current fiscal year (FY24 Actuals/Projection) and actual income and expenditures of the preceding fiscal year (FY23).

In addition to the information that has been presented to the Finance Committee, City staff have added budget books to the Committee meeting backup for the preceding 10 fiscal years (FY14 through FY23) which show actual expenditures versus budgeted amounts for additional budget to actual comparison.

Question 10: How many full time employee vacancies are in each department? Please also note the length of time of the vacancy, if available. (table data collected in early April 2024)

See attachment as prepared by Human Resources for complete details from each Department. Each Department Head will also expand on vacant positions, term of vacancies if they have this data available (i.e. how long a position has been vacant), and issues caused by vacancies during their individual presentations to the Finance Committee. Please note, Human Resources does not track term of vacancies and Department Heads may only have anecdotal data about each position and the vacancy report as provided in 2023 can be found in [last year's budget FAQ](#). The report below may also not reflect final details from hirings in process (i.e. accepted offers from candidates who have not yet started with the City etc).

Position	Position Desc	Bargain Desc	Location	Location Desc	Org	Object	FTE %	FILLED FTE	Vacant FTE
100660	VITAL RECORDS CLERK (PT)	CEBA	1200	CITY CLERK	10012000	400110	0.6	0.0000	0.6000
103124	CHIEF OF STAFF	NON UNION	1310	CITY MANAGER ADMINISTRATION	10013100	400110	1	0.0000	1.0000
103425	ASSISTANT ASSESSOR	NON UNION	1400	ASSESSOR	10014000	400110	1	0.0000	1.0000
100692	LEAD CASHIER CLERK	CEBA	1520	TREASURY	10015200	400110	1	0.0000	1.0000
100060	ASSOCIATE CORPORATE COUNSEL	NON UNION	1600	LEGAL	10016000	400110	1	0.0000	1.0000
102641	OCCUPATIONAL HEALTH AND SAFETY DIRECTOR	NON UNION	1710	HR ADMINISTRATION	10017100	400110	1	0.0000	1.0000
103304	SAFETY & TRAINING OFFICER - HR/PRF	NON UNION	1710	HR ADMINISTRATION			1	0.0000	1.0000
100642	PARKING CONTROL OFFICER	CEBA	1810	PARKING ADMINISTRATION	10018100	400110	11	10.0000	1.0000
103134	PARKING GARAGE CASHIER (PTNB) - ELM	CEBA	1820	ELM STREET GARAGE	10018200	400110	0.25	0.0000	0.2500
103063	MAINTENANCE WORKER I - SPRING	LABOR AND TRADES	1830	SPRING STREET GARAGE	10018300	400110	1	0.0000	1.0000
100114	PRINCIPAL FINANCIAL OFFICER - PD	NON UNION	2100	POLICE ADMINISTRATION	10021100	400110	1	0.0000	1.0000
100051	ASSISTANT POLICE CHIEF	NON UNION	2100	POLICE ADMINISTRATION	10021100	400110	1	0.0000	1.0000
101320	POLICE OFFICER	POLICE BENEVOLENT ASSOC	2105	UNIFORMED OPERATIONS	10021200	400110	89	64.0000	25.0000
101412	POLICE SERGEANT - OPS	POLICE SUPERIOR OFFICERS	2105	UNIFORMED OPERATIONS	10021200	400110	12	11.0000	1.0000
103404	POLICE LIEUTENANT - OPS	POLICE SUPERIOR OFFICERS	2105	UNIFORMED OPERATIONS	10021200	400110	1	0.0000	1.0000
100585	PUBLIC SERVICE CLERK	CEBA	2140	EVIDENCE & PROPERTY	10021400	400110	1	0.0000	1.0000

101100	FIREFIGHTER EMT-P (42)	FIRE FIGHTERS	2231	FIELD OPERATIONS	10022300	400110	40	39.0000	1.0000
101043	FIREFIGHTER EMT-I (42)	FIRE FIGHTERS	2231	FIELD OPERATIONS	10022300	400110	66	65.0000	1.0000
101001	FIREFIGHTER EMT-B (42)	FIRE FIGHTERS	2231	FIELD OPERATIONS	10022300	400110	39	38.0000	1.0000
102876	FIRE CAPTAIN/EMT-P - AIR RESCUE	FIRE FIGHTERS	2281	AIR RESCUE	10022800	400110	1	0.0000	1.0000
101441	TELECOMMUNICATOR II	COMMUNICATIONS	2310	DISPATCH	10023500	400110	7	2.0000	5.0000
103269	TELECOMMUNICATOR I	COMMUNICATIONS	2310	DISPATCH	10023500	400110	10	3.0000	7.0000
103270	TELECOMMUNICATOR III	COMMUNICATIONS	2310	DISPATCH	10023500	400110	12	11.0000	1.0000
103307	EMERGENCY COMMUNICATIONS DEPUTY DIRECTOR	NON UNION	2310	DISPATCH	10023500	400110	1	0.0000	1.0000
103156	ADMINISTRATIVE ASSISTANT (CEBA) - PLANNING	CEBA	2410	PLANNING ADMINISTRATION	10024100	400110	1	0.0000	1.0000
103426	ASSOCIATE PRESERVATION PLANNER	PROTECH	2420	PLANNING	10024200	400110	1	0.0000	1.0000
103413	LICENSING & REGISTRATION ASSISTANT - RENT CONTROL	CEBA	2530	HOUSING SAFETY	10025300	400110	1	0.0000	1.0000
103043	PERMITTING & INSPECTIONS CUSTOMER ASSOCIATE	CEBA	2550	SUPPORT SERVICES	10025200	400110	1	0.0000	1.0000
100030	AIRPORT DEPUTY DIRECTOR ENG & FAC	NON UNION	2810	JETPORT ADMINISTRATION	58328500	400110	1	0.0000	1.0000
100782	AIRPORT MAINTENANCE WORKER II	LABOR AND TRADES	2820	JETPORT FIELD MAINTENANCE	58328200	400110	7	6.0000	1.0000
100954	AIRPORT MAINTENANCE SUPERVISOR	SUPERVISORS	2820	JETPORT FIELD MAINTENANCE	58328200	400110	1	0.0000	1.0000
100785	AIRPORT MAINTENANCE WORKER II	LABOR AND TRADES	2820	JETPORT FIELD MAINTENANCE	58328200	400110	1	0.0000	1.0000
100195	AIRPORT OPERATIONS DUTY OFFICER	PROTECH	2840	JETPORT OPERATIONS	58328400	400110	1	0.0000	1.0000
100187	AIRPORT OPERATIONS COORDINATOR	PROTECH	2840	JETPORT OPERATIONS	58328400	400110	7	6.0000	1.0000
102509	DEPUTY DIRECTOR OF PUBLIC WORKS	NON UNION	3100	PUBLIC WORKS ADMINISTRATION	10031100	400110	1	0.0000	1.0000
100839	MAINTENANCE WORKER II - STREETS	LABOR AND TRADES	3111	STREETS	10031202	400110	1	0.0000	1.0000
100840	MAINTENANCE WORKER II - STREETS	LABOR AND TRADES	3111	STREETS	10031202	400110	1	0.0000	1.0000
100863	MAINTENANCE WORKER III - STREETS	LABOR AND TRADES	3111	STREETS	10031202	400110	1	0.0000	1.0000
100860	MAINTENANCE WORKER III - STREETS	LABOR AND TRADES	3111	STREETS	10031202	400110	5	2.0000	3.0000
102994	MAINTENANCE WORKER III - STREETS	LABOR AND TRADES	3111	STREETS	10031202	400110	3	1.0000	2.0000
100833	MAINTENANCE WORKER II - SOLID WASTE	LABOR AND TRADES	3123	SOLID WASTE	10031203	400110	4	2.0000	2.0000
102877	MAINTENANCE WORKER I - SOLID WASTE	LABOR AND TRADES	3123	SOLID WASTE	10031203	400110	3	2.0000	1.0000
100900	TRAFFIC COMPUTER SIGN OPERATOR	LABOR AND TRADES	3128	TRAFFIC OPERATIONS	10031208	400110	1	0.0000	1.0000
102645	MAINTENANCE WORKER III - TRAFFIC	LABOR AND TRADES	3128	TRAFFIC OPERATIONS	10031208	400110	1	0.0000	1.0000
102353	SENIOR TRANSPORTATION ENGINEER	PROTECH	3131	TRANSPORTATION OPERATIONS	10031302	400110	1	0.0000	1.0000
100185	SENIOR ENGINEER - ENG	PROTECH	3133	ENGINEERING	10031303	400110	1	0.0000	1.0000
103026	SENIOR PROJECT SURVEYOR	PROTECH	3134	SURVEYING	10031303	400110	1	0.0000	1.0000
103409	CONSTRUCTION INSPECTION SPECIALIST	CEBA	3136	CONSTRUCTION COORDINATION	10031303	400110	1	0.0000	1.0000
103206	AUTO TECHNICIAN I	LABOR AND TRADES	3140	FLEET SERVICES	10031400	400110	2	1.0000	1.0000
100909	WATER RESOURCES TECHNICIAN III - STORMWATER	LABOR AND TRADES	3150	STORMWATER MANAGEMENT	57131500	400110	1	0.0000	1.0000
102676	WATER RESOURCES TECHNICIAN II - STORMWATER	LABOR AND TRADES	3150	STORMWATER MANAGEMENT	57131500	400110	1	0.0000	1.0000
100754	ASSET MANAGEMENT TECHNICIAN	CEBA	3151	WATER RESOURCES ADMIN	57031100	400110	1	0.0000	1.0000
100804	WATER RESOURCES SENIOR TECHNICIAN	LABOR AND TRADES	3154	WATER FACILITIES	57031202	400110	1	0.0000	1.0000
102675	WATER RESOURCES TECHNICIAN II	LABOR AND TRADES	3154	WATER FACILITIES	57031202	400110	3	1.0000	2.0000
102677	WATER RESOURCES TECHNICIAN III	LABOR AND TRADES	3154	WATER FACILITIES	57031202	400110	1	0.0000	1.0000
103237	WATER RESOURCES TECHNICIAN I	LABOR AND TRADES	3154	WATER FACILITIES	57031202	400110	3	2.0000	1.0000
103131	PARK RANGER	CEBA	3322	PARKS	10033202	400110	2	0.0000	2.0000
100928	PLAYGROUND TECHNICIAN	LABOR AND TRADES	3324	ATHLETIC FACILITIES	10033204	400110	2	1.0000	1.0000
102996	MAINTENANCE WORKER I - ATH FAC	LABOR AND TRADES	3324	ATHLETIC FACILITIES	10033204	400110	4	2.0000	2.0000
100560	RECREATION PROGRAMMER I (PT 18.75)	CEBA	3332	RECREATION	10033302	400110	2.5	0.0000	2.5000
100564	RECREATION PROGRAMMER I (PT 22.50)	CEBA	3332	RECREATION	10033302	400110	1.2	0.0000	1.2000
100541	RECREATION PROGRAMMER I (PTNB)	CEBA	3332	RECREATION	10033302	400110	1.75	1.2500	0.5000
100597	RECREATION PROGRAMMER II (PT 22.50)	CEBA	3332	RECREATION	10033302	400110	1.2	0.6000	0.6000
100567	AQUATIC PROGRAMMER I (30)	CEBA	3333	AQUATICS	10033303	400110	0.8	0.0000	0.8000
100569	AQUATIC PROGRAMMER I (18.75)	CEBA	3333	AQUATICS	10033303	400110	1.5	0.0000	1.5000
100612	AQUATIC PROGRAMMER II (30)	CEBA	3333	AQUATICS	10033303	400110	0.8	0.0000	0.8000
100957	GOLF COURSE SUPERVISOR	SUPERVISORS	3334	RIVERSIDE GOLF COURSE	10033304	400110	1	0.0000	1.0000
103288	EVENT SERVICES STAFF (FT)	CEBA	3341	PUBLIC ASSEMBLY FACILITY	10033401	400110	1	0.0000	1.0000
100936	TRADES WORKER III	LABOR AND TRADES	3510	TRADES	10035101	400110	1	0.0000	1.0000
100933	TRADES WORKER III	LABOR AND TRADES	3510	TRADES	10035101	400110	1	0.0000	1.0000
100794	FACILITIES MASTER ELECTRICIAN - PB	LABOR AND TRADES	3510	TRADES	10035101	400110	1	0.0000	1.0000
102797	HVAC TECHNICIAN I - PB	LABOR AND TRADES	3520	HVAC	10035101	400110	2	1.0000	1.0000
102730	TRADES WORKER III - WF	LABOR AND TRADES	3530	WATERFRONT	10035300	400110	1	0.0000	1.0000

100170	DIRECTOR OF HEALTH & HUMAN SERVICES	EXECUTIVE	4010	HHS ADMINISTRATION	10044100	400110	1	0.0000	1.0000
103330	COMMUNITY HEALTH PROMOTION SPECIALIST (PR) - OUTREACH	PROTECH	4110	PH ADMIN	10044201	400110	4	2.0000	2.0000
103328	PUBLIC HEALTH NURSE (PR)	CEBA	4120	FAMILY HEALTH	10044202	400110	1	0.0000	1.0000
100241	COMMUNITY HEALTH PROMOTIONS SPECIALIST (PR) CH	PROTECH	4130	CHRONIC DISEASE PREVENT	10044203	400110	1.6	0.0000	1.6000
100239	COMMUNITY HEALTH PROMOTIONS SPECIALIST (PR) CH	PROTECH	4130	CHRONIC DISEASE PREVENT	10044203	400110	1	0.0000	1.0000
100240	COMMUNITY HEALTH PROMOTIONS SPECIALIST (PR) - HEAL	PROTECH	4130	CHRONIC DISEASE PREVENT	10044203	400110	1	0.0000	1.0000
103034	COMMUNITY HEALTH PROMOTIONS SPECIALIST (PR) CH	PROTECH	4130	CHRONIC DISEASE PREVENT	10044203	400110	1	0.0000	1.0000
103198	COMMUNITY HEALTH PROMOTIONS SPECIALIST (PR) - DIS	PROTECH	4150	FOREST AVENUE CLINIC	10044205	400110	1	0.0000	1.0000
103219	COMMUNITY HEALTH PROMOTIONS SPECIALIST (PR) REP	PROTECH	4160	RESEARCH AND EVALUATION	10044206	400110	1	0.0000	1.0000
103401	EPIDEMIOLOGIST / DATA ANALYST (PR)	NON UNION	4160	RESEARCH AND EVALUATION	10044206	400110	1	0.0000	1.0000
103364	SENIOR HUMAN SERVICES COUNSELOR (PR) - RIVERSIDE SHELTER	NON UNION	4240	ASYLUM EMERG SHELTER	10044307	400110	4	3.0000	1.0000
103365	HUMAN SERVICE SPECIALISTS (PR) - RIVERSIDE SHELTER	CEBA	4240	ASYLUM EMERG SHELTER	10044307	400110	4	3.0000	1.0000
103370	SHELTER ATTENDANT (PR) - RIVERSIDE SHELTER	CEBA	4240	ASYLUM EMERG SHELTER	10044307	400110	24	17.0000	7.0000
103372	SHELTER ATTENDANT (25HR) (PR) - RIVERSIDE SHELTER	CEBA	4240	ASYLUM EMERG SHELTER	10044307	400110	1.3334	0.6667	0.6667
100656	SHELTER SECURITY GUARD - HSC	CEBA	4250	HOMELESS SERVICE CENTER	10044306	400110	1	0.0000	1.0000
100665	SHELTER ATTENDANT - HSC	CEBA	4250	HOMELESS SERVICE CENTER	10044306	400110	53	31.0000	22.0000
102358	SHELTER SECURITY GUARD- HSC	CEBA	4250	HOMELESS SERVICE CENTER	10044306	400110	5	4.0000	1.0000
103077	HUMAN SERVICES COUNSELOR (PR) HSC GR6	PROTECH	4250	HOMELESS SERVICE CENTER	10044306	400110	2	1.0000	1.0000
103139	SHELTER ATTENDANT (PR) - HSC	CEBA	4250	HOMELESS SERVICE CENTER	10044306	400110	4	0.0000	4.0000
103023	SENIOR HUMAN SERVICES COUNSELOR (PR) - HSC	NON UNION	4250	HOMELESS SERVICE CENTER	10044306	400110	2	0.0000	2.0000
103415	PROGRAM COORDINATOR (PR) - HOPE	NON UNION	4250	HOMELESS SERVICE CENTER	10044306	400110	1	0.0000	1.0000
100221	HUMAN SERVICES COUNSELOR - HSC GR6	PROTECH	4250	HOMELESS SERVICE CENTER			1	0.0000	1.0000
100657	SHELTER SECURITY GUARD - HSC	CEBA	4250	HOMELESS SERVICE CENTER			1	0.0000	1.0000
100829	MAINTENANCE WORKER I - HSC	LABOR AND TRADES	4250	HOMELESS SERVICE CENTER			2	1.0000	1.0000
100723	HUMAN SERVICES SPECIALIST - HSC	CEBA	4250	HOMELESS SERVICE CENTER			1	0.0000	1.0000
102421	SHELTER SECURITY GUARD - HSC	CEBA	4250	HOMELESS SERVICE CENTER			1	0.0000	1.0000
102444	HUMAN SERVICES SPECIALIST (PTNB) - HSC	CEBA	4250	HOMELESS SERVICE CENTER			0.25	0.0000	0.2500
102658	SENIOR HUMAN SERVICES COUNSELOR I - HSC	NON UNION	4250	HOMELESS SERVICE CENTER			3	1.0000	2.0000
100216	HUMAN SERVICES COUNSELOR - FS GR6	PROTECH	4260	FAMILY SHELTER	10044305	400110	1	0.0000	1.0000
102800	SHELTER ATTENDANT (PR) (PTNB) - FS	CEBA	4260	FAMILY SHELTER	10044305	400110	1	0.5000	0.5000
102816	HUMAN SERVICES SPECIALIST (PR) - FS	CEBA	4260	FAMILY SHELTER	10044305	400110	3	1.0000	2.0000
102942	HUMAN SERVICES SPECIALIST - FS	CEBA	4260	FAMILY SHELTER	10044305	400110	1	0.0000	1.0000
102971	SHELTER ATTENDANT (PR) - FS	CEBA	4260	FAMILY SHELTER	10044305	400110	2	0.0000	2.0000
103242	SENIOR HUMAN SERVICES COUNSELOR (PR) - RESETTLEMENT	NON UNION	4260	FAMILY SHELTER	10044305	400110	3	2.0000	1.0000
103416	HUMAN SERVICES COUNSELOR CASE MANAGER (PR) - RESETTLEMENT	PROTECH	4260	FAMILY SHELTER	10044305	400110	4	0.0000	4.0000
100724	HUMAN SERVICES SPECIALIST - FS	CEBA	4260	FAMILY SHELTER			1	0.0000	1.0000
100897	MAINTENANCE WORKER III - FS	LABOR AND TRADES	4260	FAMILY SHELTER			1	0.0000	1.0000
100736	GERIATRIC SOCIAL WORKER	CEBA	4310	BARRON CENTER ADMINISTRATION	10744401	400110	2	1.0000	1.0000
100122	RSD	NON UNION	4340	NURSING ADMINISTRATION	10744404	400110	10	8.0000	2.0000
100312	LPN (FT)	CEBA	4350	NURSING DIRECT CARE	10744405	400110	11	3.0000	8.0000
100430	CNA (PTNB)	CEBA	4350	NURSING DIRECT CARE	10744405	400110	1.25	0.2500	1.0000
100199	PRINCIPAL RN (BC) 32	PROTECH	4350	NURSING DIRECT CARE	10744404	400110	1.6	0.8000	0.8000
100422	CNA (PT 30)	CEBA	4350	NURSING DIRECT CARE	10744405	400110	18.4	17.6000	0.8000
100428	CNA (PT 22.5)	CEBA	4350	NURSING DIRECT CARE	10744405	400110	3.6	1.8000	1.8000
100331	RN (FT)	CEBA	4350	NURSING DIRECT CARE	10744405	400110	7	3.0000	4.0000
100769	UNIT CLERK	CEBA	4350	NURSING DIRECT CARE	10744405	400110	6	3.0000	3.0000
100423	CNA (FT) - NURSING	CEBA	4350	NURSING DIRECT CARE	10744405	400110	40	31.0000	9.0000
103195	LPN (PTNB)	CEBA	4350	NURSING DIRECT CARE	10744405	400110	0.25	0.0000	0.2500
103408	RN (PT 20)	CEBA	4350	NURSING DIRECT CARE	10744405	400110	1.5	0.5000	1.0000
100584	FOOD PREPARATION WORKER	CEBA	4360	NUTRITION AND SUPPLY	10744406	400110	1	0.0000	1.0000
100361	SUPPORT TEAM WORKER (FT) - KITCHEN	CEBA	4360	NUTRITION AND SUPPLY	10744406	400110	11	7.0000	4.0000
100207	FOOD PRODUCTION COORDINATOR	PROTECH	4360	NUTRITION AND SUPPLY	10744406	400110	1	0.0000	1.0000
100365	SUPPORT TEAM WORKER (PTNB) - KITCHEN	CEBA	4360	NUTRITION AND SUPPLY	10744406	400110	2.75	2.0000	0.7500
103084	SUPPORT TEAM WORKER (PT 18.75) - KITCHEN	CEBA	4360	NUTRITION AND SUPPLY	10744406	400110	0.5	0.0000	0.5000
100386	SUPPORT TEAM WORKER - HOUSEKEEPING	CEBA	4380	HOUSEKEEPING	10744408	400110	10	9.0000	1.0000
									228.6667

Question 11: Can the City save money by cutting chronically vacant positions? (updated 5/9/24). Please provide examples of the impact that vacancies have on the City.

Coordination of programs and operations of the City and recommendations on improvements in such programs and operations to the City Council is a duty of the City Manager as outlined in the City Charter. The budget process and the City Manager's recommended budget is the document that outlines the recommended course of action regarding operations based on Department recommendations, and funds and positions needed to coordinate City operations and programs each fiscal year. Of course, the Council has the ability to approve, reject, or amend the overall annual budget appropriation recommended by the City Manager per the process outlined in the Charter.

Each year the City budget includes changes in staffing levels. These may include elimination of staff/positions, additions of staff/positions, upgrades/reclassifications of existing staffing positions or use of outside temporary help and contractual services. With regard to FY25, the baseline assumption that was used was City Council guidance (given at the January 2024 budget workshop) that there should be no (or very limited) cuts to core City services.

The second assumption that should be made is that the City is not asking for funding in excess of necessary staffing levels - we are requesting the funds we need to staff and operate effectively based on Department guidance

It is important to note that vacancies will (and have) always exist(ed) within the City budget as compared to budgeted positions. And in most of those instances having those vacant positions results in HIGHER costs to the City budget due to the need for overtime (remaining employees being paid to fill vacant shifts at 1.5x their regular rate of pay for hours worked beyond a regular 5 day weekly schedule) or using outside vendors/contractors to fill vacant shifts at higher rates of pay vs full time staff.

In addition to that financial impact, there are also hidden costs related to employee morale, and often resulting turnover, when a Department is understaffed. Additionally, there have to be (and have been) reductions in service levels (i.e. delays in delivery of services, etc) as a result of these vacancies.

On the flip side, the City does sometimes also have instances of cost savings as a result of vacancies, usually related to our limited number of non-union positions. In these instances there are also typically some partially offsetting cost impacts and are also some hidden/non-financial costs.

Staff from various Departments have assisted in documenting examples of required staffing levels to effectively coordinate City programs and operations below, including costs of the program with full staffing, number of positions, position titles, union classification and more. The examples also include specifically what happens to costs in the instance of a vacancy.

Example #1 - Finance Department - Treasury Cashier Clerks

The City's Treasury Division is responsible for the collection of all monies into the City. This includes the collection of real estate taxes, personal property taxes, delinquent sewer user fees, and vehicle excise

taxes and registration fees, as well as issuance of license plates. Treasury also collects parking ticket revenues and miscellaneous receivables, processes boat and utility trailer registrations, issues island vehicle and golf cart registrations, collects stormwater payments, administers the Portland Senior Tax Equity program and more. When a vacancy exists within Treasury, the City will typically immediately advertise the position and also reach out to an external staffing agency to fill the position on an interim basis. With one of our recent vacancies, a local staffing agency charged the City just under \$1000 per week for temp help based on a 37.5 hour workweek. When a full time employee was eventually hired, the hourly pay rate was approximately \$813.38.

It is worth noting that the time of year matters for this above example. The City's Treasury Department is incredibly busy in spring, summer and fall months and typically in December / early January as well. However, if the vacancy were to occur in late January or February the urgency to immediately hire a temp may not exist as February is our slowest month by registration volume (see chart below for collection history by month over previous three years).

AUTOMOBILE EXCISE TAXES
10015200-313100

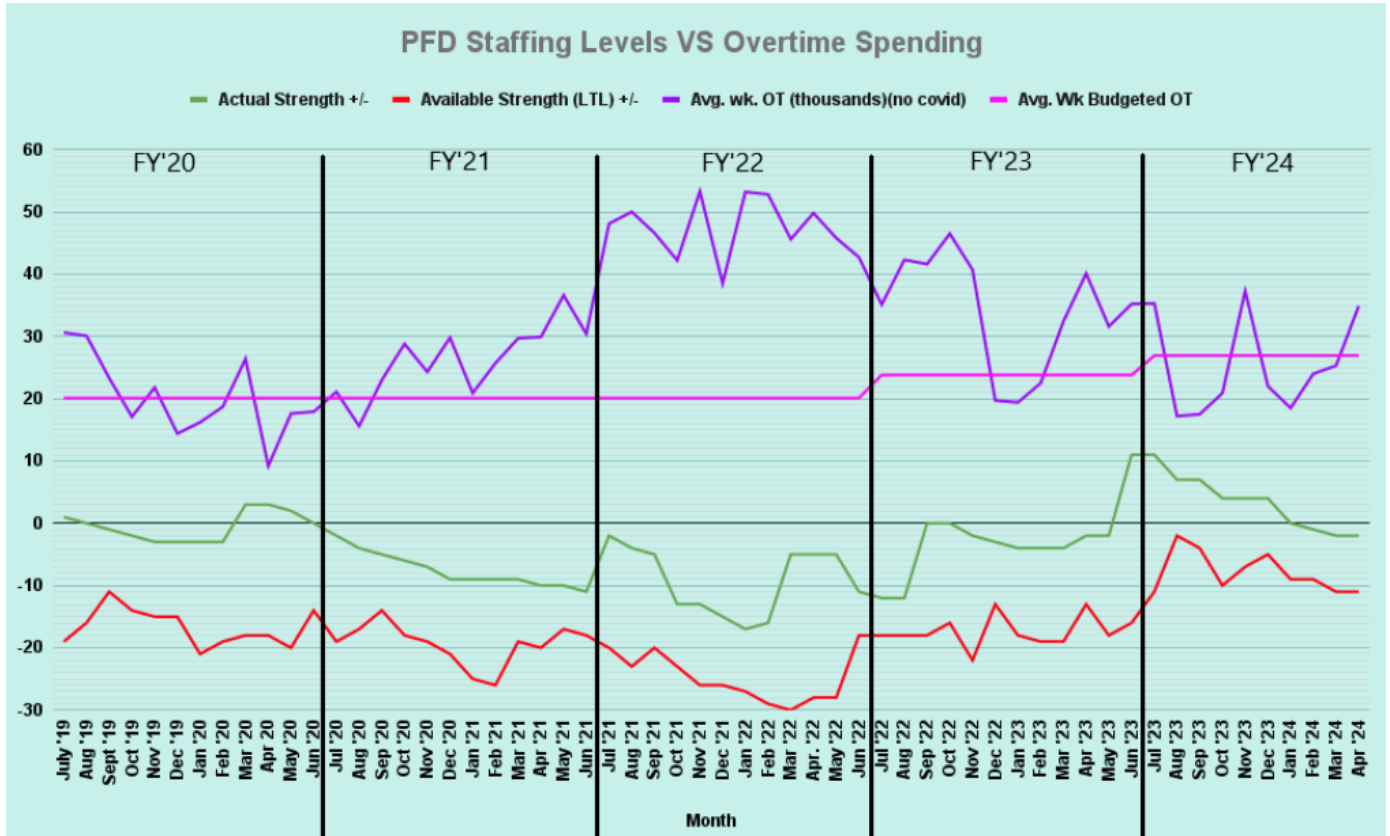
July	\$1,105,148		9.3%	10.5%	\$1,009,735		8.1%	9.6%	\$1,031,635		9.2%
August	1,036,138		8.7%	9.9%	929,232		7.4%	8.8%	1,241,460		11.0%
September	1,024,083	\$3,165,370	8.6%	9.8%	1,057,741	\$2,996,707	8.4%	10.1%	1,055,013	\$3,328,108	9.4%
October	931,195		7.8%	8.9%	992,541		7.9%	9.5%	1,031,499		9.2%
November	825,358		7.0%	7.9%	1,081,712		8.6%	10.3%	1,121,642		10.0%
December	917,178	2,673,731	7.7%	8.7%	1,019,685	3,093,938	8.1%	9.7%	982,351	3,135,492	8.7%
January	863,548		7.3%	8.2%	840,727		6.7%	8.0%	1,036,283		9.2%
February	734,373		6.2%	7.0%	911,959		7.3%	8.7%	870,715		7.7%
March	945,516	2,543,437	8.0%	9.0%	1,127,316	2,880,001	9.0%	10.7%	1,059,319	2,966,317	9.4%
April	1,069,571		9.0%	10.2%	1,015,600		8.1%	9.7%			0.0%
May	1,271,291		10.7%	12.1%	1,292,384		10.3%	12.3%			0.0%
June	1,126,811	3,467,673	9.5%	10.7%	1,186,732	3,494,716	9.5%	11.3%		0	0.0%
Period 13+	19,687	19,687	0.2%	0.2%	55,200	55,200	0.4%	0.5%		0	0.0%

Example #2 - Portland Fire Department / Public Safety

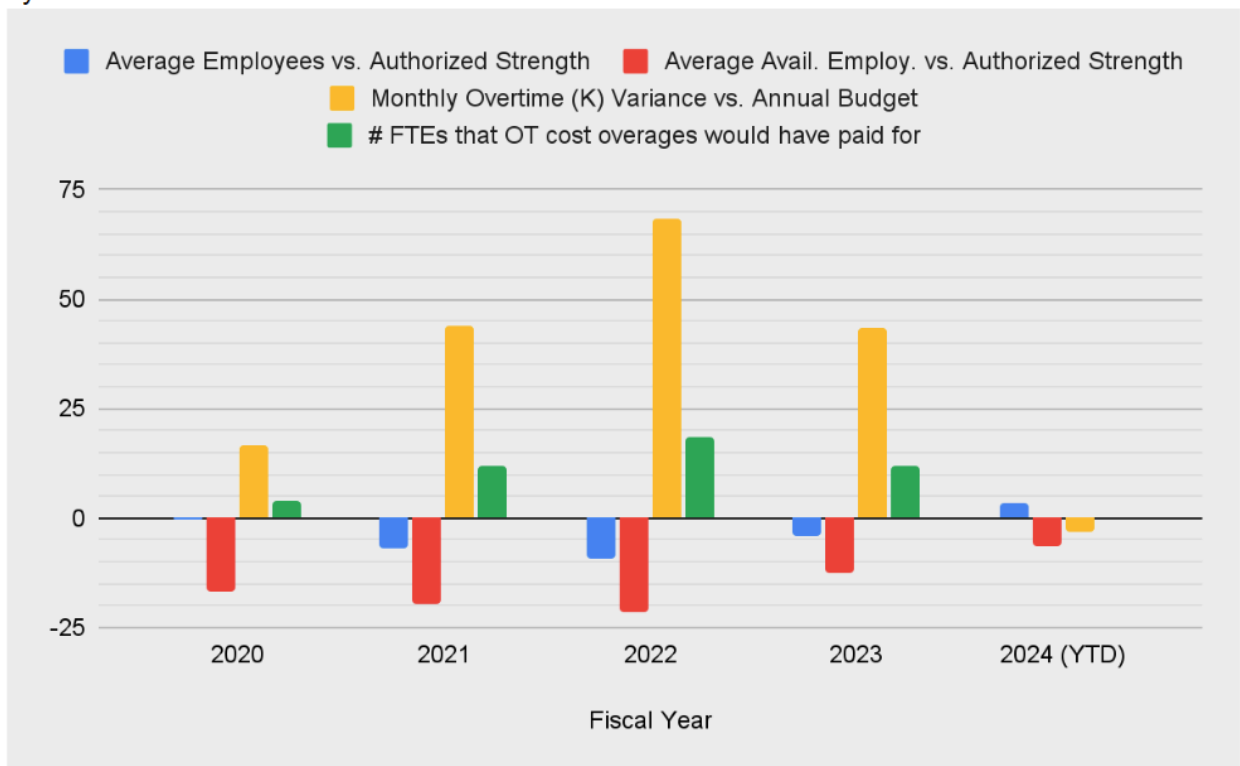
Essential Workers complete vital work to maintain the safety, security, and quality of the City. When vacancies occur, there are a few options for the Fire Department

- 1) Eliminate the positions and decrease services provided
- 2) Rely on current staff to maintain the status quo and cover vacant positions through overtime
- 3) Rely on current staff to maintain the status quo while continuing to try and hire new employees to fill vacant positions

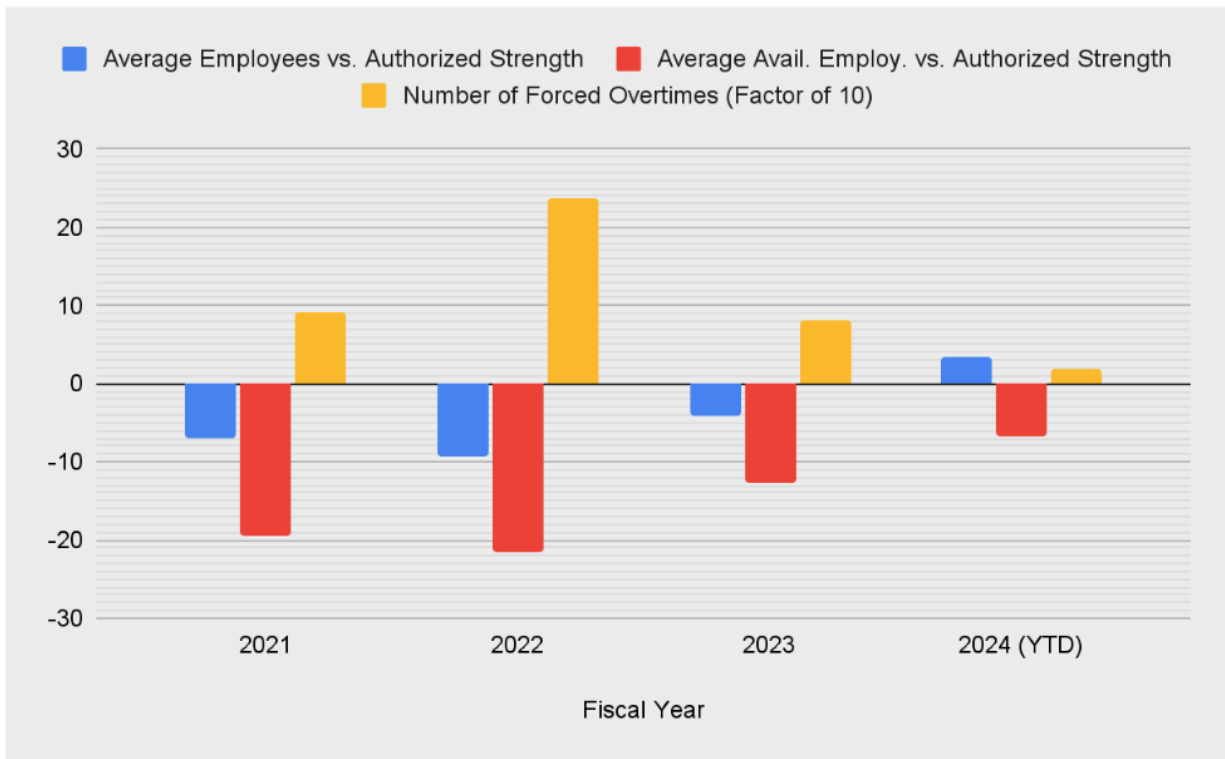
As outlined previously, the guidance from the City Council was to maintain existing essential service levels, so elimination of vacant positions was not an option. Over the last several fiscal years, the Department has relied on options 2 and 3 to meet the needs of the City. More recently (late FY23 and FY24) the Department has been more successful in hiring new employees to fill vacant positions and this has had a positive impact on the Department budget overall. The following charts illustrate recent overtime, FTE levels and impacts.



Employee Levels and Overtime Effects



Employee Levels and Forced Overtimes



Fire Department conclusions

- Elimination of vacancies would not reduce costs within the budget as the City is not reducing service levels for essential services
- The total cost of providing services is higher when significant vacancies exist - this is because more shifts are required to be filled at 1.5x overtime rates
- Relying on other employees to fill vacant positions with overtime has negative effects on work experience and morale:
 - Increased forced overtimes
 - Increased involuntary on-shift position moves
 - Increased sick leave usage
- Adequate staffing levels provide opportunities to use overtime funds as intended within public safety budgets including increased levels of training, particularly in areas of identified need, which in turn promotes high morale and a sense of health and vitality in the organizations

Example #3 - Police Department

As previously noted, guidance from the City Council was to maintain existing essential service levels. To that end, the Police Department (PD) has developed the budgeted staffing level ("authorized strength") with reference to national standards, industry best practices, and the unique needs and circumstances associated with the Portland community. Further, adequate staffing levels provide opportunities to use overtime funds as intended within public safety budgets including increased levels of training, particularly

in areas of identified need, which in turn promotes high morale and a sense of health and vitality in the organizations.

PDs total authorized sworn staffing is 158. As of May 6, 2024, there are 33 vacancies spread across several divisions. As will be further outlined by PD staff at the 5/9/24 Finance Committee meeting, these vacancies are in both the patrol operations and specialty units. Staff is working to compile multi-year vacancy trends, but this analysis is not yet complete.

Staffing shortages within the department increased beginning in 2021. The principal reasons driving this trend include broad labor market pressure at the local, state and national levels, below market salaries, uniquely challenging working conditions in Portland compared to neighboring communities, and leadership turnover.

The Patrol Division is experiencing the highest number of vacancies. PD manages these vacancies in the following ways, each of which have a variety of adverse impacts.

- **Voluntary and Forced Overtime** - excessive overtime creates the conditions for staff fatigue and burnout; in particular, forced overtime worsens morale and weakens the department's ability to retain employees. Added overtime impacts the department's budget but is generally offset by wages-benefits savings related to vacancies.
- **Personnel Reassignment** - to fill patrol shifts, PD will often reassign staff from other units within the department. While this tactic can fill day-to-day patrol shifts, it means pulling staff from other important functions such as: traffic, community policing, crime reduction unit, and general detectives. This condition keeps the department in a perpetually reactive posture and is less able to engage in proactive activity.
- **Service Level Reductions** - as a last resort, PD is often forced to allow some shifts to go unfilled. Unfilled shifts do create budget savings, but it also means there is a lower than needed police presence across the city and leads to slower responses to calls for service. Low priority calls for service may take hours to get an officer to respond.

Taken together, the combined impact of these triage tactics make it very difficult to recruit and retain qualified officers.

Several recent actions give reason to be optimistic that the department will regain its needed staffing levels within 1-2 years, including: the Council's approval of wage increases for union personnel, onboarding the current Police Chief, and implementing a contract with the firm EPIC Recruiting which specializes in recruiting police officers. As we are late in the budget cycle, staff recommend additional time to allow these measures to improve the current situation.

As of May 2024, based on spending averages to date, total projected FY24 PD expenditures are \$17.2 million compared to budgeted expenditures of \$18.3 million. Total revenues are estimated to be \$1.8M

compared to budgeted revenues of \$2.1M. The estimated \$0.8 million net surplus accounts savings in regular wages related to staff vacancies, significant overages in the overtime account, and the City's recent restrictions on outside jobs (i.e. outside police details - which were restricted in Fall 2023) which result in not only a reduction in staffing expenditures but also a reduction in revenue collections. The projected surplus typically gets smaller in the final months of the fiscal year - these projections are based on actual weekly activity to date and warm weather spending is typically higher due to a variety of factors.

Budget to actual results have been volatile over the last several years with no clear trend in over-expenditure and/or surplus. Any budget surplus in this fiscal year would be the result of relatively recent staff vacancies, and ought to be viewed in relation to the corresponding reduced level of service being provided by the department as well as the adverse impacts on staff morale, health, and retention.

As discussed at the prior Finance Committee meeting, as part of the 2025-26 budget development process staff will perform another comprehensive examination of public safety priorities and desired community outcomes in relation to the department's budget, programs, and staffing.

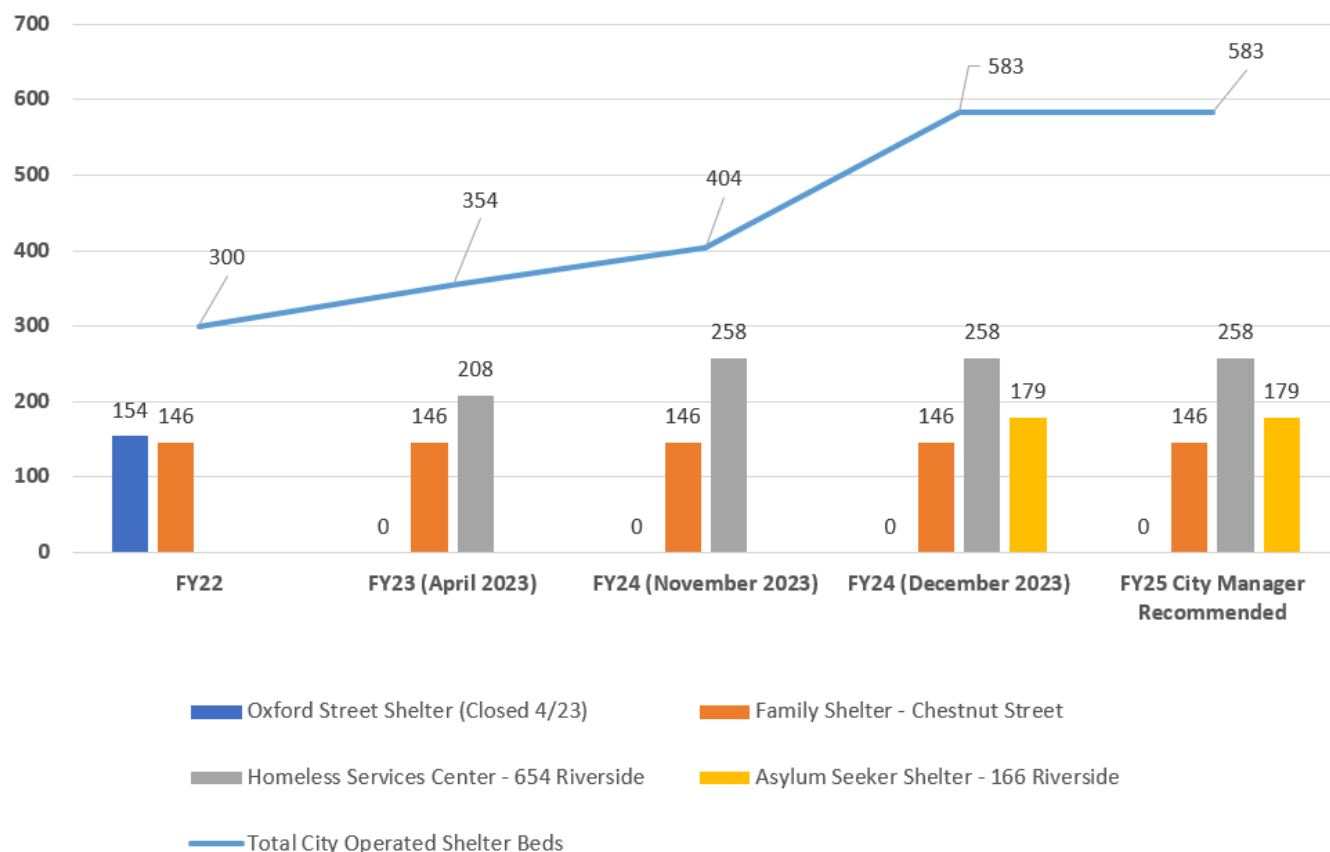
Example #4 - Chronic Vacancies Within Dispatch / 911

Optimal staffing within the Public Safety Answering Point (PSAP) is approximately 7 FTE's per shift. Currently shifts are 12 hours long with 8 hours of straight time and 4 hours of overtime. The City has done everything we can to address chronic overtime and repeated use of forced overtime in the PSAP room, including dropping down to absolute bare minimum staffing levels per block of time based on call volume. Cutting vacant dispatch positions would not have any impact on actual funds needed to operate the call center because it is a 24/7 emergency operation. If there is a vacant dispatch position, that dispatcher's shift would be filled either by another dispatcher who has already worked his regular shift, typically at full overtime rates - resulting in HIGHER costs to the City. Through the first 9 months of FY24, the Dispatch budget is trending towards full expenditure, with savings in the payroll line but significant (150% of budget) overexpenditure in the overtime line. Cutting the vacant positions would not have a positive impact on the FY25 budget as there would be no change in staffing levels to maintain existing levels of service.

Example #5 - HHS Shelter Attendants

In the last approximately 12 months the City has gone from 118FTE in Social Services in late FY23 to a requested FTE count of 221.8 for FY25. This is due to the large increase in the number of City operated shelter beds over that same time period (see chart below for history). There are a significant number of open shelter attendant positions and the majority of them are related to the recent significant increases in service levels / city operated shelter beds. As further illustrated below, cutting of vacant shelter attendant positions would not change our required staffing levels or result in budgetary savings.

Total City Operated Shelter Beds



At the shelters, we pay a staffing agency over \$30/hr for shelter attendants. Our 6 month to 1 year rate is \$20.34. So the City saves over \$350 per week per FTE when the attendants are on our payroll. In recent weeks the City has not been able to hire enough outside staffing to fill shifts, so we have been using a combination of outside contractual services + employees on overtime (paid at 1.5x their regular rate) - significantly more costly than if a position were filled. Because outside staffing agencies have not been able to fully meet our needs, we have also had to have many non-union employees fill in. These staff have been working up to 20 extra hours more in addition to their regular workweek at overtime rates. Repeated lengthy overtime has an impact on individual employee and team morale. Despite several shelter attendant positions being vacant as we head into the FY25 budget, the funds we are requesting are all needed to adequately staff our operations. Cutting a vacant position would not change the operational need for minimum staffing levels during each shift at our shelters and would not have a reduction to overall shelter operating cost.

Example #6 - Public Works - Curbside Collection

As noted in several previous examples, the City is not cutting core service levels within the FY25 budget. The City has worked incredibly hard to fill vacancies within Solid Waste. Deciding to cut vacancies in the Solid Waste budget would not result in cost savings since the work/collection will be performed regardless

of the number of FTE's vs outside contractor cost. See example below from Public Works on internal vs external costs.

FY 25 Pine Tree Waste:

1 truck/ 5 days per week/52 weeks = \$537,500

City of Portland: 1 Truck (Depreciated over 12 years) = \$28,000

Fuel	\$13,230
Repairs	\$21,662
1 MW I	\$47,750
1 MWII	\$53,000
OT	\$21,800
Benefits	<u>\$28,000</u>
Total	\$213,442

Example #7 - Recent Loss of IT Staff (non-union)

We have a recent resignation within IT related to a critical City function. We immediately reached out to a staffing firm who will provide assistance until the position is filled. Based on the initial quotes received, the cost from a staffing firm will be at a significantly higher cost than a full time employee.

Example #8 - Director Level / Senior Management Vacancies

The City's FY24 budget includes several Director level positions which are currently vacant. A prolonged unfilled vacancy of a non-union position, where no contract based alternative is available, results in weekly savings to the City. However, there are some offsetting cost increases that typically cut into the savings. First, a Departure of a long tenured employee results in payout of any unused vacation time and a portion of unused sick time. These payments are not budgeted. Second, typically an "interim" is appointed or several staff pitch in on the duties of the vacant position. Typically there is a small compensation increase related to prolonged performance of duties above an employee's existing pay grade. Finally, outside contractual services may be used to assist in specific parts of a duty. One example of this was with our recent Assessor vacancy - an outside firm was used to assist in the complex tax appeals received during the term of the vacancy. The City would not recommend elimination of these types of vacancies even when the positions are vacant for an extended period. A recent example is the Housing and Economic Development Director position. We did have true budget savings as a result of this particular vacancy. But there was an unmeasurable impact to morale of other staff and we did lose other staff during the course of the vacancy and likely would have lost more if the position had not been filled.

Additional examples will be discussed at the 5/9/24 Finance Committee meeting.

DEFINITIONS OF FY25 ORG CATEGORY SUMMARY EXPENDITURE REPORT COLUMNS

FY24 REVISED APPRO = Actual amount of the FY24 approved appropriation as approved by the City Council.

FY24 TOTAL PROJECTION = Projected total amount of expenditure in the current budget year as submitted by Departments in January 2024. Please note - due to staff vacancies some Departments may have incomplete projections at the time of budget submission - updates are available upon request.

FY25 MGR RECOMM – The amount of FY25 budget request recommended by the City Manager to the City Council in April 2024 after performing detailed budget reviews with each Department.

INCR / (DECR) FY25 / FY24 – A comparison of the FY24 Revised Appro Column with the FY23 Mgr Recomm column showing the budget year to budget year increase that would result (in dollars) if the FY25 City Manager's Recommended budget was approved.

APPRO % CHG FY25 / FY24 - A comparison of the FY24 Revised Appro Column with the FY25 Mgr Recomm column showing the budget year to budget year percentage increase that would result if the FY25 City Manager's Recommended budget was approved.

**CITY OF PORTLAND, ME
FY25 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25/ FY24
General Fund (100 & 107):					
General Fund City Council 11					
10011000 Total EXPENDITURE	\$532,220	\$499,505	\$495,202	(\$37,018)	-6.96%
10011000 Total REVENUE	(\$55,000)	(\$5,000)	(\$5,000)	\$50,000	-90.91%
** City Council NET	\$477,220	\$494,505	\$490,202	\$12,982	2.72%
**** City Council Net	\$477,220	\$494,505	\$490,202	\$12,982	2.72%

CITY OF PORTLAND, ME
FY25 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
General Fund (100 & 107):						
General Fund City Council 11						
*	Payroll	\$158,632	\$159,776	\$163,390	\$4,758	3.00%
*	Benefits	\$2,326	\$2,528	\$3,000	\$674	28.98%
*	Administrative Svcs	\$53,600	\$52,315	\$59,050	\$5,450	10.17%
*	Contractual Services	\$300,800	\$271,791	\$253,500	(\$47,300)	-15.72%
*	Maintenance & Repair	\$9,000	\$8,369	\$9,000	\$0	0.00%
*	Supplies	\$7,250	\$4,114	\$6,650	(\$600)	-8.28%
*	Utilities	\$612	\$612	\$612	\$0	0.00%
****	City Council	\$532,220	\$499,505	\$495,202	(\$37,018)	-6.96%

**CITY OF PORTLAND, ME
FY25 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25/ FY24
General Fund					
City Clerk 12					
10012000 Total EXPENDITURE	\$1,280,708	\$878,772	\$1,086,842	(\$193,866)	-15.14%
10012000 Total REVENUE	(\$178,383)	(\$227,361)	(\$239,809)	(\$61,426)	34.43%
** City Clerk NET	\$1,102,325	\$651,411	\$847,033	(\$255,292)	-23.16%
**** City Clerk Net	\$1,102,325	\$651,411	\$847,033	(\$255,292)	-23.16%

CITY OF PORTLAND, ME
FY25 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
General Fund						
City Clerk 12						
*	Payroll	\$659,563	\$504,320	\$646,468	(\$13,095)	-1.99%
*	Benefits	\$600	\$600	\$600	\$0	0.00%
*	Administrative Svcs	\$13,011	\$13,907	\$15,675	\$2,664	20.47%
*	Contractual Services	\$65,839	\$48,925	\$73,054	\$7,215	10.96%
*	Maintenance & Repair	\$36,510	\$8,000	\$12,035	(\$24,475)	-67.04%
*	Rentals	\$32,485	\$15,170	\$36,935	\$4,450	13.70%
*	Supplies	\$7,700	\$9,850	\$12,075	\$4,375	56.82%
*	Contributions	\$465,000	\$278,000	\$290,000	(\$175,000)	-37.63%
****	City Clerk	\$1,280,708	\$878,772	\$1,086,842	(\$193,866)	-15.14%

**CITY OF PORTLAND, ME
FY25 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25/ FY24
General Fund					
City Manager 13					
10013100 Total EXPENDITURE	\$1,503,780	\$1,281,112	\$1,496,731	(\$7,049)	-0.47%
10013100 Total REVENUE	(\$1,011,867)	(\$923,677)	(\$1,009,234)	\$2,633	-0.26%
** City Manager Administration NET	\$491,913	\$357,435	\$487,497	(\$4,416)	-0.90%
**** City Manager Net	\$491,913	\$357,435	\$487,497	(\$4,416)	-0.90%

CITY OF PORTLAND, ME
FY25 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
General Fund						
City Manager 13						
*	Payroll	\$1,323,981	\$1,161,329	\$1,383,389	\$59,408	4.49%
*	Benefits	\$9,800	\$12,600	\$12,200	\$2,400	24.49%
*	Administrative Svcs	\$50,655	\$39,580	\$38,885	(\$11,770)	-23.24%
*	Contractual Services	\$81,469	\$34,306	\$32,270	(\$49,199)	-60.39%
*	Maintenance & Repair	\$22,239	\$16,624	\$13,851	(\$8,388)	-37.72%
*	Rentals	\$1,920	\$1,920	\$1,920	\$0	0.00%
*	Supplies	\$10,000	\$9,200	\$10,100	\$100	1.00%
*	Utilities	\$3,716	\$5,553	\$4,116	\$400	10.76%
****	City Manager	\$1,503,780	\$1,281,112	\$1,496,731	(\$7,049)	-0.47%

**CITY OF PORTLAND, ME
FY25 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25/ FY24
General Fund					
Assessor 14					
10014000 Total EXPENDITURE	\$547,107	\$555,757	\$644,687	\$97,580	17.84%
10014000 Total REVENUE	(\$500)	(\$1,000)	(\$1,000)	(\$500)	100.00%
** Assessor NET	\$546,607	\$554,757	\$643,687	\$97,080	17.76%
**** Assessor Net	\$546,607	\$554,757	\$643,687	\$97,080	17.76%

CITY OF PORTLAND, ME
FY25 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
General Fund						
Assessor 14						
*	Payroll	\$425,457	\$433,615	\$538,107	\$112,650	26.48%
*	Benefits	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$6,940	\$5,940	\$10,120	\$3,180	45.82%
*	Contractual Services	\$102,310	\$103,310	\$77,110	(\$25,200)	-24.63%
*	Maintenance & Repair	\$3,500	\$3,500	\$2,000	(\$1,500)	-42.86%
*	Rentals	\$1,200	\$1,200	\$2,100	\$900	75.00%
*	Supplies	\$7,700	\$7,700	\$15,250	\$7,550	98.05%
*	Utilities	\$0	\$492	\$0	\$0	---
****	Assessor	\$547,107	\$555,757	\$644,687	\$97,580	17.84%

**CITY OF PORTLAND, ME
FY25 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25/ FY24
General Fund					
Finance 15					
10015000 Total REVENUE	(\$4,430,000)	\$0	(\$3,750,000)	\$680,000	-15.35%
** Finance Department NET	(\$4,430,000)	\$0	(\$3,750,000)	\$680,000	15.35%
*** Finance	(\$4,430,000)	\$0	(\$3,750,000)	\$680,000	15.35%
10015100 Total EXPENDITURE	\$1,392,938	\$1,329,340	\$1,506,175	\$113,237	8.13%
10015100 Total REVENUE	(\$643,070)	(\$1,224,803)	(\$663,593)	(\$20,523)	3.19%
** Finance Administration NET	\$749,868	\$104,537	\$842,582	\$92,714	12.36%
10015200 Total EXPENDITURE	\$823,920	\$796,943	\$880,051	\$56,131	6.81%
10015200 Total REVENUE	(\$13,115,618)	(\$15,120,034)	(\$16,493,991)	(\$3,378,373)	25.76%
** Treasury NET	(\$12,291,698)	(\$14,323,091)	(\$15,613,940)	(\$3,322,242)	-27.03%
**** Finance Net	(\$15,971,830)	(\$14,218,554)	(\$18,521,358)	(\$2,549,528)	-15.96%

CITY OF PORTLAND, ME
FY25 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
General Fund						
Finance 15						
*	Payroll	\$1,861,894	\$1,789,920	\$2,006,186	\$144,292	7.75%
*	Benefits	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$138,274	\$111,900	\$142,989	\$4,715	3.41%
*	Contractual Services	\$172,506	\$180,450	\$175,955	\$3,449	2.00%
*	Maintenance & Repair	\$6,500	\$7,438	\$20,100	\$13,600	209.23%
*	Rentals	\$7,784	\$7,375	\$11,096	\$3,312	42.55%
*	Supplies	\$27,200	\$26,700	\$27,200	\$0	0.00%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$2,700	\$2,500	\$2,700	\$0	0.00%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
****	Finance	\$2,216,858	\$2,126,283	\$2,386,226	\$169,368	7.64%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Finance 15						
Finance Administration 10015100						
*	Payroll	\$1,293,069	\$1,236,420	\$1,386,390	\$93,321	7.22%
*	Benefits	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$69,999	\$64,500	\$76,969	\$6,970	9.96%
*	Contractual Services	\$4,800	\$4,050	\$5,250	\$450	9.38%
*	Maintenance & Repair	\$2,250	\$2,250	\$12,250	\$10,000	444.44%
*	Rentals	\$5,000	\$4,500	\$7,496	\$2,496	49.92%
*	Supplies	\$15,120	\$15,120	\$15,120	\$0	0.00%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$2,700	\$2,500	\$2,700	\$0	0.00%
**	Finance Administration	\$1,392,938	\$1,329,340	\$1,506,175	\$113,237	8.13%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Treasury 10015200						
*	Payroll	\$568,825	\$553,500	\$619,796	\$50,971	8.96%
*	Administrative Svcs	\$68,275	\$47,400	\$66,020	(\$2,255)	-3.30%
*	Contractual Services	\$167,706	\$176,400	\$170,705	\$2,999	1.79%
*	Maintenance & Repair	\$4,250	\$5,188	\$7,850	\$3,600	84.71%
*	Rentals	\$2,784	\$2,875	\$3,600	\$816	29.31%
*	Supplies	\$12,080	\$11,580	\$12,080	\$0	0.00%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Treasury	\$823,920	\$796,943	\$880,051	\$56,131	6.81%
****	Finance	\$2,216,858	\$2,126,283	\$2,386,226	\$169,368	7.64%

**CITY OF PORTLAND, ME
FY25 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25/ FY24
General Fund					
Legal 16					
10016000 Total EXPENDITURE	\$1,120,002	\$967,362	\$1,166,929	\$46,927	4.19%
10016000 Total REVENUE	(\$233,537)	(\$261,037)	(\$233,750)	(\$213)	0.09%
** Legal NET	\$886,465	\$706,325	\$933,179	\$46,714	5.27%
**** Legal Net	\$886,465	\$706,325	\$933,179	\$46,714	5.27%

CITY OF PORTLAND, ME
FY25 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
General Fund						
Legal 16						
*	Payroll	\$956,625	\$809,797	\$1,001,078	\$44,453	4.65%
*	Benefits	\$600	\$0	\$600	\$0	0.00%
*	Administrative Svcs	\$35,951	\$31,251	\$35,951	\$0	0.00%
*	Contractual Services	\$100,762	\$100,250	\$100,768	\$6	0.01%
*	Maintenance & Repair	\$12,572	\$12,572	\$15,040	\$2,468	19.63%
*	Supplies	\$13,000	\$13,000	\$13,000	\$0	0.00%
*	Utilities	\$492	\$492	\$492	\$0	0.00%
****	Legal	\$1,120,002	\$967,362	\$1,166,929	\$46,927	4.19%

**CITY OF PORTLAND, ME
FY25 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25/ FY24
General Fund					
Human Resources 17					
10017100 Total EXPENDITURE	\$1,448,381	\$1,420,340	\$1,614,127	\$165,746	11.44%
10017100 Total REVENUE	(\$71,420)	(\$71,420)	(\$86,088)	(\$14,668)	20.54%
** Human Resources NET	\$1,376,961	\$1,348,920	\$1,528,039	\$151,078	10.97%
**** Human Resources Net	\$1,376,961	\$1,348,920	\$1,528,039	\$151,078	10.97%

CITY OF PORTLAND, ME
FY25 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
General Fund						
Human Resources 17						
*	Payroll	\$1,244,528	\$1,241,528	\$1,394,622	\$150,094	12.06%
*	Benefits	\$300	\$700	\$1,200	\$900	300.00%
*	Administrative Svcs	\$81,025	\$78,825	\$83,009	\$1,984	2.45%
*	Contractual Services	\$74,650	\$52,150	\$70,350	(\$4,300)	-5.76%
*	Maintenance & Repair	\$7,200	\$4,900	\$24,200	\$17,000	236.11%
*	Rentals	\$15,100	\$15,022	\$16,668	\$1,568	10.38%
*	Supplies	\$22,650	\$24,315	\$21,150	(\$1,500)	-6.62%
*	Utilities	\$2,928	\$2,900	\$2,928	\$0	0.00%
****	Human Resources	\$1,448,381	\$1,420,340	\$1,614,127	\$165,746	11.44%

**CITY OF PORTLAND, ME
FY25 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25/ FY24
General Fund					
Parking 18					
10018100 Total EXPENDITURE	\$1,561,443	\$1,574,713	\$1,577,188	\$15,745	1.01%
10018100 Total REVENUE	(\$7,186,120)	(\$7,707,600)	(\$7,635,370)	(\$449,250)	6.25%
** Parking Administration NET	(\$5,624,677)	(\$6,132,887)	(\$6,058,182)	(\$433,505)	-7.71%
10018200 Total EXPENDITURE	\$293,774	\$290,530	\$307,601	\$13,827	4.71%
10018200 Total REVENUE	(\$664,010)	(\$664,010)	(\$777,056)	(\$113,046)	17.02%
** Elm Street Garage NET	(\$370,236)	(\$373,480)	(\$469,455)	(\$99,219)	-26.80%
10018300 Total EXPENDITURE	\$506,836	\$532,974	\$620,213	\$113,377	22.37%
10018300 Total REVENUE	(\$1,517,090)	(\$1,537,040)	(\$1,828,435)	(\$311,345)	20.52%
** Spring Street Garage NET	(\$1,010,254)	(\$1,004,066)	(\$1,208,222)	(\$197,968)	-19.60%
10018400 Total EXPENDITURE	\$119,120	\$256,082	\$120,450	\$1,330	1.12%
10018400 Total REVENUE	(\$1,000,000)	(\$1,075,000)	(\$1,150,000)	(\$150,000)	15.00%
** Temple Street Garage NET	(\$880,880)	(\$818,918)	(\$1,029,550)	(\$148,670)	-16.88%
**** Parking Net	(\$7,886,047)	(\$8,329,351)	(\$8,765,409)	(\$879,362)	-11.15%

CITY OF PORTLAND, ME
FY25 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
General Fund						
Parking 18						
*	Payroll	\$1,550,627	\$1,546,011	\$1,622,312	\$71,685	4.62%
*	Benefits	\$6,680	\$7,180	\$8,060	\$1,380	20.66%
*	Administrative Svcs	\$34,135	\$32,962	\$34,310	\$175	0.51%
*	Contractual Services	\$349,232	\$353,450	\$364,929	\$15,697	4.49%
*	Maintenance & Repair	\$172,175	\$325,015	\$185,365	\$13,190	7.66%
*	Rentals	\$145,649	\$145,649	\$148,192	\$2,543	1.75%
*	Supplies	\$88,600	\$108,775	\$50,725	(\$37,875)	-42.75%
*	Minor Capital Items	\$22,200	\$22,200	\$14,800	(\$7,400)	-33.33%
*	Utilities	\$65,435	\$66,617	\$70,319	\$4,884	7.46%
*	Contributions	\$1,440	\$1,440	\$1,440	\$0	0.00%
*	Capital Outlay	\$45,000	\$45,000	\$125,000	\$80,000	177.78%
****	Parking	\$2,481,173	\$2,654,299	\$2,625,452	\$144,279	5.81%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Parking 18						
Parking Administration 10018100						
*	Payroll	\$1,036,467	\$1,035,772	\$1,087,813	\$51,346	4.95%
*	Benefits	\$4,480	\$4,980	\$5,860	\$1,380	30.80%
*	Administrative Svcs	\$15,015	\$13,100	\$13,860	(\$1,155)	-7.69%
*	Contractual Services	\$251,035	\$246,500	\$250,554	(\$481)	-0.19%
*	Maintenance & Repair	\$3,960	\$3,400	\$3,950	(\$10)	-0.25%
*	Rentals	\$145,649	\$145,649	\$148,192	\$2,543	1.75%
*	Supplies	\$71,050	\$91,525	\$40,050	(\$31,000)	-43.63%
*	Minor Capital Items	\$22,200	\$22,200	\$14,800	(\$7,400)	-33.33%
*	Utilities	\$10,147	\$10,147	\$10,669	\$522	5.14%
*	Contributions	\$1,440	\$1,440	\$1,440	\$0	0.00%
**	Parking Administration	\$1,561,443	\$1,574,713	\$1,577,188	\$15,745	1.01%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Elm Street Garage 10018200						
*	Payroll	\$204,784	\$197,900	\$209,971	\$5,187	2.53%
*	Benefits	\$1,100	\$1,100	\$1,100	\$0	0.00%
*	Contractual Services	\$36,817	\$38,650	\$42,600	\$5,783	15.71%
*	Maintenance & Repair	\$30,025	\$30,185	\$32,925	\$2,900	9.66%
*	Supplies	\$6,600	\$7,300	\$4,625	(\$1,975)	-29.92%
*	Utilities	\$14,448	\$15,395	\$16,380	\$1,932	13.37%
**	Elm Street Garage	\$293,774	\$290,530	\$307,601	\$13,827	4.71%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Spring Street Garage 10018300						
*	Payroll	\$309,376	\$312,339	\$324,528	\$15,152	4.90%
*	Benefits	\$1,100	\$1,100	\$1,100	\$0	0.00%
*	Contractual Services	\$61,380	\$68,300	\$71,775	\$10,395	16.94%
*	Maintenance & Repair	\$38,190	\$55,210	\$48,490	\$10,300	26.97%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$10,950	\$9,950	\$6,050	(\$4,900)	-44.75%
*	Utilities	\$40,840	\$41,075	\$43,270	\$2,430	5.95%
*	Capital Outlay	\$45,000	\$45,000	\$125,000	\$80,000	177.78%
**	Spring Street Garage	\$506,836	\$532,974	\$620,213	\$113,377	22.37%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Temple Street Garage 10018400						
*	Administrative Svcs	\$19,120	\$19,862	\$20,450	\$1,330	6.96%
*	Maintenance & Repair	\$100,000	\$236,220	\$100,000	\$0	0.00%
**	Temple Street Garage	\$119,120	\$256,082	\$120,450	\$1,330	1.12%
****	Parking	\$2,481,173	\$2,654,299	\$2,625,452	\$144,279	5.81%

**CITY OF PORTLAND, ME
FY25 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25/ FY24
General Fund					
Housing & Economic Development 19					
10019100 Total EXPENDITURE	\$979,625	\$821,925	\$997,955	\$18,330	1.87%
10019100 Total REVENUE	(\$979,625)	(\$821,925)	(\$997,955)	(\$18,330)	1.87%
** Economic Development Admin NET	\$0	\$0	\$0	\$0	---
10019200 Total EXPENDITURE	\$39,122	\$39,122	\$40,122	\$1,000	2.56%
10019200 Total REVENUE	(\$39,122)	(\$39,122)	(\$40,122)	(\$1,000)	2.56%
** Portland Development Corp NET	\$0	\$0	\$0	\$0	---
10019300 Total EXPENDITURE	\$778,390	\$658,224	\$738,789	(\$39,601)	-5.09%
10019300 Total REVENUE	(\$678,390)	(\$568,224)	(\$638,789)	\$39,601	-5.84%
** Housing & Community Dev NET	\$100,000	\$90,000	\$100,000	\$0	0.00%
**** Housing & Economic Development Net	\$100,000	\$90,000	\$100,000	\$0	0.00%

CITY OF PORTLAND, ME
FY25 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
General Fund						
Housing & Economic Development 19						
*	Payroll	\$1,273,515	\$1,108,454	\$1,277,004	\$3,489	0.27%
*	Benefits	\$1,560	\$500	\$1,560	\$0	0.00%
*	Operating Transfers	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$32,320	\$27,520	\$34,540	\$2,220	6.87%
*	Contractual Services	\$267,497	\$185,197	\$247,897	(\$19,600)	-7.33%
*	Maintenance & Repair	\$3,185	\$2,500	\$3,185	\$0	0.00%
*	Rentals	\$2,100	\$1,200	\$2,100	\$0	0.00%
*	Supplies	\$6,500	\$6,320	\$9,500	\$3,000	46.15%
*	Minor Capital Items	\$9,800	\$9,800	\$0	(\$9,800)	-100.00%
*	Utilities	\$660	\$1,000	\$1,080	\$420	63.64%
*	Contributions	\$200,000	\$176,780	\$200,000	\$0	0.00%
****	Housing & Economic Development	\$1,797,137	\$1,519,271	\$1,776,866	(\$20,271)	-1.13%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Housing & Economic Development 19						
Economic Development Admin 10019100						
*	Payroll	\$595,125	\$540,230	\$638,215	\$43,090	7.24%
*	Benefits	\$1,560	\$500	\$1,560	\$0	0.00%
*	Operating Transfers	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$12,845	\$8,045	\$14,065	\$1,220	9.50%
*	Contractual Services	\$148,600	\$76,300	\$129,000	(\$19,600)	-13.19%
*	Maintenance & Repair	\$3,185	\$2,500	\$3,185	\$0	0.00%
*	Rentals	\$2,100	\$1,200	\$2,100	\$0	0.00%
*	Supplies	\$5,750	\$5,570	\$8,750	\$3,000	52.17%
*	Minor Capital Items	\$9,800	\$9,800	\$0	(\$9,800)	-100.00%
*	Utilities	\$660	\$1,000	\$1,080	\$420	63.64%
*	Contributions	\$200,000	\$176,780	\$200,000	\$0	0.00%
**	Economic Development Admin	\$979,625	\$821,925	\$997,955	\$18,330	1.87%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Portland Development Corp 10019200						
*	Administrative Svcs	\$19,475	\$19,475	\$20,475	\$1,000	5.13%
*	Contractual Services	\$18,897	\$18,897	\$18,897	\$0	0.00%
*	Supplies	\$750	\$750	\$750	\$0	0.00%
**	Portland Development Corp	\$39,122	\$39,122	\$40,122	\$1,000	2.56%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Housing & Community Dev 10019300						
*	Payroll	\$678,390	\$568,224	\$638,789	(\$39,601)	-5.84%
*	Contractual Services	\$100,000	\$90,000	\$100,000	\$0	0.00%
**	Housing & Community Dev	\$778,390	\$658,224	\$738,789	(\$39,601)	-5.09%
****	Housing & Economic Development	\$1,797,137	\$1,519,271	\$1,776,866	(\$20,271)	-1.13%

**CITY OF PORTLAND, ME
FY25 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25/ FY24
General Fund					
Police Department 21					
10021100 Total EXPENDITURE	\$1,396,123	\$1,322,880	\$1,531,368	\$135,245	9.69%
10021100 Total REVENUE	(\$165,827)	(\$181,335)	(\$183,488)	(\$17,661)	10.65%
** Police Administration NET	\$1,230,296	\$1,141,545	\$1,347,880	\$117,584	9.56%
10021200 Total EXPENDITURE	\$12,710,175	\$11,576,223	\$13,742,524	\$1,032,349	8.12%
10021200 Total REVENUE	(\$1,019,087)	(\$1,257,321)	(\$1,243,972)	(\$224,885)	22.07%
** Uniformed Operations Group NET	\$11,691,088	\$10,318,902	\$12,498,552	\$807,464	6.91%
10021300 Total EXPENDITURE	\$2,529,955	\$2,683,880	\$2,795,120	\$265,165	10.48%
10021300 Total REVENUE	(\$374,711)	(\$435,173)	(\$374,710)	\$1	0.00%
** Bureau Investigative Services NET	\$2,155,244	\$2,248,707	\$2,420,410	\$265,166	12.30%
10021400 Total EXPENDITURE	\$1,063,100	\$1,050,328	\$1,138,617	\$75,517	7.10%
10021400 Total REVENUE	(\$78,888)	(\$70,800)	(\$78,888)	\$0	0.00%
** Police Operation Support Svcs NET	\$984,212	\$979,528	\$1,059,729	\$75,517	7.67%
10021800 Total EXPENDITURE	\$503,433	\$521,275	\$582,271	\$78,838	15.66%
10021800 Total REVENUE	(\$503,433)	(\$521,275)	(\$582,271)	(\$78,838)	15.66%
** Jetport Security NET	\$0	\$0	\$0	\$0	---
**** Police Department Net	\$16,060,840	\$14,688,682	\$17,326,571	\$1,265,731	7.88%

CITY OF PORTLAND, ME
FY25 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
General Fund						
Police Department 21						
*	Payroll	\$17,117,955	\$15,788,794	\$18,235,033	\$1,117,078	6.53%
*	Benefits	\$229,780	\$554,504	\$619,665	\$389,885	169.68%
*	Administrative Svcs	\$240,810	\$183,960	\$246,960	\$6,150	2.55%
*	Contractual Services	\$174,709	\$179,630	\$190,624	\$15,915	9.11%
*	Maintenance & Repair	\$132,247	\$97,100	\$139,833	\$7,586	5.74%
*	Rentals	\$18,738	\$15,086	\$18,738	\$0	0.00%
*	Supplies	\$262,639	\$306,346	\$306,119	\$43,480	16.56%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$25,908	\$29,166	\$32,928	\$7,020	27.10%
****	Police Department	\$18,202,786	\$17,154,586	\$19,789,900	\$1,587,114	8.72%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Police Department 21						
Police Administration 10021100						
*	Payroll	\$1,362,345	\$1,273,738	\$1,488,240	\$125,895	9.24%
*	Benefits	\$7,060	\$8,620	\$12,460	\$5,400	76.49%
*	Administrative Svcs	\$22,010	\$15,400	\$22,960	\$950	4.32%
*	Contractual Services	\$0	\$20,550	\$0	\$0	---
*	Maintenance & Repair	\$400	\$400	\$3,400	\$3,000	750.00%
*	Rentals	\$2,508	\$1,680	\$2,508	\$0	0.00%
*	Supplies	\$1,800	\$1,400	\$1,800	\$0	0.00%
*	Utilities	\$0	\$1,092	\$0	\$0	---
**	Police Administration	\$1,396,123	\$1,322,880	\$1,531,368	\$135,245	9.69%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Uniformed Operations Group 10021200						
*	Payroll	\$12,012,911	\$10,680,986	\$12,743,724	\$730,813	6.08%
*	Benefits	\$172,325	\$401,359	\$438,640	\$266,315	154.54%
*	Administrative Svcs	\$51,435	\$18,350	\$51,635	\$200	0.39%
*	Contractual Services	\$161,109	\$147,540	\$171,824	\$10,715	6.65%
*	Maintenance & Repair	\$78,982	\$48,050	\$67,808	(\$11,174)	-14.15%
*	Rentals	\$7,276	\$7,276	\$7,276	\$0	0.00%
*	Supplies	\$201,129	\$247,038	\$236,609	\$35,480	17.64%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$25,008	\$25,624	\$25,008	\$0	0.00%
**	Uniformed Operations Group	\$12,710,175	\$11,576,223	\$13,742,524	\$1,032,349	8.12%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Bureau Investigative Services 10021300						
*	Payroll	\$2,481,479	\$2,547,870	\$2,640,324	\$158,845	6.40%
*	Benefits	\$28,580	\$117,850	\$124,580	\$96,000	335.90%
*	Administrative Svcs	\$1,280	\$940	\$1,280	\$0	0.00%
*	Contractual Services	\$3,300	\$3,740	\$7,500	\$4,200	127.27%
*	Maintenance & Repair	\$2,000	\$500	\$2,000	\$0	0.00%
*	Rentals	\$1,916	\$1,530	\$1,916	\$0	0.00%
*	Supplies	\$11,400	\$10,800	\$11,400	\$0	0.00%
*	Utilities	\$0	\$650	\$6,120	\$6,120	---
**	Bureau Investigative Services	\$2,529,955	\$2,683,880	\$2,795,120	\$265,165	10.48%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Police Operation Support Svcs 10021400						
*	Payroll	\$783,953	\$776,400	\$812,310	\$28,357	3.62%
*	Benefits	\$5,000	\$20,600	\$21,500	\$16,500	330.00%
*	Administrative Svcs	\$163,085	\$148,270	\$168,085	\$5,000	3.07%
*	Contractual Services	\$10,300	\$7,800	\$11,300	\$1,000	9.71%
*	Maintenance & Repair	\$49,915	\$48,150	\$65,675	\$15,760	31.57%
*	Rentals	\$5,637	\$4,200	\$5,637	\$0	0.00%
*	Supplies	\$44,310	\$43,108	\$52,310	\$8,000	18.05%
*	Utilities	\$900	\$1,800	\$1,800	\$900	100.00%
**	Police Operation Support Svcs	\$1,063,100	\$1,050,328	\$1,138,617	\$75,517	7.10%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Jetport Security 10021800						
*	Payroll	\$477,267	\$509,800	\$550,435	\$73,168	15.33%
*	Benefits	\$16,815	\$6,075	\$22,485	\$5,670	33.72%
*	Administrative Svcs	\$3,000	\$1,000	\$3,000	\$0	0.00%
*	Maintenance & Repair	\$950	\$0	\$950	\$0	0.00%
*	Rentals	\$1,401	\$400	\$1,401	\$0	0.00%
*	Supplies	\$4,000	\$4,000	\$4,000	\$0	0.00%
**	Jetport Security	\$503,433	\$521,275	\$582,271	\$78,838	15.66%
****	Police Department	\$18,202,786	\$17,154,586	\$19,789,900	\$1,587,114	8.72%

**CITY OF PORTLAND, ME
FY25 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25/ FY24
General Fund					
Fire Department 22					
10022100 Total EXPENDITURE	\$899,791	\$900,711	\$1,111,944	\$212,153	23.58%
10022100 Total REVENUE	(\$103,785)	(\$104,235)	(\$103,785)	\$0	0.00%
** Fire Administration NET	\$796,006	\$796,476	\$1,008,159	\$212,153	26.65%
10022200 Total EXPENDITURE	\$359,553	\$359,870	\$407,163	\$47,610	13.24%
10022200 Total REVENUE	(\$34,921)	(\$40,000)	(\$94,171)	(\$59,250)	169.67%
** Fire Code Enforce & Comm Svcs NET	\$324,632	\$319,870	\$312,992	(\$11,640)	-3.59%
10022300 Total EXPENDITURE	\$16,492,965	\$16,546,020	\$17,384,147	\$891,182	5.40%
10022300 Total REVENUE	(\$3,969,300)	(\$3,982,300)	(\$4,155,933)	(\$186,633)	4.70%
** Fire Field Operations NET	\$12,523,665	\$12,563,720	\$13,228,214	\$704,549	5.63%
10022400 Total EXPENDITURE	\$1,045,755	\$1,050,623	\$1,128,661	\$82,906	7.93%
10022400 Total REVENUE	(\$134,250)	(\$134,250)	(\$144,250)	(\$10,000)	7.45%
** Fire Operation Support Svcs NET	\$911,505	\$916,373	\$984,411	\$72,906	8.00%
10022800 Total EXPENDITURE	\$1,474,498	\$1,442,164	\$1,797,728	\$323,230	21.92%
10022800 Total REVENUE	(\$1,474,498)	(\$1,442,164)	(\$1,797,728)	(\$323,230)	21.92%
** Air Rescue Station NET	\$0	\$0	\$0	\$0	---
**** Fire Department Net	\$14,555,808	\$14,596,439	\$15,533,776	\$977,968	6.72%

CITY OF PORTLAND, ME
FY25 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
General Fund						
Fire Department 22						
*	Payroll	\$17,398,041	\$17,378,241	\$18,556,379	\$1,158,338	6.66%
*	Benefits	\$276,604	\$283,299	\$340,957	\$64,353	23.27%
*	Administrative Svcs	\$362,314	\$350,003	\$373,941	\$11,627	3.21%
*	Contractual Services	\$193,852	\$219,921	\$289,254	\$95,402	49.21%
*	Maintenance & Repair	\$682,906	\$689,904	\$787,301	\$104,395	15.29%
*	Rentals	\$464,416	\$464,416	\$464,416	\$0	0.00%
*	Supplies	\$561,313	\$585,404	\$694,307	\$132,994	23.69%
*	Minor Capital Items	\$0	\$0	\$30,000	\$30,000	---
*	Utilities	\$283,116	\$278,200	\$293,088	\$9,972	3.52%
*	Capital Outlay	\$50,000	\$50,000	\$0	(\$50,000)	-100.00%
****	Fire Department	\$20,272,562	\$20,299,388	\$21,829,643	\$1,557,081	7.68%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Fire Department 22						
Fire Administration 10022100						
*	Payroll	\$830,588	\$830,788	\$1,012,041	\$181,453	21.85%
*	Benefits	\$1,600	\$1,600	\$2,200	\$600	37.50%
*	Administrative Svcs	\$23,073	\$23,073	\$23,073	\$0	0.00%
*	Contractual Services	\$2,350	\$2,665	\$2,350	\$0	0.00%
*	Maintenance & Repair	\$0	\$405	\$0	\$0	---
*	Rentals	\$8,160	\$8,160	\$8,160	\$0	0.00%
*	Supplies	\$31,800	\$31,800	\$61,900	\$30,100	94.65%
*	Utilities	\$2,220	\$2,220	\$2,220	\$0	0.00%
**	Fire Administration	\$899,791	\$900,711	\$1,111,944	\$212,153	23.58%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Fire Code Enforce & Comm Svcs 10022200						
*	Payroll	\$335,732	\$335,732	\$374,117	\$38,385	11.43%
*	Benefits	\$0	\$77	\$75	\$75	---
*	Administrative Svcs	\$11,915	\$11,915	\$11,915	\$0	0.00%
*	Contractual Services	\$2,000	\$2,000	\$2,000	\$0	0.00%
*	Maintenance & Repair	\$0	\$0	\$0	\$0	---
*	Supplies	\$6,450	\$6,690	\$15,600	\$9,150	141.86%
*	Utilities	\$3,456	\$3,456	\$3,456	\$0	0.00%
**	Fire Code Enforce & Comm Svcs	\$359,553	\$359,870	\$407,163	\$47,610	13.24%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Fire Field Operations 10022300						
*	Payroll	\$14,998,420	\$14,998,420	\$15,866,602	\$868,182	5.79%
*	Benefits	\$254,154	\$274,154	\$312,482	\$58,328	22.95%
*	Administrative Svcs	\$265,600	\$263,860	\$269,048	\$3,448	1.30%
*	Contractual Services	\$137,166	\$164,951	\$111,834	(\$25,332)	-18.47%
*	Maintenance & Repair	\$342,875	\$349,185	\$366,061	\$23,186	6.76%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$419,214	\$419,914	\$432,584	\$13,370	3.19%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$25,536	\$25,536	\$25,536	\$0	0.00%
*	Capital Outlay	\$50,000	\$50,000	\$0	(\$50,000)	-100.00%
**	Fire Field Operations	\$16,492,965	\$16,546,020	\$17,384,147	\$891,182	5.40%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Fire Operation Support Svcs 10022400						
*	Payroll	\$0	\$0	\$0	\$0	---
*	Benefits	\$0	\$568	\$0	\$0	---
*	Administrative Svcs	\$1,075	\$1,075	\$1,075	\$0	0.00%
*	Contractual Services	\$22,005	\$22,005	\$18,000	(\$4,005)	-18.20%
*	Maintenance & Repair	\$273,531	\$273,531	\$340,550	\$67,019	24.50%
*	Rentals	\$456,256	\$456,256	\$456,256	\$0	0.00%
*	Supplies	\$55,000	\$59,300	\$63,000	\$8,000	14.55%
*	Utilities	\$237,888	\$237,888	\$249,780	\$11,892	5.00%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Fire Operation Support Svcs	\$1,045,755	\$1,050,623	\$1,128,661	\$82,906	7.93%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Air Rescue Station 10022800						
*	Payroll	\$1,233,301	\$1,213,301	\$1,303,619	\$70,318	5.70%
*	Benefits	\$20,850	\$6,900	\$26,200	\$5,350	25.66%
*	Administrative Svcs	\$60,651	\$50,080	\$68,830	\$8,179	13.49%
*	Contractual Services	\$30,331	\$28,300	\$155,070	\$124,739	411.26%
*	Maintenance & Repair	\$66,500	\$66,783	\$80,690	\$14,190	21.34%
*	Supplies	\$48,849	\$67,700	\$121,223	\$72,374	148.16%
*	Minor Capital Items	\$0	\$0	\$30,000	\$30,000	---
*	Utilities	\$14,016	\$9,100	\$12,096	(\$1,920)	-13.70%
**	Air Rescue Station	\$1,474,498	\$1,442,164	\$1,797,728	\$323,230	21.92%
****	Fire Department	\$20,272,562	\$20,299,388	\$21,829,643	\$1,557,081	7.68%

CITY OF PORTLAND, ME
FY25 DEPARTMENT ORG NET REPORT

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25/ FY24
General Fund					
Dispatch Services 23					
10023500 Total EXPENDITURE	\$3,694,113	\$3,309,539	\$3,804,750	\$110,637	2.99%
10023500 Total REVENUE	(\$1,791,996)	(\$1,791,996)	(\$1,791,996)	\$0	0.00%
** Dispatch Services NET	\$1,902,117	\$1,517,543	\$2,012,754	\$110,637	5.82%
**** Dispatch Services Net	\$1,902,117	\$1,517,543	\$2,012,754	\$110,637	5.82%

CITY OF PORTLAND, ME
FY25 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
General Fund						
Dispatch Services 23						
*	Payroll	\$3,248,972	\$2,667,537	\$3,212,093	(\$36,879)	-1.14%
*	Benefits	\$13,100	\$6,900	\$13,100	\$0	0.00%
*	Administrative Svcs	\$12,275	\$10,750	\$15,775	\$3,500	28.51%
*	Contractual Services	\$347,936	\$486,412	\$484,751	\$136,815	39.32%
*	Maintenance & Repair	\$14,280	\$19,950	\$19,981	\$5,701	39.92%
*	Rentals	\$810	\$810	\$810	\$0	0.00%
*	Supplies	\$23,500	\$19,100	\$25,000	\$1,500	6.38%
*	Minor Capital Items	\$15,000	\$86,000	\$15,000	\$0	0.00%
*	Utilities	\$18,240	\$12,080	\$18,240	\$0	0.00%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
****	Dispatch Services	\$3,694,113	\$3,309,539	\$3,804,750	\$110,637	2.99%

**CITY OF PORTLAND, ME
FY25 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25/ FY24
General Fund					
Dept of Planning & Development 24					
10024100 Total EXPENDITURE	\$282,684	\$252,888	\$284,039	\$1,355	0.48%
10024100 Total REVENUE	(\$30,000)	(\$30,000)	(\$30,000)	\$0	0.00%
** Planning & Development Admin NET	\$252,684	\$222,888	\$254,039	\$1,355	0.54%
10024200 Total EXPENDITURE	\$1,616,527	\$1,413,320	\$1,454,747	(\$161,780)	-10.01%
10024200 Total REVENUE	(\$825,350)	(\$716,200)	(\$655,850)	\$169,500	-20.54%
** Planning NET	\$791,177	\$697,120	\$798,897	\$7,720	0.98%
**** Dept of Planning & Development Net	\$1,043,861	\$920,008	\$1,052,936	\$9,075	0.87%

CITY OF PORTLAND, ME
FY25 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
General Fund						
Dept of Planning & Development 24						
*	Payroll	\$1,358,827	\$1,166,434	\$1,422,927	\$64,100	4.72%
*	Benefits	\$3,100	\$1,750	\$2,750	(\$350)	-11.29%
*	Administrative Svcs	\$28,600	\$27,350	\$34,100	\$5,500	19.23%
*	Contractual Services	\$413,800	\$371,800	\$194,550	(\$219,250)	-52.98%
*	Maintenance & Repair	\$46,200	\$56,036	\$47,275	\$1,075	2.33%
*	Rentals	\$9,000	\$7,500	\$9,000	\$0	0.00%
*	Supplies	\$38,700	\$34,354	\$27,200	(\$11,500)	-29.72%
*	Utilities	\$984	\$984	\$984	\$0	0.00%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
****	Dept of Planning & Development	\$1,899,211	\$1,666,208	\$1,738,786	(\$160,425)	-8.45%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Dept of Planning & Development 24						
Planning & Development Admin 10024100						
*	Payroll	\$264,634	\$240,234	\$268,989	\$4,355	1.65%
*	Benefits	\$1,800	\$950	\$1,800	\$0	0.00%
*	Administrative Svcs	\$8,000	\$5,700	\$7,500	(\$500)	-6.25%
*	Contractual Services	\$500	\$150	\$250	(\$250)	-50.00%
*	Maintenance & Repair	\$1,500	\$1,500	\$1,000	(\$500)	-33.33%
*	Supplies	\$6,250	\$4,354	\$4,500	(\$1,750)	-28.00%
**	Planning & Development Admin	\$282,684	\$252,888	\$284,039	\$1,355	0.48%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Planning 10024200						
*	Payroll	\$1,094,193	\$926,200	\$1,153,938	\$59,745	5.46%
*	Benefits	\$1,300	\$800	\$950	(\$350)	-26.92%
*	Administrative Svcs	\$20,600	\$21,650	\$26,600	\$6,000	29.13%
*	Contractual Services	\$413,300	\$371,650	\$194,300	(\$219,000)	-52.99%
*	Maintenance & Repair	\$44,700	\$54,536	\$46,275	\$1,575	3.52%
*	Rentals	\$9,000	\$7,500	\$9,000	\$0	0.00%
*	Supplies	\$32,450	\$30,000	\$22,700	(\$9,750)	-30.05%
*	Utilities	\$984	\$984	\$984	\$0	0.00%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Planning	\$1,616,527	\$1,413,320	\$1,454,747	(\$161,780)	-10.01%
****	Dept of Planning & Development	\$1,899,211	\$1,666,208	\$1,738,786	(\$160,425)	-8.45%

**CITY OF PORTLAND, ME
FY25 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25/ FY24
General Fund					
Permitting & Inspections 25					
10025100 Total EXPENDITURE	\$206,737	\$206,800	\$221,196	\$14,459	6.99%
** Permitting & Inspections Admin NET	\$206,737	\$206,800	\$221,196	\$14,459	6.99%
10025200 Total EXPENDITURE	\$1,381,204	\$1,348,120	\$1,480,108	\$98,904	7.16%
10025200 Total REVENUE	(\$2,920,700)	(\$2,982,000)	(\$2,982,305)	(\$61,605)	2.11%
** Inspections NET	(\$1,539,496)	(\$1,633,880)	(\$1,502,197)	\$37,299	2.42%
10025300 Total EXPENDITURE	\$824,333	\$830,935	\$858,512	\$34,179	4.15%
10025300 Total REVENUE	(\$919,478)	(\$972,000)	(\$934,885)	(\$15,407)	1.68%
** Housing Safety NET	(\$95,145)	(\$141,065)	(\$76,373)	\$18,772	19.73%
10025400 Total EXPENDITURE	\$372,004	\$367,547	\$390,017	\$18,013	4.84%
10025400 Total REVENUE	(\$1,672,334)	(\$1,726,000)	(\$1,722,423)	(\$50,089)	3.00%
** Business Licensing NET	(\$1,300,330)	(\$1,358,453)	(\$1,332,406)	(\$32,076)	-2.47%
**** Permitting & Inspections Net	(\$2,728,234)	(\$2,926,598)	(\$2,689,780)	\$38,454	1.41%

CITY OF PORTLAND, ME
FY25 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
General Fund						
Permitting & Inspections 25						
*	Payroll	\$2,555,682	\$2,525,500	\$2,688,776	\$133,094	5.21%
*	Benefits	\$16,950	\$16,700	\$16,200	(\$750)	-4.42%
*	Administrative Svcs	\$30,825	\$34,100	\$56,530	\$25,705	83.39%
*	Contractual Services	\$99,485	\$96,850	\$108,025	\$8,540	8.58%
*	Maintenance & Repair	\$6,773	\$6,652	\$9,838	\$3,065	45.25%
*	Rentals	\$4,368	\$4,300	\$4,404	\$36	0.82%
*	Supplies	\$61,855	\$61,200	\$59,040	(\$2,815)	-4.55%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$8,340	\$8,100	\$7,020	(\$1,320)	-15.83%
****	Permitting & Inspections	\$2,784,278	\$2,753,402	\$2,949,833	\$165,555	5.95%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Permitting & Inspections 25						
Permitting & Inspections Admin 10025100						
*	Payroll	\$201,166	\$201,500	\$213,420	\$12,254	6.09%
*	Benefits	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$1,100	\$1,100	\$1,600	\$500	45.45%
*	Contractual Services	\$200	\$200	\$200	\$0	0.00%
*	Maintenance & Repair	\$811	\$800	\$816	\$5	0.62%
*	Supplies	\$2,800	\$2,700	\$4,500	\$1,700	60.71%
*	Utilities	\$660	\$500	\$660	\$0	0.00%
**	Permitting & Inspections Admin	\$206,737	\$206,800	\$221,196	\$14,459	6.99%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Inspections 10025200						
*	Payroll	\$1,302,033	\$1,272,000	\$1,376,302	\$74,269	5.70%
*	Benefits	\$7,200	\$7,000	\$7,700	\$500	6.94%
*	Administrative Svcs	\$22,470	\$21,970	\$44,075	\$21,605	96.15%
*	Contractual Services	\$14,500	\$12,450	\$16,500	\$2,000	13.79%
*	Maintenance & Repair	\$3,601	\$3,500	\$6,946	\$3,345	92.89%
*	Rentals	\$1,800	\$1,800	\$1,800	\$0	0.00%
*	Supplies	\$25,700	\$25,500	\$22,885	(\$2,815)	-10.95%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$3,900	\$3,900	\$3,900	\$0	0.00%
**	Inspections	\$1,381,204	\$1,348,120	\$1,480,108	\$98,904	7.16%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Housing Safety 10025300						
*	Payroll	\$739,718	\$739,000	\$773,416	\$33,698	4.56%
*	Benefits	\$6,300	\$6,300	\$5,650	(\$650)	-10.32%
*	Administrative Svcs	\$5,850	\$9,500	\$9,250	\$3,400	58.12%
*	Contractual Services	\$46,960	\$50,900	\$53,000	\$6,040	12.86%
*	Maintenance & Repair	\$1,741	\$1,735	\$816	(\$925)	-53.13%
*	Rentals	\$504	\$500	\$540	\$36	7.14%
*	Supplies	\$20,800	\$20,600	\$14,700	(\$6,100)	-29.33%
*	Utilities	\$2,460	\$2,400	\$1,140	(\$1,320)	-53.66%
**	Housing Safety	\$824,333	\$830,935	\$858,512	\$34,179	4.15%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Business Licensing 10025400						
*	Payroll	\$312,765	\$313,000	\$325,638	\$12,873	4.12%
*	Benefits	\$3,450	\$3,400	\$2,850	(\$600)	-17.39%
*	Administrative Svcs	\$1,405	\$1,530	\$1,605	\$200	14.23%
*	Contractual Services	\$37,825	\$33,300	\$38,325	\$500	1.32%
*	Maintenance & Repair	\$620	\$617	\$1,260	\$640	103.23%
*	Rentals	\$2,064	\$2,000	\$2,064	\$0	0.00%
*	Supplies	\$12,555	\$12,400	\$16,955	\$4,400	35.05%
*	Utilities	\$1,320	\$1,300	\$1,320	\$0	0.00%
**	Business Licensing	\$372,004	\$367,547	\$390,017	\$18,013	4.84%
****	Permitting & Inspections	\$2,784,278	\$2,753,402	\$2,949,833	\$165,555	5.95%

CITY OF PORTLAND, ME
FY25 DEPARTMENT ORG NET REPORT

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25/ FY24
General Fund					
Information Technology 29					
10029100 Total EXPENDITURE	\$3,212,243	\$3,071,857	\$3,419,321	\$207,078	6.45%
10029100 Total REVENUE	(\$380,407)	(\$380,407)	(\$412,663)	(\$32,256)	8.48%
** Information Technology NET	\$2,831,836	\$2,691,450	\$3,006,658	\$174,822	6.17%
**** Information Technology Net	\$2,831,836	\$2,691,450	\$3,006,658	\$174,822	6.17%

CITY OF PORTLAND, ME
FY25 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
General Fund						
Information Technology 29						
*	Payroll	\$1,560,349	\$1,257,916	\$1,695,997	\$135,648	8.69%
*	Benefits	\$1,800	\$1,800	\$1,800	\$0	0.00%
*	Administrative Svcs	\$21,073	\$21,050	\$23,000	\$1,927	9.14%
*	Contractual Services	\$132,895	\$240,895	\$115,830	(\$17,065)	-12.84%
*	Maintenance & Repair	\$1,057,157	\$1,056,800	\$1,167,957	\$110,800	10.48%
*	Rentals	\$6,100	\$6,100	\$6,100	\$0	0.00%
*	Supplies	\$82,584	\$113,296	\$31,300	(\$51,284)	-62.10%
*	Utilities	\$350,285	\$374,000	\$377,337	\$27,052	7.72%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
****	Information Technology	\$3,212,243	\$3,071,857	\$3,419,321	\$207,078	6.45%

**CITY OF PORTLAND, ME
FY25 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25/ FY24
General Fund					
Public Works 31					
10031100 Total EXPENDITURE	\$830,122	\$702,522	\$870,734	\$40,612	4.89%
10031100 Total REVENUE	(\$351,601)	(\$319,000)	(\$370,664)	(\$19,063)	5.42%
** Public Works Administration NET	\$478,521	\$383,522	\$500,070	\$21,549	4.50%
10031202 Total EXPENDITURE	\$1,948,821	\$1,762,965	\$2,051,668	\$102,847	5.28%
10031202 Total REVENUE	(\$2,000)	(\$750)	(\$1,000)	\$1,000	-50.00%
** Districting NET	\$1,946,821	\$1,762,215	\$2,050,668	\$103,847	5.33%
10031203 Total EXPENDITURE	\$3,055,233	\$3,205,221	\$3,580,326	\$525,093	17.19%
10031203 Total REVENUE	(\$2,500,125)	(\$2,466,153)	(\$2,720,219)	(\$220,094)	8.80%
** Solid Waste NET	\$555,108	\$739,068	\$860,107	\$304,999	54.94%
10031204 Total EXPENDITURE	\$214,763	\$220,222	\$227,292	\$12,529	5.83%
10031204 Total REVENUE	(\$77,329)	(\$77,329)	(\$81,449)	(\$4,120)	5.33%
** Communications NET	\$137,434	\$142,893	\$145,843	\$8,409	6.12%
10031205 Total EXPENDITURE	\$474,349	\$484,581	\$491,650	\$17,301	3.65%
10031205 Total REVENUE	(\$474,349)	(\$484,581)	(\$491,650)	(\$17,301)	3.65%
** Portland Downtown District NET	\$0	\$0	\$0	\$0	---
10031206 Total EXPENDITURE	\$1,450,785	\$1,391,739	\$1,602,467	\$151,682	10.46%
10031206 Total REVENUE	(\$104,402)	(\$100,802)	(\$98,902)	\$5,500	-5.27%
** Winter Operations NET	\$1,346,383	\$1,290,937	\$1,503,565	\$157,182	11.67%
10031207 Total EXPENDITURE	\$956,062	\$971,455	\$1,084,221	\$128,159	13.40%
10031207 Total REVENUE	\$0	\$0	\$0	\$0	---
** Island Services NET	\$956,062	\$971,455	\$1,084,221	\$128,159	13.40%
10031208 Total EXPENDITURE	\$1,758,878	\$1,489,799	\$1,844,982	\$86,104	4.90%
10031208 Total REVENUE	(\$6,450)	(\$6,500)	(\$194,650)	(\$188,200)	2917.83%
** Traffic & Transportation Ops NET	\$1,752,428	\$1,483,299	\$1,650,332	(\$102,096)	-5.83%
*** PW Operations	\$6,694,236	\$6,389,867	\$7,294,736	\$600,500	8.97%
10031302 Total EXPENDITURE	\$511,808	\$503,420	\$535,969	\$24,161	4.72%
10031302 Total REVENUE	(\$1,296,424)	(\$1,773,000)	(\$1,414,594)	(\$118,170)	9.12%
** Transportation Engineering NET	(\$784,616)	(\$1,269,580)	(\$878,625)	(\$94,009)	-11.98%
10031303 Total EXPENDITURE	\$1,392,734	\$1,334,839	\$1,534,314	\$141,580	10.17%
10031303 Total REVENUE	(\$1,132,983)	(\$1,094,168)	(\$1,152,228)	(\$19,245)	1.70%

**CITY OF PORTLAND, ME
FY25 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25/ FY24
**	Engineering NET	\$259,751	\$240,671	\$382,086	\$122,335	47.10%
***	PW Engineering Division	(\$524,865)	(\$1,028,909)	(\$496,539)	\$28,326	5.40%
10031400	Total EXPENDITURE	\$4,482,128	\$4,256,488	\$4,663,496	\$181,368	4.05%
10031400	Total REVENUE	(\$269,988)	(\$279,988)	(\$269,988)	\$0	0.00%
**	Fleet Services NET	\$4,212,140	\$3,976,500	\$4,393,508	\$181,368	4.31%
****	Public Works Net	\$10,860,032	\$9,720,980	\$11,691,775	\$831,743	7.66%

CITY OF PORTLAND, ME
FY25 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
General Fund						
Public Works 31						
*	Payroll	\$9,408,245	\$8,831,841	\$10,259,665	\$851,420	9.05%
*	Benefits	\$77,840	\$74,330	\$78,540	\$700	0.90%
*	Administrative Svcs	\$96,102	\$91,790	\$113,448	\$17,346	18.05%
*	Contractual Services	\$2,638,216	\$2,866,798	\$3,092,975	\$454,759	17.24%
*	Maintenance & Repair	\$1,584,395	\$1,442,998	\$1,659,166	\$74,771	4.72%
*	Rentals	\$504,890	\$511,550	\$609,620	\$104,730	20.74%
*	Supplies	\$2,175,736	\$2,113,310	\$2,201,466	\$25,730	1.18%
*	Minor Capital Items	\$82,188	\$87,662	\$96,575	\$14,387	17.50%
*	Utilities	\$464,144	\$240,972	\$259,664	(\$204,480)	-44.06%
*	Capital Outlay	\$43,927	\$62,000	\$116,000	\$72,073	164.07%
****	Public Works	\$17,075,683	\$16,323,251	\$18,487,119	\$1,411,436	8.27%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Public Works 31						
Public Works Administration 10031100						
*	Payroll	\$760,842	\$635,352	\$801,013	\$40,171	5.28%
*	Benefits	\$1,400	\$1,000	\$1,600	\$200	14.29%
*	Administrative Svcs	\$12,410	\$14,100	\$14,240	\$1,830	14.75%
*	Contractual Services	\$3,600	\$3,900	\$4,290	\$690	19.17%
*	Maintenance & Repair	\$30,640	\$30,740	\$32,921	\$2,281	7.44%
*	Rentals	\$3,000	\$1,500	\$1,440	(\$1,560)	-52.00%
*	Supplies	\$16,850	\$14,550	\$13,850	(\$3,000)	-17.80%
*	Utilities	\$1,380	\$1,380	\$1,380	\$0	0.00%
**	Public Works Administration	\$830,122	\$702,522	\$870,734	\$40,612	4.89%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Districting 10031202						
*	Payroll	\$1,693,553	\$1,502,000	\$1,790,977	\$97,424	5.75%
*	Benefits	\$11,110	\$11,600	\$11,110	\$0	0.00%
*	Administrative Svcs	\$9,850	\$8,900	\$9,850	\$0	0.00%
*	Contractual Services	\$60,883	\$66,600	\$62,206	\$1,323	2.17%
*	Maintenance & Repair	\$2,500	\$2,500	\$3,100	\$600	24.00%
*	Rentals	\$14,500	\$14,000	\$14,500	\$0	0.00%
*	Supplies	\$152,225	\$153,865	\$155,725	\$3,500	2.30%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$4,200	\$3,500	\$4,200	\$0	0.00%
**	Districting	\$1,948,821	\$1,762,965	\$2,051,668	\$102,847	5.28%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Solid Waste 10031203						
*	Payroll	\$1,105,248	\$1,054,863	\$1,315,310	\$210,062	19.01%
*	Benefits	\$14,700	\$13,500	\$14,350	(\$350)	-2.38%
*	Administrative Svcs	\$5,867	\$7,100	\$6,408	\$541	9.22%
*	Contractual Services	\$1,898,238	\$2,096,596	\$2,193,678	\$295,440	15.56%
*	Maintenance & Repair	\$10,960	\$10,960	\$7,260	(\$3,700)	-33.76%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$19,020	\$20,020	\$20,920	\$1,900	9.99%
*	Utilities	\$1,200	\$2,182	\$2,400	\$1,200	100.00%
*	Capital Outlay	\$0	\$0	\$20,000	\$20,000	---
**	Solid Waste	\$3,055,233	\$3,205,221	\$3,580,326	\$525,093	17.19%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Communications 10031204						
*	Payroll	\$197,598	\$203,207	\$208,927	\$11,329	5.73%
*	Benefits	\$1,125	\$1,125	\$1,125	\$0	0.00%
*	Administrative Svcs	\$100	\$140	\$100	\$0	0.00%
*	Contractual Services	\$8,000	\$8,000	\$8,000	\$0	0.00%
*	Maintenance & Repair	\$500	\$500	\$500	\$0	0.00%
*	Rentals	\$1,340	\$1,000	\$1,340	\$0	0.00%
*	Supplies	\$6,100	\$6,250	\$7,300	\$1,200	19.67%
**	Communications	\$214,763	\$220,222	\$227,292	\$12,529	5.83%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Portland Downtown District 10031205						
*	Payroll	\$402,799	\$404,797	\$420,100	\$17,301	4.30%
*	Benefits	\$3,450	\$3,450	\$3,450	\$0	0.00%
*	Administrative Svcs	\$400	\$400	\$400	\$0	0.00%
*	Contractual Services	\$39,840	\$49,712	\$39,840	\$0	0.00%
*	Maintenance & Repair	\$300	\$300	\$300	\$0	0.00%
*	Rentals	\$360	\$360	\$360	\$0	0.00%
*	Supplies	\$18,600	\$18,100	\$18,600	\$0	0.00%
*	Minor Capital Items	\$6,600	\$6,462	\$6,600	\$0	0.00%
*	Utilities	\$2,000	\$1,000	\$2,000	\$0	0.00%
**	Portland Downtown District	\$474,349	\$484,581	\$491,650	\$17,301	3.65%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Winter Operations 10031206						
*	Payroll	\$426,634	\$394,988	\$443,726	\$17,092	4.01%
*	Benefits	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$4,900	\$7,500	\$4,900	\$0	0.00%
*	Contractual Services	\$32,265	\$32,265	\$32,265	\$0	0.00%
*	Maintenance & Repair	\$5,000	\$5,000	\$5,000	\$0	0.00%
*	Rentals	\$447,500	\$447,500	\$550,590	\$103,090	23.04%
*	Supplies	\$533,250	\$503,250	\$564,750	\$31,500	5.91%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$1,236	\$1,236	\$1,236	\$0	0.00%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Winter Operations	\$1,450,785	\$1,391,739	\$1,602,467	\$151,682	10.46%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Island Services 10031207						
*	Payroll	\$600,474	\$619,865	\$652,846	\$52,372	8.72%
*	Benefits	\$5,645	\$4,925	\$5,895	\$250	4.43%
*	Administrative Svcs	\$1,100	\$1,100	\$1,100	\$0	0.00%
*	Contractual Services	\$211,270	\$211,270	\$253,870	\$42,600	20.16%
*	Maintenance & Repair	\$7,500	\$7,500	\$7,500	\$0	0.00%
*	Rentals	\$25,000	\$34,000	\$28,750	\$3,750	15.00%
*	Supplies	\$67,200	\$55,700	\$96,000	\$28,800	42.86%
*	Minor Capital Items	\$25,013	\$24,625	\$25,400	\$387	1.55%
*	Utilities	\$12,860	\$12,470	\$12,860	\$0	0.00%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Island Services	\$956,062	\$971,455	\$1,084,221	\$128,159	13.40%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Traffic & Transportation Ops 10031208						
*	Payroll	\$615,646	\$523,869	\$716,544	\$100,898	16.39%
*	Benefits	\$4,870	\$4,870	\$4,870	\$0	0.00%
*	Administrative Svcs	\$9,405	\$9,105	\$9,105	(\$300)	-3.19%
*	Contractual Services	\$337,415	\$352,800	\$452,121	\$114,706	34.00%
*	Maintenance & Repair	\$130,087	\$159,000	\$178,587	\$48,500	37.28%
*	Rentals	\$780	\$780	\$780	\$0	0.00%
*	Supplies	\$152,256	\$152,400	\$179,756	\$27,500	18.06%
*	Minor Capital Items	\$50,575	\$50,575	\$50,575	\$0	0.00%
*	Utilities	\$436,324	\$214,400	\$230,644	(\$205,680)	-47.14%
*	Capital Outlay	\$21,520	\$22,000	\$22,000	\$480	2.23%
**	Traffic & Transportation Ops	\$1,758,878	\$1,489,799	\$1,844,982	\$86,104	4.90%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Transportation Engineering 10031302						
*	Payroll	\$448,863	\$440,500	\$467,209	\$18,346	4.09%
*	Benefits	\$3,160	\$3,160	\$3,160	\$0	0.00%
*	Administrative Svcs	\$13,085	\$13,010	\$14,360	\$1,275	9.74%
*	Contractual Services	\$15,850	\$15,850	\$15,850	\$0	0.00%
*	Maintenance & Repair	\$18,910	\$19,000	\$23,000	\$4,090	21.63%
*	Rentals	\$550	\$550	\$0	(\$550)	-100.00%
*	Supplies	\$10,850	\$10,750	\$11,850	\$1,000	9.22%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$540	\$600	\$540	\$0	0.00%
**	Transportation Engineering	\$511,808	\$503,420	\$535,969	\$24,161	4.72%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Engineering 10031303						
*	Payroll	\$1,323,045	\$1,264,400	\$1,459,025	\$135,980	10.28%
*	Benefits	\$2,580	\$1,980	\$3,180	\$600	23.26%
*	Administrative Svcs	\$14,035	\$13,885	\$14,935	\$900	6.41%
*	Contractual Services	\$28,300	\$28,300	\$28,300	\$0	0.00%
*	Maintenance & Repair	\$5,650	\$7,150	\$5,650	\$0	0.00%
*	Rentals	\$780	\$780	\$780	\$0	0.00%
*	Supplies	\$16,100	\$16,100	\$20,200	\$4,100	25.47%
*	Utilities	\$2,244	\$2,244	\$2,244	\$0	0.00%
**	Engineering	\$1,392,734	\$1,334,839	\$1,534,314	\$141,580	10.17%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Fleet Services 10031400						
*	Payroll	\$1,833,543	\$1,788,000	\$1,983,988	\$150,445	8.21%
*	Benefits	\$29,800	\$28,720	\$29,800	\$0	0.00%
*	Administrative Svcs	\$24,950	\$16,550	\$38,050	\$13,100	52.51%
*	Contractual Services	\$2,555	\$1,505	\$2,555	\$0	0.00%
*	Maintenance & Repair	\$1,372,348	\$1,200,348	\$1,395,348	\$23,000	1.68%
*	Rentals	\$11,080	\$11,080	\$11,080	\$0	0.00%
*	Supplies	\$1,183,285	\$1,162,325	\$1,112,515	(\$70,770)	-5.98%
*	Minor Capital Items	\$0	\$6,000	\$14,000	\$14,000	---
*	Utilities	\$2,160	\$1,960	\$2,160	\$0	0.00%
*	Capital Outlay	\$22,407	\$40,000	\$74,000	\$51,593	230.25%
**	Fleet Services	\$4,482,128	\$4,256,488	\$4,663,496	\$181,368	4.05%
****	Public Works	\$17,075,683	\$16,323,251	\$18,487,119	\$1,411,436	8.27%

**CITY OF PORTLAND, ME
FY25 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25/ FY24
General Fund					
Parks, Rec & Facilities 33					
10033100 Total EXPENDITURE	\$528,648	\$587,938	\$703,844	\$175,196	33.14%
10033100 Total REVENUE	\$0	\$0	\$0	\$0	---
** Parks Rec & Fac Administration NET	\$528,648	\$587,938	\$703,844	\$175,196	33.14%
10033202 Total EXPENDITURE	\$1,199,129	\$1,265,216	\$1,441,574	\$242,445	20.22%
10033202 Total REVENUE	(\$154,005)	(\$136,925)	(\$200,000)	(\$45,995)	29.87%
** Parks NET	\$1,045,124	\$1,128,291	\$1,241,574	\$196,450	18.80%
10033203 Total EXPENDITURE	\$883,527	\$914,656	\$966,285	\$82,758	9.37%
10033203 Total REVENUE	(\$12,000)	(\$12,000)	(\$23,040)	(\$11,040)	92.00%
** Forestry NET	\$871,527	\$902,656	\$943,245	\$71,718	8.23%
10033204 Total EXPENDITURE	\$1,031,807	\$1,055,630	\$1,004,626	(\$27,181)	-2.63%
10033204 Total REVENUE	(\$517,350)	(\$563,759)	(\$625,988)	(\$108,638)	21.00%
** Athletic Facilities NET	\$514,457	\$491,871	\$378,638	(\$135,819)	-26.40%
10033205 Total EXPENDITURE	\$696,000	\$712,365	\$703,355	\$7,355	1.06%
10033205 Total REVENUE	(\$778,389)	(\$721,194)	(\$773,545)	\$4,844	-0.62%
** Cemeteries NET	(\$82,389)	(\$8,829)	(\$70,190)	\$12,199	14.81%
*** Parks Division	\$2,348,719	\$2,513,989	\$2,493,267	\$144,548	6.15%
10033302 Total EXPENDITURE	\$1,859,046	\$1,846,027	\$2,030,852	\$171,806	9.24%
10033302 Total REVENUE	(\$1,991,872)	(\$2,119,955)	(\$2,073,376)	(\$81,504)	4.09%
** Recreation NET	(\$132,826)	(\$273,928)	(\$42,524)	\$90,302	67.99%
10033303 Total EXPENDITURE	\$564,029	\$543,134	\$562,649	(\$1,380)	-0.24%
10033303 Total REVENUE	(\$318,714)	(\$217,648)	(\$285,832)	\$32,882	-10.32%
** Aquatics NET	\$245,315	\$325,486	\$276,817	\$31,502	12.84%
10033304 Total EXPENDITURE	\$1,186,340	\$1,241,897	\$1,282,069	\$95,729	8.07%
10033304 Total REVENUE	(\$1,851,500)	(\$1,822,815)	(\$1,937,785)	(\$86,285)	4.66%
** Riverside Golf Course NET	(\$665,160)	(\$580,918)	(\$655,716)	\$9,444	1.42%
10033305 Total EXPENDITURE	\$32,960	\$34,856	\$34,960	\$2,000	6.07%
10033305 Total REVENUE	(\$32,960)	(\$32,960)	(\$36,610)	(\$3,650)	11.07%
** Golf Course Restaurant NET	\$0	\$1,896	(\$1,650)	(\$1,650)	---
10033306 Total EXPENDITURE	\$570,647	\$631,448	\$583,989	\$13,342	2.34%
10033306 Total REVENUE	(\$596,050)	(\$621,850)	(\$653,925)	(\$57,875)	9.71%

**CITY OF PORTLAND, ME
FY25 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25/ FY24
** Ice Arena NET	(\$25,403)	\$9,598	(\$69,936)	(\$44,533)	-175.31%
*** Recreation Division	(\$578,074)	(\$517,866)	(\$493,009)	\$85,065	14.72%
10033401 Total EXPENDITURE	\$1,038,567	\$1,055,899	\$1,095,474	\$56,907	5.48%
10033401 Total REVENUE	(\$745,370)	(\$745,722)	(\$833,730)	(\$88,360)	11.85%
** Public Assemblies Admin NET	\$293,197	\$310,177	\$261,744	(\$31,453)	-10.73%
10033402 Total EXPENDITURE	\$583,436	\$653,438	\$635,261	\$51,825	8.88%
10033402 Total REVENUE	(\$511,000)	(\$786,000)	(\$650,000)	(\$139,000)	27.20%
** Concessions NET	\$72,436	(\$132,562)	(\$14,739)	(\$87,175)	-120.35%
10033404 Total EXPENDITURE	\$1,031,921	\$1,208,881	\$1,247,638	\$215,717	20.90%
** Custodial Services NET	\$1,031,921	\$1,208,881	\$1,247,638	\$215,717	20.90%
10033405 Total EXPENDITURE	\$221,519	\$226,359	\$225,296	\$3,777	1.71%
10033405 Total REVENUE	(\$646,000)	(\$759,237)	(\$774,570)	(\$128,570)	19.90%
** Merrill Auditorium NET	(\$424,481)	(\$532,878)	(\$549,274)	(\$124,793)	-29.40%
*** Public Assemblies	\$973,073	\$853,618	\$945,369	(\$27,704)	-2.85%
**** Parks, Rec & Facilities Net	\$3,272,366	\$3,437,679	\$3,649,471	\$377,105	11.52%

CITY OF PORTLAND, ME
FY25 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
General Fund						
Parks, Rec & Facilities 33						
*	Payroll	\$8,480,935	\$8,618,401	\$9,352,053	\$871,118	10.27%
*	Benefits	\$66,492	\$65,157	\$69,170	\$2,678	4.03%
*	Administrative Svcs	\$105,270	\$107,987	\$127,795	\$22,525	21.40%
*	Contractual Services	\$731,934	\$839,592	\$820,769	\$88,835	12.14%
*	Maintenance & Repair	\$207,616	\$302,681	\$221,479	\$13,863	6.68%
*	Rentals	\$288,393	\$368,632	\$269,900	(\$18,493)	-6.41%
*	Supplies	\$1,044,026	\$1,181,904	\$1,138,569	\$94,543	9.06%
*	Minor Capital Items	\$19,400	\$17,385	\$19,400	\$0	0.00%
*	Utilities	\$459,210	\$451,705	\$485,437	\$26,227	5.71%
*	Capital Outlay	\$24,300	\$24,300	\$13,300	(\$11,000)	-45.27%
****	Parks, Rec & Facilities	\$11,427,576	\$11,977,744	\$12,517,872	\$1,090,296	9.54%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Parks, Rec & Facilities 33						
Parks Rec & Fac Administration 10033100						
*	Payroll	\$458,535	\$506,034	\$622,466	\$163,931	35.75%
*	Benefits	\$1,200	\$800	\$1,800	\$600	50.00%
*	Administrative Svcs	\$28,490	\$27,280	\$32,405	\$3,915	13.74%
*	Contractual Services	\$8,150	\$12,011	\$8,260	\$110	1.35%
*	Maintenance & Repair	\$14,741	\$15,552	\$19,641	\$4,900	33.24%
*	Rentals	\$2,520	\$2,665	\$2,760	\$240	9.52%
*	Supplies	\$13,500	\$22,084	\$15,000	\$1,500	11.11%
*	Utilities	\$1,512	\$1,512	\$1,512	\$0	0.00%
**	Parks Rec & Fac Administration	\$528,648	\$587,938	\$703,844	\$175,196	33.14%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Parks 10033202						
*	Payroll	\$917,113	\$913,307	\$1,079,412	\$162,299	17.70%
*	Benefits	\$13,220	\$13,454	\$13,300	\$80	0.61%
*	Administrative Svcs	\$4,025	\$2,598	\$6,225	\$2,200	54.66%
*	Contractual Services	\$79,700	\$148,900	\$146,366	\$66,666	83.65%
*	Maintenance & Repair	\$3,811	\$11,321	\$3,811	\$0	0.00%
*	Rentals	\$24,000	\$24,000	\$24,000	\$0	0.00%
*	Supplies	\$81,000	\$75,001	\$81,000	\$0	0.00%
*	Minor Capital Items	\$7,500	\$8,603	\$7,500	\$0	0.00%
*	Utilities	\$68,760	\$68,032	\$79,960	\$11,200	16.29%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Parks	\$1,199,129	\$1,265,216	\$1,441,574	\$242,445	20.22%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Forestry 10033203						
*	Payroll	\$715,597	\$726,769	\$766,095	\$50,498	7.06%
*	Benefits	\$8,335	\$7,939	\$8,935	\$600	7.20%
*	Administrative Svcs	\$5,505	\$7,957	\$5,505	\$0	0.00%
*	Contractual Services	\$107,300	\$121,262	\$129,300	\$22,000	20.50%
*	Maintenance & Repair	\$1,700	\$1,700	\$1,700	\$0	0.00%
*	Rentals	\$0	\$0	\$7,500	\$7,500	---
*	Supplies	\$42,690	\$46,690	\$44,850	\$2,160	5.06%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$2,400	\$2,339	\$2,400	\$0	0.00%
**	Forestry	\$883,527	\$914,656	\$966,285	\$82,758	9.37%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Athletic Facilities 10033204						
*	Payroll	\$685,394	\$660,534	\$697,371	\$11,977	1.75%
*	Benefits	\$7,680	\$6,690	\$8,180	\$500	6.51%
*	Administrative Svcs	\$3,700	\$2,301	\$3,700	\$0	0.00%
*	Contractual Services	\$17,750	\$17,609	\$17,750	\$0	0.00%
*	Maintenance & Repair	\$23,000	\$24,808	\$26,500	\$3,500	15.22%
*	Rentals	\$73,284	\$102,486	\$2,500	(\$70,784)	-96.59%
*	Supplies	\$144,799	\$167,048	\$166,649	\$21,850	15.09%
*	Minor Capital Items	\$9,400	\$7,555	\$9,400	\$0	0.00%
*	Utilities	\$66,800	\$66,599	\$72,576	\$5,776	8.65%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Athletic Facilities	\$1,031,807	\$1,055,630	\$1,004,626	(\$27,181)	-2.63%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Cemeteries 10033205						
*	Payroll	\$485,417	\$526,671	\$534,695	\$49,278	10.15%
*	Benefits	\$4,092	\$3,800	\$4,200	\$108	2.64%
*	Administrative Svcs	\$5,780	\$4,085	\$6,480	\$700	12.11%
*	Contractual Services	\$97,372	\$106,312	\$62,352	(\$35,020)	-35.97%
*	Maintenance & Repair	\$16,620	\$7,442	\$17,431	\$811	4.88%
*	Rentals	\$7,350	\$5,454	\$7,000	(\$350)	-4.76%
*	Supplies	\$57,925	\$41,218	\$60,425	\$2,500	4.32%
*	Minor Capital Items	\$2,500	\$1,227	\$2,500	\$0	0.00%
*	Utilities	\$7,944	\$5,156	\$8,272	\$328	4.13%
*	Capital Outlay	\$11,000	\$11,000	\$0	(\$11,000)	-100.00%
**	Cemeteries	\$696,000	\$712,365	\$703,355	\$7,355	1.06%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Recreation 10033302						
*	Payroll	\$1,530,811	\$1,522,314	\$1,678,381	\$147,570	9.64%
*	Benefits	\$7,605	\$7,639	\$8,205	\$600	7.89%
*	Administrative Svcs	\$21,010	\$19,512	\$21,465	\$455	2.17%
*	Contractual Services	\$162,400	\$162,677	\$192,050	\$29,650	18.26%
*	Maintenance & Repair	\$18,511	\$18,008	\$9,622	(\$8,889)	-48.02%
*	Rentals	\$50,860	\$50,023	\$51,700	\$840	1.65%
*	Supplies	\$55,255	\$54,263	\$56,985	\$1,730	3.13%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$12,594	\$11,591	\$12,444	(\$150)	-1.19%
**	Recreation	\$1,859,046	\$1,846,027	\$2,030,852	\$171,806	9.24%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Aquatics 10033303						
*	Payroll	\$440,639	\$427,861	\$448,289	\$7,650	1.74%
*	Benefits	\$2,360	\$2,015	\$2,360	\$0	0.00%
*	Administrative Svcs	\$3,880	\$4,192	\$3,275	(\$605)	-15.59%
*	Contractual Services	\$46,372	\$30,311	\$42,900	(\$3,472)	-7.49%
*	Maintenance & Repair	\$4,610	\$10,810	\$3,800	(\$810)	-17.57%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$43,818	\$41,475	\$38,000	(\$5,818)	-13.28%
*	Utilities	\$22,350	\$26,470	\$24,025	\$1,675	7.49%
**	Aquatics	\$564,029	\$543,134	\$562,649	(\$1,380)	-0.24%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Riverside Golf Course 10033304						
*	Payroll	\$598,757	\$602,561	\$646,399	\$47,642	7.96%
*	Benefits	\$6,400	\$6,400	\$6,650	\$250	3.91%
*	Administrative Svcs	\$19,495	\$23,799	\$26,145	\$6,650	34.11%
*	Contractual Services	\$83,575	\$81,275	\$85,159	\$1,584	1.90%
*	Maintenance & Repair	\$42,500	\$66,500	\$44,122	\$1,622	3.82%
*	Rentals	\$126,844	\$126,844	\$128,736	\$1,892	1.49%
*	Supplies	\$237,099	\$258,848	\$266,910	\$29,811	12.57%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$71,670	\$75,670	\$77,948	\$6,278	8.76%
**	Riverside Golf Course	\$1,186,340	\$1,241,897	\$1,282,069	\$95,729	8.07%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Golf Course Restaurant 10033305						
*	Payroll	\$0	\$0	\$0	\$0	---
*	Benefits	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$0	\$0	\$0	\$0	---
*	Maintenance & Repair	\$7,500	\$8,700	\$7,500	\$0	0.00%
*	Rentals	\$2,160	\$2,160	\$2,160	\$0	0.00%
*	Supplies	\$1,000	\$1,696	\$1,000	\$0	0.00%
*	Utilities	\$9,000	\$9,000	\$11,000	\$2,000	22.22%
*	Capital Outlay	\$13,300	\$13,300	\$13,300	\$0	0.00%
**	Golf Course Restaurant	\$32,960	\$34,856	\$34,960	\$2,000	6.07%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Ice Arena 10033306						
*	Payroll	\$303,930	\$301,338	\$316,892	\$12,962	4.26%
*	Benefits	\$1,400	\$1,400	\$1,440	\$40	2.86%
*	Administrative Svcs	\$905	\$905	\$905	\$0	0.00%
*	Contractual Services	\$26,235	\$26,235	\$17,110	(\$9,125)	-34.78%
*	Maintenance & Repair	\$25,840	\$86,452	\$37,880	\$12,040	46.59%
*	Rentals	\$1,375	\$15,000	\$1,104	(\$271)	-19.71%
*	Supplies	\$28,010	\$28,010	\$27,050	(\$960)	-3.43%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$182,952	\$172,108	\$181,608	(\$1,344)	-0.73%
**	Ice Arena	\$570,647	\$631,448	\$583,989	\$13,342	2.34%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Public Assemblies Admin 10033401						
*	Payroll	\$958,717	\$967,471	\$997,414	\$38,697	4.04%
*	Benefits	\$2,760	\$3,460	\$2,760	\$0	0.00%
*	Administrative Svcs	\$8,960	\$11,838	\$18,170	\$9,210	102.79%
*	Contractual Services	\$42,000	\$47,000	\$47,000	\$5,000	11.90%
*	Maintenance & Repair	\$2,222	\$2,222	\$2,222	\$0	0.00%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$17,000	\$17,000	\$21,000	\$4,000	23.53%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$6,908	\$6,908	\$6,908	\$0	0.00%
**	Public Assemblies Admin	\$1,038,567	\$1,055,899	\$1,095,474	\$56,907	5.48%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Concessions 10033402						
*	Payroll	\$335,326	\$334,068	\$345,361	\$10,035	2.99%
*	Benefits	\$2,620	\$2,620	\$2,260	(\$360)	-13.74%
*	Administrative Svcs	\$3,520	\$3,520	\$3,520	\$0	0.00%
*	Contractual Services	\$15,540	\$28,500	\$28,040	\$12,500	80.44%
*	Maintenance & Repair	\$9,750	\$9,750	\$9,750	\$0	0.00%
*	Supplies	\$211,800	\$270,100	\$241,250	\$29,450	13.90%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$4,880	\$4,880	\$5,080	\$200	4.10%
**	Concessions	\$583,436	\$653,438	\$635,261	\$51,825	8.88%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Custodial Services 10033404						
*	Payroll	\$892,100	\$962,154	\$1,053,286	\$161,186	18.07%
*	Benefits	\$8,340	\$8,340	\$8,480	\$140	1.68%
*	Administrative Svcs	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$20,540	\$36,500	\$23,482	\$2,942	14.32%
*	Maintenance & Repair	\$9,811	\$12,416	\$10,500	\$689	7.02%
*	Rentals	\$0	\$40,000	\$42,440	\$42,440	---
*	Supplies	\$101,130	\$149,471	\$109,450	\$8,320	8.23%
*	Utilities	\$0	\$0	\$0	\$0	---
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Custodial Services	\$1,031,921	\$1,208,881	\$1,247,638	\$215,717	20.90%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Merrill Auditorium 10033405						
*	Payroll	\$158,599	\$167,319	\$165,992	\$7,393	4.66%
*	Benefits	\$480	\$600	\$600	\$120	25.00%
*	Contractual Services	\$25,000	\$21,000	\$21,000	(\$4,000)	-16.00%
*	Maintenance & Repair	\$27,000	\$27,000	\$27,000	\$0	0.00%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$9,000	\$9,000	\$9,000	\$0	0.00%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$1,440	\$1,440	\$1,704	\$264	18.33%
**	Merrill Auditorium	\$221,519	\$226,359	\$225,296	\$3,777	1.71%
****	Parks, Rec & Facilities	\$11,427,576	\$11,977,744	\$12,517,872	\$1,090,296	9.54%

**CITY OF PORTLAND, ME
FY25 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25/ FY24
General Fund					
Public Buildings & Waterfront 35					
10035100 Total EXPENDITURE	\$479,394	\$477,874	\$488,116	\$8,722	1.82%
10035100 Total REVENUE	\$0	\$0	\$0	\$0	---
** PB & Wtrfnt - Administration NET	\$479,394	\$477,874	\$488,116	\$8,722	1.82%
10035101 Total EXPENDITURE	\$657,625	\$649,625	\$685,516	\$27,891	4.24%
10035101 Total REVENUE	(\$32,500)	(\$32,100)	(\$36,500)	(\$4,000)	12.31%
** PB & Wtrfnt - Trades NET	\$625,125	\$617,525	\$649,016	\$23,891	3.82%
10035102 Total EXPENDITURE	\$735,454	\$747,454	\$745,159	\$9,705	1.32%
10035102 Total REVENUE	(\$735,454)	(\$747,454)	(\$720,159)	\$15,295	-2.08%
** PB & Wtrfnt - School HVAC NET	\$0	\$0	\$25,000	\$25,000	---
*** PB & Wtrfnt - Admin	\$1,104,519	\$1,095,399	\$1,162,132	\$57,613	5.22%
10035201 Total EXPENDITURE	\$390,120	\$350,120	\$291,720	(\$98,400)	-25.22%
** PB & Wtrfnt - Public Safety NET	\$390,120	\$350,120	\$291,720	(\$98,400)	-25.22%
10035202 Total EXPENDITURE	\$851,356	\$907,490	\$2,313,666	\$1,462,310	171.76%
10035202 Total REVENUE	\$0	\$0	(\$535,000)	(\$535,000)	---
** PB & Wtrfnt - City Hall NET	\$851,356	\$907,490	\$1,778,666	\$927,310	108.92%
10035203 Total EXPENDITURE	\$281,815	\$231,815	\$298,965	\$17,150	6.09%
** PB & Wtrfnt - Merrill (PB) NET	\$281,815	\$231,815	\$298,965	\$17,150	6.09%
10035204 Total EXPENDITURE	\$319,495	\$341,525	\$312,570	(\$6,925)	-2.17%
10035204 Total REVENUE	(\$363,000)	(\$363,000)	(\$385,000)	(\$22,000)	6.06%
** PB & Wtrfnt - Hadlock NET	(\$43,505)	(\$21,475)	(\$72,430)	(\$28,925)	-66.49%
10035205 Total EXPENDITURE	\$273,580	\$240,580	\$281,900	\$8,320	3.04%
** PB & Wtrfnt - Expo NET	\$273,580	\$240,580	\$281,900	\$8,320	3.04%
10035206 Total EXPENDITURE	\$408,730	\$368,730	\$411,530	\$2,800	0.69%
** PB & Wtrfnt - Canco Rd NET	\$408,730	\$368,730	\$411,530	\$2,800	0.69%
10035210 Total EXPENDITURE	\$223,567	\$213,567	\$233,147	\$9,580	4.29%
** PB & Wtrfnt - Other Bldgs NET	\$223,567	\$213,567	\$233,147	\$9,580	4.29%
*** PB & Wtrfnt - Buildings	\$2,385,663	\$2,290,827	\$3,223,498	\$837,835	35.12%
10035300 Total EXPENDITURE	\$1,779,944	\$1,875,498	\$1,582,727	(\$197,217)	-11.08%
10035300 Total REVENUE	(\$2,930,130)	(\$3,035,890)	(\$3,836,888)	(\$906,758)	30.95%
** PB & Wtrfnt - Waterfront NET	(\$1,150,186)	(\$1,160,392)	(\$2,254,161)	(\$1,103,975)	-95.98%

**CITY OF PORTLAND, ME
FY25 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25/ FY24
****	Public Buildings & Waterfront Net	\$2,339,996	\$2,225,834	\$2,131,469	(\$208,527)	-8.91%

CITY OF PORTLAND, ME
FY25 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
General Fund						
Public Buildings & Waterfront 35						
*	Payroll	\$1,815,509	\$1,826,643	\$2,040,310	\$224,801	12.38%
*	Benefits	\$17,640	\$18,240	\$20,350	\$2,710	15.36%
*	Administrative Svcs	\$27,790	\$27,790	\$28,030	\$240	0.86%
*	Contractual Services	\$318,065	\$306,635	\$333,270	\$15,205	4.78%
*	Maintenance & Repair	\$1,422,140	\$1,450,874	\$1,438,640	\$16,500	1.16%
*	Rentals	\$6,300	\$16,000	\$25,900	\$19,600	311.11%
*	Supplies	\$513,700	\$514,780	\$533,300	\$19,600	3.82%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$1,614,936	\$1,609,316	\$3,075,216	\$1,460,280	90.42%
*	Capital Outlay	\$665,000	\$634,000	\$150,000	(\$515,000)	-77.44%
****	Public Buildings & Waterfront	\$6,401,080	\$6,404,278	\$7,645,016	\$1,243,936	19.43%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Public Buildings & Waterfront 35						
PB & Wtrfnt - Administration 10035100						
*	Payroll	\$459,384	\$459,384	\$468,666	\$9,282	2.02%
*	Benefits	\$2,440	\$2,440	\$3,200	\$760	31.15%
*	Administrative Svcs	\$2,850	\$2,850	\$2,850	\$0	0.00%
*	Contractual Services	\$500	\$0	\$500	\$0	0.00%
*	Maintenance & Repair	\$3,000	\$3,000	\$3,000	\$0	0.00%
*	Rentals	\$1,500	\$1,000	\$900	(\$600)	-40.00%
*	Supplies	\$9,000	\$9,000	\$9,000	\$0	0.00%
*	Utilities	\$720	\$200	\$0	(\$720)	-100.00%
**	PB & Wtrfnt - Administration	\$479,394	\$477,874	\$488,116	\$8,722	1.82%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
PB & Wtrfnt - Trades 10035101						
*	Payroll	\$625,085	\$625,085	\$652,736	\$27,651	4.42%
*	Benefits	\$9,350	\$9,350	\$9,350	\$0	0.00%
*	Administrative Svcs	\$5,690	\$5,690	\$5,930	\$240	4.22%
*	Contractual Services	\$0	\$0	\$0	\$0	---
*	Maintenance & Repair	\$0	\$0	\$0	\$0	---
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$17,500	\$9,500	\$17,500	\$0	0.00%
**	PB & Wtrfnt - Trades	\$657,625	\$649,625	\$685,516	\$27,891	4.24%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
PB & Wtrfnt - School HVAC 10035102						
*	Payroll	\$169,174	\$181,174	\$242,879	\$73,705	43.57%
*	Benefits	\$1,400	\$1,400	\$2,100	\$700	50.00%
*	Administrative Svcs	\$2,250	\$2,250	\$2,250	\$0	0.00%
*	Contractual Services	\$39,000	\$39,000	\$13,000	(\$26,000)	-66.67%
*	Maintenance & Repair	\$270,000	\$270,000	\$264,500	(\$5,500)	-2.04%
*	Supplies	\$208,000	\$208,000	\$219,800	\$11,800	5.67%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$630	\$630	\$630	\$0	0.00%
*	Capital Outlay	\$45,000	\$45,000	\$0	(\$45,000)	-100.00%
**	PB & Wtrfnt - School HVAC	\$735,454	\$747,454	\$745,159	\$9,705	1.32%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
PB & Wtrfnt - Public Safety 10035201						
*	Payroll	\$0	\$0	\$0	\$0	---
*	Benefits	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$28,320	\$28,320	\$26,920	(\$1,400)	-4.94%
*	Maintenance & Repair	\$66,000	\$66,000	\$69,000	\$3,000	4.55%
*	Supplies	\$35,000	\$35,000	\$35,000	\$0	0.00%
*	Utilities	\$160,800	\$120,800	\$160,800	\$0	0.00%
*	Capital Outlay	\$100,000	\$100,000	\$0	(\$100,000)	-100.00%
**	PB & Wtrfnt - Public Safety	\$390,120	\$350,120	\$291,720	(\$98,400)	-25.22%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
PB & Wtrfnt - City Hall 10035202						
*	Payroll	\$184,866	\$184,000	\$214,196	\$29,330	15.87%
*	Benefits	\$800	\$800	\$800	\$0	0.00%
*	Contractual Services	\$49,690	\$49,690	\$52,670	\$2,980	6.00%
*	Maintenance & Repair	\$150,000	\$150,000	\$150,000	\$0	0.00%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$48,000	\$48,000	\$48,000	\$0	0.00%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$368,000	\$475,000	\$1,798,000	\$1,430,000	388.59%
*	Capital Outlay	\$50,000	\$0	\$50,000	\$0	0.00%
**	PB & Wtrfnt - City Hall	\$851,356	\$907,490	\$2,313,666	\$1,462,310	171.76%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
PB & Wtrfnt - Merrill (PB) 10035203						
*	Contractual Services	\$13,320	\$13,320	\$15,470	\$2,150	16.14%
*	Maintenance & Repair	\$88,495	\$88,495	\$103,495	\$15,000	16.95%
*	Supplies	\$20,000	\$20,000	\$20,000	\$0	0.00%
*	Utilities	\$110,000	\$110,000	\$110,000	\$0	0.00%
*	Capital Outlay	\$50,000	\$0	\$50,000	\$0	0.00%
**	PB & Wtrfnt - Merrill (PB)	\$281,815	\$231,815	\$298,965	\$17,150	6.09%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
PB & Wtrfnt - Hadlock 10035204						
*	Contractual Services	\$9,695	\$10,175	\$10,770	\$1,075	11.09%
*	Maintenance & Repair	\$63,800	\$88,470	\$63,800	\$0	0.00%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$28,000	\$35,880	\$28,000	\$0	0.00%
*	Utilities	\$188,000	\$107,000	\$210,000	\$22,000	11.70%
*	Capital Outlay	\$30,000	\$100,000	\$0	(\$30,000)	-100.00%
**	PB & Wtrfnt - Hadlock	\$319,495	\$341,525	\$312,570	(\$6,925)	-2.17%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
PB & Wtrfnt - Expo 10035205						
*	Contractual Services	\$6,480	\$6,480	\$5,800	(\$680)	-10.49%
*	Maintenance & Repair	\$53,000	\$61,100	\$53,000	\$0	0.00%
*	Supplies	\$21,000	\$21,000	\$21,000	\$0	0.00%
*	Utilities	\$143,100	\$152,000	\$152,100	\$9,000	6.29%
*	Capital Outlay	\$50,000	\$0	\$50,000	\$0	0.00%
**	PB & Wtrfnt - Expo	\$273,580	\$240,580	\$281,900	\$8,320	3.04%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
PB & Wtrfnt - Canco Rd 10035206						
*	Payroll	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$15,950	\$15,950	\$18,750	\$2,800	17.55%
*	Maintenance & Repair	\$207,000	\$167,000	\$207,000	\$0	0.00%
*	Supplies	\$30,000	\$30,000	\$30,000	\$0	0.00%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$155,780	\$155,780	\$155,780	\$0	0.00%
**	PB & Wtrfnt - Canco Rd	\$408,730	\$368,730	\$411,530	\$2,800	0.69%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
PB & Wtrfnt - Other Bldgs 10035210						
*	Payroll	\$0	\$0	\$0	\$0	---
*	Benefits	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$18,440	\$8,440	\$18,020	(\$420)	-2.28%
*	Maintenance & Repair	\$55,245	\$55,245	\$65,245	\$10,000	18.10%
*	Supplies	\$40,500	\$40,500	\$40,500	\$0	0.00%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$109,382	\$109,382	\$109,382	\$0	0.00%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	PB & Wtrfnt - Other Bldgs	\$223,567	\$213,567	\$233,147	\$9,580	4.29%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
PB & Wtrfnt - Waterfront 10035300						
*	Payroll	\$377,000	\$377,000	\$461,833	\$84,833	22.50%
*	Benefits	\$3,650	\$4,250	\$4,900	\$1,250	34.25%
*	Administrative Svcs	\$17,000	\$17,000	\$17,000	\$0	0.00%
*	Contractual Services	\$136,670	\$135,260	\$171,370	\$34,700	25.39%
*	Maintenance & Repair	\$465,600	\$501,564	\$459,600	(\$6,000)	-1.29%
*	Rentals	\$4,800	\$15,000	\$25,000	\$20,200	420.83%
*	Supplies	\$56,700	\$57,900	\$64,500	\$7,800	13.76%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$378,524	\$378,524	\$378,524	\$0	0.00%
*	Capital Outlay	\$340,000	\$389,000	\$0	(\$340,000)	-100.00%
**	PB & Wtrfnt - Waterfront	\$1,779,944	\$1,875,498	\$1,582,727	(\$197,217)	-11.08%
****	Public Buildings & Waterfront	\$6,401,080	\$6,404,278	\$7,645,016	\$1,243,936	19.43%

CITY OF PORTLAND, ME
FY25 HEALTH & HUMAN SERVICES DIVISION ORG NET REPORT

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
General Fund					
Health & Human Services 44					
HHS Administration 4410					
10044100 Total EXPENDITURE	\$539,378	\$528,309	\$646,585	\$107,207	19.88%
10044100 Total REVENUE	\$0	\$0	\$0	\$0	---
** HHS Administration NET	\$539,378	\$528,309	\$646,585	\$107,207	19.88%
*** HHS Administration	\$539,378	\$528,309	\$646,585	\$107,207	19.88%

CITY OF PORTLAND, ME
FY25 HEALTH & HUMAN SERVICES DIVISION CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Health & Human Services 44					
HHS Administration 4410					
* Payroll	\$519,298	\$508,229	\$578,405	\$59,107	11.38%
* Benefits	\$2,580	\$2,580	\$3,180	\$600	23.26%
* Administrative Svcs	\$5,000	\$5,000	\$55,000	\$50,000	1000.00%
* Contractual Services	\$5,000	\$5,000	\$4,000	(\$1,000)	-20.00%
* Maintenance & Repair	\$0	\$0	\$0	\$0	---
* Supplies	\$7,000	\$7,000	\$5,500	(\$1,500)	-21.43%
* Utilities	\$500	\$500	\$500	\$0	0.00%
** HHS Administration	\$539,378	\$528,309	\$646,585	\$107,207	19.88%

CITY OF PORTLAND, ME
FY25 HEALTH & HUMAN SERVICES DIVISION ORG NET REPORT

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
General Fund					
Health & Human Services 44					
Public Health 4420					
10044201 Total EXPENDITURE	\$843,173	\$785,692	\$1,249,853	\$406,680	48.23%
10044201 Total REVENUE	(\$488,503)	(\$446,503)	(\$908,888)	(\$420,385)	86.06%
** Public Health Administration NET	\$354,670	\$339,189	\$340,965	(\$13,705)	-3.86%
10044202 Total EXPENDITURE	\$179,785	\$298,476	\$327,108	\$147,323	81.94%
10044202 Total REVENUE	(\$147,730)	(\$249,335)	(\$304,959)	(\$157,229)	106.43%
** Family Health NET	\$32,055	\$49,141	\$22,149	(\$9,906)	-30.90%
10044203 Total EXPENDITURE	\$698,941	\$572,727	\$579,621	(\$119,320)	-17.07%
10044203 Total REVENUE	(\$648,185)	(\$529,718)	(\$484,383)	\$163,802	-25.27%
** Chronic Disease Prevention NET	\$50,756	\$43,009	\$95,238	\$44,482	87.64%
10044204 Total EXPENDITURE	\$216,103	\$274,692	\$267,732	\$51,629	23.89%
10044204 Total REVENUE	(\$77,675)	(\$104,234)	(\$146,512)	(\$68,837)	88.62%
** Health Equity NET	\$138,428	\$170,458	\$121,220	(\$17,208)	-12.43%
10044205 Total EXPENDITURE	\$920,260	\$1,065,630	\$1,259,130	\$338,870	36.82%
10044205 Total REVENUE	(\$471,517)	(\$532,808)	(\$772,585)	(\$301,068)	63.85%
** Portland Public Health Clinic NET	\$448,743	\$532,822	\$486,545	\$37,802	8.42%
10044206 Total EXPENDITURE	\$130,536	\$123,956	\$209,007	\$78,471	60.11%
10044206 Total REVENUE	(\$51,214)	(\$51,214)	(\$121,662)	(\$70,448)	137.56%
** Research NET	\$79,322	\$72,742	\$87,345	\$8,023	10.11%
*** Public Health	\$1,103,974	\$1,207,361	\$1,153,462	\$49,488	4.48%

CITY OF PORTLAND, ME
FY25 HEALTH & HUMAN SERVICES DIVISION CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Health & Human Services 44						
Public Health 4420						
*	Payroll	\$2,483,522	\$2,594,473	\$2,949,135	\$465,613	18.75%
*	Benefits	\$2,520	\$2,820	\$3,240	\$720	28.57%
*	Administrative Svcs	\$24,745	\$24,745	\$44,450	\$19,705	79.63%
*	Client Expenses	\$1,000	\$1,000	\$1,000	\$0	0.00%
*	Contractual Services	\$177,391	\$178,461	\$559,469	\$382,078	215.39%
*	Maintenance & Repair	\$6,277	\$6,277	\$6,277	\$0	0.00%
*	Rentals	\$213,113	\$215,358	\$214,814	\$1,701	0.80%
*	Supplies	\$43,950	\$55,509	\$62,800	\$18,850	42.89%
*	Utilities	\$36,280	\$42,530	\$51,266	\$14,986	41.31%
**	Public Health	\$2,988,798	\$3,121,173	\$3,892,451	\$903,653	30.23%

CITY OF PORTLAND, ME
FY25 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Health & Human Services					
Public Health 4420					
Public Health Administration 10044201					
* Payroll	\$567,685	\$501,709	\$551,795	(\$15,890)	-2.80%
* Benefits	\$600	\$600	\$600	\$0	0.00%
* Administrative Svcs	\$14,445	\$14,445	\$15,650	\$1,205	8.34%
* Contractual Services	\$5,481	\$5,481	\$409,159	\$403,678	7365.04%
* Maintenance & Repair	\$5,277	\$5,277	\$5,277	\$0	0.00%
* Rentals	\$210,905	\$213,150	\$212,606	\$1,701	0.81%
* Supplies	\$3,500	\$3,500	\$3,500	\$0	0.00%
* Utilities	\$35,280	\$41,530	\$51,266	\$15,986	45.31%
** Public Health Administration	\$843,173	\$785,692	\$1,249,853	\$406,680	48.23%

CITY OF PORTLAND, ME
FY25 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Public Health 4420						
Family Health 10044202						
*	Payroll	\$172,427	\$291,118	\$320,850	\$148,423	86.08%
*	Benefits	\$600	\$600	\$600	\$0	0.00%
*	Administrative Svcs	\$2,600	\$2,600	\$1,600	(\$1,000)	-38.46%
*	Contractual Services	\$600	\$600	\$500	(\$100)	-16.67%
*	Rentals	\$808	\$808	\$808	\$0	0.00%
*	Supplies	\$2,750	\$2,750	\$2,750	\$0	0.00%
*	Utilities	\$0	\$0	\$0	\$0	---
**	Family Health	\$179,785	\$298,476	\$327,108	\$147,323	81.94%

CITY OF PORTLAND, ME
FY25 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Public Health 4420						
Chronic Disease Prevention 10044203						
*	Payroll	\$693,441	\$566,702	\$572,501	(\$120,940)	-17.44%
*	Benefits	\$600	\$600	\$720	\$120	20.00%
*	Administrative Svcs	\$2,000	\$2,000	\$2,500	\$500	25.00%
*	Client Expenses	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$1,500	\$2,025	\$1,000	(\$500)	-33.33%
*	Rentals	\$400	\$400	\$400	\$0	0.00%
*	Supplies	\$1,000	\$1,000	\$2,500	\$1,500	150.00%
*	Utilities	\$0	\$0	\$0	\$0	---
**	Chronic Disease Prevention	\$698,941	\$572,727	\$579,621	(\$119,320)	-17.07%

CITY OF PORTLAND, ME
FY25 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Public Health 4420						
Health Equity 10044204						
*	Payroll	\$210,693	\$269,177	\$258,322	\$47,629	22.61%
*	Benefits	\$360	\$360	\$360	\$0	0.00%
*	Administrative Svcs	\$1,000	\$1,000	\$1,000	\$0	0.00%
*	Contractual Services	\$3,250	\$3,355	\$5,250	\$2,000	61.54%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$800	\$800	\$2,800	\$2,000	250.00%
**	Health Equity	\$216,103	\$274,692	\$267,732	\$51,629	23.89%

CITY OF PORTLAND, ME
FY25 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Public Health 4420						
Portland Public Health Clinic 10044205						
*	Payroll	\$713,950	\$847,021	\$1,045,370	\$331,420	46.42%
*	Benefits	\$0	\$300	\$600	\$600	---
*	Administrative Svcs	\$2,700	\$2,700	\$18,700	\$16,000	592.59%
*	Client Expenses	\$1,000	\$1,000	\$1,000	\$0	0.00%
*	Contractual Services	\$165,460	\$165,900	\$142,960	(\$22,500)	-13.60%
*	Maintenance & Repair	\$1,000	\$1,000	\$1,000	\$0	0.00%
*	Rentals	\$1,000	\$1,000	\$1,000	\$0	0.00%
*	Supplies	\$35,150	\$46,709	\$48,500	\$13,350	37.98%
*	Utilities	\$0	\$0	\$0	\$0	---
**	Portland Public Health Clinic	\$920,260	\$1,065,630	\$1,259,130	\$338,870	36.82%

CITY OF PORTLAND, ME
FY25 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Public Health 4420						
Research 10044206						
*	Payroll	\$125,326	\$118,746	\$200,297	\$74,971	59.82%
*	Benefits	\$360	\$360	\$360	\$0	0.00%
*	Administrative Svcs	\$2,000	\$2,000	\$5,000	\$3,000	150.00%
*	Contractual Services	\$1,100	\$1,100	\$600	(\$500)	-45.45%
*	Maintenance & Repair	\$0	\$0	\$0	\$0	---
*	Supplies	\$750	\$750	\$2,750	\$2,000	266.67%
*	Utilities	\$1,000	\$1,000	\$0	(\$1,000)	-100.00%
**	Research	\$130,536	\$123,956	\$209,007	\$78,471	60.11%
***	Public Health	\$2,988,798	\$3,121,173	\$3,892,451	\$903,653	30.23%

CITY OF PORTLAND, ME
FY25 HEALTH & HUMAN SERVICES DIVISION ORG NET REPORT

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
General Fund					
Health & Human Services 44					
Social Services 4430					
10044301 Total EXPENDITURE	\$1,007,481	\$963,588	\$522,015	(\$485,466)	-48.19%
10044301 Total REVENUE	(\$195,543)	(\$212,643)	(\$192,637)	\$2,906	-1.49%
** Social Services Administration NET	\$811,938	\$750,945	\$329,378	(\$482,560)	-59.43%
10044302 Total EXPENDITURE	\$22,641,921	\$21,337,294	\$13,860,067	(\$8,781,854)	-38.79%
10044302 Total REVENUE	(\$19,368,968)	(\$23,902,480)	(\$13,125,776)	\$6,243,192	-32.23%
** General Assistance NET	\$3,272,953	(\$2,565,186)	\$734,291	(\$2,538,662)	-77.56%
10044305 Total EXPENDITURE	\$2,523,213	\$2,683,010	\$2,687,604	\$164,391	6.52%
10044305 Total REVENUE	(\$1,459,141)	(\$1,631,942)	(\$2,906,674)	(\$1,447,533)	99.20%
** Family Shelter NET	\$1,064,072	\$1,051,068	(\$219,070)	(\$1,283,142)	-120.59%
10044306 Total EXPENDITURE	\$10,655,108	\$9,845,271	\$12,418,763	\$1,763,655	16.55%
10044306 Total REVENUE	(\$7,288,959)	(\$6,586,769)	(\$7,436,403)	(\$147,444)	2.02%
** Homeless Services Center NET	\$3,366,149	\$3,258,502	\$4,982,360	\$1,616,211	48.01%
10044307 Total EXPENDITURE	\$0	\$2,253,550	\$3,269,690	\$3,269,690	---
10044307 Total REVENUE	\$0	(\$1,613,513)	(\$3,227,026)	(\$3,227,026)	---
** Asylum Emerg Shelter (166RS) NET	\$0	\$640,037	\$42,664	\$42,664	---
*** Social Services	\$8,515,112	\$3,135,366	\$5,869,623	(\$2,645,489)	-31.07%

CITY OF PORTLAND, ME
FY25 HEALTH & HUMAN SERVICES DIVISION CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Health & Human Services 44					
Social Services 4430					
* Payroll	\$9,327,575	\$9,715,489	\$13,009,155	\$3,681,580	39.47%
* Benefits	\$9,800	\$8,657	\$11,000	\$1,200	12.24%
* Administrative Svcs	\$14,580	\$16,300	\$18,980	\$4,400	30.18%
* Client Expenses	\$21,674,027	\$20,481,380	\$12,925,572	(\$8,748,455)	-40.36%
* Contractual Services	\$573,857	\$705,635	\$584,436	\$10,579	1.84%
* Maintenance & Repair	\$127,630	\$131,130	\$203,130	\$75,500	59.16%
* Rentals	\$3,159,932	\$3,160,852	\$3,199,134	\$39,202	1.24%
* Insurance	\$0	\$0	\$0	\$0	---
* Supplies	\$1,430,533	\$2,306,572	\$2,160,316	\$729,783	51.01%
* Minor Capital Items	\$0	\$0	\$0	\$0	---
* Utilities	\$509,789	\$497,776	\$591,416	\$81,627	16.01%
* Capital Outlay	\$0	\$58,922	\$55,000	\$55,000	---
** Social Services	\$36,827,723	\$37,082,713	\$32,758,139	(\$4,069,584)	-11.05%

CITY OF PORTLAND, ME
FY25 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Health & Human Services					
Social Services 4430					
Social Services Administration 10044301					
* Payroll	\$695,330	\$724,705	\$252,012	(\$443,318)	-63.76%
* Benefits	\$5,600	\$5,300	\$5,600	\$0	0.00%
* Administrative Svcs	\$5,580	\$5,580	\$5,580	\$0	0.00%
* Contractual Services	\$72,678	\$10,386	\$10,634	(\$62,044)	-85.37%
* Maintenance & Repair	\$5,600	\$5,600	\$32,600	\$27,000	482.14%
* Rentals	\$140,950	\$140,950	\$142,084	\$1,134	0.80%
* Supplies	\$11,500	\$18,500	\$20,000	\$8,500	73.91%
* Utilities	\$70,243	\$52,567	\$53,505	(\$16,738)	-23.83%
** Social Services Administration	\$1,007,481	\$963,588	\$522,015	(\$485,466)	-48.19%

CITY OF PORTLAND, ME
FY25 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Social Services 4430						
General Assistance 10044302						
*	Payroll	\$779,018	\$700,008	\$711,965	(\$67,053)	-8.61%
*	Benefits	\$600	\$300	\$600	\$0	0.00%
*	Administrative Svcs	\$2,000	\$2,000	\$2,000	\$0	0.00%
*	Client Expenses	\$21,563,322	\$20,337,477	\$12,729,942	(\$8,833,380)	-40.96%
*	Contractual Services	\$267,751	\$267,751	\$268,663	\$912	0.34%
*	Maintenance & Repair	\$1,000	\$1,000	\$2,500	\$1,500	150.00%
*	Rentals	\$2,485	\$2,485	\$2,485	\$0	0.00%
*	Supplies	\$25,745	\$25,745	\$141,372	\$115,627	449.12%
*	Utilities	\$0	\$528	\$540	\$540	---
**	General Assistance	\$22,641,921	\$21,337,294	\$13,860,067	(\$8,781,854)	-38.79%

CITY OF PORTLAND, ME
FY25 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Social Services 4430						
Family Shelter 10044305						
*	Payroll	\$1,860,226	\$1,970,004	\$1,941,691	\$81,465	4.38%
*	Benefits	\$2,400	\$1,800	\$2,400	\$0	0.00%
*	Administrative Svcs	\$3,000	\$3,000	\$3,000	\$0	0.00%
*	Client Expenses	\$33,500	\$33,500	\$33,500	\$0	0.00%
*	Contractual Services	\$81,678	\$97,797	\$97,313	\$15,635	19.14%
*	Maintenance & Repair	\$71,030	\$71,030	\$71,030	\$0	0.00%
*	Rentals	\$313,358	\$313,358	\$322,707	\$9,349	2.98%
*	Supplies	\$60,355	\$93,655	\$63,855	\$3,500	5.80%
*	Utilities	\$97,666	\$98,866	\$97,108	(\$558)	-0.57%
*	Capital Outlay	\$0	\$0	\$55,000	\$55,000	---
**	Family Shelter	\$2,523,213	\$2,683,010	\$2,687,604	\$164,391	6.52%

CITY OF PORTLAND, ME
FY25 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Social Services 4430						
Homeless Services Center 10044306						
*	Payroll	\$5,993,001	\$4,960,744	\$7,101,848	\$1,108,847	18.50%
*	Benefits	\$1,200	\$657	\$1,200	\$0	0.00%
*	Administrative Svcs	\$4,000	\$4,000	\$4,960	\$960	24.00%
*	Client Expenses	\$77,205	\$77,205	\$95,734	\$18,529	24.00%
*	Contractual Services	\$151,750	\$169,643	\$169,826	\$18,076	11.91%
*	Maintenance & Repair	\$50,000	\$50,000	\$90,000	\$40,000	80.00%
*	Rentals	\$2,703,139	\$2,703,139	\$2,730,018	\$26,879	0.99%
*	Insurance	\$0	\$0	\$0	\$0	---
*	Supplies	\$1,332,933	\$1,538,003	\$1,784,914	\$451,981	33.91%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$341,880	\$341,880	\$440,263	\$98,383	28.78%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Homeless Services Center	\$10,655,108	\$9,845,271	\$12,418,763	\$1,763,655	16.55%

CITY OF PORTLAND, ME
FY25 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Social Services 4430						
Asylum Emerg Shelter (166RS) 10044307						
*	Payroll	\$0	\$1,360,028	\$3,001,639	\$3,001,639	---
*	Benefits	\$0	\$600	\$1,200	\$1,200	---
*	Administrative Svcs	\$0	\$1,720	\$3,440	\$3,440	---
*	Client Expenses	\$0	\$33,198	\$66,396	\$66,396	---
*	Contractual Services	\$0	\$160,058	\$38,000	\$38,000	---
*	Maintenance & Repair	\$0	\$3,500	\$7,000	\$7,000	---
*	Rentals	\$0	\$920	\$1,840	\$1,840	---
*	Insurance	\$0	\$0	\$0	\$0	---
*	Supplies	\$0	\$630,669	\$150,175	\$150,175	---
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$0	\$3,935	\$0	\$0	---
*	Capital Outlay	\$0	\$58,922	\$0	\$0	---
**	Asylum Emerg Shelter (166RS)	\$0	\$2,253,550	\$3,269,690	\$3,269,690	---
***	Social Services	\$36,827,723	\$37,082,713	\$32,758,139	(\$4,069,584)	-11.05%

CITY OF PORTLAND, ME
FY25 HEALTH & HUMAN SERVICES DIVISION ORG NET REPORT

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
General Fund					
Health & Human Services 44					
Barron Center 4440					
10744400 Total REVENUE	(\$18,694,746)	(\$15,670,508)	(\$20,041,623)	(\$1,346,877)	7.20%
** Barron Center NET	(\$18,694,746)	(\$15,670,508)	(\$20,041,623)	(\$1,346,877)	7.20%
10744401 Total EXPENDITURE	\$1,557,376	\$1,463,450	\$1,570,991	\$13,615	0.87%
** Barron Center Administration NET	\$1,557,376	\$1,463,450	\$1,570,991	\$13,615	0.87%
10044402 Total EXPENDITURE	\$486,274	\$480,172	\$559,165	\$72,891	14.99%
10044402 Total REVENUE	(\$405,820)	(\$438,360)	(\$443,532)	(\$37,712)	9.29%
** Office of Elder Affairs NET	\$80,454	\$41,812	\$115,633	\$35,179	43.73%
10744403 Total EXPENDITURE	\$286,548	\$330,692	\$348,417	\$61,869	21.59%
** Therapeutic Recreation NET	\$286,548	\$330,692	\$348,417	\$61,869	21.59%
10744404 Total EXPENDITURE	\$2,049,126	\$1,541,060	\$2,203,761	\$154,635	7.55%
** Nursing Administration NET	\$2,049,126	\$1,541,060	\$2,203,761	\$154,635	7.55%
10744405 Total EXPENDITURE	\$6,270,564	\$5,284,170	\$6,608,301	\$337,737	5.39%
** Nursing Direct Care NET	\$6,270,564	\$5,284,170	\$6,608,301	\$337,737	5.39%
10744406 Total EXPENDITURE	\$1,884,076	\$1,660,631	\$1,997,737	\$113,661	6.03%
** Nutrition NET	\$1,884,076	\$1,660,631	\$1,997,737	\$113,661	6.03%
10744407 Total EXPENDITURE	\$1,104,685	\$990,069	\$1,036,340	(\$68,345)	-6.19%
** Environmental Services NET	\$1,104,685	\$990,069	\$1,036,340	(\$68,345)	-6.19%
10744408 Total EXPENDITURE	\$536,964	\$517,935	\$560,884	\$23,920	4.45%
** Housekeeping NET	\$536,964	\$517,935	\$560,884	\$23,920	4.45%
10744409 Total EXPENDITURE	\$580,448	\$572,465	\$601,453	\$21,005	3.62%
** Laundry Services NET	\$580,448	\$572,465	\$601,453	\$21,005	3.62%
10744410 Total EXPENDITURE	\$502,392	\$471,465	\$503,548	\$1,156	0.23%
** Central Supply NET	\$502,392	\$471,465	\$503,548	\$1,156	0.23%
*** Barron Center	(\$3,842,113)	(\$2,796,759)	(\$4,494,558)	(\$652,445)	16.98%

CITY OF PORTLAND, ME
FY25 HEALTH & HUMAN SERVICES DIVISION CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Health & Human Services 44						
Barron Center 4440						
*	Payroll	\$12,000,989	\$9,448,537	\$12,865,084	\$864,095	7.20%
*	Benefits	\$32,690	\$30,890	\$32,705	\$15	0.05%
*	Administrative Svcs	\$278,680	\$228,240	\$287,655	\$8,975	3.22%
*	Client Expenses	\$6,000	\$2,000	\$4,000	(\$2,000)	-33.33%
*	Contractual Services	\$853,092	\$1,766,477	\$759,481	(\$93,611)	-10.97%
*	Maintenance & Repair	\$194,735	\$227,012	\$204,055	\$9,320	4.79%
*	Rentals	\$20,700	\$16,300	\$20,580	(\$120)	-0.58%
*	Supplies	\$1,373,869	\$1,223,597	\$1,402,207	\$28,338	2.06%
*	Minor Capital Items	\$32,551	\$43,496	\$27,000	(\$5,551)	-17.05%
*	Utilities	\$404,082	\$264,495	\$294,265	(\$109,817)	-27.18%
*	Capital Outlay	\$61,065	\$61,065	\$93,565	\$32,500	53.22%
**	Barron Center	\$15,258,453	\$13,312,109	\$15,990,597	\$732,144	4.80%

CITY OF PORTLAND, ME
FY25 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Health & Human Services					
Barron Center 4440					
Barron Center Administration 10744401					
* Payroll	\$799,416	\$841,740	\$838,323	\$38,907	4.87%
* Benefits	\$4,200	\$3,500	\$5,400	\$1,200	28.57%
* Administrative Svcs	\$242,765	\$192,545	\$248,355	\$5,590	2.30%
* Contractual Services	\$421,295	\$341,755	\$381,973	(\$39,322)	-9.33%
* Maintenance & Repair	\$21,655	\$16,925	\$20,890	(\$765)	-3.53%
* Rentals	\$9,660	\$6,500	\$6,780	(\$2,880)	-29.81%
* Supplies	\$50,960	\$53,060	\$68,370	\$17,410	34.16%
* Minor Capital Items	\$0	\$0	\$0	\$0	---
* Utilities	\$7,425	\$7,425	\$900	(\$6,525)	-87.88%
* Capital Outlay	\$0	\$0	\$0	\$0	---
** Barron Center Administration	\$1,557,376	\$1,463,450	\$1,570,991	\$13,615	0.87%

CITY OF PORTLAND, ME
FY25 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Barron Center 4440						
Office of Elder Affairs 10044402						
*	Payroll	\$443,054	\$434,562	\$503,545	\$60,491	13.65%
*	Benefits	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$3,925	\$3,505	\$4,530	\$605	15.41%
*	Contractual Services	\$2,300	\$1,600	\$2,385	\$85	3.70%
*	Supplies	\$30,835	\$35,495	\$43,245	\$12,410	40.25%
*	Utilities	\$6,160	\$5,010	\$5,460	(\$700)	-11.36%
**	Office of Elder Affairs	\$486,274	\$480,172	\$559,165	\$72,891	14.99%

CITY OF PORTLAND, ME
FY25 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Barron Center 4440						
Therapeutic Recreation 10744403						
*	Payroll	\$260,248	\$304,942	\$319,217	\$58,969	22.66%
*	Administrative Svcs	\$950	\$1,150	\$3,050	\$2,100	221.05%
*	Contractual Services	\$14,650	\$14,650	\$14,650	\$0	0.00%
*	Supplies	\$10,700	\$9,950	\$11,500	\$800	7.48%
**	Therapeutic Recreation	\$286,548	\$330,692	\$348,417	\$61,869	21.59%

CITY OF PORTLAND, ME
FY25 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Barron Center 4440						
Nursing Administration 10744404						
*	Payroll	\$1,767,781	\$1,311,088	\$1,992,026	\$224,245	12.69%
*	Benefits	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$27,770	\$27,770	\$28,170	\$400	1.44%
*	Contractual Services	\$215,575	\$163,515	\$158,565	(\$57,010)	-26.45%
*	Maintenance & Repair	\$0	\$0	\$0	\$0	---
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$8,871	\$8,687	\$0	(\$8,871)	-100.00%
*	Minor Capital Items	\$4,129	\$5,000	\$0	(\$4,129)	-100.00%
*	Capital Outlay	\$25,000	\$25,000	\$25,000	\$0	0.00%
**	Nursing Administration	\$2,049,126	\$1,541,060	\$2,203,761	\$154,635	7.55%

CITY OF PORTLAND, ME
FY25 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Barron Center 4440						
Nursing Direct Care 10744405						
*	Payroll	\$6,197,814	\$4,165,535	\$6,535,551	\$337,737	5.45%
*	Benefits	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$72,750	\$1,118,635	\$72,750	\$0	0.00%
**	Nursing Direct Care	\$6,270,564	\$5,284,170	\$6,608,301	\$337,737	5.39%

CITY OF PORTLAND, ME
FY25 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Barron Center 4440						
Nutrition 10744406						
*	Payroll	\$1,137,251	\$1,023,620	\$1,221,222	\$83,971	7.38%
*	Benefits	\$16,445	\$16,445	\$18,010	\$1,565	9.52%
*	Administrative Svcs	\$2,020	\$2,020	\$1,975	(\$45)	-2.23%
*	Client Expenses	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$46,282	\$46,282	\$48,210	\$1,928	4.17%
*	Maintenance & Repair	\$28,490	\$28,827	\$29,325	\$835	2.93%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$637,166	\$516,765	\$631,495	(\$5,671)	-0.89%
*	Minor Capital Items	\$16,422	\$26,672	\$15,000	(\$1,422)	-8.66%
*	Capital Outlay	\$0	\$0	\$32,500	\$32,500	---
**	Nutrition	\$1,884,076	\$1,660,631	\$1,997,737	\$113,661	6.03%

CITY OF PORTLAND, ME
FY25 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Barron Center 4440						
Environmental Services 10744407						
*	Payroll	\$388,573	\$379,800	\$412,917	\$24,344	6.26%
*	Benefits	\$3,270	\$3,270	\$3,270	\$0	0.00%
*	Administrative Svcs	\$1,250	\$1,250	\$1,575	\$325	26.00%
*	Contractual Services	\$76,540	\$76,540	\$77,248	\$708	0.93%
*	Maintenance & Repair	\$135,430	\$167,600	\$142,080	\$6,650	4.91%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$61,060	\$61,660	\$63,280	\$2,220	3.64%
*	Minor Capital Items	\$12,000	\$11,824	\$12,000	\$0	0.00%
*	Utilities	\$390,497	\$252,060	\$287,905	(\$102,592)	-26.27%
*	Capital Outlay	\$36,065	\$36,065	\$36,065	\$0	0.00%
**	Environmental Services	\$1,104,685	\$990,069	\$1,036,340	(\$68,345)	-6.19%

CITY OF PORTLAND, ME
FY25 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Barron Center 4440						
Housekeeping 10744408						
*	Payroll	\$445,294	\$428,020	\$462,689	\$17,395	3.91%
*	Benefits	\$2,175	\$2,175	\$1,925	(\$250)	-11.49%
*	Contractual Services	\$3,700	\$3,500	\$3,700	\$0	0.00%
*	Maintenance & Repair	\$2,760	\$2,480	\$2,760	\$0	0.00%
*	Supplies	\$83,035	\$81,760	\$89,810	\$6,775	8.16%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
**	Housekeeping	\$536,964	\$517,935	\$560,884	\$23,920	4.45%

CITY OF PORTLAND, ME
FY25 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Barron Center 4440						
Laundry Services 10744409						
*	Payroll	\$510,838	\$508,300	\$527,353	\$16,515	3.23%
*	Benefits	\$1,725	\$1,500	\$1,700	(\$25)	-1.45%
*	Administrative Svcs	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$0	\$0	\$0	\$0	---
*	Maintenance & Repair	\$6,400	\$11,180	\$9,000	\$2,600	40.63%
*	Supplies	\$61,485	\$51,485	\$63,400	\$1,915	3.11%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Laundry Services	\$580,448	\$572,465	\$601,453	\$21,005	3.62%

CITY OF PORTLAND, ME
FY25 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Barron Center 4440						
Central Supply 10744410						
*	Payroll	\$50,720	\$50,930	\$52,241	\$1,521	3.00%
*	Benefits	\$4,875	\$4,000	\$2,400	(\$2,475)	-50.77%
*	Administrative Svcs	\$0	\$0	\$0	\$0	---
*	Client Expenses	\$6,000	\$2,000	\$4,000	(\$2,000)	-33.33%
*	Rentals	\$11,040	\$9,800	\$13,800	\$2,760	25.00%
*	Supplies	\$429,757	\$404,735	\$431,107	\$1,350	0.31%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Central Supply	\$502,392	\$471,465	\$503,548	\$1,156	0.23%
***	Barron Center	\$15,258,453	\$13,312,109	\$15,990,597	\$732,144	4.80%

CITY OF PORTLAND, ME
FY25 DEPARTMENT ORG NET REPORT

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25/ FY24
General Fund					
Debt Service 47					
10047000 Total EXPENDITURE	\$54,596,478	\$54,596,478	\$60,312,600	\$5,716,122	10.47%
10047000 Total REVENUE	(\$27,316,928)	(\$29,481,968)	(\$32,186,239)	(\$4,869,311)	17.83%
** Debt Service NET	\$27,279,550	\$25,114,510	\$28,126,361	\$846,811	3.10%
**** Debt Service Net	\$27,279,550	\$25,114,510	\$28,126,361	\$846,811	3.10%

CITY OF PORTLAND, ME
FY25 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
General Fund						
Debt Service 47						
*	Contractual Services	\$327,000	\$327,000	\$412,500	\$85,500	26.15%
*	Debt Service	\$54,269,478	\$54,269,478	\$59,900,100	\$5,630,622	10.38%
****	Debt Service	\$54,596,478	\$54,596,478	\$60,312,600	\$5,716,122	10.47%

CITY OF PORTLAND, ME
FY25 DEPARTMENT ORG NET REPORT

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25/ FY24
General Fund					
Library 48					
10048000 Total EXPENDITURE	\$4,528,618	\$4,528,618	\$4,755,049	\$226,431	5.00%
** Library NET	\$4,528,618	\$4,528,618	\$4,755,049	\$226,431	5.00%
**** Library Net	\$4,528,618	\$4,528,618	\$4,755,049	\$226,431	5.00%

CITY OF PORTLAND, ME
FY25 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
General Fund						
Library 48						
*	Payroll	\$3,283,767	\$3,120,500	\$3,645,584	\$361,817	11.02%
*	Benefits	\$553,110	\$574,000	\$600,000	\$46,890	8.48%
*	Supplies	\$0	\$0	\$0	\$0	---
*	Utilities	\$0	\$0	\$0	\$0	---
*	Contributions	\$691,741	\$834,118	\$509,465	(\$182,276)	-26.35%
****	Library	\$4,528,618	\$4,528,618	\$4,755,049	\$226,431	5.00%

**CITY OF PORTLAND, ME
FY25 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25/ FY24
General Fund					
Pension 51					
10051200 Total EXPENDITURE	\$10,911,142	\$10,300,840	\$11,471,999	\$560,857	5.14%
10051200 Total REVENUE	(\$1,006,643)	(\$1,031,167)	(\$1,033,586)	(\$26,943)	2.68%
** Pension NET	\$9,904,499	\$9,269,673	\$10,438,413	\$533,914	5.39%
**** Pension Net	\$9,904,499	\$9,269,673	\$10,438,413	\$533,914	5.39%

CITY OF PORTLAND, ME
FY25 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
General Fund Pension 51						
*	Benefits	\$10,911,142	\$10,300,840	\$11,471,999	\$560,857	5.14%
*	Contractual Services	\$0	\$0	\$0	\$0	---
****	Pension	\$10,911,142	\$10,300,840	\$11,471,999	\$560,857	5.14%

**CITY OF PORTLAND, ME
FY25 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25/ FY24
General Fund					
Employee Benefits 52					
10052200 Total EXPENDITURE	\$20,018,555	\$20,832,440	\$22,784,508	\$2,765,953	13.82%
10052200 Total REVENUE	(\$6,725,857)	(\$5,300,996)	(\$6,793,671)	(\$67,814)	1.01%
** Medical / Health Prgm NET	\$13,292,698	\$15,531,444	\$15,990,837	\$2,698,139	20.30%
*** Medical / Health	\$13,292,698	\$15,531,444	\$15,990,837	\$2,698,139	20.30%
10052300 Total EXPENDITURE	\$1,722,605	\$1,848,000	\$1,834,700	\$112,095	6.51%
10052300 Total REVENUE	(\$190,000)	(\$70,000)	(\$190,000)	\$0	0.00%
** Workers' Compensation NET	\$1,532,605	\$1,778,000	\$1,644,700	\$112,095	7.31%
10052400 Total EXPENDITURE	\$1,578,873	\$1,400,000	\$1,578,873	\$0	0.00%
10052400 Total REVENUE	(\$150,773)	(\$95,155)	(\$150,773)	\$0	0.00%
** FICA NET	\$1,428,100	\$1,304,845	\$1,428,100	\$0	0.00%
10052500 Total EXPENDITURE	\$260,451	\$260,451	\$260,451	\$0	0.00%
10052500 Total REVENUE	(\$10,028)	(\$10,000)	(\$10,028)	\$0	0.00%
** Group Life Insurance NET	\$250,423	\$250,451	\$250,423	\$0	0.00%
10052600 Total EXPENDITURE	\$100,000	\$65,000	\$100,000	\$0	0.00%
10052600 Total REVENUE	\$0	\$0	\$0	\$0	---
** Unemployment NET	\$100,000	\$65,000	\$100,000	\$0	0.00%
**** Employee Benefits Net	\$16,603,826	\$18,929,740	\$19,414,060	\$2,810,234	16.93%

CITY OF PORTLAND, ME
FY25 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
General Fund						
Employee Benefits 52						
*	Benefits	\$20,779,516	\$21,381,104	\$23,674,117	\$2,894,601	13.93%
*	Administrative Svcs	\$840,135	\$1,086,000	\$728,214	(\$111,921)	-13.32%
*	Contractual Services	\$867,000	\$857,000	\$867,000	\$0	0.00%
*	Rentals	\$16,764	\$14,870	\$9,401	(\$7,363)	-43.92%
*	Insurance	\$1,045,905	\$1,015,000	\$1,030,000	(\$15,905)	-1.52%
*	Utilities	\$1,464	\$1,917	\$2,100	\$636	43.44%
*	Contributions	\$129,700	\$50,000	\$247,700	\$118,000	90.98%
****	Employee Benefits	\$23,680,484	\$24,405,891	\$26,558,532	\$2,878,048	12.15%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Employee Benefits 52						
Medical / Health Prgm 10052200						
*	Benefits	\$18,840,192	\$19,655,653	\$21,734,793	\$2,894,601	15.36%
*	Administrative Svcs	\$1,160,135	\$1,160,000	\$1,038,214	(\$121,921)	-10.51%
*	Rentals	\$16,764	\$14,870	\$9,401	(\$7,363)	-43.92%
*	Utilities	\$1,464	\$1,917	\$2,100	\$636	43.44%
**	Medical / Health Prgm	\$20,018,555	\$20,832,440	\$22,784,508	\$2,765,953	13.82%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Workers' Compensation 10052300						
*	Administrative Svcs	(\$320,000)	(\$74,000)	(\$310,000)	\$10,000	-3.13%
*	Contractual Services	\$867,000	\$857,000	\$867,000	\$0	0.00%
*	Insurance	\$1,045,905	\$1,015,000	\$1,030,000	(\$15,905)	-1.52%
*	Contributions	\$129,700	\$50,000	\$247,700	\$118,000	90.98%
**	Workers' Compensation	\$1,722,605	\$1,848,000	\$1,834,700	\$112,095	6.51%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
FICA 10052400						
*	Benefits	\$1,578,873	\$1,400,000	\$1,578,873	\$0	0.00%
**	FICA	\$1,578,873	\$1,400,000	\$1,578,873	\$0	0.00%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Group Life Insurance 10052500						
*	Benefits	\$260,451	\$260,451	\$260,451	\$0	0.00%
**	Group Life Insurance	\$260,451	\$260,451	\$260,451	\$0	0.00%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Unemployment 10052600						
*	Benefits	\$100,000	\$65,000	\$100,000	\$0	0.00%
**	Unemployment	\$100,000	\$65,000	\$100,000	\$0	0.00%
****	Employee Benefits	\$23,680,484	\$24,405,891	\$26,558,532	\$2,878,048	12.15%

**CITY OF PORTLAND, ME
FY25 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25/ FY24
General Fund					
Contingency 61					
10061000 Total EXPENDITURE	\$250,000	\$155,925	\$250,000	\$0	0.00%
** Contingency NET	\$250,000	\$155,925	\$250,000	\$0	0.00%
**** Contingency Net	\$250,000	\$155,925	\$250,000	\$0	0.00%

CITY OF PORTLAND, ME
FY25 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
General Fund						
Contingency 61						
*	Payroll	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$925	\$925	\$925	\$0	0.00%
*	Contractual Services	\$249,075	\$155,000	\$249,075	\$0	0.00%
*	Supplies	\$0	\$0	\$0	\$0	---
*	Utilities	\$0	\$0	\$0	\$0	---
*	Capital Outlay	\$0	\$0	\$0	\$0	---
****	Contingency	\$250,000	\$155,925	\$250,000	\$0	0.00%

CITY OF PORTLAND, ME
FY25 DEPARTMENT ORG NET REPORT

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25/ FY24
General Fund					
Liability Insurance 62					
10062000 Total EXPENDITURE	\$971,678	\$1,041,365	\$1,190,750	\$219,072	22.55%
10062000 Total REVENUE	(\$237,377)	(\$240,125)	(\$276,552)	(\$39,175)	16.50%
** Liability Insurance NET	\$734,301	\$801,240	\$914,198	\$179,897	24.50%
**** Liability Insurance Net	\$734,301	\$801,240	\$914,198	\$179,897	24.50%

CITY OF PORTLAND, ME
FY25 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
General Fund						
Liability Insurance 62						
*	Administrative Svcs	\$5,700	\$5,700	\$5,700	\$0	0.00%
*	Contractual Services	\$5,000	\$5,000	\$5,000	\$0	0.00%
*	Insurance	\$960,978	\$1,030,665	\$1,180,050	\$219,072	22.80%
****	Liability Insurance	\$971,678	\$1,041,365	\$1,190,750	\$219,072	22.55%

**CITY OF PORTLAND, ME
FY25 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25/ FY24
General Fund					
County Tax 63					
10063000 Total EXPENDITURE	\$9,206,423	\$9,206,423	\$9,175,647	(\$30,776)	-0.33%
** County Tax NET	\$9,206,423	\$9,206,423	\$9,175,647	(\$30,776)	-0.33%
**** County Tax Net	\$9,206,423	\$9,206,423	\$9,175,647	(\$30,776)	-0.33%

CITY OF PORTLAND, ME
FY25 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
General Fund						
County Tax 63						
*	Contributions	\$9,206,423	\$9,206,423	\$9,175,647	(\$30,776)	-0.33%
****	County Tax	\$9,206,423	\$9,206,423	\$9,175,647	(\$30,776)	-0.33%

**CITY OF PORTLAND, ME
FY25 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25/ FY24
General Fund					
Memberships / Other 65					
10065200 Total EXPENDITURE	\$3,242,830	\$3,242,829	\$3,092,221	(\$150,609)	-4.64%
10065200 Total REVENUE	(\$563,566)	(\$563,566)	(\$563,566)	\$0	0.00%
** Transit District (Metro) NET	\$2,679,264	\$2,679,263	\$2,528,655	(\$150,609)	-5.62%
10065300 Total EXPENDITURE	\$66,522	\$66,522	\$80,028	\$13,506	20.30%
** Regional Transportation NET	\$66,522	\$66,522	\$80,028	\$13,506	20.30%
10065400 Total EXPENDITURE	\$488,416	\$488,916	\$537,816	\$49,400	10.11%
** Memberships - Misc NET	\$488,416	\$488,916	\$537,816	\$49,400	10.11%
**** Memberships / Other Net	\$3,234,202	\$3,234,701	\$3,146,499	(\$87,703)	-2.71%

CITY OF PORTLAND, ME
FY25 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
General Fund						
Memberships / Other 65						
*	Contractual Services	\$55,000	\$55,500	\$55,000	\$0	0.00%
*	Contributions	\$3,742,768	\$3,742,767	\$3,655,065	(\$87,703)	-2.34%
****	Memberships / Other	\$3,797,768	\$3,798,267	\$3,710,065	(\$87,703)	-2.31%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Memberships / Other 65						
Transit District (Metro) 10065200						
*	Contributions	\$3,242,830	\$3,242,829	\$3,092,221	(\$150,609)	-4.64%
**	Transit District (Metro)	\$3,242,830	\$3,242,829	\$3,092,221	(\$150,609)	-4.64%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Regional Transportation 10065300						
*	Contributions	\$66,522	\$66,522	\$80,028	\$13,506	20.30%
**	Regional Transportation	\$66,522	\$66,522	\$80,028	\$13,506	20.30%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Memberships - Misc 10065400						
*	Contractual Services	\$55,000	\$55,500	\$55,000	\$0	0.00%
*	Contributions	\$433,416	\$433,416	\$482,816	\$49,400	11.40%
**	Memberships - Misc	\$488,416	\$488,916	\$537,816	\$49,400	10.11%
****	Memberships / Other	\$3,797,768	\$3,798,267	\$3,710,065	(\$87,703)	-2.31%

**CITY OF PORTLAND, ME
FY25 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25/ FY24
General Fund					
Wage Adjustment 67					
10067000 Total EXPENDITURE	\$419,467	\$0	\$1,082,547	\$663,080	158.08%
10067000 Total REVENUE	\$0	\$0	(\$27,186)	(\$27,186)	---
** Wage Adjustment NET	\$419,467	\$0	\$1,055,361	\$635,894	151.60%
**** Wage Adjustment Net	\$419,467	\$0	\$1,055,361	\$635,894	151.60%

CITY OF PORTLAND, ME
FY25 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
General Fund						
Wage Adjustment 67						
*	Payroll	\$419,467	\$0	\$1,082,547	\$663,080	158.08%
****	Wage Adjustment	\$419,467	\$0	\$1,082,547	\$663,080	158.08%

**CITY OF PORTLAND, ME
FY25 ENTERPRISE FUND NET ORG REPORT**

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Fish Pier Authority Fund					
Public Buildings & Waterfront 35					
53035301 Total EXPENDITURE	\$421,638	\$543,751	\$417,706	(\$3,932)	-0.93%
53035301 Total REVENUE	(\$421,638)	(\$543,751)	(\$417,706)	\$3,932	-0.93%
** Pub Bldg & Wtrfnt - Fish Pier NET	\$0	\$0	\$0	\$0	---
***** Fish Pier Authority Fund NET	\$0	\$0	\$0	\$0	---

CITY OF PORTLAND, ME
FY25 ENTERPRISE FUND CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Fish Pier Authority Fund 0530:						
*	Payroll	\$81,683	\$82,363	\$68,232	(\$13,451)	-16.47%
*	Benefits	\$13,446	\$29,879	\$14,836	\$1,390	10.34%
*	Operating Transfers	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$10,702	\$10,702	\$10,831	\$129	1.21%
*	Contractual Services	\$49,463	\$49,463	\$57,463	\$8,000	16.17%
*	Maintenance & Repair	\$212,000	\$212,000	\$212,000	\$0	0.00%
*	Insurance	\$15,120	\$15,120	\$15,120	\$0	0.00%
*	Supplies	\$13,500	\$13,500	\$13,500	\$0	0.00%
*	Utilities	\$15,000	\$15,000	\$15,000	\$0	0.00%
*	Contributions	\$0	\$105,000	\$0	\$0	---
*	Capital Outlay	\$0	\$0	\$0	\$0	---
*	Debt Service	\$10,724	\$10,724	\$10,724	\$0	0.00%
**	Fish Pier Authority Fund	\$421,638	\$543,751	\$417,706	(\$3,932)	-0.93%

**CITY OF PORTLAND, ME
FY25 ENTERPRISE FUND NET ORG REPORT**

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Sewer Utility Fund					
Finance 15					
57015300 Total EXPENDITURE	\$97,248	\$90,833	\$99,106	\$1,858	1.91%
57015300 Total REVENUE	\$0	\$0	\$0	\$0	---
** Sewer Utility Finance NET	\$97,248	\$90,833	\$99,106	\$1,858	1.91%
**** Finance NET	\$97,248	\$90,833	\$99,106	\$1,858	1.91%
Sewer Utility Fund					
Public Works 31					
57031000 Total REVENUE	(\$32,626,957)	(\$37,671,484)	(\$33,740,031)	(\$1,113,074)	3.41%
** Sewer Utility Public Works NET	(\$32,626,957)	(\$37,671,484)	(\$33,740,031)	(\$1,113,074)	-3.41%
57031100 Total EXPENDITURE	\$918,110	\$841,489	\$968,148	\$50,038	5.45%
** Sewer Utility PW Admin NET	\$918,110	\$841,489	\$968,148	\$50,038	5.45%
57031202 Total EXPENDITURE	\$2,913,802	\$2,794,034	\$2,977,494	\$63,692	2.19%
** Sewer Utility Districting NET	\$2,913,802	\$2,794,034	\$2,977,494	\$63,692	2.19%
57031204 Total EXPENDITURE	\$70,886	\$71,678	\$74,685	\$3,799	5.36%
** Sewer Communications NET	\$70,886	\$71,678	\$74,685	\$3,799	5.36%
57031303 Total EXPENDITURE	\$661,115	\$647,070	\$715,695	\$54,580	8.26%
** Sewer Engineering NET	\$661,115	\$647,070	\$715,695	\$54,580	8.26%
57031600 Total EXPENDITURE	\$9,805,378	\$14,122,774	\$10,228,388	\$423,010	4.31%
** Sewer Utility Debt Service NET	\$9,805,378	\$14,122,774	\$10,228,388	\$423,010	4.31%
57031700 Total EXPENDITURE	\$1,571,738	\$1,554,048	\$1,599,999	\$28,261	1.80%
** Sewer Utility Fringe Benefits NET	\$1,571,738	\$1,554,048	\$1,599,999	\$28,261	1.80%
57031800 Total EXPENDITURE	\$16,588,680	\$17,549,558	\$17,076,516	\$487,836	2.94%
** Sewer Utility PWD Assessment NET	\$16,588,680	\$17,549,558	\$17,076,516	\$487,836	2.94%
**** Public Works NET	(\$97,248)	(\$90,833)	(\$99,106)	(\$1,858)	-1.91%
***** Sewer Utility Fund NET	\$0	\$0	\$0	\$0	---

CITY OF PORTLAND, ME
FY25 ENTERPRISE FUND CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Sewer Utility Fund 0570:						
*	Payroll	\$2,673,879	\$2,506,565	\$2,794,671	\$120,792	4.52%
*	Benefits	\$1,050,351	\$1,031,996	\$1,051,341	\$990	0.09%
*	Administrative Svcs	\$17,255,010	\$18,157,194	\$17,735,134	\$480,124	2.78%
*	Contractual Services	\$1,145,340	\$1,082,931	\$1,177,953	\$32,613	2.85%
*	Maintenance & Repair	\$300,924	\$332,994	\$354,142	\$53,218	17.68%
*	Rentals	\$105,723	\$105,723	\$107,018	\$1,295	1.22%
*	Insurance	\$24,540	\$24,600	\$24,540	\$0	0.00%
*	Supplies	\$277,711	\$296,188	\$293,765	\$16,054	5.78%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$128,079	\$135,880	\$128,079	\$0	0.00%
*	Contributions	\$0	\$0	\$0	\$0	---
*	Capital Outlay	\$45,000	\$75,230	\$45,000	\$0	0.00%
*	Debt Service	\$9,620,400	\$13,922,183	\$10,028,388	\$407,988	4.24%
**	Sewer Utility Fund	\$32,626,957	\$37,671,484	\$33,740,031	\$1,113,074	3.41%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Finance 15						
Sewer Utility Finance 57015300						
*	Payroll	\$87,183	\$87,183	\$91,404	\$4,221	4.84%
*	Administrative Svcs	\$3,765	\$1,000	\$1,752	(\$2,013)	-53.47%
*	Contractual Services	\$3,450	\$1,000	\$3,100	(\$350)	-10.14%
*	Supplies	\$2,850	\$1,650	\$2,850	\$0	0.00%
**	Sewer Utility Finance	\$97,248	\$90,833	\$99,106	\$1,858	1.91%
****	Finance	\$97,248	\$90,833	\$99,106	\$1,858	1.91%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Public Works 31						
Sewer Utility PW Admin 57031100						
*	Payroll	\$687,757	\$680,268	\$723,121	\$35,364	5.14%
*	Benefits	\$2,340	\$1,500	\$2,580	\$240	10.26%
*	Administrative Svcs	\$33,460	\$33,041	\$36,515	\$3,055	9.13%
*	Contractual Services	\$99,270	\$29,250	\$94,270	(\$5,000)	-5.04%
*	Maintenance & Repair	\$56,640	\$58,470	\$68,405	\$11,765	20.77%
*	Rentals	\$25,060	\$25,060	\$25,780	\$720	2.87%
*	Supplies	\$11,975	\$12,300	\$15,869	\$3,894	32.52%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$1,608	\$1,600	\$1,608	\$0	0.00%
**	Sewer Utility PW Admin	\$918,110	\$841,489	\$968,148	\$50,038	5.45%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Sewer Utility Districting 57031202						
*	Payroll	\$1,448,082	\$1,300,000	\$1,516,815	\$68,733	4.75%
*	Benefits	\$14,995	\$14,755	\$15,625	\$630	4.20%
*	Administrative Svcs	\$93,305	\$37,775	\$55,070	(\$38,235)	-40.98%
*	Contractual Services	\$607,252	\$606,700	\$600,193	(\$7,059)	-1.16%
*	Maintenance & Repair	\$243,224	\$270,834	\$283,872	\$40,648	16.71%
*	Rentals	\$79,440	\$79,440	\$80,015	\$575	0.72%
*	Supplies	\$257,113	\$276,100	\$255,513	(\$1,600)	-0.62%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$125,391	\$133,200	\$125,391	\$0	0.00%
*	Capital Outlay	\$45,000	\$75,230	\$45,000	\$0	0.00%
**	Sewer Utility Districting	\$2,913,802	\$2,794,034	\$2,977,494	\$63,692	2.19%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Sewer Communications 57031204						
*	Payroll	\$65,207	\$65,064	\$68,946	\$3,739	5.73%
*	Benefits	\$375	\$1,200	\$375	\$0	0.00%
*	Administrative Svcs	\$33	\$53	\$33	\$0	0.00%
*	Contractual Services	\$2,640	\$2,640	\$2,640	\$0	0.00%
*	Maintenance & Repair	\$165	\$190	\$165	\$0	0.00%
*	Rentals	\$443	\$443	\$443	\$0	0.00%
*	Supplies	\$2,023	\$2,088	\$2,083	\$60	2.97%
**	Sewer Communications	\$70,886	\$71,678	\$74,685	\$3,799	5.36%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Sewer Engineering 57031303						
*	Payroll	\$385,650	\$374,050	\$394,385	\$8,735	2.27%
*	Benefits	\$2,280	\$1,930	\$2,400	\$120	5.26%
*	Administrative Svcs	\$18,930	\$18,930	\$20,150	\$1,220	6.44%
*	Contractual Services	\$247,750	\$242,750	\$277,750	\$30,000	12.11%
*	Maintenance & Repair	\$895	\$3,500	\$1,700	\$805	89.94%
*	Rentals	\$780	\$780	\$780	\$0	0.00%
*	Supplies	\$3,750	\$4,050	\$17,450	\$13,700	365.33%
*	Utilities	\$1,080	\$1,080	\$1,080	\$0	0.00%
*	Contributions	\$0	\$0	\$0	\$0	---
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Sewer Engineering	\$661,115	\$647,070	\$715,695	\$54,580	8.26%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Sewer Utility Debt Service 57031600						
*	Contractual Services	\$184,978	\$200,591	\$200,000	\$15,022	8.12%
*	Debt Service	\$9,620,400	\$13,922,183	\$10,028,388	\$407,988	4.24%
**	Sewer Utility Debt Service	\$9,805,378	\$14,122,774	\$10,228,388	\$423,010	4.31%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Sewer Utility Fringe Benefits 57031700						
*	Benefits	\$1,030,361	\$1,012,611	\$1,030,361	\$0	0.00%
*	Administrative Svcs	\$516,837	\$516,837	\$545,098	\$28,261	5.47%
*	Insurance	\$24,540	\$24,600	\$24,540	\$0	0.00%
**	Sewer Utility Fringe Benefits	\$1,571,738	\$1,554,048	\$1,599,999	\$28,261	1.80%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Sewer Utility PWD Assessment 57031800						
*	Administrative Svcs	\$16,588,680	\$17,549,558	\$17,076,516	\$487,836	2.94%
**	Sewer Utility PWD Assessment	\$16,588,680	\$17,549,558	\$17,076,516	\$487,836	2.94%
****	Public Works	\$32,529,709	\$37,580,651	\$33,640,925	\$1,111,216	3.42%
*****	Sewer Utility Fund	\$32,626,957	\$37,671,484	\$33,740,031	\$1,113,074	3.41%

CITY OF PORTLAND, ME
FY25 ENTERPRISE FUND NET ORG REPORT

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Stormwater Fund					
Finance 15					
57115100 Total EXPENDITURE	\$299,211	\$271,650	\$298,378	(\$833)	-0.28%
** Stormwater Finance NET	\$299,211	\$271,650	\$298,378	(\$833)	-0.28%
**** Finance NET	\$299,211	\$271,650	\$298,378	(\$833)	-0.28%
Stormwater Fund					
Public Works 31					
57131000 Total REVENUE	(\$6,599,914)	(\$6,121,949)	(\$7,511,058)	(\$911,144)	13.81%
** Stormwater Public Works NET	(\$6,599,914)	(\$6,121,949)	(\$7,511,058)	(\$911,144)	-13.81%
57131500 Total EXPENDITURE	\$2,455,063	\$1,900,697	\$2,464,142	\$9,079	0.37%
** Stormwater Management NET	\$2,455,063	\$1,900,697	\$2,464,142	\$9,079	0.37%
57131600 Total EXPENDITURE	\$3,405,428	\$3,570,016	\$4,306,960	\$901,532	26.47%
** Stormwater Debt Service NET	\$3,405,428	\$3,570,016	\$4,306,960	\$901,532	26.47%
57131700 Total EXPENDITURE	\$440,212	\$379,586	\$441,578	\$1,366	0.31%
** Stormwater Fringe Benefits NET	\$440,212	\$379,586	\$441,578	\$1,366	0.31%
**** Public Works NET	(\$299,211)	(\$271,650)	(\$298,378)	\$833	0.28%
***** Stormwater Fund NET	\$0	\$0	\$0	\$0	---

CITY OF PORTLAND, ME
FY25 ENTERPRISE FUND CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Stormwater Fund 0571:						
*	Payroll	\$1,321,290	\$1,233,000	\$1,341,237	\$19,947	1.51%
*	Benefits	\$331,446	\$272,820	\$332,926	\$1,480	0.45%
*	Administrative Svcs	\$197,289	\$199,231	\$208,748	\$11,459	5.81%
*	Contractual Services	\$1,026,415	\$554,365	\$1,012,443	(\$13,972)	-1.36%
*	Maintenance & Repair	\$110,855	\$117,355	\$83,700	(\$27,155)	-24.50%
*	Rentals	\$56,000	\$42,000	\$56,720	\$720	1.29%
*	Insurance	\$2,000	\$0	\$2,000	\$0	0.00%
*	Supplies	\$160,620	\$158,000	\$198,825	\$38,205	23.79%
*	Utilities	\$7,499	\$3,227	\$7,499	\$0	0.00%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
*	Debt Service	\$3,386,500	\$3,541,951	\$4,266,960	\$880,460	26.00%
**	Stormwater Fund	\$6,599,914	\$6,121,949	\$7,511,058	\$911,144	13.81%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Finance 15						
Stormwater Finance 57115100						
*	Payroll	\$219,788	\$210,000	\$223,197	\$3,409	1.55%
*	Administrative Svcs	\$37,453	\$33,500	\$43,831	\$6,378	17.03%
*	Contractual Services	\$36,820	\$25,500	\$25,900	(\$10,920)	-29.66%
*	Maintenance & Repair	\$0	\$0	\$300	\$300	---
*	Supplies	\$5,150	\$2,650	\$5,150	\$0	0.00%
**	Stormwater Finance	\$299,211	\$271,650	\$298,378	(\$833)	-0.28%
****	Finance	\$299,211	\$271,650	\$298,378	(\$833)	-0.28%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Public Works 31						
Stormwater Management 57131500						
*	Payroll	\$1,101,502	\$1,023,000	\$1,118,040	\$16,538	1.50%
*	Benefits	\$2,820	\$2,820	\$4,300	\$1,480	52.48%
*	Administrative Svcs	\$50,250	\$56,145	\$53,965	\$3,715	7.39%
*	Contractual Services	\$970,667	\$500,800	\$946,543	(\$24,124)	-2.49%
*	Maintenance & Repair	\$110,855	\$117,355	\$83,400	(\$27,455)	-24.77%
*	Rentals	\$56,000	\$42,000	\$56,720	\$720	1.29%
*	Supplies	\$155,470	\$155,350	\$193,675	\$38,205	24.57%
*	Utilities	\$7,499	\$3,227	\$7,499	\$0	0.00%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Stormwater Management	\$2,455,063	\$1,900,697	\$2,464,142	\$9,079	0.37%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Stormwater Debt Service 57131600						
*	Contractual Services	\$18,928	\$28,065	\$40,000	\$21,072	111.33%
*	Debt Service	\$3,386,500	\$3,541,951	\$4,266,960	\$880,460	26.00%
**	Stormwater Debt Service	\$3,405,428	\$3,570,016	\$4,306,960	\$901,532	26.47%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Stormwater Fringe Benefits 57131700						
*	Benefits	\$328,626	\$270,000	\$328,626	\$0	0.00%
*	Administrative Svcs	\$109,586	\$109,586	\$110,952	\$1,366	1.25%
*	Insurance	\$2,000	\$0	\$2,000	\$0	0.00%
**	Stormwater Fringe Benefits	\$440,212	\$379,586	\$441,578	\$1,366	0.31%
****	Public Works	\$6,300,703	\$5,850,299	\$7,212,680	\$911,977	14.47%
*****	Stormwater Fund	\$6,599,914	\$6,121,949	\$7,511,058	\$911,144	13.81%

**CITY OF PORTLAND, ME
FY25 ENTERPRISE FUND NET ORG REPORT**

ACCOUNT DESCRIPTION	FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Jetport Fund					
Jetport 28					
58328000 Total REVENUE	(\$22,635,603)	(\$24,936,822)	(\$23,849,460)	(\$1,213,857)	5.36%
** Jetport Department NET	(\$22,635,603)	(\$24,936,822)	(\$23,849,460)	(\$1,213,857)	-5.36%
58328101 Total EXPENDITURE	\$1,254,338	\$1,044,798	\$1,293,932	\$39,594	3.16%
** Jetport Administration NET	\$1,254,338	\$1,044,798	\$1,293,932	\$39,594	3.16%
58328102 Total EXPENDITURE	\$462,130	\$405,711	\$545,480	\$83,350	18.04%
** Jetport Marketing NET	\$462,130	\$405,711	\$545,480	\$83,350	18.04%
58328103 Total EXPENDITURE	\$4,971,391	\$4,608,128	\$5,698,633	\$727,242	14.63%
** Jetport Fringe/Indirect Costs NET	\$4,971,391	\$4,608,128	\$5,698,633	\$727,242	14.63%
58328200 Total EXPENDITURE	\$5,312,086	\$5,803,398	\$5,540,593	\$228,507	4.30%
** Jetport Field NET	\$5,312,086	\$5,803,398	\$5,540,593	\$228,507	4.30%
58328300 Total EXPENDITURE	\$19,072	\$18,772	\$19,584	\$512	2.68%
58328300 Total REVENUE	(\$327,375)	(\$255,000)	(\$445,313)	(\$117,938)	36.03%
** Jetport General Aviation NET	(\$308,303)	(\$236,228)	(\$425,729)	(\$117,426)	-38.09%
58328400 Total EXPENDITURE	\$2,999,191	\$2,841,530	\$3,082,409	\$83,218	2.77%
58328400 Total REVENUE	(\$33,750)	(\$42,614)	(\$45,000)	(\$11,250)	33.33%
** Jetport Operations NET	\$2,965,441	\$2,798,916	\$3,037,409	\$71,968	2.43%
58328500 Total EXPENDITURE	\$8,620,374	\$8,420,977	\$11,009,925	\$2,389,551	27.72%
** Jetport Terminal Division NET	\$8,620,374	\$8,420,977	\$11,009,925	\$2,389,551	27.72%
58328600 Total EXPENDITURE	\$5,122,557	\$3,353,147	\$5,767,060	\$644,503	12.58%
58328600 Total REVENUE	(\$8,023,238)	(\$9,320,240)	(\$9,716,717)	(\$1,693,479)	21.11%
** Jetport Parking Division NET	(\$2,900,681)	(\$5,967,093)	(\$3,949,657)	(\$1,048,976)	-36.16%
58328700 Total EXPENDITURE	\$729,414	\$764,600	\$740,376	\$10,962	1.50%
58328700 Total REVENUE	(\$800,000)	(\$800,000)	(\$875,000)	(\$75,000)	9.38%
** Jetport Airfield Deicing Fac. NET	(\$70,586)	(\$35,400)	(\$134,624)	(\$64,038)	-90.72%
58328900 Total EXPENDITURE	\$2,329,413	\$8,093,615	\$1,233,498	(\$1,095,915)	-47.05%
58328900 Total REVENUE	\$0	\$0	\$0	\$0	---
** Jetport Surplus NET	\$2,329,413	\$8,093,615	\$1,233,498	(\$1,095,915)	-47.05%
***** Jetport Fund NET	\$0	\$0	\$0	\$0	---

CITY OF PORTLAND, ME
FY25 ENTERPRISE FUND CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Jetport Fund 0583:						
*	Payroll	\$4,328,472	\$3,884,155	\$4,785,939	\$457,467	10.57%
*	Benefits	\$2,638,509	\$2,538,818	\$2,921,226	\$282,717	10.72%
*	Administrative Svcs	\$3,319,291	\$9,142,154	\$2,369,537	(\$949,754)	-28.61%
*	Contractual Services	\$6,520,671	\$6,478,219	\$7,236,984	\$716,313	10.99%
*	Maintenance & Repair	\$1,480,538	\$1,546,312	\$1,585,912	\$105,374	7.12%
*	Rentals	\$31,892	\$25,100	\$29,992	(\$1,900)	-5.96%
*	Insurance	\$165,500	\$184,497	\$200,500	\$35,000	21.15%
*	Supplies	\$885,553	\$648,658	\$1,078,978	\$193,425	21.84%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$1,105,572	\$927,589	\$1,538,767	\$433,195	39.18%
*	Contributions	\$2,250,098	\$1,871,709	\$2,625,855	\$375,757	16.70%
*	Capital Outlay	\$4,980,520	\$5,692,115	\$6,703,000	\$1,722,480	34.58%
*	Debt Service	\$4,113,350	\$2,415,350	\$3,854,800	(\$258,550)	-6.29%
**	Jetport Fund	\$31,819,966	\$35,354,676	\$34,931,490	\$3,111,524	9.78%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Jetport 28						
Jetport Administration 58328101						
*	Payroll	\$918,041	\$750,109	\$958,993	\$40,952	4.46%
*	Benefits	\$1,960	\$1,940	\$2,200	\$240	12.24%
*	Administrative Svcs	\$112,000	\$108,918	\$113,540	\$1,540	1.38%
*	Contractual Services	\$150,140	\$121,177	\$146,650	(\$3,490)	-2.32%
*	Maintenance & Repair	\$29,720	\$27,500	\$34,470	\$4,750	15.98%
*	Rentals	\$6,000	\$5,500	\$6,000	\$0	0.00%
*	Supplies	\$26,841	\$21,000	\$22,659	(\$4,182)	-15.58%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$9,636	\$8,654	\$9,420	(\$216)	-2.24%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Jetport Administration	\$1,254,338	\$1,044,798	\$1,293,932	\$39,594	3.16%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Jetport Marketing 58328102						
*	Payroll	\$7,200	\$7,200	\$14,400	\$7,200	100.00%
*	Benefits	\$1,590	\$1,000	\$1,590	\$0	0.00%
*	Administrative Svcs	\$159,912	\$127,677	\$213,490	\$53,578	33.50%
*	Contractual Services	\$266,428	\$243,234	\$285,000	\$18,572	6.97%
*	Maintenance & Repair	\$25,000	\$24,600	\$29,000	\$4,000	16.00%
*	Supplies	\$2,000	\$2,000	\$2,000	\$0	0.00%
**	Jetport Marketing	\$462,130	\$405,711	\$545,480	\$83,350	18.04%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Jetport Fringe/Indirect Costs 58328103						
*	Payroll	\$18,174	\$18,174	\$0	(\$18,174)	-100.00%
*	Benefits	\$2,610,259	\$2,515,070	\$2,890,916	\$280,657	10.75%
*	Administrative Svcs	\$582,625	\$582,625	\$660,117	\$77,492	13.30%
*	Insurance	\$165,500	\$184,497	\$200,500	\$35,000	21.15%
*	Contributions	\$1,594,833	\$1,307,762	\$1,947,100	\$352,267	22.09%
**	Jetport Fringe/Indirect Costs	\$4,971,391	\$4,608,128	\$5,698,633	\$727,242	14.63%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Jetport Field 58328200						
*	Payroll	\$1,304,279	\$1,195,847	\$1,372,852	\$68,573	5.26%
*	Benefits	\$11,850	\$11,850	\$13,670	\$1,820	15.36%
*	Administrative Svcs	\$45,071	\$41,775	\$49,072	\$4,001	8.88%
*	Contractual Services	\$735,435	\$700,503	\$948,807	\$213,372	29.01%
*	Maintenance & Repair	\$615,603	\$616,118	\$648,018	\$32,415	5.27%
*	Rentals	\$17,892	\$16,600	\$18,492	\$600	3.35%
*	Supplies	\$687,124	\$473,183	\$712,075	\$24,951	3.63%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$166,582	\$148,120	\$161,607	(\$4,975)	-2.99%
*	Capital Outlay	\$1,728,250	\$2,599,402	\$1,616,000	(\$112,250)	-6.50%
**	Jetport Field	\$5,312,086	\$5,803,398	\$5,540,593	\$228,507	4.30%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Jetport General Aviation 58328300						
*	Payroll	\$500	\$500	\$500	\$0	0.00%
*	Contractual Services	\$17,072	\$17,072	\$17,584	\$512	3.00%
*	Maintenance & Repair	\$1,500	\$1,200	\$1,500	\$0	0.00%
*	Supplies	\$0	\$0	\$0	\$0	---
**	Jetport General Aviation	\$19,072	\$18,772	\$19,584	\$512	2.68%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Jetport Operations 58328400						
*	Payroll	\$1,111,821	\$1,069,065	\$1,212,636	\$100,815	9.07%
*	Benefits	\$9,350	\$5,500	\$9,350	\$0	0.00%
*	Administrative Svcs	\$71,755	\$61,754	\$72,755	\$1,000	1.39%
*	Contractual Services	\$775,776	\$836,000	\$906,260	\$130,484	16.82%
*	Maintenance & Repair	\$69,725	\$77,325	\$92,000	\$22,275	31.95%
*	Supplies	\$54,540	\$47,000	\$96,222	\$41,682	76.42%
*	Utilities	\$20,959	\$10,939	\$14,431	(\$6,528)	-31.15%
*	Contributions	\$655,265	\$563,947	\$678,755	\$23,490	3.58%
*	Capital Outlay	\$230,000	\$170,000	\$0	(\$230,000)	-100.00%
**	Jetport Operations	\$2,999,191	\$2,841,530	\$3,082,409	\$83,218	2.77%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Jetport Terminal Division 58328500						
*	Payroll	\$951,957	\$826,760	\$1,210,058	\$258,101	27.11%
*	Benefits	\$3,500	\$3,458	\$3,500	\$0	0.00%
*	Administrative Svcs	\$17,715	\$124,990	\$25,965	\$8,250	46.57%
*	Contractual Services	\$3,653,181	\$3,657,943	\$4,050,772	\$397,591	10.88%
*	Maintenance & Repair	\$673,248	\$739,069	\$683,349	\$10,101	1.50%
*	Rentals	\$7,500	\$2,500	\$5,000	(\$2,500)	-33.33%
*	Supplies	\$110,258	\$102,700	\$121,732	\$11,474	10.41%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$905,395	\$756,676	\$1,269,999	\$364,604	40.27%
*	Capital Outlay	\$1,802,270	\$1,711,531	\$3,146,000	\$1,343,730	74.56%
*	Debt Service	\$495,350	\$495,350	\$493,550	(\$1,800)	-0.36%
**	Jetport Terminal Division	\$8,620,374	\$8,420,977	\$11,009,925	\$2,389,551	27.72%

CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Jetport Parking Division 58328600						
*	Payroll	\$14,500	\$14,500	\$14,500	\$0	0.00%
*	Administrative Svcs	\$800	\$800	\$1,100	\$300	37.50%
*	Contractual Services	\$206,190	\$145,190	\$154,500	(\$51,690)	-25.07%
*	Maintenance & Repair	\$56,792	\$55,500	\$88,625	\$31,833	56.05%
*	Rentals	\$500	\$500	\$500	\$0	0.00%
*	Supplies	\$2,775	\$2,275	\$122,275	\$119,500	4306.31%
*	Utilities	\$3,000	\$3,200	\$83,310	\$80,310	2677.00%
*	Capital Outlay	\$1,220,000	\$1,211,182	\$1,941,000	\$721,000	59.10%
*	Debt Service	\$3,618,000	\$1,920,000	\$3,361,250	(\$256,750)	-7.10%
**	Jetport Parking Division	\$5,122,557	\$3,353,147	\$5,767,060	\$644,503	12.58%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Jetport Airfield Deicing Fac. 58328700						
*	Payroll	\$2,000	\$2,000	\$2,000	\$0	0.00%
*	Contractual Services	\$716,449	\$757,100	\$727,411	\$10,962	1.53%
*	Maintenance & Repair	\$8,950	\$5,000	\$8,950	\$0	0.00%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$2,015	\$500	\$2,015	\$0	0.00%
*	Utilities	\$0	\$0	\$0	\$0	---
**	Jetport Airfield Deicing Fac.	\$729,414	\$764,600	\$740,376	\$10,962	1.50%

**CITY OF PORTLAND, ME
FY25 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY24 REVISED APPRO (12/31/23)	FY24 TOTAL PROJECTION	FY25 MGR RECOMM	INCR / (DECR) FY25 / FY24	APPRO % CHG FY25 / FY24
Jetport Surplus 58328900						
*	Administrative Svcs	\$2,329,413	\$8,093,615	\$1,233,498	(\$1,095,915)	-47.05%
**	Jetport Surplus	\$2,329,413	\$8,093,615	\$1,233,498	(\$1,095,915)	-47.05%
****	Jetport	\$31,819,966	\$35,354,676	\$34,931,490	\$3,111,524	9.78%
*****	Jetport Fund	\$31,819,966	\$35,354,676	\$34,931,490	\$3,111,524	9.78%

City of Portland, Maine

City Manager's Recommended Budget



FY25 Budget

July 1, 2024 – June 30, 2025

**FY2025 BUDGET
CITY MANAGER'S RECOMMENDATION**

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City of Portland | Executive Department

Danielle P. West, *City Manager*



To: Mayor Dion and Members of the Portland City Council

CC: City of Portland Leadership Team and City Staff

From: Danielle P. West, City Manager

Date: April 8, 2024

Re: City Manager's FY25 Recommended Budget

Pursuant to Article VI, Section 5(e) and Article VII, Sections 5 and 6 of the City of Portland Charter, I am hereby submitting the City Manager's Recommended \$353 million FY25 Municipal Operating Budget. This is my third time submitting the City's operating budget to the City Council, but the first one since I accepted the permanent City Manager role. I continue to be enormously proud of the work City staff does each and every day to provide excellent municipal services to and for the City of Portland and its residents.

When our Finance Director gave his FY25 budget preview in January, he alerted us that once again we face many budget challenges, many of which are outside of our control. This year's initial budget gap looked to be about 50% worse than the previous year on the municipal side and was coupled with the largest budget shortfall we can recall ever seeing on the school side. On the municipal side of the budget alone, there were more than \$20M of known budget challenges as we began our budget work.

Over the last several months we have had several workshops and budget discussions with the Council and Finance Committee to set shared expectations for the upcoming budget year and address these challenges. During those discussions, the Council set guidance on limiting any tax rate increase to between 5 and 7%. The majority of the Council also noted they did not want to see cuts to core municipal services. Based on this guidance, I asked Departments to prepare their budgets conservatively. However, due to the significant challenges facing the City, many of them revenue related, the year-over-year tax levy increase based on conservative Department requested budgets was nearly 16%.

It was incredibly difficult to close the budget gap from the requested 16% down to within Council 5% to 7% guidance. Ultimately, we had to make revisions to Department requested budget proposals, set aside certain requests, and recommend fee increases to help balance the budget while at the same time ensuring that we addressed the needs of our workforce to the best of our ability since retention and recruitment continues to be a major focus.

We also had to double down on our lobbying efforts in Augusta since General Assistance (GA) funding (to address the homeless crisis) is the most significant challenge we faced throughout the development of this budget. Our ability to receive GA revenue continues to be critically important to our operations and overall budget. We remain the largest social services provider in the State when it comes to serving people who are at risk of or experiencing homelessness - whether that is by assisting those who are chronically homeless or asylum seekers who have come to Maine.

In fact, we have nearly doubled our City-operated shelter beds (to a total of 583) over the last year in an effort to shelter the most people in the most cost effective manner. More specifically, we worked to help develop and operate the new 179-bed shelter at 166 Riverside Industrial Parkway and expanded the capacity of the Homeless Services Center by 50 beds. At the same time we have opened additional shelter space, we have also worked to significantly reduce our use of costly hotels for emergency housing. The reduction of hotel use is a priority of the State and is critical to controlling

costs for the State and City GA budget.

The expansion of City-operated shelter space, as well as several Council approved grant and State funded programs, have resulted in the addition of approximately 58 FTEs (full-time employees) within Social Services in the FY25 budget as proposed. The majority of these staff, however, were added during FY24 to operationalize the items approved by the Council.

It is also worth noting that due to the significant community need and priorities of the Council, Social Services has been the driver of the overall FTE changes within the general fund as a whole. Looking back to FY20, there were approximately 1,200 FTEs in all City general fund Departments outside of Social Services. In my recommendation for FY25, the number of total FTEs for all other City Departments other than Social Services has again remained flat in an effort to deliver a budget within the Council guidance and address the Council's goals/priorities.

As a result of the major Social Services challenges we face, the City – including myself, the Mayor, our State delegation, and many members of City staff and City Council – continue to lobby for an increase in GA reimbursement rates and/or continued one-time payments to offset our growing commitment to sheltering the unhoused. We are thankful for the previous one-time payments we've received, and are pleased that the supplemental budget provides us with continuation of these one-time funds for FY25.

Other major budget challenges included the expiration of one-time federal ARPA funds, significant increases in health insurance costs which the City pays on behalf of our employees, rising contractually obligated union wage increases for our various unions, and an approximately \$5.7M increase in our debt service expenses due in part to the pension obligation bond.

Additionally, we continue to deal with a high number of staff vacancies, over 200 on average, which presents a budget and operational challenge – requiring costly overtime, use of more expensive external contractors, and significant extra hours and stress for other staff.

In light of all of the above challenges, and after a significant amount of work, I'm presenting you with a recommended FY25 budget that includes a **4.9% increase in the tax rate on the city side of the overall budget with a new city-side mill rate of \$7.30 per \$1,000 of assessed property value.** The impact of this increase on an average homeowner with a property valued at \$375,000 would be **\$127.50**. I know you have all seen the budget challenges faced by many municipalities in the region during our current budget cycle and I'm happy we are able to bring forth a tax rate increase below the budget guidance from Council. It is important to note that should there be any additional priorities or services the Council would like to address in this year's budget, I felt it most appropriate for those decisions to be made by the Finance Committee/Council during the upcoming budget review process.

To provide some context on changes in the City budget over the last several fiscal years, the following is a chart that outlines the City, County, and School portions of the tax levy since FY16:

FY16 - FY25 City of Portland Tax Rate History & Breakdown							
Fiscal Year	City Tax Levy	City % of Total	County Tax Levy	County % of Total	School Tax Levy	School % of Total	City of Portland Tax Levy
FY16	\$ 75,785,193	47.63%	\$ 5,240,009	3.29%	\$ 78,073,211	49.07%	\$ 159,098,413
FY17	\$ 78,445,570	47.78%	\$ 5,417,119	3.30%	\$ 80,331,376	48.92%	\$ 164,194,065
FY18	\$ 80,187,454	47.48%	\$ 5,907,743	3.50%	\$ 82,787,921	49.02%	\$ 168,883,118
FY19	\$ 83,323,749	46.91%	\$ 6,288,845	3.54%	\$ 88,003,431	49.55%	\$ 177,616,025
FY20	\$ 86,173,337	46.29%	\$ 6,640,316	3.57%	\$ 93,345,139	50.14%	\$ 186,158,792
FY21	\$ 86,743,535	46.12%	\$ 7,011,159	3.73%	\$ 94,338,744	50.16%	\$ 188,093,438
FY22	\$ 83,867,622	44.12%	\$ 7,149,309	3.76%	\$ 99,083,251	52.12%	\$ 190,100,182
FY23	\$ 89,023,793	44.41%	\$ 7,563,215	3.77%	\$ 103,851,071	51.81%	\$ 200,438,079
FY24	\$ 94,353,230	44.01%	\$ 9,206,423	4.29%	\$ 110,850,008	51.70%	\$ 214,409,661
FY25**	\$ 100,583,531	43.89%	\$ 9,175,647	4.00%	\$ 119,402,624	52.10%	\$ 229,161,802
The City portion of the overall tax levy has increased by \$24.8M or 32.7% since FY16 (3.2% CAGR)							
The County portion of the overall tax levy has increased by \$3.9M or 75% since FY16 (6.4% CAGR)							
The School portion of the overall tax levy has increased by \$41.3M or 53% since FY16 (4.8% CAGR)							

* Note: FY24 County Tax Levy includes (and FY25-FY28 will also include) an additional \$761,342 due to County change to 6/30 year end

** FY25 figures will be finalized in May/June 2024

CAGR = Compound Annual Growth Rate

The growth of the City portion of the property tax levy has been significantly outpaced by growth within the Cumberland County budget and Portland Public Schools portion of the tax levy.

FY25 DEPARTMENT HIGHLIGHTS OF NOTE

Health & Human Services: There are several highlights and components of the FY25 Health & Human Services budget request four major divisions: Social Services, HHS Admin, Public Health and the Barron Center

Within social services, the City has worked incredibly hard to open and expand our City-operated shelter locations. In the last year alone we have expanded that capacity by over 137 beds, going from an Oxford Street Shelter capacity of 154 to a brand new Homeless Services Center capacity of 258, plus adding a new shelter location at 166 Riverside Industrial Parkway with 179 beds. These are in addition to the capacity the City has for 42 families/146 individuals at our Family Shelter location. By opening these new shelter beds and working incredibly hard to transition families into permanent housing, we are able to reduce our reliance on hotels in FY25 and the reduction is estimated to be approximately \$9M, with a corresponding GA reimbursement reduction of \$6.3M. The net savings of \$2.7M helped us close a significant portion of our budget gap. It is important to note that should the amount of one-time funds from the State change as the State finalizes its budget, or if they make changes to GA rules or how they interpret those rules, that could have an impact on our final budget.

The social services budget includes funding to continue the additional 50 beds at the Homeless Services Center so we can continue to offer 258 beds. These beds have been consistently utilized due to the number of people experiencing homelessness. The equivalent cost of sheltering 50 individuals annually at a hotel would be approximately \$4M.

The Public Health budget includes several new grant funded positions and program funding increases within Family Health, Health Equity, the Portland Public Health Clinic, and Public Health Research. The FY25 budget also includes the appropriation of received and soon to be received 2023 and 2024 opioid settlement funds. City staff and the Council's Health and Human Services and Public Safety Committee will each have roles in determining how these funds are allocated in

accordance with their intended uses, and the public will also be given the opportunity to provide input.

The Barron Center budget sets a patient census target of 125 for the upcoming fiscal year and has set staffing levels as well as revenues and expenditures at this level.

Public Works: This department continues to manage a number of staffing vacancies and in recent years has given up full time equivalent positions in favor of more readily available (but more costly) outside contractors to do work formerly performed by City staff. This budget includes some target FTE increases to begin retaking some outside contracted services, generating a net savings to the taxpayer and providing the same or better levels of service. Additionally, the Public Works budget also proposes an increase in the cost of pay-as-you-throw trash bags to help offset the rising costs of disposal and recycling.

Parks, Recreation & Facilities: The Parks, Recreation and Facilities budget continues to see strong revenue increase to support their operations, with a nearly 9% increase in projected revenues supporting a 9.5% increase in expenditures. The Department added a Deputy Director position during FY24 as this department now oversees the Public Buildings and Waterfront Department.

Public Buildings & Waterfront: The significant increase in expenditures within this Department reflects approximately \$1.6 million for payments for electricity produced by renewable energy facilities across the state. These payments generate financial credits on our CMP bills that are guaranteed to exceed the payment made. This year we expect these projects to generate credits that will save the City and School Department in excess of \$500,000. The City Council and Portland Public School board approved participation in these projects in 2020 and they are now reaching commercial operation.

Fire Department: The Fire Department budget is up 7.7% to nearly \$22M for FY25 due in part to estimated increases in staffing costs. Total FTE within the Department is remaining flat for FY25. The Department continues to see rising levels of revenue reimbursement from EMS calls for service.

Planning & Urban Development: The Department contains no new FTE or major programmatic changes for FY25. The reduction in budget is due primarily to a change in the way the City is funding the bikeshare program – in the prior fiscal year the City had received a contribution from the State which was in turn passed along to the vendor. In the current fiscal year the program is set to be fully funded directly by the vendor.

Police: This budget implements fully the recent wage increases for the PBA and PSOPA unions passed by the City Council. The budget also includes continuation of our alternative response liaisons / behavioral health program – which had over 1,100 responses to calls in 2023. These positions were previously funded by an earmark program and are being funded in the local budget for the first time in FY25.

Assessor: This budget includes one new FTE for an Assistant Assessor in order to increase the amount of resources of this office as they begin the next revaluation process. This office does specialized work and having more support will help the City meet state standards and ensure continuity of staffing.

Permitting & Inspections: This department's budget does not include any new position requests and while there is a slight increase in expenditures they are also projecting an increase in revenue.

City Manager: The Executive Department budget added funding for additional Justice, Diversity, Equity and Inclusion (JDEI) efforts in FY24's budget to assist our JDEI Director in his work. During the course of FY24 the City hired a JDEI Associate with these funds and that position is showing as an added FTE in the FY25 budget. We are also eliminating the Chief of Staff position as Dena Libner was promoted to one of the Assistant City Manager positions.

Portland Public Library: The Portland Public Library (PPL) received a 5% increase in funding from their FY24 level and will receive payments of \$4,755,049 during FY25. This is in addition to \$675,000 in capital improvement plan funding allocated to PPL by the City Council in March 2024.

Wage Adjustment: This budget includes funding for potential future wage and contract increases from various Departments, which are anticipated to be needed in the upcoming fiscal year. The City has eight labor unions along with the non-union workforce and three Council appointed positions.

FY24 RECAP

Despite continued staff vacancies across City departments, our staff did amazing things in FY24 with the resources they had available. Below are some key highlights from several departments.

First, our Health & Human Services Department has faced many challenges this year, but continues to respond impressively when confronted with complex situations. Despite these challenges, there have also been many proactive successes worthy of highlighting. The Department issued a 2023 Year in Review report related to our homeless services work, which is worth a read to garner a meaningful perspective on this segment of our community.

Our Social Services division continued to go above and beyond in providing services for those who are at risk of experiencing homelessness or need emergency shelter services. Our Prevention & Diversion team worked with 913 people, 60% of whom stayed at a shelter, 20% who completed shelter paperwork, but did not stay, and 19.5% who found another place to stay. The Homeless Services Center placed a total of 159 clients, 27 of whom were chronically homeless, into permanent housing. The 162 housing placements represent 33,283 bed nights or 91.9 years. The 27 chronically homeless placements represented 10,664 of those bed nights or 32%. The Family Shelter placed 55 families representing 199 individuals into housing placements.

In December 2023, City staff opened the 166 Riverside Shelter at 166 Riverside Industrial Parkway to provide low-barrier, temporary emergency shelter to asylum seeking individuals experiencing homelessness over the age of 18. 166 Riverside St started as a vision to serve single adult asylum seekers in a more efficient way through a setting that affords service providers a centralized location to complete service delivery on-site. This vision began when as a community we saw an increased number of single adult asylum seekers arriving to call Maine, specifically Portland, home. While we have for many years welcomed asylum seeking families to Portland the arrival of singles was a new trend. As that trend increased and beds at the Homeless Services Center became occupied, there was an increased unsheltered population. 166 Riverside became a solution to both help build shelter capacity and serve those who have traditionally been underserved.

The Homeless Services Center's bed capacity was temporarily increased by 50 beds in response to the significant number of unsheltered individuals in the city, public health and safety hazards existing at encampments, and the imminent threat of further danger to those individuals' health and safety during the winter season. As a result of the increase in shelter capacity from asylum seekers moving to the 166 Riverside Industrial Parkway shelter, and adding 50 beds, outreach workers had greater success in helping individuals access shelter, addressing urgent health needs, preventing fatalities, and mitigating the public health and safety consequences of hazardous encampments.

Over the past year, the Public Health Division has continued its efforts in providing STD, primary care, and harm reduction services to Portland's underserved communities. Our Harm Reduction and Overdose Prevention services completed 6,178 total syringe exchanges and provided 2,789 referrals to community-based organizations for support with physical and behavioral health, basic needs, and recovery. They also distributed 5,067 Naloxone kits, which provide more than 10,000 doses of Narcan. For clinical services, our Maternal and Child Health program completed 1,513 home visits, 191 patients were seen by the Portland Community Free Clinic, 3,494 vaccines were administered by

the Immunization Program, 663 referrals were provided by the Mobile Medical Outreach team to community-based providers, 1,482 patients were seen in the STI clinic, and 768 people were provided services through our Screening, Prioritization, and Urgent Referral (SPUR) program. This work reflects the Public Health Division's commitment to providing essential services and responding to the evolving public health needs of the community.

For our Planning & Urban Development Department, 2023 included a significant amount of both development review and long range planning activity. With regard to new housing within the city, 1,130 housing units were approved, 528 of which were dedicated affordable units. 2023 also saw 489 units of prior year housing approvals completed and occupied and another 600 currently under construction, with more expected to break ground in 2024.

Significant approvals shepherded through the planning review process in 2023 included 165 Lambert Street (162 housing units, 58 Fore Street (396 housing units, 128-room hotel, 81,558 SF commercial space), 76 Congress (The Hill Arts, new theater construction), Evergreen Cemetery expansion, Abyssinian Meeting House addition, 48 Brown Street (54 housing units, mixed-use), 1 Bean Pot Circle (B&M Cannery rehabilitation), and the Bayside MDP (master plan for hundreds of housing units, mixed uses and public realm investments). Long range, transportation, and policy initiatives included implementation of LD 2003, release of a Historic Preservation Impact Study, the Lincoln Park fence restoration, re-initiating the Franklin Street redesign, furthering the Libbytown Safety & Accessibility Project (recently awarded an \$22.4 million federal grant), and multiple bike/ped pathway improvements. The first wave of ReCode drafts were released for public review, including a package of climate resilient zoning tools, both on track to be before the Council for adoption this year.

Our small business community, which is the backbone of Portland's economy and contributes so much to its authenticity and character, faced challenges from the pandemic and reinventing their business service processes. In response, the Portland Development Corporation (PDC), staffed by the Housing and Economic Development Department, reviewed and approved Microenterprise Grants to 126 small businesses from FY2020 through FY2022 in the total amount of approximately \$530,000. During FY2024, with \$400,000 of ARPA Funds, the PDC reviewed and approved Microenterprise Grants to 81 small businesses, using up this \$400,000 pool of funds. Of the 81 approved grants, 33 went to organizations that represent racially, ethnically, or linguistically diverse communities, representing approximately 41 percent of the total grantees. Grants have been used for various purposes including marketing, inventory, rent, and payroll. The PDC has also approved three commercial loans to date in FY2024 totalling \$482,688. These funds have been used to open and expand several businesses in Portland that increase the City's tax base and provide employment opportunities.

ARPA funds allocated by the City Council to the child care approved use category are also being utilized to offer grants to aspiring day care providers and existing centers to open or expand, adding much needed day care slot openings to Portland. To date, one hundred new slots for care have been documented.

The Housing and Economic Development Department (HEDD) also administers the Brownfields Program, which provides funding for assessment and cleanup of environmentally contaminated properties to facilitate redevelopment. The City's Brownfields Assessment Fund and Revolving Loan Fund are important tools available to support land revitalization in the city. The City recently received a new round of Brownfields Grant Funding from the USEPA for assessment work in the amount of \$500,000, and just prior to that received \$3 million in grant funds to recapitalize the City Brownfields Revolving Loan/Grant Fund for clean-up work. These funds have been, and will continue to be, used to assess and remediate contamination at several sites in the City, catalyzing projects that provide affordable housing and other important outcomes to Portland businesses and residents.

Housing availability and affordability continue to be a focus of the Council's Housing and Economic Development Committee (HEDC) and City officials. The HEDC recently recommended to the City Council approval of the 2024 Affordable Housing Development and TIF Application, drafted by HEDD staff. The City Council approved this at its March 18, 2024 meeting, making available an estimated \$1,961,008 for investment in affordable housing, together with access to the City's Affordable Housing Tax Increment Financing Program. Housing and Community Development staff processed several applications for funding to assist in the creation of workforce housing. In 2023 and to date in 2024, the City Council approved the use of over \$3.6 million for projects that, when completed, will create 122 new units and renovate 64 additional units of affordable housing, and 20 units of workforce homeownership housing. Additional applications are under review.

The HEDD also is a steward of the waterfront as the City is a major contributor to its economic vitality with ownership of the Portland Fish Pier, Portland Ocean Terminal/Maine State Pier, and Ocean Gateway. As part of the CAD (Confined Aquatic Disposal) Cell project, an economic impact study was done in 2020 which detailed revenue and employment from 95 identified marine businesses which generate \$650,000,000 in revenue and employ 2,250. The CAD Cell project is in its final design/construction phase, with dredging for private and public pier owners beginning Winter 2024/2025.

The Waterfront Coordinator in the HEDD works with the Boards of the Portland Fish Exchange and the Portland Fish Pier Authority, which recently agreed to a merger of the two boards, with the anticipated merger to be brought to the City Council in May 2024.

The Office of Economic Opportunity, housed within the HEDD, recently launched a new and expanded Natural Helpers Program, now in the middle of the four-month fellowship with 12 Natural Helpers. This program is based on national best practices designed to improve the inclusivity of government services and programs. It relies on a partnership between the City and community leaders to help connect minority communities to resources in order to achieve a working, sustainable lifestyle in Portland.

Our Permitting and Inspections Department continues to see its workload increase. The department has been impacted by recent citizen-initiated referendum questions passed by voters. This includes the Green New Deal, Rent Control ordinance, and regulations related to Marijuana retail establishments. In FY22, the Department managed an increase in workload, staff shortages, and dealing with returning to more of a pre-pandemic model. In FY23, the Department is continuing to manage record breaking numbers on top of additional Rent Control Referendum amendOur Permitting and Inspections Department has not seen a slow down this past fiscal year, in fact their workload continues to increase. In FY23 we were still encountering record breaking numbers along with consistent staff shortages. The first half of FY24 has continued to see averages of over 100 permits applied for each week, over 250 inspections performed each week, more rental units added to the City and business licenses continuing to be applied for in vacant storefronts.

In FY23, permitting staff processed 2,891 building permits, 1,878 electrical permits and 439 plumbing permits. This was an overall increase from FY22. During the current fiscal year, we are continuing on that same trend for permit numbers. The City's five Building Inspectors performed 5,118 inspections in FY23.

The Business Licensing office is consistently busy with new businesses and renewal business license applications. The amount of temporary events are almost back to pre-pandemic numbers, which has increased the workload. In FY23, staff issued 1,675 business licenses and performed 1,435 Health Inspections. We also issued 87 Marijuana Licenses and performed 402 Marijuana Inspections.

In our Housing Safety Office, the division was required to collect data on more than 20,000 units, staff the Rent Board, and investigate illegal rent increases. This work is in addition to the safety inspections we conduct on rental units in Portland. The City's four inspectors are both Certified

Code Enforcement Officers and Certified Fire Inspectors. They handle Long-Term, Short-Term, Complaints and Rent Inspections. In FY23, the Inspectors performed 3,557 inspections. The office issued 4,231 Long-Term licenses, which accounted for 18,545 units. They also issued 729 Short-Term licenses, which accounted for 848. In FY24 three positions were added for Rent Control and currently two of those positions have been filled. That staff has taken over Rent Control Complaints and have begun proactive enforcement of the ordinance.

The Portland International Jetport continued its record for customer service in 2023, winning the Airports Council International's Best Airport of 2 to 5 Million Passengers & Most Dedicated Staff in North America awards. The Jetport also set an all-time passenger record serving 2.22 million total passengers in 2023. This exceeded the prior record set in 2019 before the pandemic by 1.8% and provided the Jetport with the distinction of being the only airport in New England to exceed its pre-pandemic passenger record. These robust passenger volumes allowed operating revenues to fully recover and exceed pre-pandemic levels by 8.9% in FY23. This trend is continuing in FY24 with passenger volumes up 14% through February over the same period in FY23. The Jetport is projecting continued growth in FY25 with revenues up 9.8% from FY24.

During the past year we took a number of important actions recommended in our climate action plan, One Climate Future. Our Electrify Bikes! Program made it possible for 70 low and moderate income residents to purchase an e-bike so they have reliable, energy efficient transportation. The program also supported the economy by partnering with local brick and mortar shops who agreed to provide participants with point of sale discounts.

This March, we Launched DIY Electrify!, the third round of local incentives to help residents make their homes more comfortable, save energy, and reduce carbon emissions. Residents earning up to 80% of LMI are eligible to receive a rebate of up to \$250 to cover the cost of small electric appliances such as induction cooktops and portable energy star dishwashers, energy savings devices such as clothes drying racks, and weatherization products such as insulating blinds and window sealing kits. Promotion included a mailer to all Portland residents and an ongoing effort to inform residents who primarily speak a language other than English. All DIY Electrify! materials are available in Spanish, French, Portuguese, Arabic, Vietnamese, and Somali. The DIY Electrify! website is also available in the same languages.

We implemented a new customer management platform to improve implementation of the City's Energy and Water Use Benchmarking Ordinance. It has streamlined the reporting process for building owners resulting in better compliance and more thorough and accurate reports. This has allowed staff to provide the building owners with feedback about the energy performance of their buildings and establishes an accurate baseline by which building owners can measure the success of future building upgrades and efficiency measures. We will be hosting the first of four planned commercial energy efficiency workshops in April to provide commercial property owners with information about rebates, incentives, and financing tools that can support energy efficiency projects. This will include discussion of the C-PACE ordinance passed by the City Council this spring.

This year we will expand the Sustainable Neighborhoods program beyond our two pilot neighborhoods to include all City neighborhoods. We work with residents and neighborhood leaders to promote actions that build social resilience through collaborative action. The Sustainability Office will announce details about the program at the City's Second Annual Earth Day Celebration on April 20 in Payson Park. We will also continue efforts to promote sustainable landcare practices in alignment with Portland's landcare ordinance. This will include continued promotion of our successful Mow Tall Until Fall campaign launched last summer and a second summer series of informational webinars with information about organic landcare and gardening practices.

Finally, with assistance from the US Department of Energy, we will develop a strategic plan to transition the City vehicle fleet to 100% zero emissions vehicles in order to implement the Council's goal to have municipal operations run on 100% clean energy by 2040. We will take a major step in

this effort by adding our first electric trash truck to the fleet before June 30.

Furthering our commitment to our environment and open spaces, our Parks, Recreation and Facilities Department budget supports many community and Council priorities, from maintaining 67 parks and 30 city and school playgrounds, to the planting of 200 trees annually. The budget supports beautification and enjoyment of the city through the Parks Division, which oversees planting of perennial plants, tulip beds, urban meadows and orchards, oversight of 8 miles of multi-use bike paths, and basic maintenance of our 67 parks and open spaces spread over 1,400 acres. The budget supports the Portland Youth Corps, which engages youth of diverse backgrounds in career exploration, service in our parks, and outdoor adventure. The budget also supports Recreational activities for the community such as the Before and After School Program with 1,000 participants, a youth basketball league with 500 participants, a Senior Adult program with over 500 participants, three city pools, and the Riverside Golf Course. Our Public Assembly Division runs our city venues and cultural institutions such as Merrill Auditorium, The James A. Banks, Sr. Portland Expo, Troubh Ice Arena, and Ocean Gateway. Our Custodial Division cleans all City buildings, and cleans our public park toilets daily. And our Cemetery Division budget supports maintenance and operation of 13 City cemeteries, including 11 historic cemeteries that are largely full, and Evergreen Cemetery and Forest City Cemetery which are still active and offer families a beautiful location to bury and remember loved ones.

CONCLUSION

I would like to thank the Finance Director Brendan O'Connell, the Finance Department staff, Human Resources Director Anne Torregrossa, and Communications Director Jessica Grondin for their assistance in developing this budget recommendation and presentation, as well as the hard work and diligence of all of the Department Directors and their staff in developing their budget requests.

I'd also like to thank all City employees for all the work they've done in helping us address some extremely complex issues over this last year, as well as the exemplary municipal services they provide each and every day. I'm proud of how we all worked together to keep our community strong.

Finally, I'd like to thank the Council for advising us on your priorities and working collaboratively with staff. We look forward to reviewing this recommended budget in more detail with you in the weeks ahead.

Sincerely,

Danielle P. West
City Manager

CITY OF PORTLAND, MAINE
COMPARATIVE BUDGET PLAN FY2025
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City Manager's Recommendation

		FY24 Actuals /	FY24 Approved	Manager's	FY25-CM /	
	FY23 Actuals*	Full Year	Budget	Recommended	FY24 \$ +/- ()	%
		Projection		Budget		
CITY GENERAL FUND REVENUES						
31 Property Taxes	\$99,987,621	\$107,901,867	\$103,559,653	\$109,759,178	\$6,199,525	6.0%
31 Other Local Taxes	\$7,365,588	4,804,126	5,588,477	2,320,022	(3,268,455)	-58.5%
32 Licenses & Permits	9,902,490	7,849,080	7,285,573	7,430,794	145,221	2.0%
33 Intergovernmental Revenue	52,129,215	43,285,362	40,700,479	38,137,410	(2,563,069)	-6.3%
34 Charges for Services	35,153,701	35,254,905	40,723,175	43,475,199	2,752,024	6.8%
35 Fines, Forfeits and Penalties	2,327,049	2,149,250	2,085,204	2,396,804	311,600	14.9%
36 Use of Money and Property	14,995,340	16,007,049	13,056,181	17,230,269	4,174,088	32.0%
39 Other Sources	46,672,733	50,382,847	48,113,223	56,520,587	8,407,364	17.5%
Fund Balance Use / (Restoration)			761,343	-	(761,343)	-100.0%
Total General Fund Revenues	\$268,533,737	\$267,634,486	\$261,873,308	\$277,270,263	\$15,396,955	5.9%
GENERAL FUND EXPENDITURES						
100-11 City Council	\$430,240	\$499,505	\$532,220	\$495,202	(\$37,018)	-7.0%
100-12 City Clerk	728,052	878,772	1,280,708	1,086,842	(193,866)	-15.1%
100-13 Executive	1,062,312	1,281,112	1,503,780	1,496,731	(7,049)	-0.5%
100-14 Assessor	494,478	555,757	547,107	644,687	97,580	17.8%
100-15 Finance Administration	1,275,075	1,329,340	1,392,938	1,506,175	113,237	8.1%
Treasury	688,904	796,943	823,920	880,051	56,131	6.8%
Total Finance	1,963,979	2,126,283	2,216,858	2,386,226	169,368	7.6%
100-16 Legal	935,039	967,362	1,120,002	1,166,929	46,927	4.2%
100-17 Human Resources	1,149,863	1,420,340	1,448,381	1,614,127	165,746	11.4%
100-18 Parking Administration	1,391,944	1,574,713	1,561,443	1,577,188	15,745	1.0%
Elm Street Garage	295,384	290,530	293,774	307,601	13,827	4.7%
Spring Street Garage	532,086	532,974	506,836	620,213	113,377	22.4%
Temple Street Garage	68,445	256,082	119,120	120,450	1,330	1.1%
Total Parking/Garages	2,287,859	2,654,299	2,481,173	2,625,452	144,279	5.8%
100-19 Economic Development Admin	430,925	821,925	979,625	997,955	18,330	1.9%
Portland Development Corp	13,995	39,122	39,122	40,122	1,000	2.6%
Housing & Community Development	490,296	658,224	778,390	738,789	(39,601)	-5.1%
Total Housing & Economic Development	935,216	1,519,271	1,797,137	1,776,866	(20,271)	-1.1%
100-21 Police Administration	1,290,297	1,322,880	1,396,123	1,531,368	135,245	9.7%
Uniformed Operations Group	10,087,283	11,576,223	12,710,175	13,742,524	1,032,349	8.1%
Bureau Investigative Services	2,209,122	2,683,880	2,529,955	2,795,120	265,165	10.5%
Operations Support Services	934,878	1,050,328	1,063,100	1,138,617	75,517	7.1%
Jetport Security	448,906	521,275	503,433	582,271	78,838	15.7%
Total Police	14,970,486	17,154,586	18,202,786	19,789,900	1,587,114	8.7%

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City Manager's Recommendation

		FY24 Actuals /	FY24 Approved	Manager's	FY25-CM /	
	FY23 Actuals*	Full Year	Budget	Recommended	FY24 \$ +/- ()	%
		Projection		Budget		
100-22	Fire Administration	806,354	900,711	899,791	1,111,944	212,153 23.6%
	Code Enforcement & Comm Svcs	352,952	359,870	359,553	407,163	47,610 13.2%
	Field Operations	16,672,194	16,546,020	16,492,965	17,384,147	891,182 5.4%
	Operations Support Services	891,456	1,050,623	1,045,755	1,128,661	82,906 7.9%
	Air Rescue	1,166,505	1,442,164	1,474,498	1,797,728	323,230 21.9%
	Total Fire	19,889,461	20,299,388	20,272,562	21,829,643	1,557,081 7.7%
100-23	Dispatch Services	3,204,924	3,309,539	3,694,113	3,804,750	110,637 3.0%
100-24	Planning & Urban Dev. Admin	256,702	252,888	282,684	284,039	1,355 0.5%
	Planning	1,579,129	1,413,320	1,616,527	1,454,747	(161,780) -10.0%
	Total Planning & Urban Development	1,835,831	1,666,208	1,899,211	1,738,786	(160,425) -8.4%
100-25	Permitting & Inspections Administration	197,887	206,800	206,737	221,196	14,459 7.0%
	Inspections	1,195,735	1,348,120	1,381,204	1,480,108	98,904 7.2%
	Housing Safety	618,285	830,935	824,333	858,512	34,179 4.1%
	Business Licensing	336,435	367,547	372,004	390,017	18,013 4.8%
	Total Permitting & Licensing	2,348,342	2,753,402	2,784,278	2,949,833	165,555 5.9%
100-29	Information Technologies	2,591,828	3,071,857	3,212,243	3,419,321	207,078 6.4%
100-31	Public Works Administration	667,152	702,522	830,122	870,734	40,612 4.9%
	Streets	1,765,418	1,762,965	1,948,821	2,051,668	102,847 5.3%
	Solid Waste	2,808,385	3,205,221	3,055,233	3,580,326	525,093 17.2%
	Communications	201,687	220,222	214,763	227,292	12,529 5.8%
	Portland Downtown District	429,900	484,581	474,349	491,650	17,301 3.6%
	Winter Operations	1,308,252	1,391,739	1,450,785	1,602,467	151,682 10.5%
	Island Services	1,015,277	971,455	956,062	1,084,221	128,159 13.4%
	Traffic & Transportation Operations	1,286,648	1,489,799	1,758,878	1,844,982	86,104 4.9%
	Transportation Engineering	455,812	503,420	511,808	535,969	24,161 4.7%
	Engineering	1,211,411	1,334,839	1,392,734	1,534,314	141,580 10.2%
	Fleet Services	4,244,031	4,256,488	4,482,128	4,663,496	181,368 4.0%
	Total Public Works	15,393,973	16,323,251	17,075,683	18,487,119	1,411,436 8.3%
100-33	Parks Rec & Facilities Admin	506,521	587,938	528,648	703,844	175,196 33.1%
	Parks	985,732	1,265,216	1,199,129	1,441,574	242,445 20.2%
	Forestry	968,180	914,656	883,527	966,285	82,758 9.4%
	Athletic Facilities	1,042,893	1,055,630	1,031,807	1,004,626	(27,181) -2.6%
	Cemeteries	697,471	712,365	696,000	703,355	7,355 1.1%
	Recreation	1,780,630	1,846,027	1,859,046	2,030,852	171,806 9.2%
	Aquatics	501,115	543,134	564,029	562,649	(1,380) -0.2%
	Golf Course	1,235,280	1,241,897	1,186,340	1,282,069	95,729 8.1%
	Golf Course Restaurant	32,898	34,856	32,960	34,960	2,000 6.1%
	Ice Arena	571,752	631,448	570,647	583,989	13,342 2.3%
	Public Assemblies	1,029,264	1,055,899	1,038,567	1,095,474	56,907 5.5%
	Concessions	635,535	653,438	583,436	635,261	51,825 8.9%
	Custodial Services	1,096,121	1,208,881	1,031,921	1,247,638	215,717 20.9%
	Merrill Auditorium	201,155	226,359	221,519	225,296	3,777 1.7%
	Total Parks Rec & Facilities	11,284,547	11,977,744	11,427,576	12,517,872	1,090,296 9.5%

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		FY23 Actuals*	FY24 Actuals / Full Year Projection	FY24 Approved Budget	Manager's Recommended Budget	FY25-CM / FY24 \$ +/- ()	%
100-35	Public Bldgs & Waterfront Admin	485,583	477,874	479,394	488,116	8,722	1.8%
	Trades	487,810	649,625	657,625	685,516	27,891	4.2%
	School HVAC	534,739	747,454	735,454	745,159	9,705	1.3%
	Public Safety Bldg.	208,454	350,120	390,120	291,720	(98,400)	-25.2%
	City Hall	878,004	907,490	851,356	2,313,666	1,462,310	171.8%
	Merrill Auditorium (PB)	122,213	231,815	281,815	298,965	17,150	6.1%
	Hadlock Stadium	282,762	341,525	319,495	312,570	(6,925)	-2.2%
	Expo Building	177,177	240,580	273,580	281,900	8,320	3.0%
	Canco Road Buildings	310,138	368,730	408,730	411,530	2,800	0.7%
	Other Public Buildings	307,238	213,567	223,567	233,147	9,580	4.3%
	Waterfront	841,130	1,875,498	1,779,944	1,582,727	(197,217)	-11.1%
	Total Public Buildings & Waterfront	4,635,248	6,404,278	6,401,080	7,645,016	1,243,936	19.4%
100-44	HHS - Administration	506,419	528,309	539,378	646,585	107,207	19.9%
	Public Health	2,771,931	3,121,173	2,988,798	3,892,451	903,653	30.2%
	Social Services	40,668,355	37,082,713	36,827,723	32,758,139	(4,069,584)	-11.1%
	Barron Center	14,692,660	13,312,109	15,258,453	15,990,597	732,144	4.8%
	Total HHS	58,639,365	54,044,304	55,614,352	53,287,772	(2,326,580)	-4.2%
100-47	Debt Service	55,326,493	54,596,478	54,596,478	60,312,600	5,716,122	10.5%
100-48	Public Library	4,312,969	4,528,618	4,528,618	4,755,049	226,431	5.0%
100-51	Pension	9,319,708	10,300,840	10,911,142	11,471,999	560,857	5.1%
100-52	Health Insurance	19,308,959	20,832,440	20,018,555	22,784,508	2,765,953	13.8%
	Workers' Comp	2,238,060	1,848,000	1,722,605	1,834,700	112,095	6.5%
	FICA	1,345,948	1,400,000	1,578,873	1,578,873	0	0.0%
	Group Life	244,098	260,451	260,451	260,451	0	0.0%
	Unemployment	40,535	65,000	100,000	100,000	-	0.0%
	Total Employee Benefits	23,177,600	24,405,891	23,680,484	26,558,532	2,878,048	12.2%
100-61	Contingency	319,254	155,925	250,000	250,000	-	0.0%
100-62	Liability Insurance	943,524	1,041,365	971,678	1,190,750	219,072	22.5%
100-65	Regional Transportation Program	68,632	66,522	66,522	80,028	13,506.00	20.3%
	Contributions	425,176	488,916	488,416	537,816	49,400	10.1%
	Total Memberships/Contributions	493,808	555,438	554,938	617,844	62,906	11.3%
100-67	Wage Adjustment	0	0	419,467	1,082,547	663,080	158.1%
	Total General Fund Expenditures	238,674,399	244,491,813	249,424,055	265,002,395	15,578,340	6.2%
100-63	County Tax	8,324,558	9,206,423	9,206,423	9,175,647	(30,776)	-0.3%
100-65	Metro Assessment	3,137,789	3,242,829	3,242,830	3,092,221	(150,609)	-4.6%
	Total General Fund and Assessments	\$250,136,746	\$256,941,065	\$261,873,308	\$277,270,263	\$15,396,955	5.9%

**CITY OF PORTLAND, MAINE
COMPARATIVE BUDGET PLAN FY2025**

July 1, 2023 - June 30, 2024

July 1, 2024 - June 30, 2025

City Manager's Recommendation

		FY24 Actuals / Full Year Projection	FY24 Approved Budget	Manager's Recommended Budget	FY25-CM / FY24 \$ +/(-)	%
FY23 Actuals*						
ENTERPRISE FUND REVENUES						
31 Property Taxes, Current Year	-	-	-	-	-	
32 Licenses & Permits	\$10,150	\$7,250	\$7,200	\$7,200	\$0	0.0%
33 Intergovernmental	7,052,125	2,582,283	2,577,283	123,200	(2,454,083)	-95.2%
34 Charges for Services	37,924,114	39,492,081	39,552,717	40,189,434	636,717	1.6%
36 Use of Money and Property	29,486,578	33,396,911	29,145,565	34,662,302	5,516,737	18.9%
39 Other Sources	517,565	4,213,335	520,821	537,760	16,939	3.3%
Fund Balance Use / (Surplus)			(335,111)	1,080,389	1,415,500	-422.4%
Total Enterprise Fund Revenues	\$74,990,532	\$79,691,860	\$71,468,475	\$76,600,285	\$5,131,810	7.2%
ENTERPRISE FUND EXPENDITURES						
530 Fish Pier	\$458,894	\$543,751	\$421,638	\$417,706	(\$3,932)	-0.9%
570 Sewer Finance Admin	94,738	90,833	97,248	99,106	1,858	1.9%
Sewer Public Works Admin	742,635	841,489	918,110	968,148	50,038	5.5%
Sewer Operations	2,611,408	2,794,034	2,913,802	2,977,494	63,692	2.2%
Sewer Communications	68,657	71,678	70,886	74,685	3,799	5.4%
Sewer Engineering	505,493	647,070	661,115	715,695	54,580	8.3%
Sewer Debt Service	9,673,099	14,122,774	9,805,378	10,228,388	423,010	4.3%
Sewer Fringe Benefits	1,360,054	1,554,048	1,571,738	1,599,999	28,261	1.8%
Sewer PWD Assessment	14,879,490	17,549,558	16,588,680	17,076,516	487,836	2.9%
Total Sewer	29,935,574	37,671,484	32,626,957	33,740,031	1,113,074	3.4%
571 Stormwater Finance Admin	248,504	271,650	299,211	298,378	(833)	-0.3%
Stormwater Management	1,506,396	1,900,697	2,455,063	2,464,142	9,079	0.4%
Stormwater Debt Service	3,104,432	3,570,016	3,405,428	4,306,960	901,532	26.5%
Stormwater Fringe Benefits	364,264	379,586	440,212	441,578	1,366	0.3%
Total Stormwater	5,223,596	6,121,949	6,599,914	7,511,058	911,144	13.8%
583 Jetport Admin	1,057,237	1,044,798	1,254,338	1,293,932	39,594	3.2%
Jetport Marketing	398,572	405,711	462,130	545,480	83,350	18.0%
Jetport Fringe, Indirects & Chargebacks	4,199,817	4,608,128	4,971,391	5,698,633	727,242	14.6%
Jetport Field	4,449,908	5,803,398	5,242,086	5,540,593	298,507	5.7%
Jetport General Aviation	17,061	18,772	19,072	19,584	512	2.7%
Jetport Operations	2,522,021	2,841,530	3,044,191	3,082,409	38,218	1.3%
Jetport Terminal	6,264,680	8,420,977	8,575,374	11,009,925	2,434,551	28.4%
Jetport Parking	4,296,164	3,353,147	5,192,557	5,767,060	574,503	11.1%
Jetport Airfield Deicing	703,964	764,600	729,414	740,376	10,962	1.5%
Jetport Anticipated Surplus	-	8,093,615	2,329,413	1,233,498	(1,095,915)	-47.0%
Total Jetport	23,909,424	35,354,676	31,819,966	34,931,490	3,111,524	9.8%
Total Enterprise Fund Expenditures	\$59,527,488	\$79,691,860	\$71,468,475	\$76,600,285	\$5,131,810	7.2%
TOTAL CITY EXPENDITURES	\$309,664,234	\$336,632,925	\$333,341,783	\$353,870,548	\$20,528,765	6.2%

TAX RATE COMPUTATION--FY2025
City Manager's Recommendation

	General Fund	County Tax	City General Fund	Enterprise Funds	TOTAL CITY
Total Expenditures	\$268,094,616	\$9,175,647	\$277,270,263	\$76,600,285	\$353,870,548
Less: Revenues	(167,511,085)	-	(167,511,085)	(75,519,896)	(243,030,981)
Surplus	0	-	0	(1,080,389)	(1,080,389)
Tax Levy	\$100,583,531	\$9,175,647	\$109,759,178	-	\$109,759,178
Valuation	15,029,000,000				
Tax Rate:					
FY25	\$6.69	\$0.61	\$7.30	\$0.00	\$7.30
FY24	\$6.34	\$0.62	\$6.96	\$0.00	\$6.96
\$ Increase	0.35	(0.01)	0.34	-	0.34
% of Total Increase	5.0%	-0.1%	4.9%	0.0%	4.9%

CITY OF PORTLAND, MAINE

FY2025 Non-Tax Revenue

Excludes Taxes & Surplus

City Manager's Recommendation

Department	FY23 Collected	FY24 Est (budget)	FY24 Proj	FY25 Est (budget)	FY25 Est vs FY24 Est (budget)	%
General Fund Revenues:						
City Council	\$5,000	\$55,000	\$5,000	\$5,000	(\$50,000)	-90.9%
City Clerk	220,818	178,383	227,361	239,809	61,426	34.4%
Executive	943,235	1,011,867	923,677	1,009,234	(2,633)	-0.3%
Assessor	1,784	500	1,000	1,000	500	100.0%
Finance	31,315,218	29,980,688	29,409,917	33,449,584	3,468,896	11.6%
Legal	195,553	233,537	261,037	233,750	213	0.1%
Human Resources	56,388	71,420	71,420	86,088	14,668	20.5%
Parking	10,973,378	10,367,220	10,983,650	11,390,861	1,023,641	9.9%
Housing & Economic Dev	880,353	1,697,137	1,429,271	1,676,866	(20,271)	-1.2%
Police	2,311,946	2,141,946	2,465,904	2,463,329	321,383	15.0%
Fire	5,618,091	5,716,754	5,702,949	6,295,867	579,113	10.1%
Dispatch Services	1,210,446	1,791,996	1,791,996	1,791,996	-	0.0%
Planning & Development	1,069,338	855,350	746,200	685,850	(169,500)	-19.8%
Permitting & Inspections	7,783,355	5,512,512	5,680,000	5,639,613	127,101	2.3%
Information Technology	288,274	380,407	380,407	412,663	32,256	8.5%
Public Works	6,798,480	6,215,651	6,602,271	6,795,344	579,693	9.3%
Parks, Rec & Facilities	8,204,085	8,155,210	8,540,065	8,868,401	713,191	8.7%
Public Bldgs & Waterfront	3,296,643	4,061,084	4,178,444	5,513,547	1,452,463	35.8%
HHS--Administration	-	-	-	-	-	-
HHS--Public Health	1,798,282	1,884,824	1,913,812	2,738,989	854,165	45.3%
HHS--Social Services	38,685,464	28,312,611	33,947,347	26,888,516	(1,424,095)	-5.0%
HHS--Barron Center	18,174,042	19,100,566	16,108,868	20,485,155	1,384,589	7.2%
Debt Service Reimb.	27,137,361	27,316,928	29,481,968	32,186,239	4,869,311	17.8%
Employee Benefits	6,961,216	8,083,301	6,507,318	8,178,058	94,757	1.2%
Insurance	198,291	237,377	240,125	276,552	39,175	16.5%
Memberships / Other	392,003	563,566	563,566	563,566	-	0.0%
Wage Adjustment	-	-	-	27,186	27,186	#DIV/0!
Total General Fund:	\$174,519,044	\$163,925,835	\$168,163,573	\$177,903,063	\$13,977,228	8.5%
Enterprise Funds Revenue:						
Fish Pier Authority	718,717	676,628	716,628	714,008	37,380	5.5%
Sewer	29,849,319	31,192,953	31,629,003	31,760,359	567,406	1.8%
Stormwater	7,942,278	8,114,039	8,295,051	8,114,039	-	0.0%
Jetport	36,480,218	31,819,966	35,354,676	34,931,490	3,111,524	9.8%
Total Enterprise Funds:	\$74,990,532	\$71,803,586	\$75,995,358	\$75,519,896	\$3,716,310	5.2%
Total City Revenue	\$249,509,576	\$235,729,421	244,158,931	\$253,422,959	\$17,693,538	7.5%

FY2025 CITY BUDGET SUMMARY

by category

City Manager's Recommendation

	FY24 Approp.	FY25 Proposed	FY25 / FY24 \$ +/-	FY25 / FY24 % +/-	% Of Total
01 Personnel--General Fund	\$100,433,955	\$111,625,699	\$11,191,744	11.1%	40.3%
--Ent Funds	8,405,324	8,990,079	584,755	7.0%	11.7%
Total	108,839,279	120,615,778	11,776,499	10.8%	34.1%
02+ Contractual--General Fund	93,708,618	90,191,842	(3,516,776)	-3.8%	32.5%
--Ent Funds	35,983,710	38,193,423	2,209,713	6.1%	49.9%
Total	129,692,328	128,385,265	(1,307,063)	-1.0%	36.3%
55+ Supplies--General Fund	7,991,144	9,015,549	1,024,405	12.8%	3.3%
--Ent Funds	1,337,384	1,585,068	247,684	18.5%	2.1%
Total	9,328,528	10,600,617	1,272,089	13.6%	3.0%
63 Utilities--General Fund	4,253,821	5,571,708	1,317,887	31.0%	2.0%
--Ent Funds	1,256,150	1,689,345	433,195	34.5%	2.2%
Total	5,509,971	7,261,053	1,751,082	31.8%	2.1%
70 Capital--General Fund	889,292	552,865	(336,427)	-37.8%	0.2%
--Ent Funds	5,025,520	6,748,000	1,722,480	34.3%	8.8%
Total	5,914,812	7,300,865	1,386,053	23.4%	2.1%
75 Debt Svc--Total GF	54,596,478	60,312,600	5,716,122	10.5%	21.8%
--Ent Funds	13,017,624	14,306,072	1,288,448	9.9%	18.7%
Total	67,614,102	74,618,672	7,004,570	10.4%	21.1%
75 Jetport Rev Bond Debt Svc	4,113,350	3,854,800	(258,550)	-6.3%	5.0%
Jetport Surplus	2,329,413	1,233,498	(1,095,915)	-47.0%	1.6%
Total General Fund	261,873,308	277,270,263	15,396,955	5.9%	100.0%
Total Enterprise Funds	71,468,475	76,600,285	5,131,810	7.2%	100.0%
Total	\$333,341,783	\$353,870,548	\$20,528,765	6.2%	100.0%

City of Portland
Staffing FTE Change
FY25 City Manager's Recommendation

Department	FY20	FY21	FY22	FY23	FY24	FY25	+/- Chg
General Fund:							
City Council	-	-	-	-	-	-	-
City Clerk	7.9	7.9	7.9	8.6	8.7	8.3	(0.40)
Executive	9.5	8.5	8.5	10.5	12.5	13.0	0.50
Assessor	5.9	5.7	5.9	5.9	5.9	6.9	1.00
Finance	25.0	24.4	25.0	25.0	25.0	25.6	0.6
Legal	7.0	7.0	8.0	9.0	9.0	9.0	-
Human Resources	10.5	11.3	11.5	12.0	13.60	14.60	1.00
Parking	30.0	29.0	29.2	29.2	29.0	29.0	-
Housing & Economic Dev.	7.0	16.0	16.0	16.8	15.8	14.8	(1.00)
Police	227.0	224.0	189.0	187.0	187.0	190.0	3.00
Fire	226.0	224.0	224.0	226.0	229.0	229.0	-
Dispatch Services	-	-	36.0	36.0	37.0	37.0	-
Planning & Urban Dev.	24.0	17.0	17.0	17.0	17.0	17.0	-
Permitting & Inspections	28.5	30.8	35.0	36.0	40.0	40.0	-
Information Technologies	16.0	16.0	15.8	16.0	19.0	19.1	0.1
Public Works	131.5	122.1	126.5	129.0	129.5	135.5	6.00
Parks & Recreation	141.7	116.4	113.7	126.7	130.4	133.8	3.40
Public Bldgs & Waterfront	24.5	22.0	24.0	24.4	24.6	26.6	2.00
HHS Administration	4.0	4.0	4.0	5.0	5.0	6.0	1.00
Public Health	28.3	32.3	32.8	38.4	36.6	40.6	4.00
Social Services	93.5	94.5	96.2	118.0	163.6	221.8	58.20
Barron Center	246.8	237.6	245.0	244.8	202.2	204.2	2.00
<i>Total HHS:</i>	<i>372.6</i>	<i>368.4</i>	<i>378.0</i>	<i>406.2</i>	<i>407.4</i>	<i>472.6</i>	<i>65.2</i>
General Fund Subtotal:	1,294.6	1,250.5	1,271.0	1,321.3	1,340.4	1,421.8	81.4
Enterprise Funds:							
Sewer Fund	33.0	34.0	34.0	34.0	34.0	34.0	-
Stormwater Fund	10.0	9.0	10.0	10.0	10.0	10.0	-
Jetport Fund	59.0	57.0	57.0	58.0	58.0	60.0	2.0
Enterprise Subtotal:	102.0	100.0	101.0	102.0	102.0	104.0	2.0
Total City Employees:	1,396.6	1,350.5	1,372.0	1,423.3	1,442.4	1,525.8	83.4

MEMORANDUM

Amendment to City Manager's Recommended Budget

DISTRIBUTE TO: City Manager West, Corporation Counsel Goldman, Mayor Dion, Finance Committee Chair Trevorrow, Finance Committee Member Fournier, Members of the City Council

FROM: Councilor Anna Bullett

DATE: May 6, 2024

SUBJECT: Amendment to City Manager's Recommended Budget - Addition of \$56,000 into Parks, Recreation and Facilities Budget

SPONSOR: Sponsored by Councilor Anna Bullett

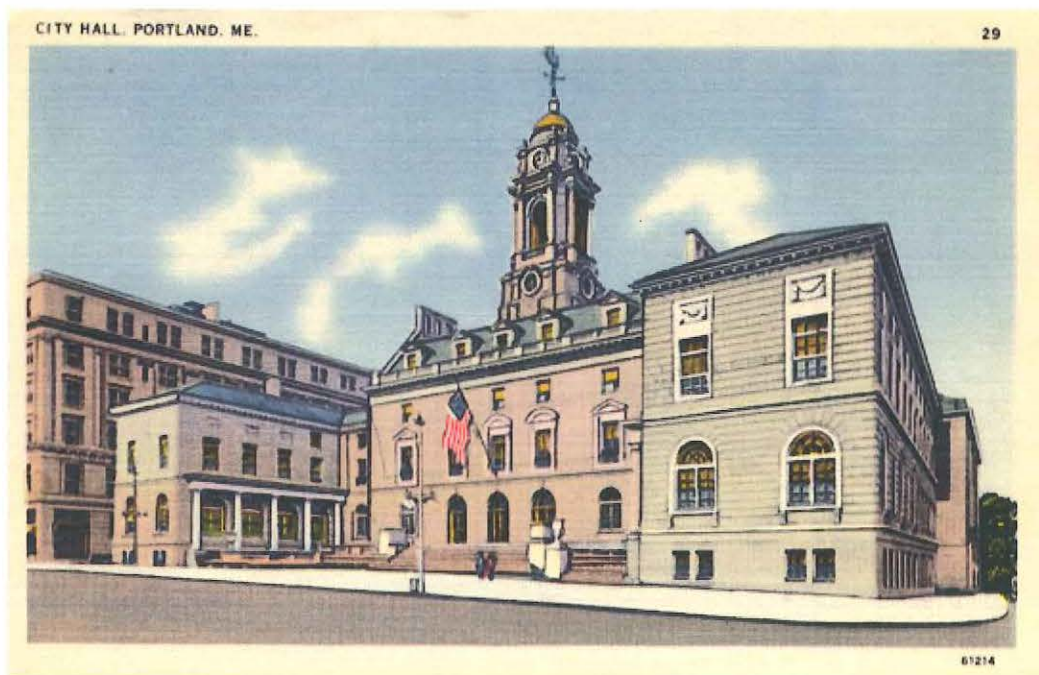
I plan to propose an amendment to the FY25 City Manager's Recommended Budget to add \$56,000 to the Parks, Recreation and Facilities Department at the April 30, 2024 Finance Committee Meeting. The addition is intended to support the addition of a Senior Administrative Officer II (SAO II) position. The SAO II position plays a key role in the Human Resource functions of the Department, specifically focussing on recruitment, interviewing, HR administrative functions and policy communications, payroll, on-boarding, and medical and family leave requests. The Department has 160 Full Time Equivalent employees, and hundreds more seasonal and on-call employees. This position will support the recruitment and onboarding of qualified candidates, and will support their well-being while employed by the City of Portland.

Although the position carries a cost of \$56,000 I am confident that it will ultimately be a cost savings. The Department has repeatedly seen resignations from their dedicated human resources admin position due to the volume and intensity of the work. Loss of talented staff and lack of continuity carry both a financial and nonfinancial burden which is not insignificant. The parks & rec department has some of the city's youngest staff working with some of the city's youngest customers. Clear, well communicated HR policies, training, and support is vital to a well functioning and well staffed Department.

From what I understand based on the informative presentations from our Finance Director, each \$150,290 added to the budget adds one penny to the tax rate - so this amendment would add approximately $\frac{1}{3}$ of a penny to the FY25 tax rate.

City of Portland, Maine

Municipal Budget



July 1, 2013 ~ June 30, 2014

City of Portland, Maine

FY14 Municipal Budget

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18-00 Parking	41
19-00 Economic Development	51
21-00 Police	55
22-00 Fire	70
24-00 Planning and Development	88
29-00 Information Technology	99
31-00 Public Services	101
33-00 Recreation and Facilities Management	128
41-00 HHS-Public Health	167
42-00 HHS-Social Services	182
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City of Portland, Maine

City Council

Michael F. Brennan

Mayor
(2015)

Kevin J. Donoghue

District 1
(2015)

John R. Coyne

District 5
(2014)

David A. Marshall

District 2
(2015)

John M. Anton

At Large
(2013)

Edward J. Suslovic

District 3
(2013)

Jill C. Duson

At Large
(2013)

Cheryl A. Leeman

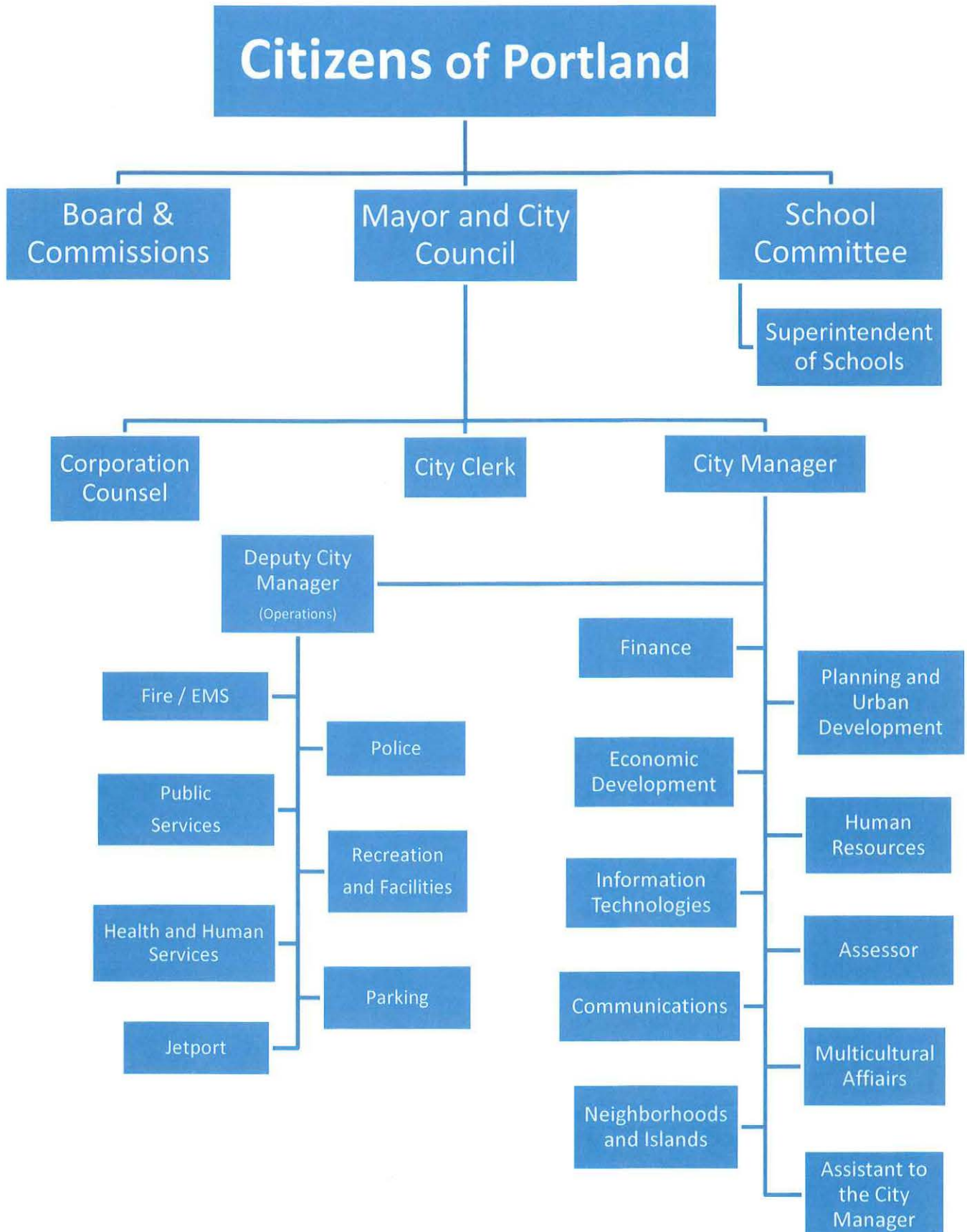
District 4
(2014)

Nicholas M. Mavodones, Jr.

At Large
(2015)

City of Portland, Maine

Organizational Chart



City of Portland, Maine

Administrative Staff

City Manager

Mark H. Rees

Deputy City Manager

Sheila Hill-Christian

Department	Department Head
Assessor	Rick Blackburn
Aviation & Transportation	Paul Bradbury
City Clerk	Katherine Jones
Economic Development	Gregory Mitchell
Finance	Ellen Sanborn
Fire	Chief Jerome LaMoria
Health & Human Services	Doug Gardner
Human Resources	Michael Miles
Information Technology	Dan Boutilier
Legal	Danielle West-Chuhta
Planning & Development	Jeffrey Levine
Police	Chief Michael Sauschuck
Public Services	Michael Bobinsky
Recreation & Facilities	Anita LaChance



City of Portland, Maine

Strengthening a Remarkable City, Building a Community for Life

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City of Portland, Maine
Tax Rate Computation
FY14

	General Fund	Enterprise Funds	TOTAL MUNICIPAL	School Dept*	GRAND TOTAL
Total Expenditures	\$170,809,990	\$44,432,588	\$215,242,578	\$98,275,361	\$313,517,939
Less: Revenues	(97,715,428)	(43,728,185)	(141,443,613)	(23,417,031)	(164,860,644)
Surplus	(772,000)	(704,403)	(1,476,403)	(155,329)	(1,631,732)
Tax Levy	\$72,322,562	\$0	\$72,322,562	\$74,703,001	\$147,025,563
Tax Levy %			49.2%	50.8%	100.0%

Valuation	7,575,000,000
------------------	----------------------

Tax Rate:

FY14	\$9.55	\$0.00	\$9.55	\$9.86	\$19.41
FY13	\$9.24	\$0.01	\$9.25	\$9.57	\$18.82
\$ Increase	\$0.31	(\$0.01)	\$0.30	\$0.29	\$0.59
% Increase	3.3%	-100.0%	3.2%	3.0%	3.1%

*Reflects FY14 Supplemental School Budget (Approved September 4, 2013)

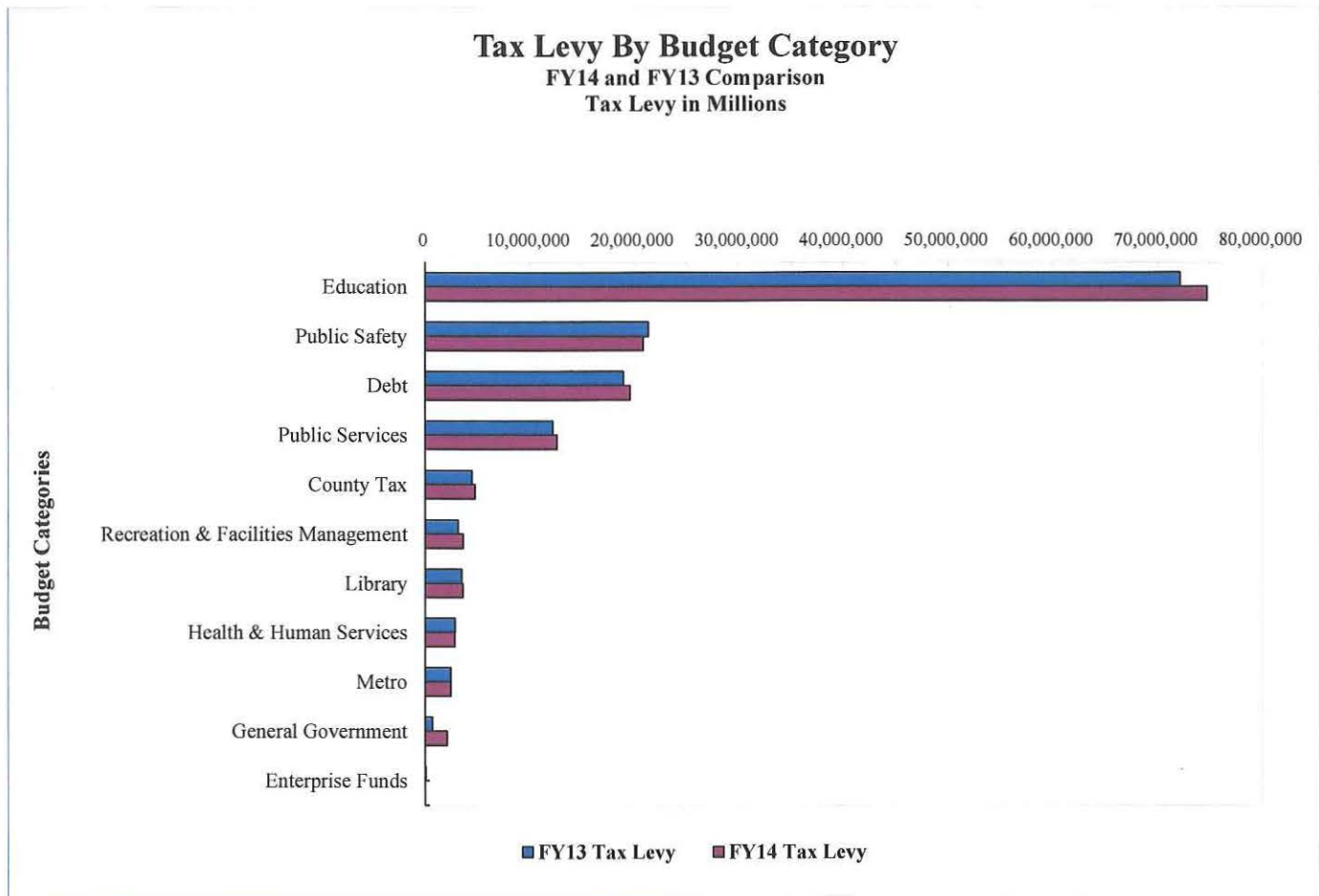
City of Portland, Maine
Comparative Tax Levy by Budget Category
FY14 Budget versus FY13 Budget

Department	FY13 Tax Levy	FY14 Tax Levy	\$ Change	% Change	FY13 Tax Rate	% of Taxes	FY14 Tax Rate	% of Taxes
Education	72,124,862	74,703,001	\$2,578,139	3.6%	\$9.57	50.9%	\$9.86	50.8%
Public Safety	21,339,489	20,844,560	(\$494,929)	-2.3%	\$2.83	15.1%	\$2.75	14.2%
Debt	18,954,663	19,592,431	\$637,768	3.4%	\$2.52	13.4%	\$2.59	13.3%
Public Services	12,184,284	12,564,148	\$379,864	3.1%	\$1.62	8.6%	\$1.66	8.5%
County Tax	4,468,784	4,757,524	\$288,740	6.5%	\$0.59	3.2%	\$0.63	3.2%
Recreation & Facilities Management	3,149,920	3,619,316	\$469,396	14.9%	\$0.42	2.2%	\$0.48	2.5%
Library	3,497,287	3,596,094	\$98,807	2.8%	\$0.46	2.5%	\$0.47	2.4%
Health & Human Services	2,846,426	2,827,347	(\$19,079)	-0.7%	\$0.38	2.0%	\$0.37	1.9%
Metro	2,439,138	2,439,138	\$0	0.0%	\$0.32	1.7%	\$0.32	1.7%
General Government	707,357	2,082,004	\$1,374,647	194.3%	\$0.09	0.5%	\$0.27	1.4%
Enterprise Funds	62,551	0	(\$62,551)	-100.0%	\$0.01	0.0%	\$0.00	0.0%
Total:	\$141,774,762	\$147,025,563	\$5,250,801	3.7%	\$18.82	100.0%	\$19.41	100.0%

Note: Due to rounding, totals may not equal 100%

Notes:

- The pension and insurance costs have been proportionately allocated to the budgets.
- Non-department specific revenues are allocated to all departments



CITY OF PORTLAND, MAINE
Annual Expenditure Budget
Comparative Budget Summary - General Fund and Enterprise Funds

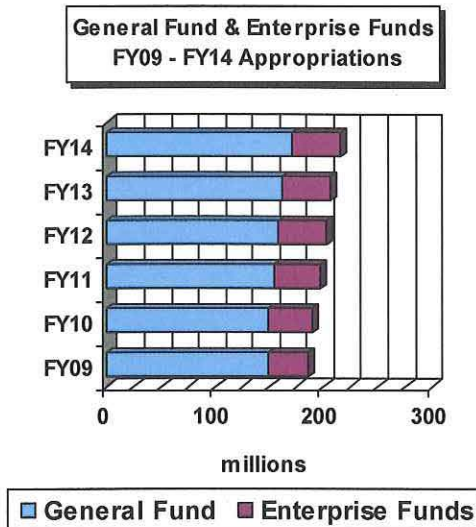
Department		FY12 Actual	FY13 Budget	FY13 Projection	FY14 Budget
100-11-00	City Council	235,079	270,983	259,774	297,788
100-12-00	City Clerk	528,324	544,625	540,648	531,438
100-13-00*	City Manager	987,776	1,008,151	874,053	754,902
100-14-00	Assessor	293,512	312,018	311,227	312,178
100-15-00	Finance	3,381,025	1,602,376	1,637,893	1,666,449
100-16-00	Legal	434,368	421,445	444,357	436,874
100-17-00	Human Resources	735,217	720,809	717,600	732,563
100-18-00	Parking	1,912,622	1,948,822	2,006,687	1,965,970
100-19-00*	Economic Development	0	0	0	255,474
100-21-00	Police	13,068,535	13,674,124	13,511,579	13,767,948
100-22-00	Fire	15,799,167	15,989,695	16,687,741	16,144,734
100-24-00	Planning & Development	1,909,352	1,933,929	1,793,081	2,096,207
100-29-00	Information Technology	0	2,088,533	2,086,089	2,093,575
100-31-00	Public Services	15,671,134	16,277,356	16,116,630	16,916,779
100-33-00*	Recreation & Facilities Management	8,681,941	9,021,568	9,087,484	10,829,178
100-41-00	Public Health	5,518,800	4,326,547	4,758,017	5,035,663
100-42-00	Social Services	10,627,579	10,244,418	11,205,076	12,008,967
100-43-00*	Barron Center	14,006,103	14,892,140	14,754,228	15,248,469
100-47-00	Debt Service	30,077,511	31,770,236	31,629,989	33,405,772
100-48-00	Library	3,299,737	3,372,302	3,372,302	3,470,449
100-51-00	Pension	4,441,510	5,125,436	4,913,964	5,776,315
100-52-00	Employee Benefits	16,698,982	17,876,828	17,085,690	18,370,175
100-61-00	Contingent	160,707	200,000	200,000	175,000
100-62-00	Liability Insurance	708,669	726,911	720,987	692,830
100-63-00	County Tax	4,384,407	4,468,784	4,468,784	4,757,524
100-65-00	Memberships & Contributions	2,843,847	2,940,540	2,938,748	2,979,769
100-67-00	Wage Adjustment	0	265,000	0	(400,000)
100-70-00	Capital	669,772	478,500	456,060	487,000
Total General Fund Expenditures:		\$157,075,676	\$162,502,076	\$162,578,688	\$170,809,990
530-33-00	Fish Pier	280,128	286,274	295,080	256,815
550-31-00*	Golf Course	984,756	1,012,065	1,046,543	0
570-31-00	Sewer	21,123,657	21,931,075	22,018,492	24,497,897
582-33-00*	Ice Arena	666,587	578,926	571,699	0
583-28-00	Jetport	23,744,328	20,044,930	19,714,914	19,677,876
Total Enterprise Funds:		\$46,799,456	\$43,853,270	\$43,646,728	\$44,432,588
Total General & Enterprise Funds:		\$203,875,132	\$206,355,346	\$206,225,416	\$215,242,578

*** Notes:**

- Economic Development & Portland Development Corporation (PDC) transferred from the City Manager in FY14
- Golf Course Maintenance & Ice Arena transferred from the Enterprise Funds to Recreation & Facilities Mgmt in FY14
- Golf Course Restaurant transferred from the Enterprise Fund to the Barron Center in FY14

Budget Highlights

General Fund Expenditures



The 2013-2014 General Fund budget totals \$170,809,990, an increase of \$8,307,914 or 5.1% over the 2012-2013 budget. The major changes in the FY14 budget include:

Wages	\$ 2,733,278
Debt Service	\$ 1,635,536
Benefits (Line Items)	\$ 1,033,763
Client Expense (Social Services)	\$ 1,019,860
Utilities	\$ 427,947
School HVAC & Maint. (Non-Wages)	\$ 295,665
County Tax	\$ 288,740
Supplies - All Other	\$ 187,995
Recycling Cart Pilot Program	\$ 163,000
State-High Two Way Study (Planning)	\$ 150,000
Food Expense	\$ 138,324
Health Insurance Administration Svcs.	\$ 126,639
Big Belly Compactors	\$ 102,000
Traffic Line Striping	\$ 100,200
Land & Building Rental	\$ 94,124
Vehicle Maintenance & Repair	\$ 78,460
Banking Services	\$ 70,680
Capital Outlay	\$ (93,955)

Lab & Medical Services	\$ (167,490)
Firefighting Minor Equipment	\$ (169,300)
ecomaine	\$ (268,878)

Note: The FY14 shift of the Golf Course and Ice Arena from the Enterprise Fund accounts for \$1,416,518 of the \$8,307,914 General Fund expenditure increase.

Enterprise Funds Expenditures

The 2013-2014 Enterprise Funds budget totals \$44,432,588, an increase of \$579,318, or 1.3%, over the 2012-2013 budget.

The Sewer Fund expenses rose 11.7%, or \$2,566,822, in FY14. These changes include:

Debt Service	\$ 924,145
Capital	\$ 560,000
Stormwater Engineering Projects	\$ 449,500
Contractual Miscellaneous Services	\$ 202,354
PWD Assessment	\$ 158,106
Wages	\$ 132,542
Benefits	\$ 97,096

The Jetport expenditure budget decreased \$367,054, or -1.8%. The newly expanded terminal opened in October of 2011 (FY12); FY14 represents the second full year of the new associated costs. The more significant Jetport budgetary changes include the following:

Anticipated Surplus	\$ 391,835
Advertising	\$ 136,950
Building Maintenance	\$ (96,830)
Airport Security Guards	\$ (98,926)
Police & Air Rescue Contributions	\$ (172,440)
Contracted Miscellaneous Services	\$ (194,526)
Capital Outlay	\$ (337,090)

The Golf Course and the Ice Arena budgets transferred to the General Fund in FY14. The shift of these two Enterprise Funds decreased FY14 Enterprise Fund Expenditures by \$1,590,991, or \$1,012,065 and \$578,926 respectively.

General Fund Revenues

The 2013-2014 General Fund non-tax revenues are estimated at \$100,158,418, an increase of \$5,451,831, or 5.8%, over the 2012-2013 budget. The significant revenue changes are comprised of the following:

SS State Social Service (GA)	\$ 1,707,602
Golf Course Culture / Recreation	\$ 783,171
Firefighting Confined Space	\$ 660,000
Barron Center Patient Receipts	\$ 631,059
Enterprise Fund Charges	\$ 627,719
Ice Arena	\$ 576,035
School Fund Charges	\$ 498,732
Sale of City Property	\$ 370,000
Building Permits	\$ 216,000
Health Insurance Employee Reimb.	\$ 202,386
Golf Course Food Services	\$ 179,965
Interest Income	\$ 172,558
Interest & Penalties	\$ 165,000
Barron Center Non-Patient Receipts	\$ 152,735
Emergency Medical Services (EMS)	\$ 150,000
Police Dispatch Cost Share	\$ 136,741
Therapeutic Recreation (New Division)	\$ 121,675
Parking Meters	\$ 115,000
Waterfront Ground Rent	\$ 111,720
Motor Vehicle Accident Response	\$ 100,000
Parking Garage Monthly Parking	\$ 99,095
Auto Registration	\$ 85,000
Grant Reimbursements	\$ (89,689)
HCD Charges	\$ (98,511)
Medicaid	\$ (118,030)
Fringe Benefits	\$ (401,314)
Revenue Sharing	\$ (1,891,155)

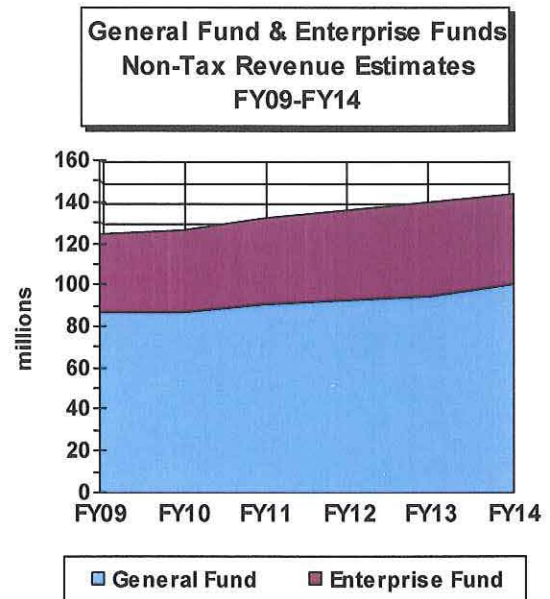
Enterprise Funds Revenues

The Enterprise Funds 2013-2014 revenue estimates are \$43,728,185, a decrease of \$981,603 or 2.2%.

The major changes in the revenue estimates include the following:

Sewer User Fees	\$ 865,800
Jetport Landing Fees	\$ 316,551

Jetport Concessions	\$ 73,779
Jetport Parking Income	\$ (138,065)
Jetport Deicing Service Charges	\$ (144,187)
Golf Course Restaurant	\$ (160,750)
Ice Arena	\$ (531,715)
Jetport Terminal Income	\$ (532,135)
Golf Course Maintenance Operations	\$ (835,975)



Housing & Community Development Program (HCD)

The final 2013-2014 HCD program totals \$2,070,549, an increase of \$14,044, or 0.7% from the 2012-2013 program. The Entitlement Grant increased 9.6% or \$162,351, and Program Income increased 8.7% or \$9,600. The use of Surplus Funds decreased 61.2% or \$157,907.

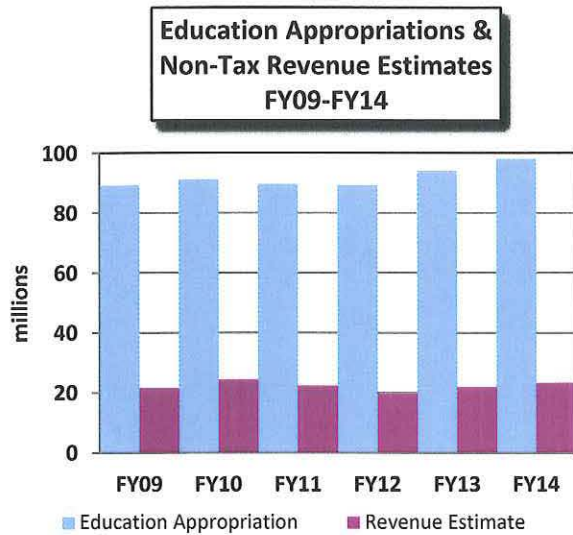
Education

The Education budget for 2013-2014 is \$98,275,361, an increase of \$4,027,913 or 4.3%. The increases in expenditures include:

Salaries & Benefits	\$ 3,039,083
Purchased Professional & Technical Svcs	\$ 259,283
Debt Service	\$ 249,545
Copier Lease	\$ 142,800
Tuition to Charter Schools	\$ 122,941

The total non-tax revenue estimate for Education is \$23,572,360, an increase of \$1,449,774 or 6.6%. A summary of the revenue changes are as follows:

State Subsidy - EPS	\$ 1,830,496
Food Service Revenue	\$ 188,648
Transport - Other Org	\$ (65,000)
PATHS Part I & Part II Assessment	\$ (202,508)
Use of Surplus	\$ (298,613)



City of Portland
Authorized Employees
FY09-FY14

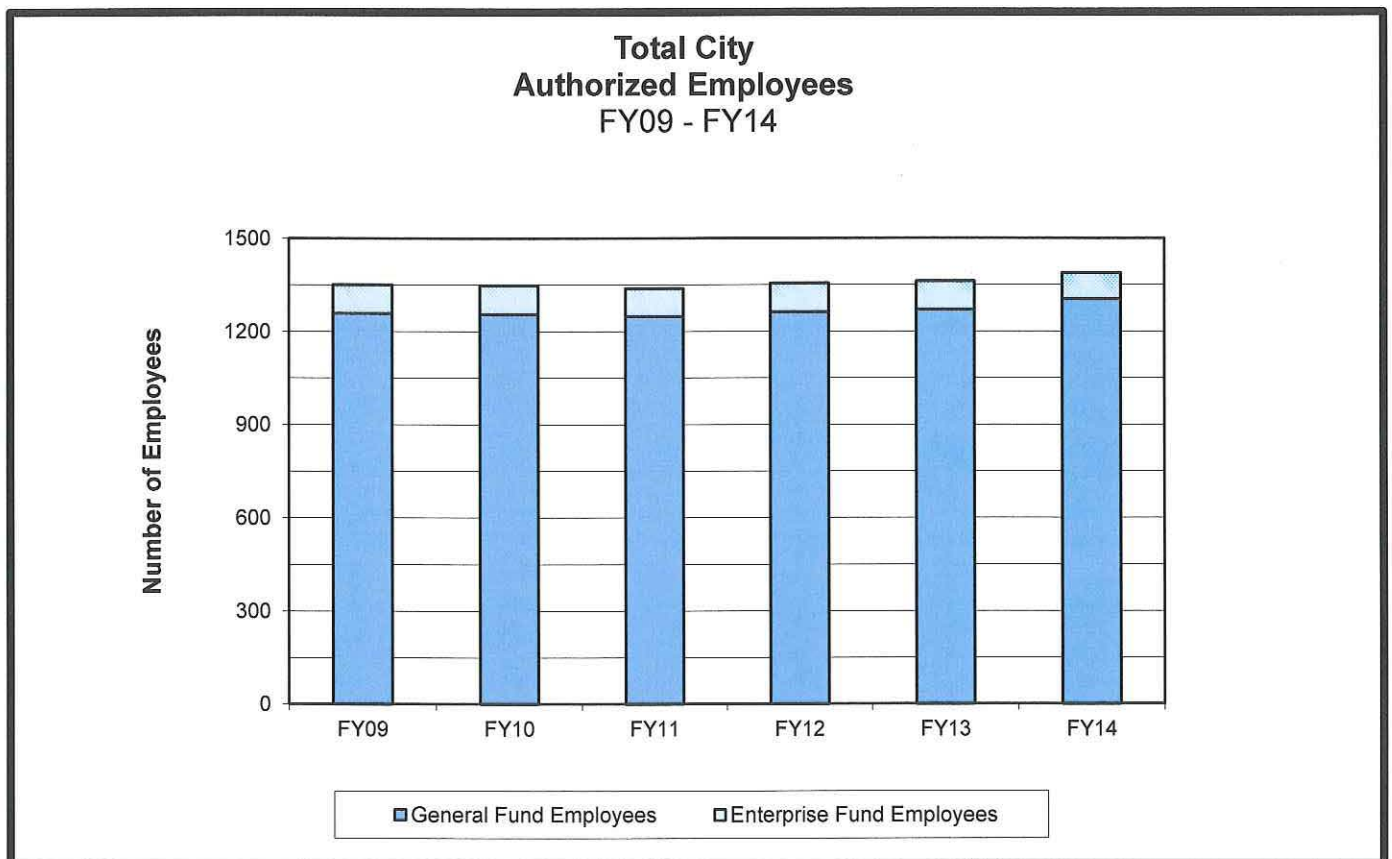
Department	FY09	FY10	FY11	FY12	FY13	FY14
General Fund:						
City Clerk	10.0	10.1	9.0	9.2	9.6	9.2
City Manager	12.0	13.0	13.0	14.0	13.0	9.0
Assessor	5.9	5.9	4.9	4.9	4.9	4.9
Finance	41.6	41.6	40.6	40.6	26.0	25.0
Legal	7.0	5.8	5.8	5.7	5.7	5.5
Human Resources	9.8	9.8	9.8	10.0	10.0	10.0
Parking	29.6	29.6	29.7	29.7	29.6	29.6
Economic Development	-----	-----	-----	-----	-----	3.0
Police	212.0	212.0	216.5	219.0	221.0	220.5
Fire	229.0	223.0	222.0	222.0	234.0	235.0
Planning & Development	36.6	35.0	32.5	33.0	33.0	32.3
Waterfront	-----	-----	-----	-----	-----	-----
Information Technology	-----	-----	-----	-----	16.6	16.8
Public Services	159.8	156.0	149.0	150.0	150.0	152.0
Recreation & Facilities Mgmt	105.2	105.9	105.0	105.7	107.2	118.1
Parks & Recreation	-----	-----	-----	-----	-----	-----
Health & Human Services:						
Public Health	88.0	86.1	89.9	101.0	80.8	92.4
Social Services	53.6	60.0	59.0	56.7	65.7	76.1
Barron Center	258.8	260.3	261.3	261.3	262.3	264.1
<i>Total HHS:</i>	<i>400.4</i>	<i>406.4</i>	<i>410.2</i>	<i>419.0</i>	<i>408.8</i>	<i>432.6</i>
General Fund Subtotal:	1,258.9	1,254.1	1,248.0	1,262.8	1,269.4	1,303.5

***Notes:**

- Economic Development (& DPC) transferred from the City Manager's department in FY14
- Ice Arena & Golf Course transferred from the Enterprise Fund to Recreation & Facilities Mgmt in FY14
- Recreation & Facilities Mgmt New Therapeutic Division in FY14
- Finance Department's Management Information Systems (MIS) division transferred to the Information Technology department in FY13
- Public Health's Portland Community Health Center begins Separation from the City in FY13
- Police Dispatch Merger w/ South Portland employee hire transition begins during FY12
- Fire Department receives SAFER Grant during FY12
- Public Health Contracted Chief Executive Officer Adjusted from Temporary Help in FY12
- Open Space Services playground maintenance transferred from Public Services to Recreation & Facilities Mgmt Athletic Facilities in FY11
- Public Health Contracted Physicians Adjusted from Temporary Help during FY10
- Public Services Reclamation Redesign in FY10

City of Portland
Authorized Employees
FY09-FY14

Department	FY09	FY10	FY11	FY12	FY13	FY14
Enterprise Funds:						
Seaport	-----	-----	-----	-----	-----	-----
Golf Course	5.0	5.0	4.0	4.0	3.0	-----
Sewer Fund	38.0	39.0	37.0	37.0	37.0	38.0
Ice Arena	5.0	5.0	5.0	5.0	5.0	-----
Jetport	44.0	45.0	45.0	46.9	47.0	47.0
Enterprise Funds Subtotal:	92.0	94.0	91.0	92.9	92.0	85.0
Total City Employees:	1,350.9	1,348.1	1,339.0	1,355.7	1,361.4	1,388.5



City of Portland, Maine
Approved Capital Expenditures
FY14

Department	Description	Amount	Total
GENERAL FUND:			
Police	Traffic Vehicle Replacement	\$38,000	
	Total Police		\$38,000
Fire	Fire Prevention Car Replacement	\$17,000	
	Outboard Motor Replacement for Marine 3	\$17,000	
	Total Fire		\$34,000
Public Services	Silver Bullet Relocation	\$100,000	
	Districting 3/4 Ton Pickup (3)	\$90,000	
	Construction 3/4 Ton Pickup	\$30,000	
	Districting 1/2 Ton Pickup	\$25,000	
	Wilde Chapel Repointing & Repair	\$21,000	
	Automotive Lift Replacement	\$14,000	
	Total Public Services		\$280,000
Rec & Fac Mgmt	Greens Mower Replacements (3)	\$105,000	
	School Maintenance Vehicle Replacement (2)	\$56,000	
	Expo 3/4 Ton Pickup	\$30,000	
	Total Recreation & Facilities Mgmt		\$191,000
Total General Fund Approved Capital Expenditures:			\$543,000

City of Portland, Maine
Approved Capital Expenditures
FY14

Department	Description	Approved	Total
ENTERPRISE FUNDS:			
Sewer	Districting Vactor Truck Replacement	\$385,000	
	Catch Basin Cleaning Vehicle Replacement	\$170,000	
	Street Sweeper Replacement	\$165,000	
	MS4 Stormwater Drainage Neighborhood Repairs	\$150,000	
	Districting 1/2 Ton Pickup Replacement (2)	\$53,000	
	Districting 1 Ton Pickup Replacement	\$52,000	
	Districting 1 Ton Box Van Replacement	\$40,000	
	Engineering Linko Lts Compliance Tracking Software (IPT)	\$35,000	
	Engineering 3/4 Ton Utility Van Replacement	\$25,000	
	Districting Compact Pickup Replacement	\$20,000	
	Water Resources Manager Vehicle	\$20,000	
	Total Sewer		\$1,115,000
Jetport	Parking Garage Joint Sealant Replacement	\$95,000	
	Parking Garage Sprinkler Replacement	\$75,000	
	Terminal Canopy Lighting Improvements (Phase I)	\$75,000	
	Airfield Snow Removal Sweepers (2) & Loaders (2) (Local Share)	\$73,321	
	Parking Pavement Sweeper Replacement	\$65,000	
	Parking Employee Lot Revenue Control Equipment	\$50,000	
	Terminal Jetway Tire Replacement	\$50,000	
	Aircraft Viewing Area Paving	\$30,000	
	Airfield LED Lamp Lighting Upgrades	\$30,000	
	Parking Car Rental Facility Walkway Membrane	\$30,000	
	Parking CRF Fire Prevention Application	\$30,000	
	Terminal Regional Boarding Bridge Refurbishment	\$30,000	
	Terminal Soffit Flex Duct Cleaning & Tile Replacement	\$30,000	
	Interactive Employee Training System Upgrade	\$20,000	
	Parking Maintenance / Inventory Vehicle Replacement	\$20,000	
	Terminal Modular Conference Table Replacement	\$15,000	
	Airfield Apron Snow Shoulder Expansion (Local Share)	\$4,250	
	Total Jetport		\$722,571
Total Enterprise Funds Approved Capital Expenditures:			\$1,837,571

Key Revenues and Expenditures

Revenues

The operating budget categorizes revenues into seven distinct sources. A brief explanation of the revenue source is provided as well as significant changes in their estimates.

1. GENERAL AND OTHER EXCISE TAXES

Real Estate and Personal Property Tax

The principal tax of the City is the tax on real and personal property. A single tax applies for each fiscal year to the assessed value of the taxable real or personal property. The City's Tax Collector receives the tax commitment from the City Assessor, with assessed values as of April 1 of each year. Property taxes are collected in two installments, September and March.

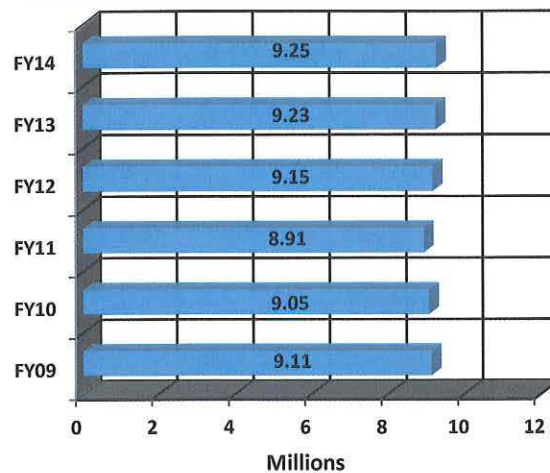
Collection of real estate taxes is ordinarily enforced in the City by the "tax lien" procedure as provided in the Maine Revised Statutes, as amended, to the collection of delinquent real estate taxes. Real Estate Tax Liens are recorded against the individual property at the County Registry of Deeds. This lien has priority over all mortgages, liens, attachments and encumbrances of any nature, subject to any paramount federal tax lien and subject to bankruptcy and insolvency laws. If the account is not satisfied within 18 months, the property becomes tax acquired and may be disposed of by the City.

The last property revaluation was phased in over two years: FY2006 and FY2007. The previous revaluation was done in 1992.

Automobile Excise Taxes

Excise Taxes are another major revenue source in this category. Vehicles are assessed a sum equal to a stated mill rate on each dollar of the manufacturer's suggested list price. The mill rate starts at 24 mills for a current year model and declines to 4 mills for the 6th and succeeding years.

Excise Tax Collections



Note: FY13 and FY14 are estimated amounts.

Excise tax collections have had only minimal growth since the low in FY11.

2. LICENSES AND PERMITS

Many of the licenses and permits are established by the City Council and set forth in the Code of Ordinances. However, there are a number of fees established by the City pursuant to state law.

Building Permits



Note: FY13 and FY14 are estimated amounts.

Licenses and permits found in this category include street occupancy permits, business licenses, police & protective licenses, professional / occupational licenses, and non-business licenses. Building Permits, the Cable TV Franchise, and Business Licenses are the largest sources of revenues in this category.

3. OTHER GOVERNMENTAL AGENCIES

Reimbursements are received from the state, other governmental agencies or individuals generally to compensate either in part or in full for services rendered by the City of Portland.

Welfare reimbursement is the largest revenue in this category due to the increased need for assistance in FY14, offsetting approximately eighty percent (80%) of the Welfare Department expenditures. The Social Services division is continually striving to assist its clients to achieve self-sufficiency through its various programs funded by state and federal grants.

An additional major source of revenue in this category is State Revenue Sharing.

The State sets aside 5% of all the sales, corporate, and personal income tax revenues it receives, creating a Revenue Sharing pool. Based on current law of June 26, 2013, the State reduced the FY14 Revenue Sharing pool by approximately \$73.31 million, which is to be transferred to the State's General Fund undedicated revenue. The remaining Revenue Sharing pool is then shared amongst 493 municipalities and unorganized townships in Maine, and distributed monthly. The total amount received by each municipality is based on two formulas: Revenue Sharing I and Rev-II.

Revenue Sharing I is based on the following formula:

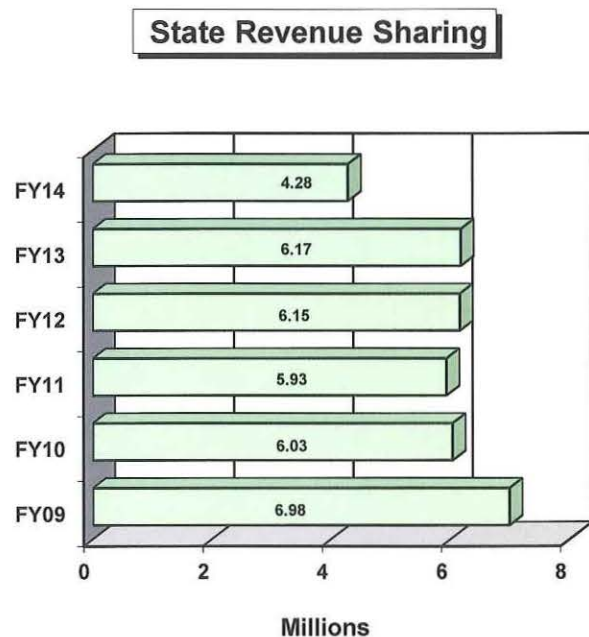
$$\frac{\text{*population of town} \times \text{assessment (tax levy)}}{\text{state valuation for municipality}} = \text{the town's number}$$

* Note: FY13 formula incorporates the 2010 Census data

All numbers are added together to come up with a statewide total. From the statewide total, each municipality is assigned a percentage of the total. The resulting percentage is then multiplied by the pool amount.

Rev-II distributions are based on this calculation:

- a) assessment / state valuation = mil. rate
- b) (mil. Rate - .01) x population
= the town's number



Note: FY13 and FY14 are City estimated amounts.

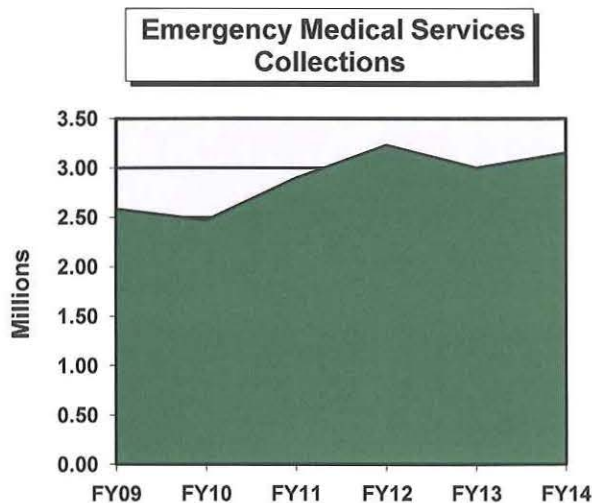
In FY2014, the State's projected share for Portland is 6.52%.

This category also includes the Urban Rural Initiative Program (URIP), the state program which provides equitable financial assistance to communities for improving local roads, maintaining state roads in urban areas, and assisting the State in making capital improvements to state aid minor collector highways.

4. CHARGES FOR SERVICES

Also called user fees, these charges are voluntary payments for direct, measurable consumption of services provided by the municipality.

Major sources of revenue come from Patient Receipts (Barron Center), Emergency Medical Services (EMS), Cultural / Recreation Services, Health Insurance Reimbursements, and Recycling.



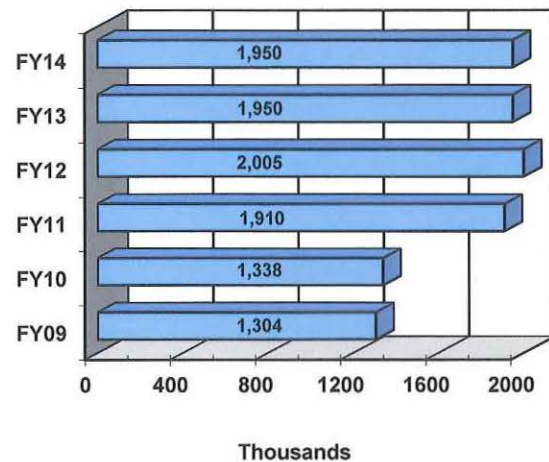
Note: FY13 and FY14 are estimated amounts.

5. FINES, FORFEITS & PENALTIES

This revenue type includes receipts from fines and penalties imposed for the commission of statutory offenses, violation of lawful administrative rules and regulations, and for neglect of official duty. Fines include district court fines and violations of local ordinance such as parking fines and building code violations.

Parking violations contribute to the majority of the revenues found under Fines, Forfeits & Penalties. The FY11 collection increase is attributed to the elimination of the Parking Ticket Forgiveness Program.

Parking Ticket Collections

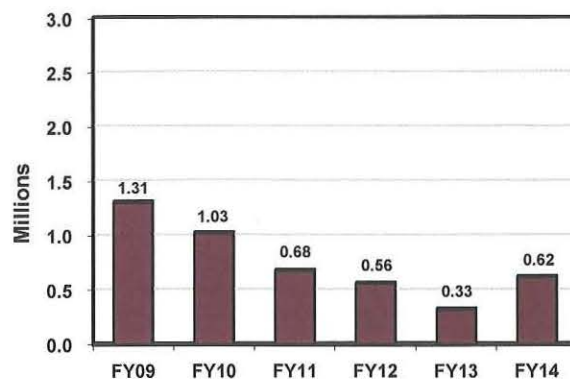


Note: FY13 and FY14 are estimated amounts.

6. USE OF MONEY AND PROPERTY

This revenue type includes revenues received from parking facilities, various rental fees, and interest earnings.

Interest Income



Note: FY13 and FY14 are estimated amounts.

7. OTHER FINANCING RESOURCES

These revenues include reimbursements both from internal and external sources.

Reimbursements for expenditures incurred by staff departments, fringe benefit accounts, and departments providing direct services to the enterprise funds, cemetery endowments, library, and School department are known as interfund charges. It also includes State Grants, Housing and Community Development Grants, Federal Grants and Other Agency Revenues.

The biggest source of interfund revenue is the debt service chargebacks to the Enterprise Funds and School department. Other large revenue sources include chargebacks to the Enterprise Funds for benefits such as pension, workers' comp and medical insurance.

The Police and Fire departments charge the Jetport for direct services as well as administrative services provided. The direct services encompass 24-hour air rescue and security operations at the Jetport. The Jetport is also charged a minimal portion of each department's administrative cost.

The sale of City property and surplus activity are also found in this category.

Expenditures

Although the General Fund budget presents expenditure information by department, the City of Portland categorizes spending activities by nine areas. The following will provide a brief summary explanation of each of these expenditure types.

1. GENERAL GOVERNMENT

General governmental expenditures include the legislative and administrative functions for the benefit of the public and municipal agency as a whole. This includes expenditures for City Council, City Clerk, City Manager, Assessor, Finance, Legal, Human Resources, Parking, Economic Development, Planning, Information Technology, Pension, Insurances, Contingency, and Memberships / Other.

2. PUBLIC SAFETY

The Public Safety category includes the Police, Fire, and EMS operations. The Public Safety function is the largest tax supported service provided by the City of Portland, aside from the School Department.

Police

The Police Department is the largest municipal law enforcement agency in the state. The department provides a complete spectrum of services, from an active and diverse patrol force to the most advanced investigative services. The department's mission is enhanced by closely integrating field operations with community expectations through the application of the community policing philosophy. A highly trained professional workforce is supplemented by an advanced technology infrastructure. The marriage of the best people and the best tools enables high quality service in an ever more challenging police environment and economic slowdown.

Fire

The Fire Department provides for fire suppression, emergent medical care response and transport. Additional responsibilities include Emergency Management and Homeland and Port Security oversight. Areas of unique responsibility include Hazmat/WMD Technical Response Team, Confined Space Rescue, Fire and Emergency Medical service to the Casco Bay Islands, Air Rescue Fire Fighting at the Jetport, Marine Fire Fighting for Portland Harbor, Fire Prevention, and Fire Inspection, which includes plan review and property safety inspections. The Fire Departments Electrical division is responsible for a municipal fire alarm system and the maintenance of a city wide 800 MHz radio system. The Department also manages a fee-based non-emergent transport to medical facilities in the city.

The department maintains ten fire stations and the Spring Street Fire Museum. A minimum of Forty-six firefighters and paramedics staff each shift on 17 pieces of apparatus, which include: five engine companies, four ladder companies, five ambulances, one heavy rescue company, one air rescue unit, and one marine unit. Each piece of apparatus is equipped with advanced life support equipment 24 hours a day, seven days a week.

3. PUBLIC SERVICES

The Department of Public Services is responsible for providing many of the essential services, as well as some specialized community services, to City of Portland residents throughout the year. Public Services is responsible for the operations of the Riverside Recycling Facility under a contract arrangement, and has a comprehensive solid waste program which includes trash collection, residential curbside recycling services, and a fall leaf collection program. In FY12, a revamped version of the popular Heavy Item Pickup program (HIP) was restored. The new Bulky Collection Program uses a fee based tag system, with residents paying a fee to have large bulky items hauled away from their properties. The Public Services department provides for the construction and maintenance of streets and sidewalks, the City's sewer collection and interceptor system, stormwater maintenance, and technical support for annual Capital Improvements, environmental program support, and survey / records. The department is also responsible for the removal of snow and ice from city streets and sidewalks, maintaining the Portland Downtown District, maintenance and repair of all City vehicles and equipment, traffic management which includes traffic control, traffic calming, and street lighting, as well as providing core public works services to four adjacent islands in Casco Bay. The Department promotes pedestrian

accommodations throughout the City and near schools, and bicycle access via an active bicycle and pedestrian access program.

The City of Portland has managed Portland's open spaces since the nineteenth century beginning with a Cemeteries and Public Grounds Committee. Today Public Services is responsible for the day to day management and care of the parks and open spaces in the City. Serving people of all ages and contributing to healthy lifestyles and leisure activities of the community, this department reaches out to many citizens and visitors through over 100 individual parks and 9.2 miles of trails. All of this encompasses a geographical area of over 1,200 acres. Public Services also maintains a wide variety of City trees as well as providing new plantings, and also manages two active cemeteries (Evergreen and Forest City) and several inactive cemeteries.

4. HEALTH AND HUMAN SERVICES

This department undertakes the planning and coordination of health and human service activities in Portland, often in collaboration with non-profit agencies and the state and federal government. The department consists of the following operational divisions: Public Health Division, Social Services Division, the Barron Center and the Office of Elder Affairs.

The majority of the funding for the Public Health and Social Services divisions is derived from state and federal grants and reimbursement for direct services. The largest funding source for long-term care services at the Barron Center is MaineCare (formerly Medicaid), followed by Medicare and private insurance.

The Office of Elder Affairs is focused on advocacy and non-institutional community based services.

5. RECREATION AND FACILITIES MANAGEMENT

This department is responsible for maintenance of all city and school buildings, including the school HVAC systems, and the waterfront properties. The department also oversees the marketing and events management at the Expo, Merrill Auditorium, Ocean Gateway, Hadlock Field, and Fitzpatrick Stadium.

Recreation offers a vast array of services and leisure activities including recreation programs, before and after school care, pools, special events, operations of both the ice arena and golf course, and the maintenance and scheduling of athletic fields.

6. LIBRARY

The Portland Public Library is governed by a Board of Trustees. As an independent and non-profit organization, the Library is self-supporting through its own resources with additional grants from the City, Cumberland County and the State of Maine. The amount appropriated represents approximately 82.6% of the Library's estimated expenditures. The City also owns the land and building in which the Library operates.

The expenditures under this category are for the City's contribution to the Portland Public Library.

7. METRO

The Greater Portland Transit District, a quasi-municipal organization better known as Metro, is a shared venture to provide public transportation services to the residents of each of its three participating communities. The Town of Falmouth joined the City of Portland and the City of Westbrook, Maine as members in April of 2009. The District is managed by a Board of Directors selected by the municipal officers of each participating municipality. The Board of Directors has responsibility for budgeting and financing. The District's operating and capital

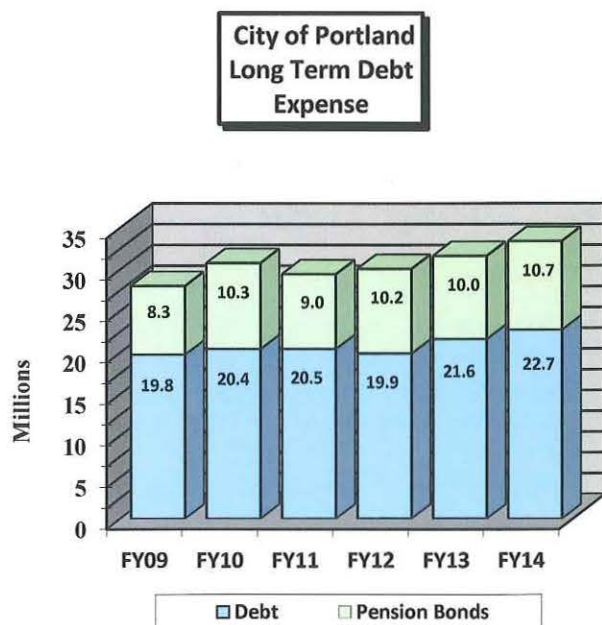
expenditures, including debt service, are financed by state and federal grants received directly by the District, fares and assessments of member communities.

The appropriation found under this division represents the City of Portland's estimated assessment for the upcoming fiscal year at the time the budget was prepared. The City's actual portion of the annual assessment is \$2,439,138 or 82%.

8. COUNTY TAX

This expenditure is paid to finance Portland's share of the cost of county government, including debt repayment. This is determined by the ratio of the City's equalized State Valuation to the County's total equalized State Valuation. At January 1, 2013, the City's equalized State Valuation of \$7,552,150,000 was 19.5% of the County's total equalized State Valuation of \$38.7 billion, resulting in a FY14 assessment to the City of Portland of \$4,757,524.

9. LONG TERM DEBT



Note: FY13 and FY14 are estimated amounts.

Debt Service expenditures repay principal and interest on the City's general obligation bonds, as well as the administration cost of the current and past year bond issuances. The primary reason for borrowing funds is for financing of Capital improvements, some of which are for Schools and Enterprise Funds.

The City's debt source is the single largest item of expense in the City budget. For fiscal year 2014, the gross debt budget is \$33,405,772, or 19.6% of the City's general fund budget; the School Department and Enterprise Funds reimburse the general fund \$13,202,254 of this expense. The FY14 net cost of debt service to the City general fund is \$19,592,431.

City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Activity/Element/Object	Account Title	Actual Revenues FY12	Estimated Revenues FY13	Projected Revenues FY13	Estimated Revenues FY14
I. Property and Excise Taxes					
311-0000	Current Year's Assessment	134,475,862	141,774,762	137,714,285	147,025,563
311-1000	Less: TIF Refunds	(2,413,440)	(2,334,360)	(2,322,480)	(2,442,990)
311-2000	Less: School Tax Allocation	(69,397,905)	(72,124,862)	(72,124,862)	(74,703,001)
312-0000	Prior Year's Assessment	1,754,159	0	1,100,000	0
313-1000	Automobile Excise	9,150,015	9,230,000	9,230,000	9,250,000
313-2000	Boat Excise	40,144	39,000	40,000	40,000
314-0000	Payments in Lieu of Taxes	624,160	590,000	600,000	600,000
319-0000	Interest and Penalties	389,244	35,000	350,000	200,000
Total Property and Excise Taxes		\$74,622,239	\$77,209,540	\$74,586,943	\$79,969,572
II. Licenses and Permits					
321-0000	Street Occupancy	152,412	140,700	143,000	177,100
322-0000	Business Licenses	844,716	796,845	807,886	827,886
323-0000	Police and Protective	2,082	1,365	2,017	1,565
325-1000	Solid Waste Control	10,020	10,450	10,450	10,450
326-0000	Non-Business Licenses	905,621	902,300	869,000	860,050
326-0300	Building Permits	854,619	1,250,000	1,480,000	1,466,000
326-0400	Electrical Permits	49,454	51,000	58,000	58,000
326-0500	Plumbing Permits	28,862	40,000	53,000	53,000
326-0600	Certificate of Occupancy	22,725	14,000	24,000	24,000
326-0700	Zoning Determination	7,800	6,000	6,700	6,000
326-0800	Board of Appeals	2,974	6,500	5,079	6,500
326-2000	Dog Agent Fees	2,682	2,680	2,869	2,680
326-2100	Hunting and Fishing	934	1,210	1,000	1,010
326-2200	Marriages	25,640	22,932	22,932	30,000
Total Licenses and Permits		\$2,910,541	\$3,245,982	\$3,485,933	\$3,524,241
III. Intergovernmental Revenue					
331-1000	Federal Direct Grants	392,996	0	0	0
331-2010	Federal Pass Thru Grants / FEMA	25,593	0	0	0
335-0000	State of Maine	34,050	5,000	40,567	8,000
335-0300	Social Services	6,259,078	5,973,882	6,717,490	7,681,484
335-1000	Revenue Sharing	6,153,216	6,170,000	6,170,000	4,278,885
335-2000	Me Dept of Transportation	627,114	627,000	624,480	625,000
335-2500	Medicaid	1,779,489	1,856,695	1,628,662	1,738,665
335-3000	Snowmobile Registrations	1,979	2,450	2,000	2,000
335-4000	Tree Growth Reimbursement	2,082	1,000	2,150	2,150
335-5000	Veterans Real Estate Reimb.	37,890	35,000	34,209	35,000
335-6000	Camping Fees	4,956	3,250	4,500	4,500
335-7000	Aircraft Excise	39,358	40,000	40,000	40,000
335-8000	Homestead Tax Relief	1,045,052	0	851,793	0
335-8500	Business Personal Property Tax Relief	963,107	0	1,111,512	0
Total Intergovernmental Revenue		\$17,365,960	\$14,714,277	\$17,227,363	\$14,415,684

City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Activity/Element/Object	Account Title	Actual Revenues FY12	Estimated Revenues FY13	Projected Revenues FY13	Estimated Revenues FY14
IV. Charges for Services					
340-0000	Charges for Services PDD	288,000	291,400	291,400	300,850
341-0000	Misc. Charges for Services	3,593,347	3,509,828	3,780,910	4,700,988
341-4000	Auto Registration	87,274	95,000	90,000	180,000
341-5000	Program Income	15,625	18,000	23,750	22,000
341-5500	Berthing Income	98,579	81,594	108,000	90,000
341-5800	Passenger Fees	821,868	705,600	644,200	670,000
341-5900	Fresh Water	54,377	45,500	29,768	32,000
341-8000	Parking	39,562	36,000	40,000	40,000
342-0000	Public Safety	3,677,990	3,328,680	3,323,206	3,576,226
342-0100	Witness Fees	46,408	35,000	36,800	45,000
342-0200	Cruiser Use	52,719	53,000	53,000	51,700
342-1000	Peer Review Reimbursement (Eng.)	79,622	115,000	122,612	120,000
342-1100	Development Application Fee	13,700	15,000	19,850	21,000
342-1200	Development Review (Planners)	23,150	25,000	37,513	40,000
342-1300	Inspection / Review (DRC)	4,450	73,900	70,989	69,750
342-1400	Site Alteration Review	2,000	1,600	3,600	1,600
343-0000	Recycling Program	1,591,917	1,617,425	1,617,425	1,617,425
343-1500	Taxable Sales	6,145	17,900	15,046	15,150
343-2000	Riverside Recycling	208,856	337,300	250,000	358,200
343-2500	Heavy Item Stickers	40	22,400	5,600	5,600
343-3000	Peaks Island Tranfer Station	12,153	7,000	10,020	10,000
345-0800	STD Clinic	22,806	25,000	24,000	25,000
345-1200	Clinic Fees	64,748	85,000	70,000	90,500
345-2000	Medicaid Reimbursement	93,817	97,600	87,500	85,000
345-6500	Patient Receipts	16,722,106	16,664,910	16,823,978	17,005,985
345-6600	Non-Patient Receipts	473,863	449,792	585,211	602,527
345-9900	Less: Returns / Allowances	(1,585,161)	(1,271,649)	(1,250,777)	(981,665)
346-0100	Golf Course Daily Play	0	0	0	167,000
346-0300	Golf Course Passholders	0	0	0	235,336
346-0400	Golf Course Pro Shop	0	0	0	1,860
346-0600	Golf Course Tournaments	0	0	0	60,600
346-0700	Golf Course Lockers	0	0	0	2,675
346-0800	Golf Course Cart Rentals	0	0	0	94,950
346-1000	Ice Arena Vendoring	0	0	0	15,000
346-1300	Golf Course League Fees	0	0	0	31,650
346-1400	Golf Course Combo Specials	0	0	0	189,100
346-1600	Ice Arena Advertising	0	0	0	16,000
346-2000	Ice Arena Concessions	0	0	0	26,000
346-5000	Ice Rentals	0	0	0	503,035
347-0000	Cultural / Recreation	125,969	128,674	132,040	138,374
347-0100	Burials	132,225	148,600	148,600	148,600
347-0200	Foundations	25,594	25,600	25,600	25,600
347-0400	Annual Care	1,183	1,550	1,200	880
347-0500	Plants	1,938	1,750	1,750	1,750
347-0600	Vault Cover Placements	19,520	20,450	20,450	20,450
347-0700	Lot Sales	47,403	54,000	54,000	54,000
347-0800	Swimming	227,573	223,405	228,000	228,225
347-1000	Camps	230,155	198,300	230,000	230,000

City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Activity/Element/Object	Account Title	Actual Revenues FY12	Estimated Revenues FY13	Projected Revenues FY13	Estimated Revenues FY14
347-2000	Before & After School Program	760,327	733,250	775,000	800,000
347-3000	East End Boat Launch	15,164	18,465	18,451	21,415
348-0000	Donations	0	51,597	51,597	51,597
Total Charges for Services		\$28,097,012	\$28,088,421	\$28,600,289	\$31,858,933

V. Fines, Forfeits, and Penalties

351-0000	Code Violations	109,681	97,550	97,550	122,631
351-1000	Denver Boot	98,240	95,000	95,475	95,000
351-2000	Parking Tickets	2,004,830	1,950,000	1,950,000	1,950,000
Total Fines, Forfeits, and Penalties		\$2,212,751	\$2,142,550	\$2,143,025	\$2,167,631

VI. Uses of Money & Property

361-0000	Interest Income	560,420	450,000	325,000	622,000
361-2000	Kehoe Trust Fund	14,826	12,642	13,202	13,200
363-0000	Rental Income	142,299	184,970	131,130	184,130
363-0100	Primary Tenant	363,492	308,000	323,000	355,250
363-0200	Commercial	305,362	331,000	276,978	286,000
363-0300	Non-Commercial	233,190	248,200	253,322	281,700
363-0400	Food Service	339,205	374,100	300,684	480,165
363-0500	Merchandising	12,116	14,550	21,419	11,050
363-0700	Advertising	64,367	50,000	50,000	50,000
363-0800	Vending	16,431	15,700	15,000	15,000
363-0900	Box Office	48,673	35,280	36,480	36,480
363-1500	Parking Income	6,560	7,680	7,680	7,680
363-2500	Ground Rent	148,682	156,900	158,422	268,620
363-3300	Civic Center Office Rent	30,048	30,348	30,348	0
363-3400	94 Free Street Lease	15,400	15,600	15,600	15,912
364-0000	Garages, Lots, Meters	970,552	965,000	980,000	980,000
364-0100	Hourly Parking	591,868	715,000	690,000	715,000
364-0200	Monthly Parking	718,489	710,900	748,127	809,985
364-0300	Library	9,614	7,000	8,250	8,250
364-0500	Thames Street Lot	0	0	0	20,000
364-1000	Parking Meters	2,055,176	2,000,000	2,090,000	2,115,000
364-2000	Parking Annual Lot Rentals	1,000	1,000	1,000	1,000
364-2500	Snow Tow Lot	38,730	69,300	69,300	69,300
367-0000	Cultural / Recreation	180,172	160,120	180,000	192,500
Total Uses of Money & Property		\$6,866,672	\$6,863,290	\$6,724,942	\$7,538,222

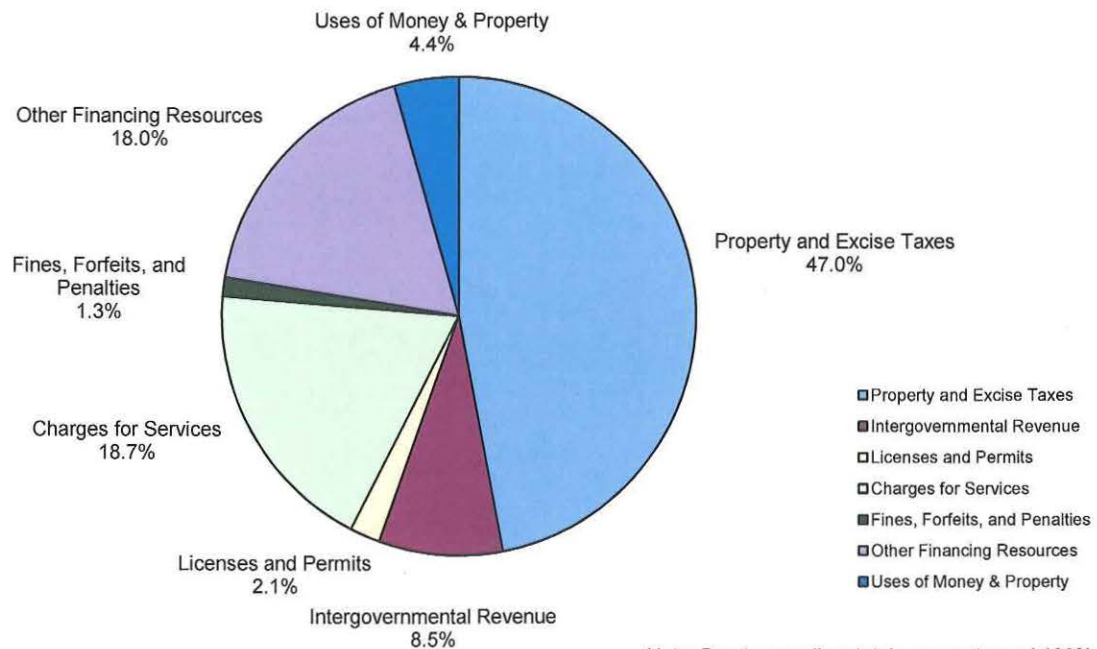
VII. Other Financing Resources

391-0000	Operating Transfers In	916,990	843,550	844,226	791,134
391-1000	Enterprise Fund Contributions	0	(62,551)	(105,343)	0
392-0000	Sale of City Property	75,468	250,000	50,000	620,000
393-0000	HCD Charges	749,896	667,585	567,090	569,074
394-0000	Fund Balance Appropriation	0	542,500	0	772,000
395-0000	Enterprise Fund Charges	11,252,660	11,965,130	12,051,675	12,592,849
396-0000	School Department Charges	7,915,398	8,507,111	8,312,788	9,005,843
397-0000	Spec Rev / Endow Fd Chgs	137,550	145,548	144,796	149,992

City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Activity/Element/Object	Account Title	Actual Revenues FY12	Estimated Revenues FY13	Projected Revenues FY13	Estimated Revenues FY14
398-0000	Reimbursements	857,572	687,262	706,043	679,675
398-0100	Fringe Benefits	666,470	632,723	398,656	231,409
398-0200	Non-State Social Service	274,569	118,500	79,000	90,000
398-1000	Other General Fund Accts	355,432	362,500	372,590	372,767
398-4000	Grant Reimbursements	6,187,460	5,550,653	5,203,830	5,460,964
398-8000	Special Revenue Funds	27,504	27,505	28,520	0
Total Other Financing Resources		\$29,416,969	\$30,238,016	\$28,653,871	\$31,335,707
TOTAL GENERAL FUND REVENUES:		\$161,492,144	\$162,502,076	\$161,422,366	\$170,809,990

FY14 Revenues
General Fund by Revenue Source



**CITY OF PORTLAND, MAINE
FY14 Annual Budget**

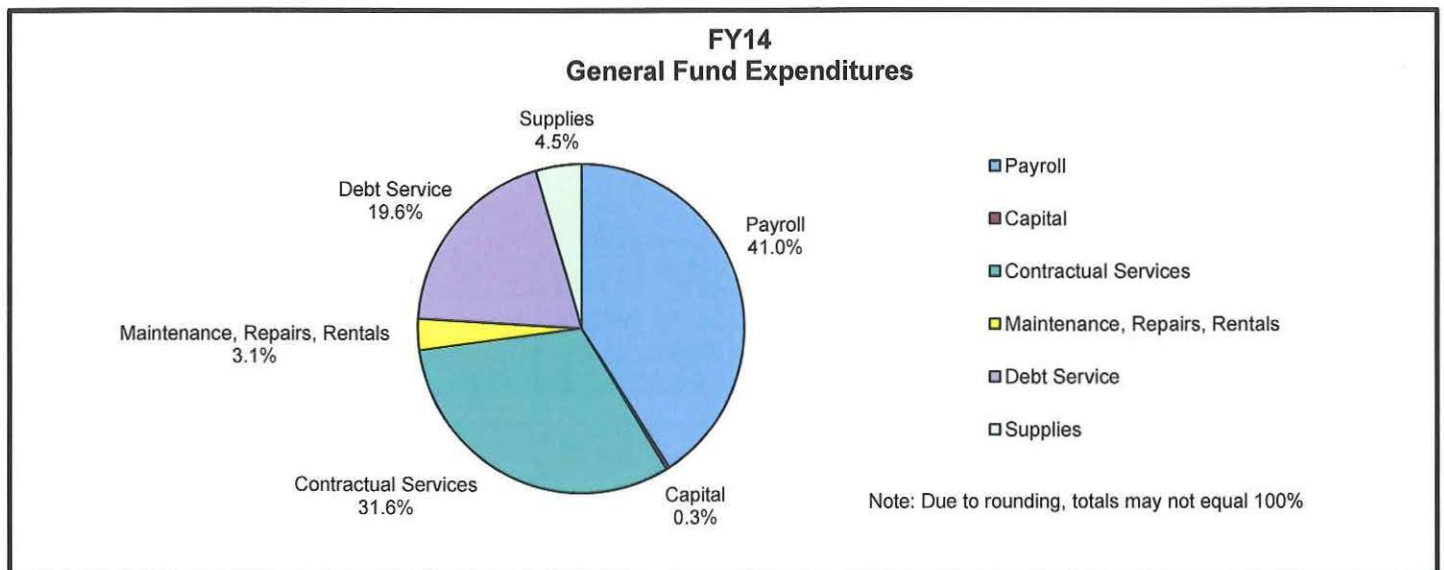
Departmental Budget Summary By Expenditure Category

Account Number	Account Title	Payroll	Contractual Services	Maint. / Repairs & Rentals	Supplies	Capital	Total
11-00	Council	115,858	178,180	0	3,750	0	297,788
12-00	City Clerk	480,490	40,870	4,478	5,600	0	531,438
13-00	City Manager	669,252	75,250	1,800	8,600	0	754,902
14-00	Assessor	285,603	21,255	1,620	3,700	0	312,178
15-00	Finance	1,266,544	370,725	3,740	25,440	0	1,666,449
16-00	Legal	400,072	30,002	500	6,300	0	436,874
17-00	Human Resources	613,203	106,460	3,400	9,500	0	732,563
18-00	Parking	1,366,110	278,792	277,743	43,325	0	1,965,970
19-00	Economic Development	200,032	48,292	2,400	4,750	0	255,474
21-00	Police	12,876,170	463,601	213,709	214,468	0	13,767,948
22-00	Fire	14,082,399	825,397	771,028	453,910	12,000	16,144,734
24-00	Planning & Development	1,755,167	308,890	8,500	23,650	0	2,096,207
29-00	Information Technology	958,471	318,464	676,780	139,860	0	2,093,575
31-00	Public Services	8,001,971	4,596,058	1,459,425	2,859,325	0	16,916,779
33-00	Recreation & Facilities Management	5,672,605	2,694,090	1,162,926	1,243,557	56,000	10,829,178
41-00	Public Health	4,842,023	70,515	6,250	116,875	0	5,035,663
42-00	Social Services	3,394,537	7,926,657	507,833	179,940	0	12,008,967
43-00	Barron Center	10,975,210	1,721,005	158,545	2,393,709	0	15,248,469
48-00	Library	2,391,806	1,078,643	0	0	0	3,470,449
51-00	Pension	0	5,776,315	0	0	0	5,776,315
52-00	Employee Benefits	0	18,359,795	10,380	0	0	18,370,175
61-00	Contingent	0	175,000	0	0	0	175,000
62-00	Liability Insurance	0	692,830	0	0	0	692,830
63-00	County Tax	0	4,757,524	0	0	0	4,757,524
65-00	Memberships & Contr.	0	2,979,769	0	0	0	2,979,769
67-00	Wage Adjustment	(400,000)	0	0	0	0	(400,000)
70-00	Capital	0	0	0	0	487,000	487,000

Subtotal General Fund Expenditures: \$69,947,523 \$53,894,379 \$5,271,057 \$7,736,259 \$555,000 \$137,404,218

47-00 Debt Service \$33,405,772

Total General Fund Expenditures: \$170,809,990



**CITY OF PORTLAND, MAINE
FY14 Annual Budget**

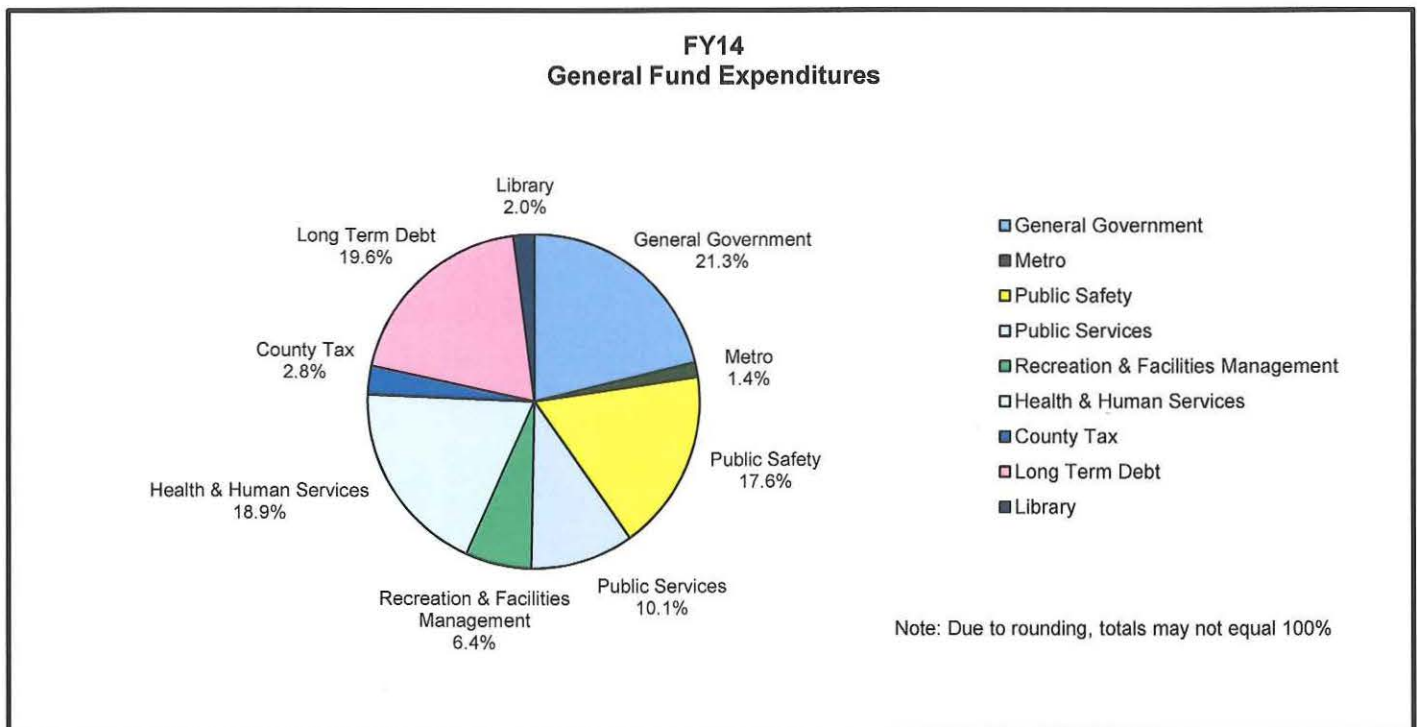
Categorical Budget Summary By Expenditure Category

Account Title	Payroll	Contractual Services	Maint. / Repairs & Rentals	Supplies	Capital	Total
General Government	7,710,802	27,321,751	991,341	274,475	0	36,298,369
Public Safety	26,958,569	1,288,998	984,737	668,378	84,000	29,984,682
Public Services	8,001,971	4,596,058	1,459,425	2,859,325	280,000	17,196,779
Recreation & Facilities Management	5,672,605	2,694,090	1,162,926	1,243,557	191,000	10,964,178
Health & Human Services	19,211,770	9,718,177	672,628	2,690,524	0	32,293,099
Library	2,391,806	1,078,643	0	0	0	3,470,449
County Tax	0	4,757,524	0	0	0	4,757,524
Metro	0	2,439,138	0	0	0	2,439,138

Subtotal General Fund Expenditures: \$69,947,523 \$53,894,379 \$5,271,057 \$7,736,259 \$555,000 \$137,404,218

Long Term Debt \$33,405,772

Total Categorical Expenditures: \$170,809,990



City Council

The City of Portland operates under a charter which was amended on November 02, 2010. In mid-FY12, the City elected a Mayor for a four year term. In addition to the Mayor, the City Council is comprised of five district Council members and three members elected from the registered voters of the entire City-at-Large. The Council members are elected for three-year staggered terms.

The charter grants to the City Council all powers to enact, amend or repeal rules, ordinances and resolutions relating to the City's property, affairs and government, to preserve the public peace, health and safety, to establish personnel policies and authorize the issuance of debt. The council adopts an annual budget and provides for an annual audit. The Mayor has the authority to veto the annual budget, however the veto may be overridden by six members of the City Council.

In addition to formally meeting two times each month, the Council meets frequently in subcommittees and workshops in order to more fully grasp the dimensions of urban problems.

The revenues received by this department are from Housing & Community Development (HCD) grant funds for a portion of the annual audit costs.

Department Summary

Department: City Council

Account: 100-11

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	112,603	112,603	115,858	115,858	115,858	115,858
Administrative Services	44,630	39,798	45,130	44,380	44,380	44,380
Contractual Services	109,000	104,675	133,000	133,000	133,000	133,000
Supplies	3,750	1,860	3,750	3,750	3,750	3,750
Utilities	1,000	838	800	800	800	800
Total	270,983	259,774	298,538	297,788	297,788	297,788
Less Revenues	(10,000)	(10,000)	(5,000)	(5,000)	(5,000)	(5,000)
Net Department Total	260,983	249,774	293,538	292,788	292,788	292,788

Personnel Services Detail

Department: City Council

Division: City Council

Account: 100-11-00

	Funding	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
Position	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Mayor	100	1	65,403	1	67,704	1	67,704	1	67,704	1	67,704
City Councilor	100	8	47,200	8	48,154	8	48,154	8	48,154	8	48,154
Gross Personnel Services		9.0	112,603	9.0	115,858	9.0	115,858	9.0	115,858	9.0	115,858

City Clerk

The Department of City Clerk has four major functions: Elections, Business Licenses, Vital Records, and City Records maintenance. The City Clerk oversees the operation of these functions and acts as Clerk of the City Council by recording and keeping all its official acts. The Principal Administrative Officer, or the Clerk's deputy, is charged with ensuring the City Clerk's Office runs in accordance with the Clerk's directives and obligations.

The Election Administrator is charged with facilitating municipal and state elections. The City Clerk's office is responsible for all election preparation, including preparing ballots, nomination papers, training election officials, testing the election scanners to certify their accuracy, and absentee voting. The Clerk's Office is also responsible for tallying election results and securing voted ballots. Three elections are budgeted for FY14. Voter Registration is part of the election process and involves maintaining voter lists, certifying election nomination papers and citizen initiative petitions, processing peoples veto papers, and generating reports from the Central Voter Registration system (CVR). This is a statewide system designed to standardize and centralize voter registration.

The Business License Administrator maintains and processes over 2,000 licenses annually as required by the City Code. The Licensing Administrator provides license applications and coordinates all interdepartmental approvals pursuant to licensing ordinances.

The Vital Records Clerks are responsible for recording and issuing vital records such as the births, deaths and marriages that occur in Portland. An account has been created to facilitate donations for the preservation of these records, which are in poor condition; these records must be maintained forever. In addition, Clerks are responsible for performing marriages, the licensing of dogs, the sale of fish and game licenses, domestic partnership registrations, genealogy request searches, and providing Notary and Dedimus Justice services.

City record keeping involves indexing and binding Council minutes, responding to research requests, and the storage of the audio/video recordings of several boards and committees.

Department Summary

Department: City Clerk

Account: 100-12

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	454,183	447,487	488,318	480,490	480,490	480,490
Administrative Services	3,630	5,820	4,254	5,154	5,154	5,154
Contractual Services	37,100	37,100	50,786	35,716	35,716	35,716
Maintenance and Repairs	3,484	4,013	1,400	1,400	1,400	1,400
Rentals	2,828	2,828	3,078	3,078	3,078	3,078
Supplies	43,400	43,400	5,600	5,600	5,600	5,600
Total	544,625	540,648	553,436	531,438	531,438	531,438
Less Revenues	(1,042,963)	(1,053,983)	(1,059,906)	(1,086,974)	(1,086,974)	(1,086,974)
Net Department Total	(498,338)	(513,335)	(506,470)	(555,536)	(555,536)	(555,536)

Personnel Services Detail

Department: City Clerk

Division: City Clerk

Account: 100-12-00

Position	Funding Source	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
		#	Approved	#	Submission	#	Recommendation	#	Committee	#	Allowance
	City Fed Oth		Amount		Amount		Amount		Amount		Amount
City Clerk	100	1	71,955	1	74,490	1	74,490	1	74,490	1	74,490
Principal Admin Officer	100	1	54,502	1	55,692	1	55,692	1	55,692	1	55,692
(1) Business License Admin	100	1.3	49,325	1.3	50,611	1	42,783	1	42,783	1	42,783
Election Administrator	100	1	42,129	1	44,257	1	44,257	1	44,257	1	44,257
Election Assistant	100	1.3	43,365	1.3	43,520	1.3	43,520	1.3	43,520	1.3	43,520
(2) Vital Records Clerk	100	4	133,454	3.9	133,360	3.9	133,360	3.9	133,360	3.9	133,360
Temporary Help	100		43,093		72,808		72,808		72,808		72,808
Overtime	100		16,360		13,580		13,580		13,580		13,580
Gross Personnel Services		9.6	454,183	9.5	488,318	9.2	480,490	9.2	480,490	9.2	480,490

Notes:

- (1) (.3) Hours Decrease during FY13
- (2) (.1) Hours Decrease in FY14 (FY13 Presidential Election)

City Manager

This department consists of the City Manager and support staff. Appointed by the City Council, the City Manager serves as the Chief Executive Officer of the City. In addition to the City Manager, the administrative staff also includes other key staff members necessary to the success in providing high quality services. As the largest municipality in Maine, the staff works diligently toward being involved and pro-active in the Portland community, as well as in the broader local and state community.

This department is responsible for the executive management of the City of Portland. Responsibilities include the preparation and administration of council agendas and orders, the coordination and administration of City departments, the handling of citizen inquiries and complaints, the public relations and communication functions, affirmative action, and neighborhood and island liaison efforts.

Beginning in FY14, the Economic Development divisions separated from the City Manager's, forming a separate department. For comparison purposes, the FY13 division data is displayed under the new organizational format.

Department Summary

Department: City Manager

Account: 100-13

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	629,529	512,780	669,252	739,252	669,252	669,252
Benefits	5,400	5,400	5,400	5,400	5,400	5,400
Administrative Services	16,200	14,990	17,450	19,450	19,450	19,450
Contractual Services	46,000	43,946	46,000	46,000	46,000	46,000
Rentals	1,800	1,800	1,800	1,800	1,800	1,800
Supplies	8,100	12,110	8,600	8,600	8,600	8,600
Utilities	4,950	4,515	4,400	4,400	4,400	4,400
Total	711,979	595,541	752,902	824,902	754,902	754,902
Less Revenues	(1,117,175)	(1,083,935)	(1,027,421)	(1,097,421)	(1,027,421)	(1,027,421)
Net Department Total	(405,196)	(488,394)	(274,519)	(272,519)	(272,519)	(272,519)

Personnel Services Detail

Department: City Manager

Division: City Manager Administration

Account: 100-13-01

Position	Funding		FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
City Manager	100		1	143,000	1	148,054	1	148,054	1	148,054	1	148,054
(1) Deputy City Manager	100		0	0	1	127,500	1	127,500	1	127,500	1	127,500
(2) Asst City Manager	100		1	100,000	0	0	0	0	0	0	0	0
Island/Neighborhood Admin	100		1	63,687	1	64,974	1	64,974	1	64,974	1	64,974
Waterfront Coordinator		100	0	0	0	0	1	70,000	0	0	0	0
City Communications Director	100		1	66,164	1	67,490	1	67,490	1	67,490	1	67,490
Dir EO & Multicultural Affairs	100		1	62,147	1	63,395	1	63,395	1	63,395	1	63,395
Arts and Equity Director		100	1	51,597	1	51,597	1	51,597	1	51,597	1	51,597
Senior Executive Assistant	100		2	86,834	2	88,550	2	88,550	2	88,550	2	88,550
(3) Asst to the City Manager	100		0	0	1	55,692	1	55,692	1	55,692	1	55,692
(4) Sustainability Coord (Proj)		100	1	54,600	0	0	0	0	0	0	0	0
Overtime	100			1,500		2,000		2,000		2,000		2,000
Gross Personnel Services			9.0	629,529	9.0	669,252	10.0	739,252	9.0	669,252	9.0	669,252

Notes:

- (1) 1 Position Replaced Asst City Manager during FY13
- (2) (1) Position Replaced w/ Deputy City Manager during FY13
- (3) 1 Position Replaced Sustainability Coord (Proj) during FY13
- (4) (1) Position Replaced w/ Asst to the City Manager during FY13

Assessor

The Department of the Assessor is responsible for the creation and maintenance of the tax roll. Additionally, it maintains records on over 1,300 exempt real estate accounts. The distribution of taxes is accomplished by assigning taxable assessed values to approximately 22,400 real estate accounts and 4,100 personal property accounts. Among the documents that must be accurately maintained by this department are real property records, property maps, ownership records, property sales information and personal property records. Computerization and web site development of department records and tasks continue as an enhancement to the assessment and data processing functions of this office.

Department Summary

Department: Assessor

Account: 100-14

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	279,293	280,853	285,603	285,603	285,603	285,603
Administrative Services	8,355	5,551	8,555	8,555	8,555	8,555
Contractual Services	18,550	17,859	18,500	12,700	12,700	12,700
Rentals	1,620	1,572	1,620	1,620	1,620	1,620
Supplies	4,200	5,392	3,700	3,700	3,700	3,700
Total	312,018	311,227	317,978	312,178	312,178	312,178
Less Revenues	(1,200)	(1,557)	(1,100)	(1,100)	(1,100)	(1,100)
Net Department Total	310,818	309,670	316,878	311,078	311,078	311,078

Personnel Services Detail

Department: Assessor

Division: Assessor

Account: 100-14-00

Position	Funding		FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Tax Assessor	100		1	94,565	1	96,453	1	96,453	1	96,453	1	96,453
Tax Assessment Analyst	100		1	61,406	1	62,614	1	62,614	1	62,614	1	62,614
Senior Appraiser	100		1	51,929	1	53,489	1	53,489	1	53,489	1	53,489
Office Assistant	100		1.9	71,393	1.9	73,047	1.9	73,047	1.9	73,047	1.9	73,047
Gross Personnel Services			4.9	279,293	4.9	285,603	4.9	285,603	4.9	285,603	4.9	285,603

Finance

The Department of Finance consists of Administration and Treasury. The Finance Director and two division managers oversee the efficient operations of these functions.

The FY14 increase is mainly attributed to new operational expenses in Treasury's contractual services lines. The revenues reflected have decreased due to the reduction of Revenue Sharing funding at the state level.

Department Summary

Department: Finance

Account: 100-15

		FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown							
Payroll		1,279,276	1,280,539	1,300,581	1,300,581	1,300,581	1,266,544
Administrative Services		207,204	201,327	210,325	207,325	207,325	207,325
Contractual Services		85,496	126,753	162,828	161,828	161,828	161,828
Maintenance and Repairs		850	500	500	500	500	500
Rentals		3,300	3,240	3,240	3,240	3,240	3,240
Supplies		24,870	24,154	25,940	25,440	25,440	25,440
Utilities		1,380	1,380	1,572	1,572	1,572	1,572
Total		1,602,376	1,637,893	1,704,986	1,700,486	1,700,486	1,666,449
Summary by Division							
Finance Administration	(15-01)	975,146	969,242	986,563	986,563	986,563	986,563
Treasury	(15-02)	627,230	668,651	718,423	713,923	713,923	679,886
Total		1,602,376	1,637,893	1,704,986	1,700,486	1,700,486	1,666,449
Less Revenues		(7,650,072)	(7,636,816)	(7,393,980)	(8,440,980)	(8,440,980)	(6,549,865)
Net Department Total		(6,047,696)	(5,998,923)	(5,688,994)	(6,740,494)	(6,740,494)	(4,883,416)

Finance Administration

Finance Administration oversees all financial operations of the City.

Finance Administration responsibilities include payroll, accounts payable, grant accounting, and general and enterprise fund accounting for all City departments. Payroll processes weekly payroll for approximately 1,700 full-time, part-time, temporary, on-call and seasonal employees, maintains earnings and reduction records, and reports federal and state taxes and provides extensive earnings research for Maine State Retirement System. Accounts Payable processes all City requests for payments to vendors, and is responsible for sorting all incoming City Hall mail. The Accounting staff also maintains the City's general ledger.

Budget is responsible for monitoring expenditure activity for the City, providing a monthly analysis of expenditures and revenues, reviewing all payment documents, processing departmental requests for transfers between operating accounts, and administering the annual budget process.

Purchasing assists City departments in obtaining goods and services. Purchasing is responsible for issuing bids, obtaining price quotations, and resolving differences with vendors. Purchasing also works closely with the Legal Department to develop procurement contracts.

Division Summary

Department: Finance **Division:** Finance Administration **Account:** 100-15-01

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	850,436	851,599	869,029	869,029	869,029	869,029
Administrative Services	100,920	94,811	96,700	96,700	96,700	96,700
Contractual Services	5,600	5,352	5,472	5,472	5,472	5,472
Maintenance and Repairs	350	200	0	0	0	0
Rentals	1,500	1,440	1,440	1,440	1,440	1,440
Supplies	14,960	14,460	12,350	12,350	12,350	12,350
Utilities	1,380	1,380	1,572	1,572	1,572	1,572
Total	975,146	969,242	986,563	986,563	986,563	986,563
Less Revenues	(652,957)	(453,362)	(451,418)	(1,021,418)	(1,021,418)	(1,021,418)
Net Division Total	322,189	515,880	535,145	(34,855)	(34,855)	(34,855)

Personnel Services Detail

Department: Finance

Division: Finance Administration

Account: 100-15-01

Position	Funding		FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Finance Director	100		1	102,058	1	104,105	1	104,105	1	104,105	1	104,105
Asst Finance Director	100		1	80,028	1	81,627	1	81,627	1	81,627	1	81,627
Controller	100		1	66,164	1	67,490	1	67,490	1	67,490	1	67,490
Purchasing Manager	100		1	61,308	1	62,536	1	62,536	1	62,536	1	62,536
Budget Analyst	100		1	61,308	1	62,536	1	62,536	1	62,536	1	62,536
Financial Specialist	100		2	113,549	2	115,830	2	115,830	2	115,830	2	115,830
Senior Accountant	68	32	1	55,088	1	56,218	1	56,218	1	56,218	1	56,218
Asst Purchasing Manager	100		1	47,660	1	48,614	1	48,614	1	48,614	1	48,614
Senior Admin Officer	74	26	1	45,162	1	46,079	1	46,079	1	46,079	1	46,079
Accountant	100		2	77,259	2	79,268	2	79,268	2	79,268	2	79,268
Account Clerk II	100		2	68,446	2	70,857	2	70,857	2	70,857	2	70,857
Executive Assistant	100		1	37,362	1	38,123	1	38,123	1	38,123	1	38,123
Administrative Assistant (NU)	100		1	34,944	1	35,646	1	35,646	1	35,646	1	35,646
Overtime	100			100		100		100		100		100
Gross Personnel Services			16.0	850,436	16.0	869,029	16.0	869,029	16.0	869,029	16.0	869,029

Treasury

The Treasury division is responsible for a variety of functions, including the collection of real estate taxes, personal property taxes and delinquent sewer user fees. Treasury also collects parking ticket revenues, vehicle excise taxes and registration fees, ATV / boat / snowmobile registration, island golf cart registration, Metro bus passes, miscellaneous receivables, and processes all cash receipts for the City.

In addition, Treasury is responsible for handling the administrative functions of the sewer fund. All expenditures incurred for this purpose are offset by revenues from the sewer fund. The remaining revenues are inter-fund charges to the various enterprise funds for their share of Treasury's administrative costs.

The Treasury budget rose in FY14 \$52,656, or 8.4%, mainly due to increased banking fee services. Decreased revenues are attributed to the lower funding of the State's Revenue Sharing pool.

Division Summary

Department: Finance	Division: Treasury				Account: 100-15-02	
	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	428,840	428,940	431,552	431,552	431,552	397,515
Administrative Services	106,284	106,516	113,625	110,625	110,625	110,625
Contractual Services	79,896	121,401	157,356	156,356	156,356	156,356
Maintenance and Repairs	500	300	500	500	500	500
Rentals	1,800	1,800	1,800	1,800	1,800	1,800
Supplies	9,910	9,694	13,590	13,090	13,090	13,090
Total	627,230	668,651	718,423	713,923	713,923	679,886
Less Revenues	(6,997,115)	(7,183,454)	(6,942,562)	(7,419,562)	(7,419,562)	(5,528,447)
Net Division Total	(6,369,885)	(6,514,803)	(6,224,139)	(6,705,639)	(6,705,639)	(4,848,561)

Personnel Services Detail

Department: Finance

Division: Treasury

Account: 100-15-02

Position	Funding Source		FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Director of Treasury	100		1	80,028	1	81,627	1	81,627	1	81,627	1	81,627
Asst Dir of Treasury	100		1	54,600	1	55,692	1	55,692	1	55,692	1	55,692
Financial Admin Asst	50	50	2	85,254	2	87,945	2	87,945	2	87,945	2	87,945
Customer Service Supervisor	100		0	0	1	34,037	1	34,037	1	34,037	0	0
(1) Lead Cashier Clerk	100		1	38,981	0	0	0	0	0	0	0	0
Cashier Clerk	100		5	169,377	5	171,651	5	171,651	5	171,651	5	171,651
Overtime	100			600		600		600		600		600
Gross Personnel Services			10.0	428,840	10.0	431,552	10.0	431,552	10.0	431,552	9.0	397,515

Notes:

(1) (1) Position Eliminated in FY14

Legal

The goal of the Legal Department is to provide competent and cost-effective legal advice, services and representation to the City Council, its officials, boards and commissions, department heads and City staff. The department is under the direction of Corporate Counsel, who manages a staff of three attorneys. Two office assistants provide support services to the legal staff.

The department provides a full range of legal services for the City and maintains a high level of expertise in areas of particular importance to municipal government such as tax collections, contracts, economic development, assessments, planning, zoning, Rule 80B appeals, administrative law, general assistance, construction law, transportation, personnel, municipal finance, code enforcement, liability claims and statutory and ordinance drafting and interpretation. In addition, the department staffs and/or provides legal advice to all City standing and special committees.

The majority of the revenues received by the department are from charge backs for legal services provided by the attorneys for the Jetport, Fish Pier, and Sewer funds. The department also receives revenue for various ordinance code violations.

Department Summary

Department: Legal Account: 100-16

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	384,525	394,633	441,876	440,876	400,072	400,072
Administrative Services	19,820	19,513	19,202	19,202	19,202	19,202
Contractual Services	10,800	23,911	10,800	10,800	10,800	10,800
Maintenance and Repairs	500	500	500	500	500	500
Supplies	5,800	5,800	6,300	6,300	6,300	6,300
Total	421,445	444,357	478,678	477,678	436,874	436,874
Less Revenues	(137,719)	(137,719)	(126,038)	(126,038)	(126,038)	(126,038)
Net Department Total	283,726	306,638	352,640	351,640	310,836	310,836

Personnel Services Detail

Department: Legal

Division: Legal

Account: 100-16-00

Position	Funding Source	City Fed Oth	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
			Approved		Submission		Recommendation		Committee		Allowance	
			#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Corporate Counsel	100		1	96,603	1	112,203	1	112,203	1	112,203	1	112,203
(1) Associate Corporate Counsel	100		3	218,088	3	244,822	3	244,822	2.5	204,018	2.5	204,018
Senior Executive Assistant	100		1	45,201	1	46,118	1	46,118	1	46,118	1	46,118
(2) Paralegal / Legal Assistant	100		0	0	1	37,733	1	37,733	1	37,733	1	37,733
(3) Administrative Assistant (NU)	100		0.7	22,633	0	0	0	0	0	0	0	0
Temporary Help	100			2,000		1,000		0		0		0
Gross Personnel Services			5.7	384,525	6.0	441,876	6.0	440,876	5.5	400,072	5.5	400,072

Notes:

- (1) (.5) Position Eliminated in FY14 (See Also 100-2121)
- (2) 1 Position Replaced Admin Asst (NU) during FY13
- (3) .3 Hours Increase Approved & (1) Replaced w/ Paralegal during FY13

Human Resources

The Department of Human Resources provides many services to all City departments, including recruitment and hiring oversight, civil service program administration, labor relations, organizational development and education, employee health and benefits administration, and safety and risk management.

Department Summary

Department: Human Resources

Account: 100-17

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	601,164	587,143	613,203	613,203	613,203	613,203
Benefits	500	500	500	500	300	300
Administrative Services	11,870	12,587	17,935	11,935	11,440	11,440
Contractual Services	91,875	101,970	104,725	104,725	92,220	92,220
Maintenance and Repairs	1,000	1,000	1,000	1,000	1,000	1,000
Rentals	2,400	2,400	2,400	2,400	2,400	2,400
Supplies	9,500	9,500	9,500	9,500	9,500	9,500
Utilities	2,500	2,500	2,500	2,500	2,500	2,500
Total	720,809	717,600	751,763	745,763	732,563	732,563
Less Revenues	(63,102)	(63,102)	(53,824)	(53,824)	(53,824)	(53,824)
Net Department Total	657,707	654,498	697,939	691,939	678,739	678,739

Personnel Services Detail

Department: Human Resources

Division: Administration

Account: 100-17-01

Position	Funding Source	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Director of Human Resources	100	1	90,012	1	91,825	1	91,825	1	91,825	1	91,825
Employee Relations Manager	100	1	72,696	1	74,159	1	74,159	1	74,159	1	74,159
Benefits Manager	100	1	69,483	1	70,874	1	70,874	1	70,874	1	70,874
WC & Safety Program Manager	100	1	64,058	1	65,325	1	65,325	1	65,325	1	65,325
Safety/Training Officer	100	1	51,285	1	52,299	1	52,299	1	52,299	1	52,299
Principal Admin Officer	100	1	62,248	1	63,500	1	63,500	1	63,500	1	63,500
Human Resources Associate	100	1	51,753	1	52,787	1	52,787	1	52,787	1	52,787
Employee Assistance Coord	100	1	58,734	1	59,904	1	59,904	1	59,904	1	59,904
Executive Assistant	100	1	44,878	1	45,792	1	45,792	1	45,792	1	45,792
Administrative Assistant (NU)	100	1	36,017	1	36,738	1	36,738	1	36,738	1	36,738
Gross Personnel Services		10.0	601,164	10.0	613,203	10.0	613,203	10.0	613,203	10.0	613,203

Parking

Parking falls under the direction of the Executive Department. The Parking Division manages both on-street and off-street parking in the City and administers the School Crossing Guide program. Parking Control Officers enforce on-street signage and the City's parking ordinance to encourage turnover parking and provide public safety throughout the City. When requested, Parking Control Officers also assist the Police Department with traffic control during fire emergencies, accidents, and other matters of public safety.

The Parking Division also maintains and collects revenue from 1,533 metered spaces throughout the City, 200 of which were recently converted to multi space meters that accept credit cards. The City anticipates converting approximately 300 more multi space meters in the 2014 fiscal year.

Finally, the Parking Division administers, operates, and/or oversees four parking garages and four parking lots. The division provides budgets, physical oversight, staffing, and revenue collection for these facilities.

FY14 expenses have remained relatively flat, with a minimal increase of less than 1.0%. The estimated FY14 revenues have increased by \$221,474, or 3.4%, due to projected increases in parking meter and the Spring Street Garage income.

Department Summary

Department: Parking

Account: 100-18

		FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown							
Payroll		1,311,092	1,296,736	1,355,610	1,355,610	1,366,110	1,366,110
Benefits		5,700	5,700	5,800	5,800	5,800	5,800
Administrative Services		33,890	33,467	34,515	34,515	34,515	34,515
Contractual Services		144,175	153,240	190,705	175,705	175,705	175,705
Maintenance and Repairs		173,175	172,713	162,725	158,725	158,725	158,725
Rentals		115,573	115,573	119,018	119,018	119,018	119,018
Supplies		32,175	32,045	44,425	43,325	43,325	43,325
Utilities		60,142	62,213	62,772	62,772	62,772	62,772
Contributions		72,900	135,000	0	0	0	0
Total		1,948,822	2,006,687	1,975,570	1,955,470	1,965,970	1,965,970
Summary by Division							
Parking Administration	(18-01)	1,095,970	1,161,553	1,083,946	1,083,196	1,083,196	1,083,196
Crossing Guides	(18-02)	115,100	120,600	122,200	122,200	132,700	132,700
Elm Street Garage	(18-03)	231,657	239,080	244,872	244,372	244,372	244,372
Spring Street Garage	(18-04)	349,095	329,060	402,727	386,877	386,877	386,877
Temple Street Garage	(18-05)	157,000	156,394	121,825	118,825	118,825	118,825
Total		1,948,822	2,006,687	1,975,570	1,955,470	1,965,970	1,965,970
Less Revenues		(6,564,773)	(6,684,900)	(6,706,247)	(6,786,247)	(6,786,247)	(6,786,247)
Net Department Total		(4,615,951)	(4,678,213)	(4,730,677)	(4,830,777)	(4,820,277)	(4,820,277)

Parking Administration

Parking Administration includes the management of on-street parking, the parking meter operation, the Parking Control Officers, and the issuance of residential parking stickers. This division also handles the administration of the Temple Street and Casco Bay parking garages.

The FY14 revenues in this division have increased \$151,250, or 3.5%, primarily due to the relatively new multi-space meters and the newly offered Thames Street Lot daily parking.

Division Summary

Department: Parking	Division: Parking Administration				Account: 100-18-01	
	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	786,967	790,559	816,143	816,143	816,143	816,143
Benefits	3,700	3,700	3,800	3,800	3,800	3,800
Administrative Services	11,890	12,073	12,690	12,690	12,690	12,690
Contractual Services	83,870	83,840	104,340	104,340	104,340	104,340
Maintenance and Repairs	1,025	703	1,025	1,025	1,025	1,025
Rentals	115,373	115,373	118,818	118,818	118,818	118,818
Supplies	17,925	18,025	24,750	24,000	24,000	24,000
Utilities	2,320	2,280	2,380	2,380	2,380	2,380
Contributions	72,900	135,000	0	0	0	0
Total	1,095,970	1,161,553	1,083,946	1,083,196	1,083,196	1,083,196
Less Revenues	(4,335,300)	(4,442,025)	(4,466,550)	(4,486,550)	(4,486,550)	(4,486,550)
Net Division Total	(3,239,330)	(3,280,472)	(3,382,604)	(3,403,354)	(3,403,354)	(3,403,354)

Personnel Services Detail

Department: Parking

Division: Parking Administration

Account: 100-18-01

Position	Funding Source		FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Parking Manager	100		1	72,206	1	73,637	1	73,637	1	73,637	1	73,637
Parking Division Supervisor	100		1	66,086	1	67,295	1	67,295	1	67,295	1	67,295
Parking Meter Supervisor	100		1	46,384	1	47,320	1	47,320	1	47,320	1	47,320
Senior Parking Control Officer	100		1	41,321	1	42,471	1	42,471	1	42,471	1	42,471
Maintenance Worker III	100		1	39,146	1	40,329	1	40,329	1	40,329	1	40,329
(1) Parking Meter Technician	100		0	0	1	41,743	1	41,743	1	41,743	1	41,743
(2) Maintenance Worker I	100		1	38,796	0	0	0	0	0	0	0	0
Parking Control Officer	100		10.6	358,894	10.6	370,466	10.6	370,466	10.6	370,466	10.6	370,466
Parking Office Asstistant	100		1	36,212	1	36,928	1	36,928	1	36,928	1	36,928
Customer Service Representative	100		2	62,922	2	65,071	2	65,071	2	65,071	2	65,071
Holiday Payments	100			0		883		883		883		883
Overtime	100			25,000		30,000		30,000		30,000		30,000
Gross Personnel Services			19.6	786,967	19.6	816,143	19.6	816,143	19.6	816,143	19.6	816,143

Notes:

- (1) 1 Reclass from MW I in FY14
- (2) (1) Reclass to Parking Meter Technician in FY14

Crossing Guides

The Parking Division administers the School Crossing Guide program to help ensure the safety of Portland children who walk to school. Crossing Guides staff twenty-eight intersections near Portland elementary schools.

Additional school crossing guides are included in the FY14 budget.

Division Summary

Department: Parking	Division: Crossing Guides				Account: 100-18-02	
	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	114,000	119,500	121,000	121,000	131,500	131,500
Supplies	1,100	1,100	1,200	1,200	1,200	1,200
Total	115,100	120,600	122,200	122,200	132,700	132,700

Personnel Services Detail

Department: Parking

Division: Crossing Guides

Account: 100-18-02

Position	Funding Source	City Fed Oth	FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
			#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Temporary Help	100			114,000		121,000		121,000		131,500		131,500
Gross Personnel Services				114,000		121,000		121,000		131,500		131,500

Elm Street Garage

The Elm Street Garage is a City-owned parking facility adjacent to Portland High School, and is operated and staffed by the Parking division. The Elm Street Garage provides hourly parking for people wishing to visit downtown businesses and the Merrill Auditorium / Portland Public Library area, as well as providing monthly parking spaces for employees of Portland High School, area businesses, some City Hall employees, and private citizens. The Elm Street Garage participates in the Park & Shop program.

Expenses are up \$12,715, or 5.5% mostly due to increased snow removal costs and new gates for the revenue control equipment. Revenues remain relatively flat.

Division Summary

Department: Parking	Division: Elm Street Garage				Account: 100-18-03	
	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	181,324	186,712	185,068	185,068	185,068	185,068
Benefits	1,000	1,000	1,000	1,000	1,000	1,000
Contractual Services	17,605	20,985	21,475	21,475	21,475	21,475
Maintenance and Repairs	8,150	8,050	7,950	7,450	7,450	7,450
Rentals	100	100	100	100	100	100
Supplies	4,375	4,175	11,275	11,275	11,275	11,275
Utilities	19,103	18,058	18,004	18,004	18,004	18,004
Total	231,657	239,080	244,872	244,372	244,372	244,372
Less Revenues	(366,800)	(368,050)	(368,050)	(368,050)	(368,050)	(368,050)
Net Division Total	(135,143)	(128,970)	(123,178)	(123,678)	(123,678)	(123,678)

Personnel Services Detail

Department: Parking

Division: Elm Street Garage

Account: 100-18-03

Position	Funding		FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Parking Garage Shift Leader	100		2	77,025	2	78,956	2	78,956	2	78,956	2	78,956
Parking Garage Cashier	100		2.6	79,599	2.6	82,112	2.6	82,112	2.6	82,112	2.6	82,112
Temporary Help	100			8,200		8,200		8,200		8,200		8,200
Holiday Payments	100			5,185		5,490		5,490		5,490		5,490
Overtime	100			11,315		10,310		10,310		10,310		10,310
Gross Personnel Services			4.6	181,324	4.6	185,068	4.6	185,068	4.6	185,068	4.6	185,068

Spring Street Garage

The Spring Street Garage is a City-owned parking facility adjacent to the Civic Center and is operated and staffed by the Parking Division. The Spring Street Garage has been used successfully as an economic development tool for downtown revitalization and provides parking for Civic Center events. It also provides hourly parking for people visiting businesses in the Congress Street / Free Street area, as well as providing monthly parking spaces for employees of area businesses and private citizens. The Spring Street garage participates in the Park & Shop and Park & Work programs.

Expenses are up \$37,782, or 10.8%, due in the most part to increased building repair and snow removal costs. Revenues rose \$69,049, or 6.2%, due to the estimated increase in monthly parking.

Division Summary

Department: Parking	Division: Spring Street Garage				Account: 100-18-04	
	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	228,801	199,965	233,399	233,399	233,399	233,399
Benefits	1,000	1,000	1,000	1,000	1,000	1,000
Contractual Services	42,700	48,415	64,890	49,890	49,890	49,890
Maintenance and Repairs	29,000	28,960	53,750	53,250	53,250	53,250
Rentals	100	100	100	100	100	100
Supplies	8,775	8,745	7,200	6,850	6,850	6,850
Utilities	38,719	41,875	42,388	42,388	42,388	42,388
Total	349,095	329,060	402,727	386,877	386,877	386,877
Less Revenues	(1,112,673)	(1,124,825)	(1,121,647)	(1,181,647)	(1,181,647)	(1,181,647)
Net Division Total	(763,578)	(795,765)	(718,920)	(794,770)	(794,770)	(794,770)

Personnel Services Detail

Department: Parking

Division: Spring Street Garage

Account: 100-18-04

Position	Funding Source	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
		#	Approved	#	Submission	#	Recommendation	#	Committee	#	Allowance
	City Fed Oth		Amount		Amount		Amount		Amount		Amount
Parking Garage Shift Leader	100	2	76,368	2	79,110	2	79,110	2	79,110	2	79,110
Parking Garage Cashier	100	2.4	73,789	2.4	75,855	2.4	75,855	2.4	75,855	2.4	75,855
Maintenance Worker III	100	1	40,144	1	40,934	1	40,934	1	40,934	1	40,934
Temporary Help	100		22,000		21,000		21,000		21,000		21,000
Holiday Payments	100		5,175		5,490		5,490		5,490		5,490
Overtime	100		11,325		11,010		11,010		11,010		11,010
Gross Personnel Services		5.4	228,801	5.4	233,399	5.4	233,399	5.4	233,399	5.4	233,399

Temple Street Garage

The Temple Street Garage, located adjacent to the Nickelodeon Theater, is leased and managed by a private company. The Parking Division, however, oversees the operations and must approve all capital improvements in the garage. The Temple Street Garage provides hourly parking for people wishing to visit businesses in the Temple Street area, such as the Nickelodeon Theater and One City Center, as well as providing monthly parking spaces for employees of area businesses and private citizens. The Temple Street Garage participates in the Park & Shop program.

FY14 expenditures are down due to the completion of the Temple Street façade repairs in FY13. FY14 revenues received are expected to remain level.

Division Summary

Department: Parking	Division: Temple Street Garage				Account: 100-18-05	
	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Administrative Services	22,000	21,394	21,825	21,825	21,825	21,825
Maintenance and Repairs	135,000	135,000	100,000	97,000	97,000	97,000
Total	157,000	156,394	121,825	118,825	118,825	118,825
Less Revenues	(750,000)	(750,000)	(750,000)	(750,000)	(750,000)	(750,000)
Net Division Total	(593,000)	(593,606)	(628,175)	(631,175)	(631,175)	(631,175)

Economic Development

The Department of Economic Development is responsible for enhancing the economic growth of the City and is dedicated to fostering a vibrant and healthy economic climate for the benefit of all those who live and work in Portland. The Department strives to facilitate a strong and diversified tax base, an active and revitalized city, and employment opportunities.

By leading a collaborative effort among agencies, both in advocacy and acting as a business resource, the Department provides professional and knowledgeable service through quality programs and coordinated efforts to improve the well-being of Portland. The Department endeavors to keep open the lines of communication so that economic development issues are addressed in a timely, thorough, and proactive manner.

Economic Development separated from the City Manager's Department beginning in FY14. The largest revenue source in this Department is from the City's portion of the UNUM TIF.

Department Summary

Department: Economic Development Department

Account: 100-19

		FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown							
Payroll		244,005	226,345	200,032	200,032	200,032	200,032
Administrative Services		9,885	9,885	9,960	9,960	9,960	9,960
Contractual Services		35,147	35,147	36,747	36,747	36,747	36,747
Rentals		2,400	2,400	2,400	2,400	2,400	2,400
Supplies		3,150	3,150	4,750	4,750	4,750	4,750
Utilities		1,585	1,585	1,585	1,585	1,585	1,585
Total		296,172	278,512	255,474	255,474	255,474	255,474
Summary by Division							
Economic Development	(19-20)	267,650	249,990	226,952	226,952	226,952	226,952
Portland Development Corporation	(19-22)	28,522	28,522	28,522	28,522	28,522	28,522
Total		296,172	278,512	255,474	255,474	255,474	255,474
Less Revenues		(367,287)	(362,210)	(330,279)	(330,279)	(330,279)	(330,279)
Net Department Total		(71,115)	(83,698)	(74,805)	(74,805)	(74,805)	(74,805)

Economic Development

The division of Economic Development is comprised of the Director, Business Development Representative, and the Senior Executive Assistant.

This year's budget has decreased due to the Creative Portland Corporation (CPC) Executive Director position now being funded directly by the CPC.

Division Summary

Department: Economic Development Department **Division:** Economic Development **Account:** 100-19-20

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	244,005	226,345	200,032	200,032	200,032	200,032
Administrative Services	6,010	6,010	6,085	6,085	6,085	6,085
Contractual Services	11,150	11,150	12,950	12,950	12,950	12,950
Rentals	2,400	2,400	2,400	2,400	2,400	2,400
Supplies	2,500	2,500	3,900	3,900	3,900	3,900
Utilities	1,585	1,585	1,585	1,585	1,585	1,585
Total	267,650	249,990	226,952	226,952	226,952	226,952
Less Revenues	(338,765)	(333,688)	(301,757)	(301,757)	(301,757)	(301,757)
Net Division Total	(71,115)	(83,698)	(74,805)	(74,805)	(74,805)	(74,805)

Personnel Services Detail

Department: Economic Development Dept

Division: Economic Development

Account: 100-19-20

Position	Funding Source		FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Economic Dev Division Director	100		1	84,806	1	93,776	1	93,776	1	93,776	1	93,776
Business Development Rep	100		1	55,712	1	56,823	1	56,823	1	56,823	1	56,823
Senior Executive Assistant	100		1	48,477	1	49,433	1	49,433	1	49,433	1	49,433
(1) Exec Dir/CPC/PACA (Contract)		100	1	55,010	0	0	0	0	0	0	0	0
(2) Notes												
Gross Personnel Services			4.0	244,005	3.0	200,032	3.0	200,032	3.0	200,032	3.0	200,032

Notes:

- (1) (1) Position Eliminated Mid-FY13
- (2) New Department in FY14: Previously w/ City Manager's Dept (100-1320)

Portland Development Corporation

The Portland Development Corporation (PDC) is a quasi-municipal non-profit corporation created in December 1990 by the City Council. The division specializes in providing specific programs which will assist in the recruitment and development of new and existing business and industry within the city. The Portland Development Corporation budget is fully funded by the interest income from its business loan programs.

The PDC relies on the income from its business loan program to cover its operating expenses.

Division Summary

Department: Economic Development Department **Division:** Portland Development Corporation **Account:** 100-19-22

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Administrative Services	3,875	3,875	3,875	3,875	3,875	3,875
Contractual Services	23,997	23,997	23,797	23,797	23,797	23,797
Supplies	650	650	850	850	850	850
Total	28,522	28,522	28,522	28,522	28,522	28,522
Less Revenues	(28,522)	(28,522)	(28,522)	(28,522)	(28,522)	(28,522)
Net Division Total	0	0	0	0	0	0

Police Department

The Police Department is comprised of seven divisions: Administration, Jetport Security, Homeland Security, Uniform Operations Group, Bureau of Investigative Services, Operations Support Services, and Dispatch Services.

Following a strategic plan created in 2010, the Police Department mission focuses on three distinct areas: Service Excellence, Community Engagement, and Resource Maximization. Every decision, plan, and contact made places emphasis on these three areas. All members of the Portland Police Department reference the core values of Leadership, Integrity, and Service when interacting with the public.

The Police Department's expense increase of \$93,824, or 0.7%, is attributed primarily to reallocated payroll costs in the Portland Regional Communications Center, of which there is a revenue offset. The revenue decline of \$87,416, or 4.2%, is primarily due to decreases in grant funding.

Department Summary

Department: Police Department

Account: 100-21

		FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown							
Payroll		12,801,616	12,658,528	13,209,495	12,906,042	12,876,170	12,876,170
Benefits		174,190	174,430	170,860	170,860	170,860	170,860
Administrative Services		90,178	89,678	118,862	118,862	118,862	118,862
Contractual Services		154,639	144,822	147,719	147,719	147,719	147,719
Maintenance and Repairs		191,725	186,080	188,039	188,039	188,039	188,039
Rentals		22,838	22,318	29,670	25,670	25,670	25,670
Supplies		196,103	194,303	204,968	199,468	199,468	199,468
Minor Capital Items		15,000	15,000	15,000	15,000	15,000	15,000
Utilities		27,835	26,420	26,160	26,160	26,160	26,160
Total		13,674,124	13,511,579	14,110,773	13,797,820	13,767,948	13,767,948
Summary by Division							
Police Administration	(21-01)	970,669	991,122	1,004,054	1,004,054	1,004,054	1,004,054
Jetport Security	(21-04)	621,239	594,381	628,718	513,718	513,718	513,718
Homeland Security	(21-06)	57,027	56,986	0	0	0	0
Uniformed Operations Group	(21-21)	8,052,985	7,927,783	8,402,219	8,254,870	8,224,998	8,224,998
Bureau of Investigative Services	(21-24)	1,517,140	1,550,218	1,540,288	1,489,684	1,489,684	1,489,684
Operation Support Services	(21-28)	821,389	780,980	786,941	786,941	786,941	786,941
Dispatch Services	(21-31)	1,633,675	1,610,109	1,748,553	1,748,553	1,748,553	1,748,553
Total		13,674,124	13,511,579	14,110,773	13,797,820	13,767,948	13,767,948
Less Revenues		(2,080,836)	(2,158,358)	(2,156,459)	(2,017,120)	(1,993,420)	(1,993,420)
Net Department Total		11,593,288	11,353,221	11,954,314	11,780,700	11,774,528	11,774,528

Police Administration

It is the responsibility of the Chief of Police to create policy and manage the Police Department resources. The administrative staff provides support in the areas of legal assistance, fiscal management, internal standards, human resources, and the investigation of complaints filed against police officers.

Expenditures in the administrative division have increased by \$33,385 or 3.4% due to payroll expense. Revenues have decreased by \$33,932, or 18.8%, due to the completion of the Mental Health grant.

Division Summary

Department: Police Department

Division: Police Administration

Account: 100-21-01

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	953,694	974,267	986,579	986,579	986,579	986,579
Benefits	2,000	2,000	2,000	2,000	2,000	2,000
Administrative Services	8,455	8,455	8,715	8,715	8,715	8,715
Maintenance and Repairs	200	200	200	200	200	200
Rentals	2,100	1,980	1,980	1,980	1,980	1,980
Supplies	500	500	500	500	500	500
Utilities	3,720	3,720	4,080	4,080	4,080	4,080
Total	970,669	991,122	1,004,054	1,004,054	1,004,054	1,004,054
Less Revenues	(180,913)	(196,701)	(146,981)	(146,981)	(146,981)	(146,981)
Net Division Total	789,756	794,421	857,073	857,073	857,073	857,073

Personnel Services Detail

Department: Police

Division: Police Administration

Account: 100-21-01

Position	Funding Source		FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Police Chief	100		1	95,000	1	103,526	1	103,526	1	103,526	1	103,526
Asst Police Chief	100		1	88,434	1	93,483	1	93,483	1	93,483	1	93,483
Police Commander	100		1	84,708	1	89,212	1	89,212	1	89,212	1	89,212
Police Legal Advisor	100		1	77,413	1	78,944	1	78,944	1	78,944	1	78,944
Police Lieutenant	100		1	70,067	1	74,120	1	74,120	1	74,120	1	74,120
Police Sergeant	100		1	64,296	1	65,052	1	65,052	1	65,052	1	65,052
Police Planning/Research Coord	100		1	54,600	1	55,692	1	55,692	1	55,692	1	55,692
Crime Analyst	100		1	51,570	1	54,189	1	54,189	1	54,189	1	54,189
Principal Financial Officer	100		1	54,600	1	55,692	1	55,692	1	55,692	1	55,692
Principal Admin Officer	100		1	54,600	1	55,692	1	55,692	1	55,692	1	55,692
Senior Admin Officer	100		1	46,780	1	47,716	1	47,716	1	47,716	1	47,716
Executive Assistant	100		1	38,023	1	38,122	1	38,122	1	38,122	1	38,122
Administrative Assistant (NU)	100		1	33,950	1	34,632	1	34,632	1	34,632	1	34,632
Office Assistant	100		1	34,632	1	35,334	1	35,334	1	35,334	1	35,334
Senior Fiscal Clerk	100		1	38,844	1	39,624	1	39,624	1	39,624	1	39,624
(1) Mental Health Coord	100		0	0	1	55,692	1	55,692	1	55,692	1	55,692
(2) Mental Health Coord (Contract)	100		1	55,302	0	0	0	0	0	0	0	0
Holiday Payments				8,875		7,857		7,857		7,857		7,857
Overtime				2,000		2,000		2,000		2,000		2,000
Gross Personnel Services			16.0	953,694	16.0	986,579	16.0	986,579	16.0	986,579	16.0	986,579

Notes:

- (1) 1 Position Replaced Mental Health Coord (Contract) in FY14
- (2) (1) Position Replaced w/ Mental Health Coord in FY14 (Grant Funding Expired FY13)

Jetport Security

The lieutenant assigned to Jetport Security division serves as a direct liaison between the Police Department, Jetport, Coast Guard, U.S. Customs, Harbor Master, Maine Emergency Management Agency (MEMA), and the Fire Department on Homeland Security issues.

Officers assigned to the Jetport perform duties as follows: monitor security checkpoint during arrivals and departures, actively patrol the interior of the Jetport terminal, regulate activities of taxi operators utilizing the Jetport, assist in parking enforcement at the terminal, monitor activities at the baggage claim area, perform security checks of secured areas of the complex, make patrol sweeps of the parking areas including the garage, respond to all requests for police or emergency services originating at the Jetport, and process reports accordingly.

The division's expenses decreased \$107,521, or 17.3%, due to decreases in overtime. The cost for this division is entirely offset by revenues received by the Jetport.

Division Summary

Department: Police Department **Division:** Jetport Security **Account:** 100-21-04

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	609,549	583,351	613,708	498,708	498,708	498,708
Benefits	4,735	4,735	8,055	8,055	8,055	8,055
Administrative Services	3,325	3,325	3,325	3,325	3,325	3,325
Maintenance and Repairs	250	250	250	250	250	250
Rentals	420	420	420	420	420	420
Supplies	2,300	2,300	2,300	2,300	2,300	2,300
Utilities	660	0	660	660	660	660
Total	621,239	594,381	628,718	513,718	513,718	513,718
Less Revenues	(621,239)	(594,381)	(628,718)	(513,718)	(513,718)	(513,718)
Net Division Total	0	0	0	0	0	0

Personnel Services Detail

Department: Police

Division: Jetport Security

Account: 100-21-04

Position	Funding		FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Police Lieutenant	100			1	73,280	1	71,152	1	71,152	1	71,152	71,152
Police Officer	100			4	211,275	4	214,894	4	214,894	4	214,894	214,894
Holiday Payments	100				9,155		10,279		10,279		10,279	10,279
Overtime	44	56			315,839		317,383		202,383		202,383	202,383
Gross Personnel Services				5.0	609,549	5.0	613,708	5.0	498,708	5.0	498,708	498,708

Homeland Security

The Homeland Security division merged with the Recreation and Facilities Waterfront division (100-3309) in FY14.

Division Summary

Department: Police Department **Division:** Homeland Security **Account:** 100-21-06

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	55,517	55,976	0	0	0	0
Benefits	350	350	0	0	0	0
Contractual Services	500	0	0	0	0	0
Utilities	660	660	0	0	0	0
Total	57,027	56,986	0	0	0	0

Personnel Services Detail

Department: Police

Division: Homeland Security

Account: 100-21-06

Position	Funding Source		FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Port Facility Security Officer	100		1	46,956	0	0	0	0	0	0	0	0
Holiday Payments				361		0		0		0		0
Overtime				8,200		0		0		0		0
(1) Notes												
Gross Personnel Services			1.0	55,517	0.0	0	0.0	0	0.0	0	0.0	0

Notes:

(1) Homeland Security Merged w/ Waterfront (100-3309) in FY14

Uniformed Operations Group

A Commander heads the Uniformed Operations Group. The primary duty of this group is the protection of lives and property. This is accomplished through continuous patrol directed at the repression of crime and the apprehension of violators. The group consists of three patrol teams broken out into twelve squads. This unique deployment structure allows the department to assign a proportionate number of patrol officers to the high and low demand hours of the day and days of the week. It also promotes teamwork and cohesive organizational commitment within the small units. Each team is responsible for conducting routine patrol services such as responding to calls for service, traffic enforcement, building security and maintenance of public order. Directed patrol officers work closely with Senior Lead Officers in each sector of the City to enhance crime prevention and streamline problem solving.

Senior Lead Officers are assigned to six neighborhood sectors and the Youth Services program. These officers work closely with Portland residents, local businesses and their fellow officers to enhance problem solving. In addition to answering calls for police service, these officers attend meetings, collaborate with fellow officers, and work with the Community Policing Coordinators to streamline efforts in their geographically assigned areas. Portland has five neighborhood-based community policing centers located in the Parkside, Bayside, East Bayside, West End, and Munjoy Hill neighborhoods. Community Policing also serves properties owned and managed by the Portland Housing Authority.

The Uniformed Operations Group also contains a Traffic Unit responsible for traffic-related services and an Island Unit responsible for providing public safety services to residents of Peaks Island.

The Patrol budget shows an expense increase of \$172,013 or 2.1%, attributable to wages. Revenues are projected to decrease by \$61,145, or 7.2%, due to the completion of grant funding for a number of positions.

Division Summary

Department: Police Department	Division: Uniformed Operations Group				Account: 100-21-21	
	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	7,621,760	7,506,781	7,978,848	7,840,999	7,811,127	7,811,127
Benefits	124,100	127,794	117,505	117,505	117,505	117,505
Administrative Services	14,908	14,908	14,982	14,982	14,982	14,982
Contractual Services	133,709	124,392	128,119	128,119	128,119	128,119
Maintenance and Repairs	41,200	38,900	40,900	40,900	40,900	40,900
Rentals	10,958	10,458	17,310	13,310	13,310	13,310
Supplies	96,990	95,190	95,855	90,355	90,355	90,355
Utilities	9,360	9,360	8,700	8,700	8,700	8,700
Total	8,052,985	7,927,783	8,402,219	8,254,870	8,224,998	8,224,998
Less Revenues	(846,409)	(884,146)	(824,780)	(808,964)	(785,264)	(785,264)
Net Division Total	7,206,576	7,043,637	7,577,439	7,445,906	7,439,734	7,439,734

Personnel Services Detail

Department: Police

Division: Uniformed Ops Group

Account: 100-21-21

Position	Funding Source			FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Police Captain	100			1	84,040	1	75,031	1	75,031	1	75,031	1	75,031
(1) Police Lieutenant	100			7	432,705	7	512,605	7	512,605	7	512,605	7	512,605
(2) Police Sergeant	100			15	955,508	16	1,034,876	16	1,034,876	16	1,034,876	16	1,034,876
(3) Police Officer	97	1	2	100	4,842,268	101	4,970,387	100	4,882,538	100	4,882,538	100	4,882,538
Community Services Coord	30	52	18	6	285,501	6	289,492	6	289,492	6	289,492	6	289,492
Animal Control Officer	100			1	39,254	1	40,326	1	40,326	1	40,326	1	40,326
(4) Community Justice Advocate	100			1	67,284	1	70,676	1	70,676	0.5	40,804	0.5	40,804
Office Assistant	100			1	38,766	1	39,838	1	39,838	1	39,838	1	39,838
Admin Assistant (CEBA)	100			2	70,454	2	72,170	2	72,170	2	72,170	2	72,170
Outside Jobs					238,000		238,000		238,000		238,000		238,000
Holiday Payments					185,900		190,677		190,677		190,677		190,677
Constables					2,080		2,080		2,080		2,080		2,080
Summer Cadets (Temporary)					0		15,840		15,840		15,840		15,840
Overtime					380,000		426,850		376,850		376,850		376,850
Gross Personnel Services				134.0	7,621,760	136.0	7,978,848	135.0	7,840,999	134.5	7,811,127	134.5	7,811,127

Notes:

- (1) Restored Salary Funding in FY14 (Long-Term Military Deployment in FY13; FTE Count Unchanged)
- (2) 1 Position Transferred from Operations Support (100-2128) during FY13
- (3) Partial Year Military Deployment of 1 Officer in FY14 (Restore Salary Funding in FY15)
- (4) (.5) Position Eliminated in FY14: See Also Legal (100-1600)

Bureau of Investigative Services

The Bureau of Investigative Services is commanded by the Assistant Chief and is comprised of the following sections: crimes against persons, crimes against property, and narcotics investigations. The division is responsible for the thorough investigation of criminal incidents referred from the rest of the department. The division also provides supervision of the court officer, criminal process services, and the victim advocacy program.

The expenditure budget decreased \$27,456 or 1.8%, and revenues decreased \$35,795 or 34.2%, largely due to the conclusion of a project funded employee position.

Division Summary

Department: Police Department **Division:** Bureau of Investigative Services **Account:** 100-21-24

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	1,469,310	1,502,390	1,493,538	1,442,934	1,442,934	1,442,934
Benefits	24,350	24,350	24,350	24,350	24,350	24,350
Administrative Services	1,310	1,310	1,860	1,860	1,860	1,860
Contractual Services	5,000	5,000	5,000	5,000	5,000	5,000
Maintenance and Repairs	2,550	2,548	2,000	2,000	2,000	2,000
Rentals	2,400	2,400	2,400	2,400	2,400	2,400
Supplies	9,200	9,200	8,200	8,200	8,200	8,200
Utilities	3,020	3,020	2,940	2,940	2,940	2,940
Total	1,517,140	1,550,218	1,540,288	1,489,684	1,489,684	1,489,684
Less Revenues	(104,780)	(100,791)	(77,508)	(68,985)	(68,985)	(68,985)
Net Division Total	1,412,360	1,449,427	1,462,780	1,420,699	1,420,699	1,420,699

Personnel Services Detail

Department: Police

Division: Bureau of Investigative Services

Account: 100-21-24

Position	Funding Source		FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Police Lieutenant	100			1	73,280	1	73,145	1	73,145	1	73,145	73,145
Police Sergeant	67	33		3	192,407	3	195,458	3	195,458	3	195,458	195,458
Police Detective	100			17	939,206	17	955,901	17	955,901	17	955,901	955,901
Court Officer	100			1	53,920	1	54,873	1	54,873	1	54,873	54,873
(1) Police Victim/Witness Advoc	100			1	48,574	1	50,604	0	0	0	0	0
Office Assistant	100			1	37,304	1	38,376	1	38,376	1	38,376	38,376
Process Server	100			1	35,529	1	36,231	1	36,231	1	36,231	36,231
Holiday Payments					41,090		40,950		40,950		40,950	40,950
Overtime					48,000		48,000		48,000		48,000	48,000
Gross Personnel Services				25.0	1,469,310	25.0	1,493,538	24.0	1,442,934	24.0	1,442,934	1,442,934

Notes:

(1) (1) Position Eliminated in FY14

Operation Support Services

The Operation Support Services Division is commanded by the Assistant Chief and is comprised of the following sections: computer crimes, forensics, property, training, and records. Included in the budget are minor costs associated with the Regional Forensic Crime Laboratory.

This budget has decreased \$34,448 or 4.2%, due primarily to position shift. Revenues in this division have decreased \$500 or 1.0% due to a reduction in report requests.

Division Summary

Department: Police Department **Division:** Operation Support Services **Account:** 100-21-28

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	645,936	606,027	583,443	583,443	583,443	583,443
Benefits	7,000	7,000	6,000	6,000	6,000	6,000
Administrative Services	56,880	56,380	78,655	78,655	78,655	78,655
Contractual Services	13,330	13,330	12,500	12,500	12,500	12,500
Maintenance and Repairs	16,060	16,060	18,560	18,560	18,560	18,560
Rentals	6,480	6,480	6,960	6,960	6,960	6,960
Supplies	74,863	74,863	79,863	79,863	79,863	79,863
Utilities	840	840	960	960	960	960
Total	821,389	780,980	786,941	786,941	786,941	786,941
Less Revenues	(50,426)	(50,426)	(49,926)	(49,926)	(49,926)	(49,926)
Net Division Total	770,963	730,554	737,015	737,015	737,015	737,015

Personnel Services Detail

Department: Police

Division: Operations Support Services

Account: 100-21-28

Position	Funding Source	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Police Sergeant	100	2	129,882	1	65,302	1	65,302	1	65,302	1	65,302
Property & Evidence Coord	100	1	55,088	1	56,218	1	56,218	1	56,218	1	56,218
Training & Operations Coord	100	1	48,574	1	49,550	1	49,550	1	49,550	1	49,550
Police Detective	100	5	273,547	5	274,964	5	274,964	5	274,964	5	274,964
Public Service Clerk	100	3	100,990	3	103,915	3	103,915	3	103,915	3	103,915
Holiday Payments			20,855		16,494		16,494		16,494		16,494
Overtime			17,000		17,000		17,000		17,000		17,000
Gross Personnel Services		12.0	645,936	11.0	583,443	11.0	583,443	11.0	583,443	11.0	583,443

Notes:

(1) (1) Sergeant Transferred to Uniform Ops (100-2121) during FY13

Dispatch Services

The Portland Regional Communications Center (PRCC) comprises Dispatch Services, supervised by the Emergency Communications Director. The PRCC is responsible for receiving telephone requests for all emergency services and dispatching appropriate resources as well as providing field officers with automated information 24 hours a day.

In 2011, telecommunications completed a regional consolidation that allowed the dispatch center to dispatch police and fire calls for the towns of Cape Elizabeth and South Portland as well. This reorganization has allowed all three communities to maximize their resources while emphasizing a commitment to service excellence.

Expenditures have increased by \$144,879 or 7.0%, primarily due to the on-going transition / merger of personnel resulting from the consolidation with South Portland. Revenues have increased \$151,477 or 54.7% due to the establishment of a cost-sharing agreement with South Portland.

Division Summary

Department: Police Department		Division: Dispatch Services			Account: 100-21-31	
	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	1,445,850	1,429,736	1,553,379	1,553,379	1,553,379	1,553,379
Benefits	11,655	8,201	12,950	12,950	12,950	12,950
Administrative Services	5,300	5,300	11,325	11,325	11,325	11,325
Contractual Services	2,100	2,100	2,100	2,100	2,100	2,100
Maintenance and Repairs	131,465	128,122	126,129	126,129	126,129	126,129
Rentals	480	580	600	600	600	600
Supplies	12,250	12,250	18,250	18,250	18,250	18,250
Minor Capital Items	15,000	15,000	15,000	15,000	15,000	15,000
Utilities	9,575	8,820	8,820	8,820	8,820	8,820
Total	1,633,675	1,610,109	1,748,553	1,748,553	1,748,553	1,748,553
Less Revenues	(277,069)	(331,913)	(428,546)	(428,546)	(428,546)	(428,546)
Net Division Total	1,356,606	1,278,196	1,320,007	1,320,007	1,320,007	1,320,007

Personnel Services Detail

Department: Police

Division: Dispatch Services

Account: 100-21-31

Position	Funding Source	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Emergency Communications Dir	100	1	66,164	1	67,489	1	67,489	1	67,489	1	67,489
Telecommunications Supervisor	100	4	202,332	4	204,488	4	204,488	4	204,488	4	204,488
(1) Telecommunicator	100	23	996,819	25	1,100,757	25	1,100,757	25	1,100,757	25	1,100,757
Holiday Payments			10,535		10,645		10,645		10,645		10,645
Overtime			170,000		170,000		170,000		170,000		170,000
Gross Personnel Services		28.0	1,445,850	30.0	1,553,379	30.0	1,553,379	30.0	1,553,379	30.0	1,553,379

Notes:

(1) 2 New Positions Approved during FY13 (South Portland Absorbed Positions)

Fire Department

The Fire Department consists of ten divisions: Administration, Special Services, Firefighting, Jetport Air Rescue, Fireboat, EMS, Hydrants, Building Maintenance, Fire Alarm, and Islands. The Fire Chief oversees the operation of these divisions.

The Fire Department's overall expenditure increase is \$155,039 or 1.0%. The increase is attributed to payroll costs.

The revenue increase of \$343,488, or 6.9%, is due to additional revenue generated by the Confined Space Rescue Cooperative which is a means of replacing the lost revenue from the expired SAFER Grant, as well as billing for vehicle crash response. Both are new sources of revenue in FY14.

Department Summary

Department: Fire Department

Account: 100-22

		FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown							
Payroll		13,819,365	14,134,832	14,323,399	14,182,399	14,182,399	14,082,399
Benefits		201,550	201,550	203,050	193,050	193,050	193,050
Administrative Services		144,810	147,250	161,650	161,650	161,650	161,650
Contractual Services		227,140	244,615	203,143	203,143	203,143	203,143
Maintenance and Repairs		310,600	321,743	327,300	324,000	324,000	324,000
Rentals		386,660	455,295	451,028	447,028	447,028	447,028
Supplies		577,610	853,195	482,210	453,910	453,910	453,910
Minor Capital Items		0	2,220	0	0	0	0
Utilities		271,505	276,586	288,501	281,574	267,554	267,554
Capital Outlay		50,455	50,455	12,000	12,000	12,000	12,000
Total		15,989,695	16,687,741	16,452,281	16,258,754	16,244,734	16,144,734
Summary by Division							
Fire Administration	(22-01)	634,081	692,416	685,291	685,291	685,291	685,291
Special Services	(22-02)	269,902	300,267	283,482	283,482	283,482	283,482
Firefighting	(22-03)	9,663,330	10,019,821	9,869,795	9,844,795	9,844,795	9,744,795
Air Rescue Station	(22-04)	1,174,417	1,324,354	1,206,518	1,117,518	1,117,518	1,117,518
Fireboat	(22-05)	903,592	842,598	895,562	893,562	893,562	893,562
Emergency Medical Service	(22-06)	2,396,100	2,481,634	2,474,147	2,424,147	2,424,147	2,424,147
Hydrants	(22-07)	345,190	338,142	342,338	342,338	342,338	342,338
Building Maintenance	(22-08)	286,295	289,495	312,104	292,177	278,157	278,157
Fire Alarm	(22-09)	264,828	346,654	342,369	334,769	334,769	334,769
Islands	(22-11)	51,960	52,360	40,675	40,675	40,675	40,675
Total		15,989,695	16,687,741	16,452,281	16,258,754	16,244,734	16,144,734
Less Revenues		(4,987,748)	(4,849,772)	(5,170,236)	(5,181,236)	(5,331,236)	(5,331,236)
Net Department Total		11,001,947	11,837,969	11,282,045	11,077,518	10,913,498	10,813,498

Fire Administration

The Administration Division is responsible for the planning, organization, and day-to-day operations of all fire suppression, emergent medical care, fire prevention, disaster preparations, and terrorism responses within Portland. The policies and procedures that guide the department in carrying out its mission are established by the Fire Chief.

The Fire Administration budget increased by \$51,210, or 8.1%, due to the restoration of an Accountant position and annual salary raises. The FY14 budget also includes the replacement of antiquated computer equipment for the department.

Revenues are being transferred to the specific divisions that the revenue relates to in FY14. Fire Inspections and Permits were moved to Special Services (100-2202), Special Detail Billing was moved to EMS (100-2206), and Fire Alarm Maintenance Fees and Knox Boxes were moved to Fire Alarm (100-2209).

Division Summary

Department: Fire Department	Division: Fire Administration				Account: 100-22-01	
	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	583,256	618,086	633,036	633,036	633,036	633,036
Administrative Services	4,410	5,235	6,635	6,635	6,635	6,635
Contractual Services	33,200	49,680	8,000	8,000	8,000	8,000
Rentals	2,160	2,160	2,160	2,160	2,160	2,160
Supplies	6,170	12,370	30,575	30,575	30,575	30,575
Utilities	4,885	4,885	4,885	4,885	4,885	4,885
Total	634,081	692,416	685,291	685,291	685,291	685,291
Less Revenues	(283,296)	(162,775)	(145,218)	(145,218)	(145,218)	(145,218)
Net Division Total	350,785	529,641	540,073	540,073	540,073	540,073

Personnel Services Detail

Department: Fire

Division: Fire Administration

Account: 100-22-01

Position	Funding Source		FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Fire Chief	100		1	98,865	1	102,005	1	102,005	1	102,005	1	102,005
(1) Deputy Fire Chief	100		5	389,878	4	328,502	4	328,502	4	328,502	4	328,502
Principal Financial Officer	100		1	59,864	1	54,509	1	54,509	1	54,509	1	54,509
(2) Executive Assistant	100		0	0	1	35,725	1	35,725	1	35,725	1	35,725
(3) Executive Assistant (Proj)	100		1	34,016	0	0	0	0	0	0	0	0
(4) Accountant	100		0	0	1	37,395	1	37,395	1	37,395	1	37,395
Hazmat/WMD Coord (Proj)	100		1	72,345	1	74,900	1	74,900	1	74,900	1	74,900
Less Air Rescue Charges				(71,712)		0		0		0		0
Overtime				0		0		0		0		0
Gross Personnel Services			9.0	583,256	9.0	633,036	9.0	633,036	9.0	633,036	9.0	633,036

Notes:

- (1) (1) Position Transferred to Air Rescue (100-2204) in FY14
- (2) 1 Position Reclassed from Executive Assistant (Proj) during FY13
- (3) (1) Position Reclassed to Executive Assistant during FY13
- (4) 1 New Position Approved during FY13

Special Services

The Division of Special Services includes the Fire Prevention Bureau, which is responsible for the review of all building permits for renovation or new construction for structures that house three or more units, and the review of all commercial buildings. Special Services review site plans, building permits, sprinkler system permits, fire alarm system permits, as well as the installation of above ground and underground storage tanks, and liquefied petroleum gas tanks.

The bureau administers the Fire Prevention Code, N.F.P.A 101 Life Safety Code, the State laws of the Fire Service and the National Fire Codes, food and liquor code requirements, and fuel inspections. Codes are updated throughout the year and educational seminars are conducted. An in-house "company inspection" training program is ongoing.

The division is also responsible for the development of skill sets for the entire department. Training evolutions are conducted daily to ensure proficiency in the delivery of Emergency Medicine and Firefighting. Responsibilities also include ensuring compliance with state mandated EMS, basic and advanced firefighting requirements, which includes overseeing the medical licenses of over 200 personnel.

The FY14 revenue displayed here is simply a shift to the division responsible for generating the income (previously in Fire Administration).

Division Summary

Department: Fire Department	Division: Special Services				Account: 100-22-02	
	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	264,957	292,957	276,122	276,122	276,122	276,122
Administrative Services	3,945	5,560	5,560	5,560	5,560	5,560
Supplies	1,000	1,750	1,800	1,800	1,800	1,800
Total	269,902	300,267	283,482	283,482	283,482	283,482
Less Revenues	0	0	(1,650)	(1,650)	(1,650)	(1,650)
Net Division Total	269,902	300,267	281,832	281,832	281,832	281,832

Personnel Services Detail

Department: Fire

Division: Special Services

Account: 100-22-02

Position	Funding Source	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Fire Captain/EMT-B (40)	100	2	122,921	2	125,314	2	125,314	2	125,314	2	125,314
Fire Captain/EMT-P	100	1	67,192	1	69,533	1	69,533	1	69,533	1	69,533
Fire Lieutenant/EMT-I (40)	100	1	57,844	1	60,275	1	60,275	1	60,275	1	60,275
Overtime			17,000		21,000		21,000		21,000		21,000
Gross Personnel Services		4.0	264,957	4.0	276,122	4.0	276,122	4.0	276,122	4.0	276,122

Firefighting

The Firefighting Division is responsible for carrying out suppression, emergency medical calls, and field safety inspections. Fire prevention is maintained through routine field safety inspections and by assisting Special Services with code enforcement. Fire suppression responds to all fire situations, as well as to any possible public emergency.

The Firefighting division's budget increase of \$81,465, or 0.8%, is mostly attributed to the higher payroll costs associated with annual contractual pay raises. The revenue increase of \$300,715 represents the additional new revenue generated by the Confined Space Rescue Cooperative, which is a means of replacing the lost revenue from the expired SAFER Grant, as well as billing for vehicle crash response.

Division Summary

Department: Fire Department **Division:** Firefighting **Account:** 100-22-03

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	9,116,050	9,230,378	9,468,162	9,468,162	9,468,162	9,368,162
Benefits	175,350	175,350	176,500	166,500	166,500	166,500
Administrative Services	22,025	22,025	37,025	37,025	37,025	37,025
Contractual Services	21,505	22,500	22,708	22,708	22,708	22,708
Maintenance and Repairs	29,700	29,700	20,000	20,000	20,000	20,000
Supplies	280,100	519,048	126,800	111,800	111,800	111,800
Minor Capital Items	0	2,220	0	0	0	0
Utilities	18,600	18,600	18,600	18,600	18,600	18,600
Total	9,663,330	10,019,821	9,869,795	9,844,795	9,844,795	9,744,795
Less Revenues	(459,285)	(463,520)	(660,000)	(760,000)	(760,000)	(760,000)
Net Division Total	9,204,045	9,556,301	9,209,795	9,084,795	9,084,795	8,984,795

Personnel Services Detail

Department: Fire

Division: Firefighting

Account: 100-22-03

Position	Funding Source	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Fire Captain/EMT-P	100	1	67,861	1	69,000	1	69,000	1	69,000	1	69,000
Fire Captain/EMT-I	100	1	62,917	1	64,601	1	64,601	1	64,601	1	64,601
Fire Captain/EMT-B	100	9	580,980	9	583,462	9	583,462	9	583,462	9	583,462
Fire Lieutenant/EMT-P	100	7	409,762	7	420,192	7	420,192	7	420,192	7	420,192
Fire Lieutenant/EMT-I	100	6	348,592	5	301,302	5	301,302	5	301,302	5	301,302
Fire Lieutenant/EMT-B	100	23	1,324,279	24	1,412,385	24	1,412,385	24	1,412,385	24	1,412,385
Fire Lieutenant	100	1	58,759	1	59,750	1	59,750	1	59,750	1	59,750
Firefighter/EMT-P	100	15	759,123	23	1,182,947	23	1,182,947	23	1,182,947	23	1,182,947
Firefighter/EMT-I	100	31	1,423,681	28	1,429,242	28	1,429,242	28	1,429,242	28	1,429,242
Firefighter/EMT-B	100	59	3,101,942	56	2,967,642	56	2,967,642	56	2,967,642	56	2,967,642
Firefighter	100	8	423,154	6	320,639	6	320,639	6	320,639	6	320,639
Overtime			555,000		657,000		657,000		657,000		557,000

(1) Notes

Gross Personnel Services	161.0	9,116,050	161.0	9,468,162	161.0	9,468,162	161.0	9,468,162	161.0	9,368,162
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Notes:

(1) Lieutenant & Firefighter Career Ladder Classification Changes during FY13

Air Rescue Station

The Jetport Air Rescue Station Division provides aircraft rescue and firefighting for the City's airport. Efforts are also placed on fire prevention measures and fire safety at the aircraft loading areas. Air Rescue Station performance is measured according to Federal Aviation Administration standards for aircraft safety performance. Firefighting abilities are measured in accordance with N.F.P.A. 1003 Professional Qualification Standards.

The budget expenditure for Air Rescue Station decreased \$56,899 or 4.8% is mainly due to the reduction in Overtime Expenses.

The Air Rescue service expense is fully reimbursed through inter-fund charges to the Jetport's Enterprise Fund.

Division Summary

Department: Fire Department	Division: Air Rescue Station				Account: 100-22-04	
	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	884,792	1,033,268	924,259	835,259	835,259	835,259
Benefits	21,400	21,400	21,750	21,750	21,750	21,750
Administrative Services	57,080	57,080	61,080	61,080	61,080	61,080
Contractual Services	5,175	5,175	5,175	5,175	5,175	5,175
Maintenance and Repairs	86,000	86,000	112,000	112,000	112,000	112,000
Supplies	40,690	41,470	40,210	40,210	40,210	40,210
Utilities	28,825	29,506	30,044	30,044	30,044	30,044
Capital Outlay	50,455	50,455	12,000	12,000	12,000	12,000
Total	1,174,417	1,324,354	1,206,518	1,117,518	1,117,518	1,117,518
Less Revenues	(1,174,417)	(1,174,500)	(1,206,518)	(1,117,518)	(1,117,518)	(1,117,518)
Net Division Total	0	149,854	0	0	0	0

Personnel Services Detail

Department: Fire

Division: Air Rescue Station

Account: 100-22-04

Position	Funding Source		FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
(1) Deputy Fire Chief	100			0	0	1	76,677	1	76,677	1	76,677	76,677
Fire Captain/EMT-B	100			1	64,766	1	66,425	1	66,425	1	66,425	66,425
Fire Lieutenant/EMT-P	100			1	63,358	1	64,404	1	64,404	1	64,404	64,404
Fire Lieutenant/EMT-B	100			3	181,596	3	185,184	3	185,184	3	185,184	185,184
Firefighter/EMT-I	100			1	52,496	0	0	0	0	0	0	0
Firefighter/EMT-B	100			5	262,846	6	327,735	6	327,735	6	327,735	327,735
Firefighter	100			2	108,018	2	109,834	2	109,834	2	109,834	109,834
Charges from Fire Admin	100				71,712		0		0		0	0
Overtime					80,000		94,000		5,000		5,000	5,000
(2) Notes												
Gross Personnel Services				13.0	884,792	14.0	924,259	14.0	835,259	14.0	835,259	835,259

Notes:

- (1) 1 Position Transferred from Admin (100-2201) in FY14
- (2) Firefighter/EMT Career Ladder Classification Changes during FY13

Fireboat

The Fireboat Division provides firefighting capabilities for the waterfront area, islands, and all marine craft associated with Portland Harbor and Casco Bay. The fireboat further provides emergency medical transportation for the island residents, as well as training for the island call forces. The crew conducts fire prevention inspections of waterfront facilities and harbor patrols when threat conditions warrant. The division provides continuous seamanship and pilot training to assure competent boat handling for the navigation of the Portland Harbor and Casco Bay waters, as mandated by Fire Department operations. The city's fireboat, MV City of Portland IV, was commissioned in FY10.

This year's budget shows a decrease of \$10,030 or 1.1%, due to newer staff.

Division Summary

Department: Fire Department	Division: Fireboat				Account: 100-22-05	
	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	792,077	724,608	782,019	782,019	782,019	782,019
Benefits	3,000	3,000	3,000	3,000	3,000	3,000
Maintenance and Repairs	62,750	62,750	60,750	60,750	60,750	60,750
Supplies	39,025	45,500	43,000	41,000	41,000	41,000
Utilities	6,740	6,740	6,793	6,793	6,793	6,793
Total	903,592	842,598	895,562	893,562	893,562	893,562

Personnel Services Detail

Department: Fire

Division: Fireboat

Account: 100-22-05

Position	Funding Source City Fed Oth	FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
		#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Fire Captain/EMT-I	100	1	65,983	1	67,557	1	67,557	1	67,557	1	67,557
Fire Lieutenant/EMT-B	100	3	184,868	3	191,923	3	191,923	3	191,923	3	191,923
Firefighter/EMT-P	100	1	54,697	2	109,383	2	109,383	2	109,383	2	109,383
Firefighter/EMT-I	100	0	0	2	91,967	2	91,967	2	91,967	2	91,967
Firefighter/EMT-B	100	7	401,529	3	165,272	3	165,272	3	165,272	3	165,272
Firefighter		0	0	1	54,917	1	54,917	1	54,917	1	54,917
Overtime			85,000		101,000		101,000		101,000		101,000
(1) Notes											
Gross Personnel Services		12.0	792,077	12.0	782,019	12.0	782,019	12.0	782,019	12.0	782,019

Notes:

(1) Firefighter Career Ladder Classification Changes during FY13

Emergency Medical Service

The EMS Division's primary responsibility is to provide advanced life support to the City's residents, and the working and visiting population of Portland. Services range from basic patient assessments and CPR to sophisticated advanced life support intervention, such as advanced airway management and complex drug therapies. The unit also provides in-service training for all fire department members.

Expenses for the division have increased by \$28,047, or 1.2%, due primarily to the growing costs of Medical Supplies.

Revenues are collected by an outside billing agency, which allows the division to keep abreast of the changes in allowable Medicare and Medicaid charges. Division revenues are projected to increase by \$173,250, or 5.6%, due to the projected increase in EMS income and the transfer of Special Detail Billing revenues from Fire Administration (100-2201).

Division Summary

Department: Fire Department **Division:** Emergency Medical Service **Account:** 100-22-06

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	2,027,270	2,084,572	2,084,217	2,034,217	2,034,217	2,034,217
Administrative Services	48,475	48,475	46,475	46,475	46,475	46,475
Contractual Services	156,460	156,460	156,460	156,460	156,460	156,460
Maintenance and Repairs	17,550	17,550	17,550	17,550	17,550	17,550
Rentals	2,800	7,300	1,000	1,000	1,000	1,000
Supplies	137,500	161,232	162,400	162,400	162,400	162,400
Utilities	6,045	6,045	6,045	6,045	6,045	6,045
Total	2,396,100	2,481,634	2,474,147	2,424,147	2,424,147	2,424,147
Less Revenues	(3,070,750)	(3,048,977)	(3,094,000)	(3,094,000)	(3,244,000)	(3,244,000)
Net Division Total	(674,650)	(567,343)	(619,853)	(669,853)	(819,853)	(819,853)

Personnel Services Detail

Department: Fire

Division: Emergency Medical Service

Account: 100-22-06

Position	Funding Source	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
		#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
	City Fed Oth										
Deputy Fire Chief/EMS	100	1	78,248	1	79,818	1	79,818	1	79,818	1	79,818
Fire Lieutenant/EMT-P (40)	100	2	119,683	2	121,687	2	121,687	2	121,687	2	121,687
Firefighter/EMT-P	100	26	1,343,625	16	872,567	16	872,567	16	872,567	16	872,567
Firefighter/EMT-I	100	2	94,105	12	544,646	12	544,646	12	544,646	12	544,646
Paramedic	100	1	43,609	1	47,499	1	47,499	1	47,499	1	47,499
Temporary Help	100		8,000		8,000		8,000		8,000		8,000
Overtime			340,000		402,000		360,000		360,000		360,000
(1) Notes											
Gross Personnel Services		32.0	2,027,270	32.0	2,076,217	32.0	2,034,217	32.0	2,034,217	32.0	2,034,217

Notes:

(1) Firefighter/EMT Career Ladder Classification Changes during FY13

Hydrants

The Hydrant System Division is the backbone of the fire suppression efforts of the Fire Department. The department is charged by the Portland Water District to ensure that the 1,620 hydrants in the City are properly maintained for use with high-flow firefighting equipment.

The budget has decreased by \$2,852 or 0.8%.

Division Summary

Department: Fire Department	Division: Hydrants				Account: 100-22-07	
	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Rentals	345,190	338,142	342,338	342,338	342,338	342,338
Total	345,190	338,142	342,338	342,338	342,338	342,338

Building Maintenance

The Building Maintenance division provides for the operation of nine of the city's fire stations and the fire museum. The division maintains station heating and plumbing systems and makes necessary building repairs, including preventive maintenance for boilers, emergency generators, and compressors.

The division's budget has decreased \$8,138, or 2.8%, due to projected utility cost reductions.

Division Summary

Department: Fire Department **Division:** Building Maintenance **Account:** 100-22-08

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Administrative Services	875	875	875	875	875	875
Maintenance and Repairs	86,500	86,500	88,900	85,900	85,900	85,900
Rentals	0	4,500	4,500	500	500	500
Supplies	19,300	18,000	27,000	21,000	21,000	21,000
Utilities	179,620	179,620	190,829	183,902	169,882	169,882
Total	286,295	289,495	312,104	292,177	278,157	278,157

Fire Alarm

The Fire Alarm Division maintains the City's fire alarm system and emergent and non-emergent radio systems, and supports the 911 Center's core equipment.

This budget increased \$69,941 or 26.4%. This increase represents a cost shift; rental space costs were previously paid with Homeland Security grant funds.

The Fire Alarm revenue is simply a divisional revenue shift from Fire Administration (100-2201).

Division Summary

Department: Fire Department **Division:** Fire Alarm **Account:** 100-22-09

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	150,963	150,963	155,584	153,584	153,584	153,584
Benefits	1,800	1,800	1,800	1,800	1,800	1,800
Administrative Services	1,250	1,250	1,250	1,250	1,250	1,250
Maintenance and Repairs	27,500	38,643	27,500	27,200	27,200	27,200
Rentals	22,110	88,793	91,030	91,030	91,030	91,030
Supplies	38,175	38,175	38,175	32,875	32,875	32,875
Utilities	23,030	27,030	27,030	27,030	27,030	27,030
Total	264,828	346,654	342,369	334,769	334,769	334,769
Less Revenues	0	0	(62,850)	(62,850)	(62,850)	(62,850)
Net Division Total	264,828	346,654	279,519	271,919	271,919	271,919

Personnel Services Detail

Department: Fire

Division: Fire Alarm

Account: 100-22-09

Position	Funding		FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Fire Alarm Supervisor	100		1	51,293	1	52,250	1	52,250	1	52,250	1	52,250
Fire Alarm Tech	100		2	89,170	2	90,834	2	90,834	2	90,834	2	90,834
Overtime				10,500		12,500		10,500		10,500		10,500
Gross Personnel Services			3.0	150,963	3.0	155,584	3.0	153,584	3.0	153,584	3.0	153,584

Islands

The Islands Division provides fire protection for citizens of the Casco Bay Islands associated with the City of Portland, primarily Peaks Island, Cliff Island, Cushing Island, House Island, and Great and Little Diamond Islands. The division is responsible for maintaining adequate resources for fire suppression and life safety, including fire equipment and personnel. Despite the logistical difficulties of protecting the islands, the division effectively maintains and provides fire suppression and life safety with island call forces.

The Islands budget has decreased \$11,285 or 21.7%, due to a reduction in various expense line items.

Division Summary

Department: Fire Department **Division:** Islands **Account:** 100-22-11

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Administrative Services	6,750	6,750	2,750	2,750	2,750	2,750
Contractual Services	10,800	10,800	10,800	10,800	10,800	10,800
Maintenance and Repairs	600	600	600	600	600	600
Rentals	14,400	14,400	10,000	10,000	10,000	10,000
Supplies	15,650	15,650	12,250	12,250	12,250	12,250
Utilities	3,760	4,160	4,275	4,275	4,275	4,275
Total	51,960	52,360	40,675	40,675	40,675	40,675

Department of Planning & Development

The Department of Planning and Development consists of three major Divisions: Housing and Community Development (includes Administration and Rehabilitation), Inspections Services, and Planning (includes Historic Preservation). In addition to the City funded Planning programs, this budget includes position CDBG expenditures, which are federally reimbursed.

The department's expenditure budget has increased by \$162,278, or 8.4%. This increase is predominantly due to the State Street and High Street two-way traffic study.

The department's revenues have increased by \$137,869, or 6.1%, due to the estimated Building Permit revenue income in the Inspection Services division.

Department Summary

Department: Department of Planning & Development

Account: 100-24

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	1,734,739	1,563,163	1,755,167	1,755,167	1,755,167	1,755,167
Benefits	2,800	3,010	3,050	3,050	1,850	1,850
Administrative Services	16,970	19,066	22,000	22,000	19,200	19,200
Contractual Services	137,900	165,439	150,650	144,650	280,850	280,850
Rentals	8,500	8,500	8,500	8,500	8,500	8,500
Supplies	24,000	23,703	30,150	28,050	23,650	23,650
Utilities	9,020	10,200	7,790	7,790	6,990	6,990
Total	1,933,929	1,793,081	1,977,307	1,969,207	2,096,207	2,096,207
Summary by Division						
Planning & Development Administra (24-01)	327,483	283,930	337,047	337,047	336,747	336,747
Inspection Services (24-02)	572,895	610,262	604,002	602,402	599,852	599,852
Planning (24-04)	735,677	713,065	745,780	745,280	884,930	884,930
Housing and Neighborhood Services (24-05)	200,041	85,160	164,297	164,297	164,297	164,297
Historic Preservation (24-06)	97,833	100,664	126,181	120,181	110,381	110,381
Total	1,933,929	1,793,081	1,977,307	1,969,207	2,096,207	2,096,207
Less Revenues	(2,263,678)	(2,345,823)	(2,251,047)	(2,401,547)	(2,401,547)	(2,401,547)
Net Department Total	(329,749)	(552,742)	(273,740)	(432,340)	(305,340)	(305,340)

Planning & Development Administration

The Administration division oversees all operations of the Department of Planning and Urban Development. A greater part of the expenditures are salaries that are included on the CDBG side of the budget.

Division Summary

Department: Department of Planning & Development **Division:** Planning & Development Administration **Account:** 100-24-01

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	323,983	279,925	333,547	333,547	333,547	333,547
Administrative Services	1,500	2,005	1,800	1,800	1,800	1,800
Supplies	500	500	500	500	500	500
Utilities	1,500	1,500	1,200	1,200	900	900
Total	327,483	283,930	337,047	337,047	336,747	336,747
Less Revenues	(178,970)	(158,603)	(196,177)	(196,177)	(196,177)	(196,177)
Net Division Total	148,513	125,327	140,870	140,870	140,570	140,570

Personnel Services Detail

Department: Department of Planning & Development

Division: Planning & Development Administration

Account: 100-24-01

Position	Funding Source		FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Dir of Planning/Development	85	15		1	93,327	1	96,291	1	96,291	1	96,291	96,291
Housing/Neighborhood Svc Dir		100		1	65,297	1	67,397	1	67,397	1	67,397	67,397
Principal Financial Officer	25	75		1	55,711	1	56,823	1	56,823	1	56,823	56,823
Senior Accountant		100		1	45,424	1	47,722	1	47,722	1	47,722	47,722
HCD Program Manager		100		1	56,549	1	59,368	1	59,368	1	59,368	59,368
Senior Executive Assistant		100		1	39,324	1	41,317	1	41,317	1	41,317	41,317
(1) HCD Office Assistant		100		0	0	1	32,643	1	32,643	1	32,643	32,643
(2) Office Assistant	20	80		1	34,538	0	0	0	0	0	0	0
Less HNS Charges					(66,187)		(68,014)		(68,014)		(68,014)	(68,014)
Gross Personnel Services				7.0	323,983	7.0	333,547	7.0	333,547	7.0	333,547	333,547

Notes:

(1) 1 Position Reclassed from Office Assistant during FY13

(2) (1) Position Reclassed to HCD Office Asst during FY13

Inspection Services

Inspection issues permits for construction of all types, and acts as the enforcement agency for building, housing, environmental, plumbing, electrical, mechanical, zoning, and land use rules and regulations.

The division prepares materials for the Board of Appeals, reviews, public markets, used car dealers, second hand dealers, beano, junk dealers, amusement, and massage establishments.

The division's expenditure budget has increased by \$26,957 or 4.7%, mostly due to payroll expense increases. Revenues have increased by \$130,874 or 8.8%. Building Permits and other division Non-Business Licenses are projected to increase \$246,000, while the HCD Inspection funding declined by \$109,726.

Division Summary

Department: Department of Planning & Development **Division:** Inspection Services **Account:** 100-24-02

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	534,675	555,815	559,252	559,252	559,252	559,252
Benefits	2,800	2,800	2,800	2,800	1,600	1,600
Administrative Services	5,100	6,386	9,900	9,900	9,550	9,550
Contractual Services	9,900	23,901	10,100	10,100	10,100	10,100
Rentals	2,500	2,500	2,500	2,500	2,500	2,500
Supplies	11,000	11,000	13,800	12,200	11,700	11,700
Utilities	6,920	7,860	5,650	5,650	5,150	5,150
Total	572,895	610,262	604,002	602,402	599,852	599,852
Less Revenues	(1,485,126)	(1,657,369)	(1,480,500)	(1,616,000)	(1,616,000)	(1,616,000)
Net Division Total	(912,231)	(1,047,107)	(876,498)	(1,013,598)	(1,016,148)	(1,016,148)

Personnel Services Detail

Department: Department of Planning & Development

Division: Inspection Services

Account: 100-24-02

Position	Funding Source	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
		#	Approved	#	Submission	#	Recommendation	#	Committee	#	Allowance
	City Fed Oth		Amount		Amount		Amount		Amount		Amount
Inspections Service Div Dir	100	1	66,651	1	67,977	1	67,977	1	67,977	1	67,977
Zoning Administrator	100	1	61,791	1	69,244	1	69,244	1	69,244	1	69,244
Zoning Specialist	100	1	49,159	1	51,254	1	51,254	1	51,254	1	51,254
Code Enf Officer/Electrical	100	1	44,753	1	45,740	1	45,740	1	45,740	1	45,740
Code Enf Officer/Plan Reviewer	100	2	100,374	2	103,057	2	103,057	2	103,057	2	103,057
Certified Code Enforcement Off	100	3	127,051	3	132,708	3	132,708	3	132,708	3	132,708
Inspections Office Assistant	100	1	36,504	1	37,225	1	37,225	1	37,225	1	37,225
Admin Assistant (CEBA)	100	1	30,076	1	31,380	1	31,380	1	31,380	1	31,380
Charges from Planning			17,316		17,667		17,667		17,667		17,667
Overtime			1,000		3,000		3,000		3,000		3,000
Gross Personnel Services		11.0	534,675	11.0	559,252	11.0	559,252	11.0	559,252	11.0	559,252

Planning

The division of Planning provides development review services for site plan, subdivision, historic preservation, D.E.P. site location and rezoning requests. Planning also provides comprehensive and long range planning services. These services include: the Bayside Brownfield Plan, neighborhood planning with a focus on Nasson's Corner/Brighton Avenue, Transportation Planning and Implementation, Open Space Plan and implementation of general and specific master plans, Historic District Boundaries Planning, the Arts and Culture Plan, and the Downtown Plan implementation (with a focus on streetscape improvements, Congress Street lighting, and Old Port lighting). Finally, the division is responsible for the preparation of the Capital Improvements Program, Congress Square Park project, the Shoreway Access and Portland Trails projects, and other urban design initiatives.

The Planning division's expenditure budget has increased by \$149,253, or 20.3%, with the FY14 inclusion of the State Street and High Street two-way traffic study. Revenues have increased by \$24,899, or 7.4%.

Division Summary

Department: Department of Planning & Development **Division:** Planning **Account:** 100-24-04

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	592,647	556,917	593,090	593,090	593,090	593,090
Benefits	0	210	250	250	250	250
Administrative Services	7,330	7,826	8,000	8,000	6,200	6,200
Contractual Services	117,600	129,819	122,650	122,650	267,500	267,500
Rentals	6,000	6,000	6,000	6,000	6,000	6,000
Supplies	11,500	11,453	14,850	14,350	10,950	10,950
Utilities	600	840	940	940	940	940
Total	735,677	713,065	745,780	745,280	884,930	884,930
Less Revenues	(334,841)	(344,074)	(344,740)	(359,740)	(359,740)	(359,740)
Net Division Total	400,836	368,991	401,040	385,540	525,190	525,190

Personnel Services Detail

Department: Department of Planning & Development

Division: Planning

Account: 100-24-04

Position	Funding		FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Planning Division Director	75	25	1	92,160	1	92,215	1	92,215	1	92,215	1	92,215
Development Review Service Mg	100		1	66,826	1	68,153	1	68,153	1	68,153	1	68,153
Development Review Coord	100		1	56,138	1	58,845	1	58,845	1	58,845	1	58,845
(1) Urban Designer	67	33	0	0	1	59,243	1	59,243	1	59,243	1	59,243
(2) Senior Planner	67	33	3	185,574	2	128,569	2	128,569	2	128,569	2	128,569
Planner	100		2.5	129,062	2.5	121,891	2.5	121,891	2.5	121,891	2.5	121,891
Office Manager	100		1	45,571	1	46,507	1	46,507	1	46,507	1	46,507
Office Assistant	100		1	34,632	1	35,334	1	35,334	1	35,334	1	35,334
Less Inspections				(17,316)		(17,667)		(17,667)		(17,667)		(17,667)
Gross Personnel Services			10.5	592,647	10.5	593,090	10.5	593,090	10.5	593,090	10.5	593,090

Notes:

(1) 1 Position Reclassed from Senior Planner during FY13

(2) (1) Position Reclassed to Urban Designer during FY13

Housing and Neighborhood Services

Housing and Neighborhood Services is responsible for administering all of the City-assisted housing rehabilitation loan and grant programs, as well as homeownership efforts. Housing-related planning activities are also carried out by this division.

This portion of the Housing and Neighborhood Services budget is entirely funded by the Community Development Block Grant (CDBG), Home Grant, and Housing Development Fund (program income from CDBG loan paybacks). Therefore, any increase or decrease in the budget has no impact on the tax levy.

Division Summary

Department: Department of Planning & Development **Division:** Housing and Neighborhood Services **Account:** 100-24-05

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	200,041	85,160	164,297	164,297	164,297	164,297
Total	200,041	85,160	164,297	164,297	164,297	164,297
Less Revenues	(200,041)	(85,160)	(164,297)	(164,297)	(164,297)	(164,297)
Net Division Total	0	0	0	0	0	0

Personnel Services Detail

Department: Department of Planning & Development

Division: Housing/Neighborhood Services

Account: 100-24-05

Position	Funding Source	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Loan Officer	100	1	51,928	1	53,489	1	53,489	1	53,489	1	53,489
(1) Rehabilitation Specialist	100	2	81,926	1	42,794	1	42,794	1	42,794	1	42,794
Charges from Admin			66,187		68,014		68,014		68,014		68,014
Gross Personnel Services		3.0	200,041	2.0	164,297	2.0	164,297	2.0	164,297	2.0	164,297

Notes:

(1) (1) Position Eliminated during FY13

Historic Preservation

The Historic Preservation division provides services relating to the historic preservation ordinance. The staff works closely with the Historic Preservation Committee in enforcing and interpreting the City's historic preservation ordinance.

Expenses increased \$12,548, or 12.8%, due to the increased hours of a part-time position. Revenues are fairly flat, at a 1.0% increase.

Division Summary

Department: Department of Planning & Development **Division:** Historic Preservation **Account:** 100-24-06

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	83,393	85,346	104,981	104,981	104,981	104,981
Administrative Services	3,040	2,849	2,300	2,300	1,650	1,650
Contractual Services	10,400	11,719	17,900	11,900	3,250	3,250
Supplies	1,000	750	1,000	1,000	500	500
Total	97,833	100,664	126,181	120,181	110,381	110,381
Less Revenues	(64,700)	(100,617)	(65,333)	(65,333)	(65,333)	(65,333)
Net Division Total	33,133	47	60,848	54,848	45,048	45,048

Personnel Services Detail

Department: Department of Planning & Development

Division: Historic Preservation

Account: 100-24-06

Position	Funding Source			FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Historic Preservation Manager	42	35	23	1	61,787	1	69,244	1	69,244	1	69,244	1	69,244
(1) Preservation Compliance Off	100			0.5	21,606	0.8	35,737	0.8	35,737	0.8	35,737	0.8	35,737
Gross Personnel Services				1.5	83,393	1.8	104,981	1.8	104,981	1.8	104,981	1.8	104,981

Notes:

(1) .3 Hours Increase in FY14

Information Technology

The Information Technologies Department (IT) is responsible for the design, development and maintenance of a large, wide-area information network. This private fiber network connects all network servers and personal computers used by City and School offices. Another IT-provided service is the support of the City's internal telephone system of three telephone PBX computers and more than 1,000 telephone extensions.

IT maintains infrastructure that support combined Public Safety Answering Services (PSAP) for Portland, South Portland and Cape Elizabeth.

Both the expenditures and revenues budget remains relatively flat.

Department Summary

Department: Information Technology

Account: 100-29

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	922,087	872,268	958,471	958,471	958,471	958,471
Administrative Services	17,020	16,846	12,375	12,375	12,375	12,375
Contractual Services	35,700	36,090	37,820	22,820	22,820	22,820
Maintenance and Repairs	716,597	762,129	753,180	673,180	673,180	673,180
Rentals	3,160	5,737	3,600	3,600	3,600	3,600
Supplies	109,200	109,230	181,860	169,860	139,860	139,860
Utilities	284,769	283,789	283,269	283,269	283,269	283,269
Total	2,088,533	2,086,089	2,230,575	2,123,575	2,093,575	2,093,575
Less Revenues	(213,379)	(204,379)	(213,920)	(213,920)	(213,920)	(213,920)
Net Department Total	1,875,154	1,881,710	2,016,655	1,909,655	1,879,655	1,879,655

Personnel Services Detail

Department: Information Technologies

Division: Information Technologies Administration

Account: 100-29-01

Position	Funding		FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
MIS Director	100		1	86,073	1	89,497	1	89,497	1	89,497	1	89,497
Asst IT Manager	100		1	66,164	1	67,490	1	67,490	1	67,490	1	67,490
Network Engineer	100		1	68,310	1	69,682	1	69,682	1	69,682	1	69,682
Applications Program Manager	100		1	58,500	1	59,670	1	59,670	1	59,670	1	59,670
MIS Coordinator	100		1	56,277	1	57,388	1	57,388	1	57,388	1	57,388
GIS Manager	100		1	64,370	1	65,656	1	65,656	1	65,656	1	65,656
Programmer-Analyst	68	32	1.8	95,421	1.8	97,328	1.8	97,328	1.8	97,328	1.8	97,328
Computer Operations Mgr	100		1	55,088	1	57,300	1	57,300	1	57,300	1	57,300
Technical Services Supervisor	100		1	55,088	1	61,835	1	61,835	1	61,835	1	61,835
Systems Coordinator	100		1	60,626	1	61,835	1	61,835	1	61,835	1	61,835
Network Operations Specialist	100		3	132,404	3	136,500	3	136,500	3	136,500	3	136,500
Web Master	100		1	45,572	1	46,507	1	46,507	1	46,507	1	46,507
Help Desk Specialist	100		1	44,324	1	45,435	1	45,435	1	45,435	1	45,435
(1) Computer Operator	100		0.8	30,670	1	36,348	1	36,348	1	36,348	1	36,348
Overtime	100			3,200		6,000		6,000		6,000		6,000
Gross Personnel Services			16.6	922,087	16.8	958,471	16.8	958,471	16.8	958,471	16.8	958,471

Notes:

(1) .2 Hours Increase Approved during FY13

Public Services

The Public Services Director oversees the operations of thirteen (13) divisions within the General Fund, as well as the Street Openings and Sewer funds. The Director has an Assistant Director, three Division Managers and an administrative support staff that provide day to day supervision for these functions. The Department is responsible for basic municipal services, public infrastructure management, maintenance and development, citywide fleet management, and development and implementation of capital improvement plans. Department staff supports several city committees including the Transportation Sustainability and Energy Committee, Parks Commission, and Land Bank, and is staffing a task force on funding for stormwater program obligations.

The Department's general fund expenses for FY14 increased by \$639,423 or 3.9%. This increase is primarily a result of higher wage expense, including the transfers in of two staff members from other departments, the DPS Recycling Cart Pilot Program, the addition of ten Big Belly Compactors, increased street lighting costs, and partial restoration of salt usage (previously lowered due to high salt inventory from the light FY12 winter). The increased costs were offset somewhat by a savings in ecomaine; the combined gate fee and assessment savings represent a 17.6% reduction in this line. Revenues increased \$110,175 or 2.3%, largely due to projected increases in Street Occupancy revenues and School Department chargebacks.

Department Summary

Department: Public Services

Account: 100-31

		FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown							
Payroll		7,633,137	7,360,294	8,164,676	7,977,021	8,001,971	8,001,971
Benefits		98,775	106,528	111,425	97,400	97,400	97,400
Administrative Services		61,000	61,208	63,275	61,050	61,050	61,050
Contractual Services		3,371,714	3,425,078	3,639,650	3,230,765	3,215,765	3,141,765
Maintenance and Repairs		1,189,946	1,215,423	1,263,200	1,207,625	1,207,625	1,207,625
Rentals		253,741	253,071	297,450	251,800	251,800	251,800
Supplies		2,435,400	2,457,170	3,136,275	2,706,125	2,849,625	2,799,625
Minor Capital Items		41,500	45,415	69,700	69,700	69,700	59,700
Utilities		1,192,143	1,192,443	1,314,033	1,295,843	1,295,843	1,295,843
Total		16,277,356	16,116,630	18,059,684	16,897,329	17,050,779	16,916,779
Summary by Division							
Public Services Administration	(31-01)	631,153	629,701	697,524	697,524	697,524	697,524
Cemeteries	(31-02)	563,529	573,024	604,192	589,617	589,617	589,617
Forestry and Horticulture	(31-04)	568,330	565,000	615,264	590,514	590,514	590,514
Districting	(31-12)	1,896,351	1,805,969	2,054,429	1,962,699	1,987,649	1,972,349
Solid Waste	(31-14)	3,956,022	3,873,536	4,247,753	3,812,518	3,956,018	3,921,318
Communications	(31-15)	144,561	144,439	149,854	141,304	141,304	141,304
Portland Downtown District	(31-16)	297,854	299,705	312,897	310,572	310,572	310,572
Construction Company	(31-21)	410,458	414,820	428,537	427,937	427,937	427,937
Traffic	(31-35)	1,757,362	1,771,618	2,442,966	2,204,026	2,189,026	2,115,026
Engineering	(31-37)	764,878	798,031	707,143	705,743	705,743	705,743
Winter Operations	(31-38)	915,616	920,027	1,181,850	999,400	999,400	999,400
Fleet Services	(31-45)	3,815,968	3,732,426	4,042,528	3,895,128	3,895,128	3,885,128
Island Services	(31-46)	555,274	588,334	574,747	560,347	560,347	560,347
Total		16,277,356	16,116,630	18,059,684	16,897,329	17,050,779	16,916,779
Less Revenues		(4,866,378)	(4,740,465)	(4,868,903)	(4,902,553)	(4,976,553)	(4,976,553)
Net Department Total		11,410,978	11,376,165	13,190,781	11,994,776	12,074,226	11,940,226

Public Services Administration

The Administration division provides strategic planning and management for the department. Accounting, payroll, human resource functions, general office support, issuance of permits, and customer service are all integral components of this division. In addition, the department's Safety and Training program is managed through this division.

The Administration division's expense budget has an increase of \$66,371, or 10.5%, mostly due to the reorganization of permitting functions (position transfer) from Recreation and Facilities Management. The majority of the revenue increase of \$28,970, or 24.5%, is also associated with the permitting function department transfer.

Division Summary

Department: Public Services	Division: Public Services Administration				Account: 100-31-01	
	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	563,768	562,516	633,844	633,844	633,844	633,844
Benefits	400	200	350	350	350	350
Administrative Services	20,100	20,100	16,000	16,000	16,000	16,000
Contractual Services	2,500	2,500	2,800	2,800	2,800	2,800
Maintenance and Repairs	13,250	13,250	7,000	7,000	7,000	7,000
Rentals	3,600	3,600	3,000	3,000	3,000	3,000
Supplies	11,150	11,150	17,300	17,300	17,300	17,300
Utilities	16,385	16,385	17,230	17,230	17,230	17,230
Total	631,153	629,701	697,524	697,524	697,524	697,524
Less Revenues	(118,415)	(121,915)	(147,385)	(147,385)	(147,385)	(147,385)
Net Division Total	512,738	507,786	550,139	550,139	550,139	550,139

Personnel Services Detail

Department: Public Services

Division: Public Services Administration

Account: 100-31-01

Position	Funding Source		FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Director of Public Works	69	31		1	99,060	1	101,049	1	101,049	1	101,049	101,049
Asst Director/Operations	50	50		1	80,476	1	87,009	1	87,009	1	87,009	87,009
Envir Resources/Open Space Mg	100			1	69,479	1	70,863	1	70,863	1	70,863	70,863
Principal Financial Officer	100			1	58,480	1	59,650	1	59,650	1	59,650	59,650
Principal Admin Officer	100			1	57,369	1	58,519	1	58,519	1	58,519	58,519
Safety & Training Administrator	100			1	54,190	1	55,692	1	55,692	1	55,692	55,692
Executive Assistant	100			1	39,546	1	40,346	1	40,346	1	40,346	40,346
Account Clerk II	43	57		2	71,936	2	73,710	2	73,710	2	73,710	73,710
(1) Office Assistant	100			0	0	1	33,618	1	33,618	1	33,618	33,618
(2) Receptionist	100			1	31,532	0	0	0	0	0	0	0
(3) Lead Events Coordinator	100			0	0	1	52,013	1	52,013	1	52,013	52,013
Overtime					1,700		1,375		1,375		1,375	1,375
Gross Personnel Services			10.0		563,768	11.0	633,844	11.0	633,844	11.0	633,844	633,844

Notes:

- (1) 1 Position Reclassed from Receptionist during FY13
- (2) (1) Position Reclassed to Office Assistant during FY13
- (3) 1 Position Transferred from Recreation (100-3314) in FY14

Cemeteries

Cemetery Operations is responsible for the care and maintenance of Evergreen and Forest City Cemeteries, the City's two active burial grounds. In addition to the care of grounds, the division is responsible for interments and disinterments, lot sales and other funeral-related services. The division also maintains the two largest inactive cemeteries in the City, Eastern and Western Cemeteries, as well as the inactive Pine Grove Cemetery which is adjacent to the grounds of Evergreen Cemetery. Wilde Memorial Chapel, on the grounds of Evergreen Cemetery, may be rented through this division for weddings, funerals, and memorial services.

The expense budget has increased by \$26,088 or 4.6%, primarily due to payroll increases, contractual services work, and various supply lines. Revenues are anticipated to remain virtually flat.

Division Summary

Department: Public Services	Division: Cemeteries				Account: 100-31-02	
	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	443,501	440,862	476,163	462,263	462,263	462,263
Benefits	3,675	3,675	4,550	3,875	3,875	3,875
Administrative Services	2,400	2,400	2,400	2,400	2,400	2,400
Contractual Services	27,244	39,244	36,300	36,300	36,300	36,300
Maintenance and Repairs	12,456	12,456	5,000	5,000	5,000	5,000
Rentals	1,150	1,150	2,150	2,150	2,150	2,150
Supplies	48,600	48,734	55,850	55,850	55,850	55,850
Minor Capital Items	16,000	16,000	14,000	14,000	14,000	14,000
Utilities	8,503	8,503	7,779	7,779	7,779	7,779
Total	563,529	573,024	604,192	589,617	589,617	589,617
Less Revenues	(431,450)	(431,100)	(433,380)	(433,380)	(433,380)	(433,380)
Net Division Total	132,079	141,924	170,812	156,237	156,237	156,237

Personnel Services Detail

Department: Public Services

Division: Cemeteries

Account: 100-31-02

Position	Funding		FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Parks & Cemeteries Coord	100		1	64,228	1	65,969	1	65,969	1	65,969	1	65,969
Parks Supervisor	100		1	46,384	1	48,230	1	48,230	1	48,230	1	48,230
Parks Foreman	100		1	43,930	1	46,453	1	46,453	1	46,453	1	46,453
Administrative Associate	100		1	40,053	1	41,320	1	41,320	1	41,320	1	41,320
Maintenance Worker III	100		1	40,144	1	40,934	1	40,934	1	40,934	1	40,934
Maintenance Worker I	100		1	38,064	1	38,834	1	38,834	1	38,834	1	38,834
Maintenance Worker	100		1	36,483	1	37,211	1	37,211	1	37,211	1	37,211
(1) Custodial Worker	100		1.5	48,545	1.5	49,462	1.5	49,462	1.5	49,462	1.5	49,462
Meal Allow/Standby Pay				3,400		3,400		3,400		3,400		3,400
Temporary Help				57,225		73,900		60,000		60,000		60,000
Overtime				25,045		30,450		30,450		30,450		30,450
Gross Personnel Services			8.5	443,501	8.5	476,163	8.5	462,263	8.5	462,263	8.5	462,263

Notes:

(1) Half-time Shared Positions (3) w/ Expo (100-3308)

Forestry and Horticulture

The Forestry and Horticulture division is responsible for the care of over 20,000 street trees throughout the City and nearly an equal number in the park areas. Routine maintenance trimming is done as necessary, and Forestry employees are on-call 24 hours a day to respond to emergencies such as fallen limbs that are blocking streets. The successful Community Garden program is run through this division, with 132 plots in four gardens selling out each year. Forestry personnel respond to weather emergencies year round, and are assigned to winter operations.

This division actively seeks grant money from the State to increase the number of city trees planted each year. Forestry and Horticulture also promotes the "Tree Challenge" program, where individuals and businesses may donate funds to help plant additional trees in the City. Annual CDBG funds are sought to support tree replacements within eligible downtown and peninsula zones. The division helps to maintain the City's status as a "Tree City USA".

Expenditures increased by \$22,184 or 3.9%.

Division Summary

Department: Public Services	Division: Forestry and Horticulture				Account: 100-31-04	
	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	420,705	417,461	452,214	433,214	433,214	433,214
Benefits	3,625	3,625	4,150	3,625	3,625	3,625
Administrative Services	3,275	3,275	3,900	3,675	3,675	3,675
Contractual Services	104,625	104,539	107,700	102,700	102,700	102,700
Maintenance and Repairs	1,200	1,200	1,200	1,200	1,200	1,200
Supplies	34,300	34,300	45,000	45,000	45,000	45,000
Utilities	600	600	1,100	1,100	1,100	1,100
Total	568,330	565,000	615,264	590,514	590,514	590,514
Less Revenues	(32,825)	(32,825)	(32,700)	(32,700)	(32,700)	(32,700)
Net Division Total	535,505	532,175	582,564	557,814	557,814	557,814

Personnel Services Detail

Department: Public Services

Division: Forestry and Horticulture

Account: 100-31-04

Position	Funding Source	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
		#	Approved	#	Submission	#	Recommendation	#	Committee	#	Allowance
	City Fed Oth		Amount		Amount		Amount		Amount		Amount
Parks Oper Mgr / City Arborist	100	1	65,925	1	67,237	1	67,237	1	67,237	1	67,237
Public Services Supervisor	100	2	98,622	2	100,573	2	100,573	2	100,573	2	100,573
Maintenance Worker III	100	1	39,497	1	40,955	1	40,955	1	40,955	1	40,955
Tree Trimmer III	100	2	84,365	2	86,898	2	86,898	2	86,898	2	86,898
Tree Trimmer II	100	2	77,896	2	80,701	2	80,701	2	80,701	2	80,701
Meal Allow/Standby Pay			13,700		13,650		13,650		13,650		13,650
Temporary Help			34,950		53,950		34,950		34,950		34,950
Overtime			5,750		8,250		8,250		8,250		8,250
Gross Personnel Services		8.0	420,705	8.0	452,214	8.0	433,214	8.0	433,214	8.0	433,214

Districting

The Districting division is a national award winning multi-tasking Public Service maintenance program comprised of five working crews. They are responsible for maintaining each of the five Districts within the City. Each crew consists of a supervisor and a group of highly trained maintenance workers capable of performing all aspects of work as it relates to municipal street, sidewalk, parks and grounds maintenance, including winter sidewalk snow removal operations.

Parks maintenance includes the year-round care of community and neighborhood parks and open spaces. Over 100 individual parks and open spaces are cared for. Districting also continues to perform the maintenance and reconstruction of brick, concrete and asphalt sidewalks, installation and repair of granite and bituminous curbing, street repair and reconstruction, and maintenance and repair of driveway aprons. Crew duties also include culvert replacement, grading and maintaining gravel roads, roadside mowing, and maintaining the general cleanliness of the City. The division participates in winter operations including plowing, sand and salt operations, snow removal, and repairing of all damage to streets, sidewalks and lawns due to winter damage. In addition, the division is responsible for several municipal programs, including sidewalk sweeping, spring cleanup, and weed control.

The Districting expense budget increased by \$75,998, or 4.0%, due to higher personnel costs, including the enhancement of the Park Ranger Program. Revenues have increased \$48,714, or 16.3%, primarily due to the division's higher anticipated school revenue chargebacks.

Division Summary

Department: Public Services	Division: Districting				Account: 100-31-12	
	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	1,610,038	1,513,200	1,715,170	1,650,490	1,675,440	1,675,440
Benefits	15,000	21,657	21,450	18,900	18,900	18,900
Administrative Services	1,025	1,025	1,025	1,025	1,025	1,025
Contractual Services	21,700	21,700	35,200	25,700	25,700	25,700
Rentals	1,500	1,500	2,000	2,000	2,000	2,000
Supplies	181,150	181,150	199,500	184,500	184,500	169,200
Minor Capital Items	8,500	8,299	16,000	16,000	16,000	16,000
Utilities	57,438	57,438	64,084	64,084	64,084	64,084
Total	1,896,351	1,805,969	2,054,429	1,962,699	1,987,649	1,972,349
Less Revenues	(298,170)	(298,156)	(346,884)	(346,884)	(346,884)	(346,884)
Net Division Total	1,598,181	1,507,813	1,707,545	1,615,815	1,640,765	1,625,465

Personnel Services Detail

Department: Public Services

Division: Districting

Account: 100-31-12

	Funding		FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final		
	Source		Approved		Submission		Recommendation		Committee		Allowance		
Position	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
District Coordinator	80	20		1	67,893	1	69,244	1	69,244	1	69,244	1	69,244
Public Services Supervisor	80	20		5	239,305	5	244,690	5	244,690	5	244,690	5	244,690
Accountant	80	20		1	40,823	1	42,115	1	42,115	1	42,115	1	42,115
Maintenance Worker III	85	15		29	1,149,817	29	1,171,363	29	1,171,363	29	1,171,363	29	1,171,363
(1) Custodial Worker	100			0.5	16,650	0.5	17,108	0.5	17,108	0.5	17,108	0.5	17,108
Meal Allow/Standby Pay					12,900		12,700		12,700		12,700		12,700
Winter Stipends					15,000		15,000		15,000		15,000		15,000
Temporary Help					44,000		113,800		49,120		74,070		74,070
Overtime					23,650		29,150		29,150		29,150		29,150
Gross Personnel Services				36.5	1,610,038	36.5	1,715,170	36.5	1,650,490	36.5	1,675,440	36.5	1,675,440

Notes:

(1) Half-time Shared Position (1) w/ Expo (100-3308)

Solid Waste

The Solid Waste division provides weekly curbside collection of recyclables and a pay-as-you-throw trash collection system. The recycling program allows residents to commingle all of their recyclable materials in a single bin. This has allowed the department to utilize compactor trucks for recycling collection, reducing the recycling fleet from six to three trucks. The division also services 150+ trash receptacles within the Portland Downtown District, and the City's parks and open spaces.

City property owners may dispose up to ten bulky items annually at no charge using their electronic pass (E-Card). Items such as furniture, non-freon appliances, gas grills, bicycles, yard equipment (mowers), yard waste, and up to ten gallons of household hazardous waste can be brought to the Riverside Recycling Facility. Multifamily property owners receive one card. Not counted toward the ten item limit, residents also may bring in universal waste such as TV's, computer monitors, fluorescent tubes, batteries, and thermostats.

The Bulky Item Pick-up program was implemented in May of 2012. Residents must apply online and request stickers to attach to their approved items for disposal. Small items, less than 30 pounds, which will not fit in a City trash bag and can be lifted by one person, are free of charge to residents. Ten small items are allowed each year, and are picked up by city packer trucks on the same day as residential trash pick-up. A collection fee is charged to residents for items over 30 pounds.

FY14 expenditures decreased by \$34,704 or 0.9%. This decrease is attributed to the large reduction in the ecomaine gate and assessment fee, offset by the DPS Recycling Cart Pilot Program and the purchase of ten Big Belly Compactors. The revenues remain fairly flat.

Division Summary

Department: Public Services	Division: Solid Waste				Account: 100-31-14	
	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	848,972	756,438	920,903	899,103	899,103	899,103
Benefits	7,325	9,509	8,675	7,325	7,325	7,325
Administrative Services	4,900	4,964	5,200	5,200	5,200	5,200
Contractual Services	2,907,400	2,915,200	2,773,100	2,555,715	2,555,715	2,555,715
Maintenance and Repairs	3,000	3,000	3,000	3,000	3,000	3,000
Rentals	1,000	1,000	2,150	2,150	2,150	2,150
Supplies	181,625	181,625	532,925	338,225	481,725	447,025
Utilities	1,800	1,800	1,800	1,800	1,800	1,800
Total	3,956,022	3,873,536	4,247,753	3,812,518	3,956,018	3,921,318
Less Revenues	(2,068,875)	(1,960,798)	(1,993,375)	(1,993,375)	(2,067,375)	(2,067,375)
Net Division Total	1,887,147	1,912,738	2,254,378	1,819,143	1,888,643	1,853,943

Personnel Services Detail

Department: Public Services

Division: Solid Waste

Account: 100-31-14

Position	Funding Source	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Solid Waste Coordinator	100	1	60,003	1	67,237	1	67,237	1	67,237	1	67,237
Solid Waste Supervisor	100	1	47,861	1	48,818	1	48,818	1	48,818	1	48,818
Solid Waste Foreman	100	1	43,930	1	38,430	1	38,430	1	38,430	1	38,430
Maint Worker II (Solid Waste)	100	15	554,086	15	563,554	15	563,554	15	563,554	15	563,554
Sanitary Compliance Officer	100	1	42,880	1	43,017	1	43,017	1	43,017	1	43,017
Administrative Associate	100	1	37,012	1	37,947	1	37,947	1	37,947	1	37,947
Meal Allow/Standby Pay			200		200		200		200		200
Temporary Help			0		49,900		29,900		29,900		29,900
Overtime			63,000		71,800		70,000		70,000		70,000
Gross Personnel Services		20.0	848,972	20.0	920,903	20.0	899,103	20.0	899,103	20.0	899,103

Communications

The Communications division encompasses a wide variety of services, including serving as the primary point of contact for customers calling in with requests, work order database management, and daily dispatch functions. This division is involved with developing and overseeing departmental projects such as equipment logbook distribution, and communications with other departments and outside agencies. A large focus is supporting customer service throughout the department.

The Dispatch Center is staffed six days a week during the spring, summer and fall seasons for the daylight hours, and operates 24 hours a day / 7 days a week during the winter. The center participates in the "Radio Watch" program by notifying appropriate response personnel (Police, Fire and Medcu) of emergency situations occurring on the streets of Portland as reported by any Public Services employees. Dispatchers track work order requests for follow up and evaluation purposes. The Dispatch Center supports the operations of the department during emergency response events.

Expenses have decreased by \$3,257 or 2.3%.

Division Summary

Department: Public Services	Division: Communications				Account: 100-31-15	
	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	95,261	95,141	100,104	97,704	97,704	97,704
Benefits	28,700	28,700	28,850	22,700	22,700	22,700
Administrative Services	1,400	1,400	1,500	1,500	1,500	1,500
Contractual Services	3,595	3,593	5,400	5,400	5,400	5,400
Maintenance and Repairs	405	405	500	500	500	500
Rentals	9,800	9,800	9,800	9,800	9,800	9,800
Supplies	5,400	5,400	3,700	3,700	3,700	3,700
Total	144,561	144,439	149,854	141,304	141,304	141,304
Less Revenues	(4,690)	(4,690)	(4,750)	(4,750)	(4,750)	(4,750)
Net Division Total	139,871	139,749	145,104	136,554	136,554	136,554

Personnel Services Detail

Department: Public Services

Division: Communications

Account: 100-31-15

Position	Funding		FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Public Services Dispatcher	90	10		1	46,904	1	48,493	1	48,493	1	48,493	48,493
Asst Dispatcher	100			1	42,182	1	43,036	1	43,036	1	43,036	43,036
Meal Allow/Standby Pay					200		100		100		100	100
Overtime					5,975		8,475		6,075		6,075	6,075
Gross Personnel Services				2.0	95,261	2.0	100,104	2.0	97,704	2.0	97,704	97,704

Portland Downtown District

The Portland Downtown District (PDD) is responsible for providing maintenance, cleaning services, and sidewalk snow removal to the downtown district. Revenue for this division is paid by the PDD Corporation for the services provided.

Expenses for this division have increased by \$12,718, or 4.3%, largely due to the new Fox Court public restroom cleaning expense, which is offset by additional revenue.

Division Summary

Department: Public Services **Division:** Portland Downtown District **Account:** 100-31-16

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	269,170	271,021	279,025	277,075	277,075	277,075
Benefits	3,275	3,275	3,650	3,275	3,275	3,275
Contractual Services	50	50	9,500	9,500	9,500	9,500
Maintenance and Repairs	325	325	500	500	500	500
Rentals	400	400	300	300	300	300
Supplies	20,475	20,475	16,100	16,100	16,100	16,100
Utilities	4,159	4,159	3,822	3,822	3,822	3,822
Total	297,854	299,705	312,897	310,572	310,572	310,572
Less Revenues	(291,400)	(291,400)	(291,400)	(300,850)	(300,850)	(300,850)
Net Division Total	6,454	8,305	21,497	9,722	9,722	9,722

Personnel Services Detail

Department: Public Services

Division: Portland Downtown District

Account: 100-31-16

Position	Funding Source	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Public Services Supervisor	100	1	47,861	1	49,756	1	49,756	1	49,756	1	49,756
PDD Steward	100	1	41,226	1	43,004	1	43,004	1	43,004	1	43,004
Maintenance Worker III	100	3	119,433	3	123,665	3	123,665	3	123,665	3	123,665
Meal Allow/Standby Pay			900		900		900		900		900
Temporary Help			14,400		14,400		14,400		14,400		14,400
Overtime			45,350		47,300		45,350		45,350		45,350
Gross Personnel Services		5.0	269,170	5.0	279,025	5.0	277,075	5.0	277,075	5.0	277,075

Construction Company

The Construction Company has been involved in a myriad of projects including sidewalk and handicap ramp construction, sewer culvert and trench work, sewer maintenance support, winter operations, playground and track construction, traffic calming installation and removal, relocation of City property, building repairs, and special assistance with Island Service needs. This division is a valuable resource with its versatility and cost efficiency.

Expenditures have increased \$17,479 or 4.3%, due to payroll and new equipment purchases.

Division Summary

Department: Public Services

Division: Construction Company

Account: 100-31-21

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	397,608	401,970	409,187	409,187	409,187	409,187
Benefits	3,825	3,825	4,450	3,850	3,850	3,850
Administrative Services	225	225	200	200	200	200
Rentals	1,200	1,200	1,200	1,200	1,200	1,200
Supplies	7,600	7,600	13,500	13,500	13,500	13,500
Total	410,458	414,820	428,537	427,937	427,937	427,937

Personnel Services Detail

Department: Public Services

Division: Construction Company

Account: 100-31-21

Position	Funding Source City Fed Oth	FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
		#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Construction Coordinator	100	1	60,626	1	61,835	1	61,835	1	61,835	1	61,835
Public Services Supervisor	100	2	96,642	2	98,574	2	98,574	2	98,574	2	98,574
Maintenance Worker III	100	6	234,640	6	238,278	6	238,278	6	238,278	6	238,278
Meal Allow/Standby Pay			100		100		100		100		100
Winter Stipends			950		950		950		950		950
Overtime			4,650		9,450		9,450		9,450		9,450
Gross Personnel Services		9.0	397,608	9.0	409,187	9.0	409,187	9.0	409,187	9.0	409,187

Traffic

The Traffic division operates and maintains traffic and pedestrian signal systems and most street lighting. The division also designs and makes its own signage throughout the City and is responsible for the installation and maintenance of all traffic control signage and road markings, including crosswalks and bike lanes. In addition, all traffic calming, road closures, and detour requests are processed by this division, as well as traffic studies and pedestrian counts. The Traffic division supports the Planning Department's development process by providing comprehensive review of parking strategies and traffic impacts for all incoming site plan and subdivision applications. The division pursues regional savings by working with GPCOG's bid on road markings, and with MDOT on safety improvement projects and purchases of safety devices. The City also participates in a PACTS supported Regional Traffic Management System (RTMS).

Expenses increased by \$357,664, or 20.4%, primarily due to position reorganization, street lighting utility charges, additional line striping, and professional transportation/streetscape services. Revenues have also increased \$35,322 or 19.3%, due to anticipated increases in Street Occupancy related income.

Division Summary

Department: Public Services	Division: Traffic				Account: 100-31-35	
	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	374,034	387,990	500,830	489,455	489,455	489,455
Benefits	2,400	2,400	2,950	2,500	2,500	2,500
Administrative Services	3,150	3,300	16,950	15,950	15,950	15,950
Contractual Services	142,200	137,700	530,200	353,200	338,200	264,200
Maintenance and Repairs	24,500	24,500	31,700	24,325	24,325	24,325
Rentals	1,300	1,300	1,500	1,500	1,500	1,500
Supplies	115,400	115,250	141,700	118,150	118,150	118,150
Minor Capital Items	7,500	12,000	15,200	15,200	15,200	15,200
Utilities	1,086,878	1,087,178	1,201,936	1,183,746	1,183,746	1,183,746
Total	1,757,362	1,771,618	2,442,966	2,204,026	2,189,026	2,115,026
Less Revenues	(183,051)	(182,051)	(201,873)	(218,373)	(218,373)	(218,373)
Net Division Total	1,574,311	1,589,567	2,241,093	1,985,653	1,970,653	1,896,653

Personnel Services Detail

Department: Public Services

Division: Traffic

Account: 100-31-35

Position	Funding		FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Transporation Systems Engineer	100		1	71,020	1	69,451	1	69,451	1	69,451	1	69,451
(1) Trans Policy & Reg Comp Mgr	100		0	0	1	60,041	1	60,041	1	60,041	1	60,041
(2) Bicycle/Ped Prog Coord	100		0	0	1	54,983	1	54,983	1	54,983	1	54,983
Traffic Signal Computer Oper	100		1	40,144	1	40,934	1	40,934	1	40,934	1	40,934
Traffic Supervisor	100		1	47,776	1	48,740	1	48,740	1	48,740	1	48,740
Systems & Lighting Technician	100		2	96,406	2	100,187	2	100,187	2	100,187	2	100,187
Maintenance Worker III	100		2	80,288	2	81,869	2	81,869	2	81,869	2	81,869
Meal Allow/Standby Pay				14,000		6,800		6,800		6,800		6,800
Temporary Help				3,600		12,975		3,600		3,600		3,600
Overtime				20,800		24,850		22,850		22,850		22,850
Gross Personnel Services			7.0	374,034	9.0	500,830	9.0	489,455	9.0	489,455	9.0	489,455

Notes:

- (1) 1 Position Transferred from Jetport (583-2801) during FY13
- (2) 1 Position Transferred from Engineering (100-3137) in FY14

Engineering

The Engineering division is of a team of professional and technical staff who provide a variety of civil and construction engineering services for the City. This team develops, designs, seeks (alternative) funding for, administers, and constructs transportation and some environmental infrastructure projects in addition to managing a variety of compliance programs and customer support services. Additional tasks include record-keeping, mapping, and reviewing and inspecting private development. Capital projects focus on roadway, sidewalk, traffic, bicycle network, trail systems, stormwater, and sewer systems.

Expenses decreased by \$59,135 or 7.7%, primarily due to the transfer of the Bicycle/Pedestrian Program Coordinator position to the Traffic division and a reduction in architectural and engineering services. Revenues are up \$19,179 or 2.5%.

Division Summary

Department: Public Services

Division: Engineering

Account: 100-31-37

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	691,103	694,049	662,343	660,943	660,943	660,943
Benefits	1,000	926	900	900	900	900
Administrative Services	15,425	15,425	7,000	7,000	7,000	7,000
Contractual Services	41,350	71,631	17,900	17,900	17,900	17,900
Maintenance and Repairs	1,100	1,100	1,100	1,100	1,100	1,100
Rentals	800	800	800	800	800	800
Supplies	12,400	12,400	15,700	15,700	15,700	15,700
Utilities	1,700	1,700	1,400	1,400	1,400	1,400
Total	764,878	798,031	707,143	705,743	705,743	705,743
Less Revenues	(770,977)	(796,144)	(790,156)	(790,156)	(790,156)	(790,156)
Net Division Total	(6,099)	1,887	(83,013)	(84,413)	(84,413)	(84,413)

Personnel Services Detail

Department: Public Services

Division: Engineering

Account: 100-31-37

Position	Funding		FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Engineering Manager	69	31		1	82,368	1	89,067	1	89,067	1	89,067	89,067
Deputy City Engineer	49	51		1	66,339	1	67,665	1	67,665	1	67,665	67,665
Senior Project Engineer	100			2	141,217	2	144,028	2	144,028	2	144,028	144,028
Project Engineer	100			1	62,403	1	63,643	1	63,643	1	63,643	63,643
(1) Bicycle/Ped Prog Coord	100			1	52,302	0	0	0	0	0	0	0
Field Insp Coordinator	50	50		1	55,884	1	60,311	1	60,311	1	60,311	60,311
Mapping Technician	100			1	40,940	1	42,595	1	42,595	1	42,595	42,595
Transportation Technician	100			1	43,426	1	45,375	1	45,375	1	45,375	45,375
Associate Engineer	74	26		3	141,499	3	145,259	3	145,259	3	145,259	145,259
Overtime					4,725		4,400		3,000		3,000	3,000
Gross Personnel Services				12.0	691,103	11.0	662,343	11.0	660,943	11.0	660,943	660,943

Notes:

(1) (1) Position Transferred to Traffic (100-3135) in FY14

Winter Operations

Winter Operations provides daily operations of sanding and salting streets, plowing, and snow and ice removal services throughout the City. Plowing city sidewalks along school routes and other designated areas helps to ensure safe mobility for pedestrians. The Public Services workforce unites to participate in Winter Operations, with the primary function being snow and ice removal during winter months to ensure the safety of the public.

FY14 expenses increased by \$83,784 or 9.2%. This increase restores the majority of the estimated annual cost for winter salt; the surplus of salt from the 2011-2012 light winter provided a cost savings in FY13. School chargebacks account for the majority of the revenue for this division.

Division Summary

Department: Public Services **Division:** Winter Operations **Account:** 100-31-38

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	310,050	316,966	343,050	322,300	322,300	322,300
Administrative Services	2,000	2,000	2,000	2,000	2,000	2,000
Contractual Services	3,100	2,595	2,600	2,600	2,600	2,600
Maintenance and Repairs	11,000	9,000	9,000	9,000	9,000	9,000
Rentals	199,966	199,966	245,650	200,000	200,000	200,000
Supplies	388,900	388,900	578,950	462,900	462,900	462,900
Utilities	600	600	600	600	600	600
Total	915,616	920,027	1,181,850	999,400	999,400	999,400
Less Revenues	(164,300)	(164,300)	(164,300)	(172,000)	(172,000)	(172,000)
Net Division Total	751,316	755,727	1,017,550	827,400	827,400	827,400

Personnel Services Detail

Department: Public Services

Division: Winter Operations

Account: 100-31-38

Position	Funding		FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Meal Allow/Standby Pay	100				14,000		12,300		12,300		12,300	12,300
Police Wages	100				17,700		17,950		17,950		17,950	17,950
Overtime	100				278,350		312,800		292,050		292,050	292,050
Gross Personnel Services					310,050		343,050		322,300		322,300	322,300

Fleet Services

The Fleet Services division purchases, repairs, and rebuilds the City-owned vehicles, and runs a preventative maintenance schedule to assure optimum equipment availability. The division serves Police, Fire, EMS, Administration, Public Services, Recreation and Facilities Management, and assists other users including the Fire Boat. The total number of vehicles and equipment in the fleet exceeds 800. Fleet Services provides for the cost of all parts, outside repairs, and fuel for all City equipment, supports the Fleet User Committee and maintains the vehicle replacement program Citywide.

Fleet Services is also responsible for the 82 Hanover Street building, which houses the winter equipment. The Weld & Fabrication Shop services the Jetport, Engineering, and other City departments, with two certified fabricators.

Expenditures increased by \$69,160 or 1.8%, primarily due to the vehicle fleet operational costs and payroll expenses. Revenues are down \$39,525 or 8.0%, due to projected decreases in chargebacks to both the Sewer Fund and School Department.

Division Summary

Department: Public Services		Division: Fleet Services			Account: 100-31-45	
	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	1,217,843	1,137,155	1,271,528	1,247,328	1,247,328	1,247,328
Benefits	26,550	25,736	27,850	27,100	27,100	27,100
Administrative Services	6,950	6,944	6,950	5,950	5,950	5,950
Contractual Services	2,750	2,782	2,750	2,750	2,750	2,750
Maintenance and Repairs	1,113,500	1,140,977	1,198,700	1,150,500	1,150,500	1,150,500
Rentals	33,025	32,355	28,900	28,900	28,900	28,900
Supplies	1,402,850	1,374,361	1,478,350	1,405,100	1,405,100	1,405,100
Minor Capital Items	9,500	9,116	24,500	24,500	24,500	14,500
Utilities	3,000	3,000	3,000	3,000	3,000	3,000
Total	3,815,968	3,732,426	4,042,528	3,895,128	3,895,128	3,885,128
Less Revenues	(496,225)	(451,086)	(456,700)	(456,700)	(456,700)	(456,700)
Net Division Total	3,319,743	3,281,340	3,585,828	3,438,428	3,438,428	3,428,428

Personnel Services Detail

Department: Public Services

Division: Fleet Services

Account: 100-31-45

Position	Funding Source		FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Fleet Manager	100		1	69,479	1	70,863	1	70,863	1	70,863	1	70,863
Vehicle Maintenance Supervisor	100		1	52,021	1	52,978	1	52,978	1	52,978	1	52,978
Plow Bay Foreman	100		1	49,460	1	50,371	1	50,371	1	50,371	1	50,371
Fire Equipment Specialist	100		1	55,598	1	56,493	1	56,493	1	56,493	1	56,493
Machine /Weld Shop Foreman	100		1	51,126	1	52,021	1	52,021	1	52,021	1	52,021
Public Services Parts Manager	100		1	48,470	1	48,781	1	48,781	1	48,781	1	48,781
Vehicle Maintenance Foreman	100		1	51,126	1	52,021	1	52,021	1	52,021	1	52,021
Autobody Repair Worker (ASE)	100		1	43,264	1	45,068	1	45,068	1	45,068	1	45,068
2nd Class Welder	100		1	39,662	1	39,080	1	39,080	1	39,080	1	39,080
Service Writer	100		1	51,126	1	53,021	1	53,021	1	53,021	1	53,021
Mechanic III	100		13	592,529	13	606,466	13	606,466	13	606,466	13	606,466
Account Clerk II	100		1	34,632	1	35,815	1	35,815	1	35,815	1	35,815
Meal Allow/Standby Pay				9,350		9,350		9,350		9,350		9,350
Overtime				70,000		99,200		75,000		75,000		75,000
Gross Personnel Services			24.0	1,217,843	24.0	1,271,528	24.0	1,247,328	24.0	1,247,328	24.0	1,247,328

Island Services

Island Services is responsible for all Public Services functions including roads, fences, earthwork, solid waste collection and normal maintenance for four islands: Cliff, Little Diamond, Great Diamond, and Peaks Island. The division also serves Cushing Island in a limited capacity. Island Services responds to requests from all City divisions for boat transportation and assists the Fire Department on all Portland islands.

Expenditures increased by \$5,073 or 0.9%.

Division Summary

Department: Public Services

Division: Island Services

Account: 100-31-46

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	391,084	365,525	400,315	394,115	394,115	394,115
Benefits	3,000	3,000	3,600	3,000	3,000	3,000
Administrative Services	150	150	150	150	150	150
Contractual Services	115,200	123,544	116,200	116,200	116,200	116,200
Maintenance and Repairs	9,210	9,210	5,500	5,500	5,500	5,500
Supplies	25,550	75,825	37,700	30,100	30,100	30,100
Utilities	11,080	11,080	11,282	11,282	11,282	11,282
Total	555,274	588,334	574,747	560,347	560,347	560,347
Less Revenues	(6,000)	(6,000)	(6,000)	(6,000)	(6,000)	(6,000)
Net Division Total	549,274	582,334	568,747	554,347	554,347	554,347

Personnel Services Detail

Department: Public Services

Division: Island Services

Account: 100-31-46

Position	Funding Source	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
		#	Approved	#	Submission	#	Recommendation	#	Committee	#	Allowance
	City Fed Oth		Amount		Amount		Amount		Amount		Amount
Public Services Supervisor	100	1	55,989	1	56,964	1	56,964	1	56,964	1	56,964
Maintenance Worker III	100	7	286,395	7	288,651	7	288,651	7	288,651	7	288,651
Meal Allow/Standby Pay			7,350		7,150		7,150		7,150		7,150
Temporary Help			15,000		17,950		15,000		15,000		15,000
Overtime			26,350		29,600		26,350		26,350		26,350
Gross Personnel Services		8.0	391,084	8.0	400,315	8.0	394,115	8.0	394,115	8.0	394,115

Recreation & Facilities Management

The Recreation and Facilities Management Department consists of three major divisions: Facilities Management, Recreation, and Building Maintenance. The Facilities Management is responsible for scheduling and management of Merrill Auditorium, Hadlock Stadium, Portland Exposition Building, Ocean Gateway, and Maine State Pier. Recreation manages special events at various city parks and administers a variety of youth, adult, and senior recreation and aquatic programs. Lastly, the Building Maintenance responsibilities include the maintenance, repair and renovation of a variety of City and School buildings including the waterfront and lighting for various walking trails/parks.

Both expenditures and revenues have increased \$1,807,610 and \$1,976,275 respectively. These increases are primarily due to reorganization; new FY14 divisions include Administration, the Ice Arena, Therapeutic Recreation, and the Golf Course Maintenance Operations.

Department Summary

Department: Recreation & Facilities Management

Account: 100-33

		FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown							
Payroll		4,839,750	4,682,136	5,761,837	5,739,952	5,739,952	5,672,605
Benefits		47,000	48,399	50,610	50,610	50,610	50,610
Administrative Services		83,816	83,269	96,055	94,955	94,955	94,955
Contractual Services		647,890	796,628	862,215	821,765	821,765	809,765
Maintenance and Repairs		813,640	834,337	1,162,730	1,079,980	1,075,980	972,980
Rentals		120,260	113,328	193,946	189,946	189,946	189,946
Supplies		1,050,150	1,059,589	1,361,157	1,273,557	1,273,557	1,243,557
Utilities		1,363,062	1,419,046	1,839,633	1,769,420	1,738,760	1,738,760
Capital Outlay		56,000	50,752	56,000	56,000	56,000	56,000
Total		9,021,568	9,087,484	11,384,183	11,076,185	11,041,525	10,829,178
Summary by Division							
Administration	(33-00)	0	0	278,292	278,292	278,292	278,292
Trades	(33-01)	862,484	837,743	970,066	970,066	970,066	970,066
Public Safety Buildings	(33-02)	397,255	390,525	449,618	423,971	419,971	404,971
City Hall	(33-03)	392,880	384,183	458,839	425,004	425,004	415,004
Merrill Auditorium	(33-04)	502,336	512,678	452,924	452,924	452,924	422,924
Hadlock Stadium	(33-05)	232,261	238,768	263,051	261,933	261,933	241,933
Other Public Buildings	(33-06)	521,183	566,566	642,014	587,598	556,938	509,791
Ice Arena	(33-07)	0	0	518,567	515,429	515,429	515,429
Exposition Building	(33-08)	508,966	501,295	401,234	393,175	393,175	383,175
Waterfront Maintenance	(33-09)	638,449	654,988	692,713	655,713	655,713	655,713
Public Assembly Facility	(33-10)	658,188	661,716	678,418	678,418	678,418	648,218
Concessions	(33-11)	352,267	308,991	269,742	269,742	269,742	269,742
School HVAC	(33-12)	476,897	476,897	491,025	491,025	491,025	491,025
Athletic Facilities	(33-13)	696,129	707,182	750,922	737,172	737,172	737,172
Recreation	(33-14)	1,600,127	1,522,753	1,580,026	1,566,426	1,566,426	1,566,426
Aquatics	(33-15)	393,663	378,531	399,007	394,007	394,007	394,007
School Maintenance	(33-16)	788,483	944,668	1,073,000	1,073,000	1,073,000	1,073,000
Therapeutic Recreation	(33-17)	0	0	160,313	157,763	157,763	157,763
Riverside Golf Course	(33-18)	0	0	854,412	744,527	744,527	694,527
Total		9,021,568	9,087,484	11,384,183	11,076,185	11,041,525	10,829,178
Less Revenues		(5,820,929)	(6,019,581)	(7,626,212)	(7,809,704)	(7,797,204)	(7,797,204)
Net Department Total		3,200,639	3,067,903	3,757,971	3,266,481	3,244,321	3,031,974

Administration

The Recreation and Facilities Management's Administrative division is new in FY14. The majority of the costs represent a shift of positions previously represented in the Public Assembly Facilities division. The Administration division was created to capture the general administrative support function expenditures of the entire department.

Division Summary

Department: Recreation & Facilities Management **Division:** Administration **Account:** 100-33-00

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	0	0	257,292	257,292	257,292	257,292
Administrative Services	0	0	10,550	10,550	10,550	10,550
Contractual Services	0	0	8,050	8,050	8,050	8,050
Supplies	0	0	1,500	1,500	1,500	1,500
Utilities	0	0	900	900	900	900
Total	0	0	278,292	278,292	278,292	278,292

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Rec & Facilities Administration

Account: 100-33-00

Position	Funding Source	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Dir of Rec & Facilities Mgmt	100	0	0	1	101,760	1	101,760	1	101,760	1	101,760
Principal Financial Officer	100	0	0	1	58,520	1	58,520	1	58,520	1	58,520
Principal Admin Officer	100	0	0	1	55,692	1	55,692	1	55,692	1	55,692
Accountant	100	0	0	1	41,320	1	41,320	1	41,320	1	41,320
(1) Notes											
Gross Personnel Services		0.0	0	4.0	257,292	4.0	257,292	4.0	257,292	4.0	257,292

Notes:

(1) FY14 Reorg (New Division): 4 Positions Transferred from PAF (100-3310) in FY14

Trades

The Trades division budget is comprised of a highly skilled workforce that maintains, repair and renovate the various City buildings. Services provided include carpentry, painting, electrical, plumbing, remodeling, and the maintenance of heating and ventilating systems.

Expenses have increased by \$107,582, or 12.5%, primarily due to the consolidation of the Facilities on-call operation temporary help pool.

Division Summary

Department: Recreation & Facilities Management **Division:** Trades **Account:** 100-33-01

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	822,034	796,098	928,166	928,166	928,166	928,166
Benefits	12,800	12,775	12,800	12,800	12,800	12,800
Administrative Services	10,800	10,753	10,800	10,800	10,800	10,800
Contractual Services	700	700	700	700	700	700
Rentals	650	600	600	600	600	600
Supplies	12,500	13,017	13,000	13,000	13,000	13,000
Utilities	3,000	3,800	4,000	4,000	4,000	4,000
Total	862,484	837,743	970,066	970,066	970,066	970,066
Less Revenues	(28,000)	(28,000)	(28,000)	(28,000)	(28,000)	(28,000)
Net Division Total	834,484	809,743	942,066	942,066	942,066	942,066

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Trades

Account: 100-33-01

Position	Funding Source		FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
	City	Fed	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Director of Public Buildings	50	50	1	76,654	1	78,195	1	78,195	1	78,195	1	78,195
Director of Operations/Maint	100		1	67,595	1	68,946	1	68,946	1	68,946	1	68,946
Director of Operations	100		1	54,600	1	55,692	1	55,692	1	55,692	1	55,692
Project Manager	50	50	1	51,329	1	53,929	1	53,929	1	53,929	1	53,929
Plant Engineer Coordinator	100		1	59,663	1	61,118	1	61,118	1	61,118	1	61,118
HVAC Technician	100		2	94,413	2	96,867	2	96,867	2	96,867	2	96,867
Facilities Master Electrician	100		2	96,085	2	99,304	2	99,304	2	99,304	2	99,304
Facilities Master Plumber	100		1	48,880	1	49,858	1	49,858	1	49,858	1	49,858
Public Buildings Supervisor	100		1	46,384	1	47,320	1	47,320	1	47,320	1	47,320
Trades Worker III (Trades)	100		6	253,396	6	259,039	6	259,039	6	259,039	6	259,039
Administrative Associate	50	50	1	40,053	1	41,320	1	41,320	1	41,320	1	41,320
Less School Maint Chgs (33-16)				(84,018)		(86,722)		(86,722)		(86,722)		(86,722)
(1) Temporary Help				0		80,300		80,300		80,300		80,300
Overtime				17,000		23,000		23,000		23,000		23,000
Gross Personnel Services			18.0	822,034	18.0	928,166	18.0	928,166	18.0	928,166	18.0	928,166

Notes:

(1) Consolidation of Facilities On-Call Operations Pool in FY14 (Various Divisions)

Public Safety Buildings

This division includes all the expenses for maintaining the City's Public Safety building, which houses the Police Department.

Expenses have increased by \$7,716, or 1.9%, due to expected increases in utility costs.

Division Summary

Department: Recreation & Facilities Management **Division:** Public Safety Buildings **Account:** 100-33-02

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	81,840	81,393	83,202	83,202	83,202	83,202
Benefits	1,320	1,320	1,320	1,320	1,320	1,320
Contractual Services	4,600	5,006	5,000	5,000	5,000	5,000
Maintenance and Repairs	54,500	55,000	88,000	63,000	59,000	49,000
Supplies	46,500	46,476	46,500	46,500	46,500	41,500
Utilities	208,495	201,330	225,596	224,949	224,949	224,949
Total	397,255	390,525	449,618	423,971	419,971	404,971

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Public Safety Buildings

Account: 100-33-02

Position	Funding		FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
PAF Operations Foreman	100		1	44,866	1	44,803	1	44,803	1	44,803	1	44,803
Custodial Worker	100		1	33,374	1	34,799	1	34,799	1	34,799	1	34,799
Overtime				3,600		3,600		3,600		3,600		3,600
Gross Personnel Services			2.0	81,840	2.0	83,202	2.0	83,202	2.0	83,202	2.0	83,202

City Hall

This division includes all the expenses for maintaining City Hall, which houses various administrative offices.

Expenditures have increased by \$22,124, or 5.6%, primarily due to an air conditioner replacement.

Division Summary

Department: Recreation & Facilities Management **Division:** City Hall **Account:** 100-33-03

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	124,837	119,188	117,033	117,033	117,033	117,033
Benefits	1,980	1,980	1,980	1,980	1,980	1,980
Contractual Services	4,130	4,400	4,400	4,400	4,400	4,400
Maintenance and Repairs	39,000	38,938	74,000	69,000	69,000	59,000
Rentals	0	0	4,000	0	0	0
Supplies	45,000	44,180	45,000	45,000	45,000	45,000
Utilities	177,933	175,497	212,426	187,591	187,591	187,591
Total	392,880	384,183	458,839	425,004	425,004	415,004

Personnel Services Detail

Department: Recreation and Facilities Management

Division: City Hall

Account: 100-33-03

Position	Funding Source	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
		#	Approved	#	Submission	#	Recommendation	#	Committee	#	Allowance
	City Fed Oth		Amount		Amount		Amount		Amount		Amount
PAF Operations Foreman	100	1	44,866	1	45,739	1	45,739	1	45,739	1	45,739
Custodial Worker (Floating)	100	1	34,923	1	35,610	1	35,610	1	35,610	1	35,610
Custodial Worker	100	1	35,048	1	32,684	1	32,684	1	32,684	1	32,684
(1) Temporary Help			7,000		0		0		0		0
Overtime			3,000		3,000		3,000		3,000		3,000
Gross Personnel Services		3.0	124,837	3.0	117,033	3.0	117,033	3.0	117,033	3.0	117,033

Notes:

(1) Consolidation of Facilities On-Call Operations Pool to Trades Division (100-3301) in FY14

Merrill Auditorium

This division includes all the expenses for maintaining Merrill Auditorium, a 1,900 seat performing arts venue, attached to City Hall. The theater hosts a variety of performances each year including opera, ballet, musical theater and concerts.

Expenditures have decreased \$79,412, or 15.8%, due largely to the divisional reorganization in the accounting / tracking of payroll expenses. Revenues increased by \$34,050 or 7.1%.

Division Summary

Department: Recreation & Facilities Management **Division:** Merrill Auditorium **Account:** 100-33-04

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	287,006	301,080	211,118	211,118	211,118	211,118
Benefits	2,000	1,997	2,640	2,640	2,640	2,640
Administrative Services	1,661	1,661	0	0	0	0
Contractual Services	28,800	26,513	26,540	26,540	26,540	26,540
Maintenance and Repairs	70,600	71,150	101,000	101,000	101,000	71,000
Rentals	1,000	1,000	1,000	1,000	1,000	1,000
Supplies	42,000	42,931	42,000	42,000	42,000	42,000
Utilities	69,269	66,346	68,626	68,626	68,626	68,626
Total	502,336	512,678	452,924	452,924	452,924	422,924
Less Revenues	(481,280)	(490,458)	(488,980)	(515,330)	(515,330)	(515,330)
Net Division Total	21,056	22,220	(36,056)	(62,406)	(62,406)	(92,406)

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Merrill Auditorium

Account: 100-33-04

Position	Funding Source	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
		#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
PAF Operations Supervisor	100	1	46,384	1	47,320	1	47,320	1	47,320	1	47,320
(1) Custodial Worker	100	1	34,113	1.5	49,070	1.5	49,070	1.5	49,070	1.5	49,070
Technical Director	100	1	52,119	1	54,580	1	54,580	1	54,580	1	54,580
Asst Technical Director	100	1.2	52,331	1.2	54,148	1.2	54,148	1.2	54,148	1.2	54,148
(2) Charges from Rec & Fac Admin			58,059		0		0		0		0
(3) Temporary Help			38,000		0		0		0		0
Overtime			6,000		6,000		6,000		6,000		6,000
Gross Personnel Services		4.2	287,006	4.7	211,118	4.7	211,118	4.7	211,118	4.7	211,118

Notes:

- (1) .5 Position Tranferred from Expo (100-3308); Half-time Shared Position (1) w/ Ballfields (100-3313)
- (2) Project Code Tracking Replaces Divisional Chargebacks in FY14 (See 100-3310)
- (3) FY14 Consolidation (1) Facilities On-Call Pool to Trades (33-01) (2) Event Staff to PAF (33-10)

Hadlock Stadium

This division includes all the expenses for maintaining Hadlock Stadium, home of the Portland Sea Dogs.

Expenditures have increased \$9,672, or 4.2%, due to anticipated increases in utility expenses, which is offset in part by the transfer of payroll game security charges to the Sea Dogs during FY13. Revenues also are increasing \$47,083, or 17.9%, due to utility reimbursements and stadium rental income.

Division Summary

Department: Recreation & Facilities Management **Division:** Hadlock Stadium **Account:** 100-33-05

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	14,245	5,700	0	0	0	0
Contractual Services	5,650	5,857	5,650	5,650	5,650	5,650
Maintenance and Repairs	35,500	35,494	55,500	55,500	55,500	35,500
Rentals	8,000	8,000	8,000	8,000	8,000	8,000
Supplies	27,500	27,500	27,500	27,500	27,500	27,500
Utilities	141,366	156,217	166,401	165,283	165,283	165,283
Total	232,261	238,768	263,051	261,933	261,933	241,933
Less Revenues	(263,600)	(262,784)	(311,801)	(310,683)	(310,683)	(310,683)
Net Division Total	(31,339)	(24,016)	(48,750)	(48,750)	(48,750)	(68,750)

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Hadlock Stadium

Account: 100-33-05

Position	Funding Source		FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Charges from Rec & Fac Admin				10,125		0		0		0		0
Temporary Help				3,120		0		0		0		0
Overtime				1,000		0		0		0		0
(1) Notes												
Gross Personnel Services				14,245		0		0		0		0

Notes:

(1) Game Security Transferred to the Sea Dogs during FY13

Other Public Buildings

This division includes all the expenses for maintaining a variety of other City-owned buildings and structures.

Expenses have decreased by \$11,392, or 2.2%, due to a position reduction, offset by estimated increases in utility costs.

Division Summary

Department: Recreation & Facilities Management **Division:** Other Public Buildings **Account:** 100-33-06

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	77,232	67,457	75,757	75,757	75,757	38,610
Benefits	1,320	1,320	1,320	1,320	1,320	1,320
Contractual Services	10,450	12,750	12,150	12,150	12,150	12,150
Maintenance and Repairs	56,350	56,335	86,350	66,350	66,350	56,350
Supplies	56,000	61,098	58,000	58,000	58,000	58,000
Utilities	319,831	367,606	408,437	374,021	343,361	343,361
Total	521,183	566,566	642,014	587,598	556,938	509,791

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Other Public Buildings

Account: 100-33-06

Position	Funding		FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
(1) Building Maintenance/Cust Wrkr	100			1	37,419	1	38,147	1	38,147	1	38,147	0
Custodial Worker (Floating)	100			1	34,813	1	35,610	1	35,610	1	35,610	1
(2) Temporary Help					3,000		0		0		0	0
Overtime					2,000		2,000		2,000		2,000	2,000
Gross Personnel Services				2.0	77,232	2.0	75,757	2.0	75,757	2.0	75,757	1.0
												38,610

Notes:

(1) (1) Position Eliminated in FY14

(2) Consolidation of Facilities On-Call Operations Pool to Trades Division (100-3301) in FY14

Ice Arena

The City-owned Portland Ice Arena, located next to the Portland Expo and Hadlock Field, provides rental of ice time to various community users including adult leagues, high school, middle school and youth hockey organizations, and to the public. Ice skating lessons are offered as well. The City also operates the Ice Arena concession operation.

Formally an Enterprise Fund, the Ice Arena moved to the General Fund in FY14. As a part of the General Fund, certain expenses are accounted for in non-departmental funds such as employee benefits, liability insurance and debt service.

Division Summary

Department: Recreation & Facilities Management **Division:** Ice Arena **Account:** 100-33-07

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	0	0	252,475	252,475	252,475	252,475
Benefits	0	0	500	500	500	500
Administrative Services	0	0	4,005	4,005	4,005	4,005
Contractual Services	0	0	13,600	13,600	13,600	13,600
Maintenance and Repairs	0	0	17,930	17,930	17,930	17,930
Rentals	0	0	360	360	360	360
Supplies	0	0	42,250	42,250	42,250	42,250
Utilities	0	0	187,447	184,309	184,309	184,309
Total	0	0	518,567	515,429	515,429	515,429
Less Revenues	0	0	(576,035)	(576,035)	(576,035)	(576,035)
Net Division Total	0	0	(57,468)	(60,606)	(60,606)	(60,606)

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Ice Arena

Account: 100-33-07

Position	Funding Source	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
		#	Approved	#	Submission	#	Recommendation	#	Committee	#	Allowance
	City Fed Oth		Amount		Amount		Amount		Amount		Amount
Ice Arena Manager	100	0	0	1	48,550	1	48,550	1	48,550	1	48,550
Facilities Coordinator	100	0	0	1	37,229	1	37,229	1	37,229	1	37,229
Account Clerk II	100	0	0	1	36,368	1	36,368	1	36,368	1	36,368
Recreation Programmer I	100	0	0	2	56,488	2	56,488	2	56,488	2	56,488
Temporary Help	100		0		67,840		67,840		67,840		67,840
Overtime	100		0		6,000		6,000		6,000		6,000
(1) Notes											
Gross Personnel Services		0.0	0	5.0	252,475	5.0	252,475	5.0	252,475	5.0	252,475

Notes:

(1) 5 Ice Arena Positions Transferred from Enterprise Fund (582-3300) in FY14

Exposition Building

This division includes all the expenses for maintaining and managing the Portland Exposition Building. Numerous events are held each year at this facility by profit and non-profit organizers, including many school related sport activities. The Portland Expo is also home to the Maine Red Claws, a NBA development league, which began playing in FY2010, or the 2009-2010 season.

Expenditures have decreased \$125,791, or 24.7%, due to a change in the accounting method of how divisional payroll costs are tracked within the department. Revenues have also decreased \$27,600 or 8.1%.

Division Summary

Department: Recreation & Facilities Management **Division:** Exposition Building **Account:** 100-33-08

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	295,756	289,949	151,727	151,727	151,727	151,727
Benefits	4,840	4,746	3,960	3,960	3,960	3,960
Contractual Services	12,775	12,875	12,875	12,875	12,875	12,875
Maintenance and Repairs	23,000	24,840	39,000	39,000	39,000	29,000
Rentals	1,500	1,500	1,500	1,500	1,500	1,500
Supplies	39,000	39,199	43,000	41,000	41,000	41,000
Utilities	132,095	128,186	149,172	143,113	143,113	143,113
Total	508,966	501,295	401,234	393,175	393,175	383,175
Less Revenues	(340,050)	(307,169)	(312,450)	(312,450)	(312,450)	(312,450)
Net Division Total	168,916	194,126	88,784	80,725	80,725	70,725

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Exposition Building

Account: 100-33-08

Position	Funding Source	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
		#	Approved	#	Submission	#	Recommendation	#	Committee	#	Allowance
	City Fed Oth		Amount		Amount		Amount		Amount		Amount
PAF Operations Foreman	100	1	39,582	1	41,318	1	41,318	1	41,318	1	41,318
(1) Custodial Worker	100	3.5	117,568	3	103,909	3	103,909	3	103,909	3	103,909
(2) Charges from Rec & Fac Admin			65,606		0		0		0		0
(3) Temporary Help			60,000		0		0		0		0
Overtime			13,000		6,500		6,500		6,500		6,500
Gross Personnel Services		4.5	295,756	4.0	151,727	4.0	151,727	4.0	151,727	4.0	151,727

Notes:

- (1) (.5) Position Transferred to Merrill (100-3304); Half-time Shared Positions (4) w/ DPS (3102 & 3112)
- (2) Project Code Tracking Replaces Divisional Chargebacks in FY14 (See 100-3310)
- (3) FY14 Consolidation (1) Facilities On-Call Pool to Trades (33-01) (2) Event Staff to PAF (33-10)

Waterfront Maintenance

Waterfront Maintenance is responsible for the repair, maintenance, and operations of city-owned waterfront property which includes the Portland Ocean Terminal, Maine State Pier and Ocean Gateway.

Portland's 2012 cruise ship season was one of the best on record, totaling fifty-nine ships carrying over 85,500 passengers. Thirty-four large ships, carrying over 1,000 passengers, are currently scheduled for the summer / fall of FY14 with an expected 61,000+ visitors. Additional smaller ships are expected to be scheduled for the spring of FY14 or the 2014 season.

The Port Facilities Security Officer position, previously in the Police Department's Homeland Security division, is responsible for day-to-day operational security in the Port and acts as a liaison between the Police Department, Homeland Security, Jetport, Coast Guard, U.S. Customs, Harbor Master, Maine Emergency Management Agency (MEMA), and the Fire Department on port security issues.

The expense increase of \$17,264 or 2.7% is due primarily to the projected increase in utility expense, as well as new Ocean Gateway equipment and the dredging project. The payroll decrease is associated with the change in method to which divisional charges are accounted for. Revenues are anticipated to increase \$75,126, or 5.9%, due to anticipated additional leased space income.

Division Summary

Department: Recreation & Facilities Management **Division:** Waterfront Maintenance **Account:** 100-33-09

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	94,252	94,694	57,303	57,303	57,303	57,303
Benefits	0	0	350	350	350	350
Administrative Services	14,700	14,740	16,700	16,700	16,700	16,700
Contractual Services	200,700	199,419	227,900	212,900	212,900	212,900
Maintenance and Repairs	77,040	85,555	99,000	77,000	77,000	77,000
Rentals	8,500	9,275	9,275	9,275	9,275	9,275
Supplies	41,000	41,832	56,000	56,000	56,000	56,000
Utilities	202,257	209,473	226,185	226,185	226,185	226,185
Total	638,449	654,988	692,713	655,713	655,713	655,713
Less Revenues	(1,273,874)	(1,199,047)	(1,194,000)	(1,349,000)	(1,349,000)	(1,349,000)
Net Division Total	(635,425)	(544,059)	(501,287)	(693,287)	(693,287)	(693,287)

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Waterfront Maintenance

Account: 100-33-09

Position	Funding Source	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
		#	Approved	#	Submission	#	Recommendation	#	Committee	#	Allowance
	City Fed Oth		Amount		Amount		Amount		Amount		Amount
Port Facility Security Officer	100	0	0	1	48,553	1	48,553	1	48,553	1	48,553
(1) Charges from Rec & Fac Admin	100		60,752		0		0		0		0
Holiday Payments	100		0		550		550		550		550
(2) Temporary Help	100		30,500		0		0		0		0
Overtime			3,000		8,200		8,200		8,200		8,200
(3) Notes											
Gross Personnel Services		0.0	94,252	1.0	57,303	1.0	57,303	1.0	57,303	1.0	57,303

Notes:

- (1) Project Code Tracking Replaces Divisional Chargebacks in FY14 (See 100-3310)
- (2) FY14 Consolidation (1) Facilities On-Call Pool to Trades (33-01) (2) Event Staff to PAF (33-10)
- (3) 1.0 Position & Other Wages Transferred from Homeland Security (100-2106) in FY14

Public Assembly Facility

The Public Assembly Facility (PAF) division handles the general management, marketing, booking, event coordination, and other miscellaneous staff and operational needs of the Facilities Management division functions of the department.

FY14 involved reorganization of payroll charges, including the creation of the Administration division in the Recreation and Facilities Department. Expenditures are down slightly by \$9,970 or 1.5%. Revenues are up \$8,700 or 10.7%.

Division Summary

Department: Recreation & Facilities Management **Division:** Public Assembly Facility **Account:** 100-33-10

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	611,988	582,039	640,458	640,458	640,458	610,258
Benefits	0	1,518	0	0	0	0
Administrative Services	13,600	13,602	7,450	7,450	7,450	7,450
Contractual Services	5,800	11,271	3,250	3,250	3,250	3,250
Maintenance and Repairs	2,200	2,200	2,200	2,200	2,200	2,200
Rentals	2,300	2,300	2,300	2,300	2,300	2,300
Supplies	18,500	44,986	19,400	19,400	19,400	19,400
Utilities	3,800	3,800	3,360	3,360	3,360	3,360
Total	658,188	661,716	678,418	678,418	678,418	648,218
Less Revenues	(81,650)	(193,132)	(90,350)	(90,350)	(90,350)	(90,350)
Net Division Total	576,538	468,584	588,068	588,068	588,068	557,868

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Public Assembly Facility (PAF)

Account: 100-33-10

Position	Funding Source		FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Dir of Rec & Facilities Mgmt	100		1	97,871	0	0	0	0	0	0	0	0
Dir Public Assembly Facilities	100		1	58,205	1	61,147	1	61,147	1	61,147	1	61,147
(1) Principal Financial Officer	100		1	57,369	0	0	0	0	0	0	0	0
(1) Principal Admin Officer	100		1	54,600	0	0	0	0	0	0	0	0
Sales & Marketing Coord	100		1	54,698	1	56,219	1	56,219	1	56,219	1	56,219
(1) Accountant	100		1	40,053	0	0	0	0	0	0	0	0
Office Assistant	100		2	71,741	2	73,159	2	73,159	2	73,159	2	73,159
Lead Events Coordinator	100		4	180,527	4	186,906	4	186,906	4	186,906	4	186,906
Security Supervisor	100		0.5	16,224	0.5	16,549	0.5	16,549	0.5	16,549	0.5	16,549
Event Staff	100		6	139,742	6	144,478	6	144,478	6	144,478	6	144,478
(2) Less Merrill Charges (33-04)				(58,059)		0		0		0		0
(2) Less Hadlock Charges (33-05)				(10,125)		0		0		0		0
(2) Less Expo Charges (33-08)				(65,606)		0		0		0		0
(2) Less Waterfront Charges (33-09)				(60,752)		0		0		0		0
(3) Temporary Help				27,500		84,500		84,500		84,500		64,300
Overtime				8,000		17,500		17,500		17,500		7,500
Gross Personnel Services			18.5	611,988	14.5	640,458	14.5	640,458	14.5	640,458	14.5	610,258

Notes:

- (1) FY14 Reorg: (4) Positions Transferred to Newly Created Rec & Fac Administration Division (100-3300)
- (2) Project Code Tracking Replaces Divisional Chargebacks in FY14
- (3) Consolidation of Event Staff from Various Divisions (100-33) in FY14

Concessions

The Concessions division manages the concessions and catering operations for Merrill Auditorium, Portland Exposition, Fitzpatrick Field and the Portland Ice Arena.

Expenditures have decreased \$82,525, or 23.4%, due to the FY13 purchase of point-of-sale equipment and a decrease in food supplies. The concession revenues are also down \$74,700 or 19.2%.

Division Summary

Department: Recreation & Facilities Management **Division:** Concessions **Account:** 100-33-11

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	128,045	118,221	117,507	117,507	117,507	117,507
Benefits	200	200	200	200	200	200
Administrative Services	2,450	2,450	2,415	2,415	2,415	2,415
Contractual Services	500	500	500	500	500	500
Maintenance and Repairs	4,000	4,000	4,000	4,000	4,000	4,000
Rentals	1,000	500	500	500	500	500
Supplies	214,900	181,900	143,400	143,400	143,400	143,400
Utilities	1,172	1,220	1,220	1,220	1,220	1,220
Total	352,267	308,991	269,742	269,742	269,742	269,742
Less Revenues	(389,700)	(315,000)	(300,000)	(315,000)	(315,000)	(315,000)
Net Division Total	(37,433)	(6,009)	(30,258)	(45,258)	(45,258)	(45,258)

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Concessions

Account: 100-33-11

Position	Funding		FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Concessions Coordinator	100		1	44,245	1	46,507	1	46,507	1	46,507	1	46,507
Temporary Help				82,800		70,000		70,000		70,000		70,000
Overtime				1,000		1,000		1,000		1,000		1,000
Gross Personnel Services			1.0	128,045	1.0	117,507	1.0	117,507	1.0	117,507	1.0	117,507

School HVAC

The School HVAC division is responsible for heating, ventilation and air conditioning maintenance for all twenty Elementary, Middle and High School buildings. All expenses are reimbursed by the School Department through interfund transfers.

Both expenditures and revenues are up \$14,128, or 3.0%.

Division Summary

Department: Recreation & Facilities Management **Division:** School HVAC **Account:** 100-33-12

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	150,402	142,209	154,845	154,845	154,845	154,845
Benefits	3,030	3,030	3,030	3,030	3,030	3,030
Administrative Services	2,500	2,500	2,500	2,500	2,500	2,500
Contractual Services	6,865	8,550	8,550	8,550	8,550	8,550
Maintenance and Repairs	167,000	173,509	175,000	175,000	175,000	175,000
Supplies	145,500	145,500	145,500	145,500	145,500	145,500
Utilities	1,600	1,599	1,600	1,600	1,600	1,600
Total	476,897	476,897	491,025	491,025	491,025	491,025
Less Revenues	(476,897)	(476,897)	(491,025)	(491,025)	(491,025)	(491,025)
Net Division Total	0	0	0	0	0	0

Personnel Services Detail

Department: Recreation and Facilities Management

Division: School HVAC

Account: 100-33-12

Position	Funding		FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
HVAC Technician	100		3	140,402	3	142,469	3	142,469	3	142,469	3	142,469
(1) Standby Pay				0		2,376		2,376		2,376		2,376
Overtime				10,000		10,000		10,000		10,000		10,000
Gross Personnel Services			3.0	150,402	3.0	154,845	3.0	154,845	3.0	154,845	3.0	154,845

Notes:

(1) Previously Budgeted w/ Position Wages

Athletic Facilities

The Athletic Facilities division is responsible for the care of all City-owned athletic facilities in Portland. This includes fourteen baseball / softball fields, two artificial surface soccer / football stadiums, and fifteen multi-purpose fields.

Expenditures are up \$41,043, or 5.9%. Revenues are also projected to increase \$32,380 or 12.4%.

Division Summary

Department: Recreation & Facilities Management **Division:** Athletic Facilities **Account:** 100-33-13

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	470,419	472,720	489,970	484,970	484,970	484,970
Benefits	6,480	6,455	6,480	6,480	6,480	6,480
Administrative Services	4,100	4,500	4,500	4,000	4,000	4,000
Contractual Services	22,300	22,286	24,800	22,300	22,300	22,300
Maintenance and Repairs	31,550	34,749	36,750	33,500	33,500	33,500
Rentals	20,200	26,263	30,391	30,391	30,391	30,391
Supplies	76,100	73,869	90,700	88,200	88,200	88,200
Utilities	64,980	66,340	67,331	67,331	67,331	67,331
Total	696,129	707,182	750,922	737,172	737,172	737,172
Less Revenues	(260,686)	(280,566)	(280,566)	(305,566)	(293,066)	(293,066)
Net Division Total	435,443	426,616	470,356	431,606	444,106	444,106

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Athletic Facilities

Account: 100-33-13

Position	Funding Source		FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Athletic Fac & Program Mgr	100		1	54,600	1	55,692	1	55,692	1	55,692	1	55,692
Athletic Facilities Supervisor	100		1	47,861	1	48,818	1	48,818	1	48,818	1	48,818
Parks Supervisor	100		1	46,384	1	47,320	1	47,320	1	47,320	1	47,320
Parks Facilities Technician	100		1	48,880	1	49,858	1	49,858	1	49,858	1	49,858
Parks Facilities Assistant	100		1	40,144	1	40,934	1	40,934	1	40,934	1	40,934
Maintenance Worker III	100		3	120,432	3	122,803	3	122,803	3	122,803	3	122,803
(1) Custodial Worker	100		0.5	16,276	0.5	16,203	0.5	16,203	0.5	16,203	0.5	16,203
Meal Allow/Standby Pay				1,000		1,000		1,000		1,000		1,000
Temporary Help				49,842		54,842		49,842		49,842		49,842
Overtime				45,000		52,500		52,500		52,500		52,500
Gross Personnel Services			8.5	470,419	8.5	489,970	8.5	484,970	8.5	484,970	8.5	484,970

Notes:

(1) Half-time Shared Position (1) w/ Merrill (100-3304)

Recreation

The Recreation division provides a wide range of programming / leagues and clinics for all age groups in the City, and operates community centers in the Riverton, Reiche, East End, the Cummings Center and Peaks Island. The Recreation division offers before-and-after school programs as well as summer camp programs for children in grades K-7 in all mainland elementary schools. This division also offers an extensive program for Senior Adults.

For the fourth year the July 4th fireworks display will continue due to the generous donations and support of the community and local businesses.

Expenditures are down \$33,701, or 2.1%, primarily due to the cost associated with Therapeutic Recreation, a new FY14 division in Recreation and Facilities Management. Revenues are projected to increase \$87,450 or 7.6%.

Division Summary

Department: Recreation & Facilities Management	Division: Recreation				Account: 100-33-14	
	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	1,217,562	1,162,585	1,229,169	1,229,169	1,229,169	1,229,169
Benefits	3,750	3,721	3,750	3,750	3,750	3,750
Administrative Services	25,505	24,824	24,565	24,565	24,565	24,565
Contractual Services	207,170	193,508	167,970	158,270	158,270	158,270
Rentals	76,910	63,690	76,910	76,910	76,910	76,910
Supplies	46,800	51,321	53,400	49,500	49,500	49,500
Utilities	22,430	23,104	24,262	24,262	24,262	24,262
Total	1,600,127	1,522,753	1,580,026	1,566,426	1,566,426	1,566,426
Less Revenues	(1,152,324)	(1,231,574)	(1,208,574)	(1,239,774)	(1,239,774)	(1,239,774)
Net Division Total	447,803	291,179	371,452	326,652	326,652	326,652

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Recreation

Account: 100-33-14

Position	Funding Source	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
		#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
	City Fed Oth										
Recreation Division Manager	100	1	70,844	1	72,248	1	72,248	1	72,248	1	72,248
(1) Accountant	100	0	0	1	33,000	1	33,000	1	33,000	1	33,000
(2) Lead Events Coordinator	100	1	50,037	0	0	0	0	0	0	0	0
Administrative Associate	100	1	39,078	1	39,877	1	39,877	1	39,877	1	39,877
Recreation Supervisor	100	2	101,036	2	103,044	2	103,044	2	103,044	2	103,044
Recreation Division Leader	100	3	131,319	3	135,613	3	135,613	3	135,613	3	135,613
Recreation Programmer II	100	10.9	359,868	10.9	380,151	10.9	380,151	10.9	380,151	10.9	380,151
Recreation Programmer I	100	13.5	374,262	13.5	373,065	13.5	373,065	13.5	373,065	13.5	373,065
Admin Assistant (CEBA)	100	1	36,075	1	37,128	1	37,128	1	37,128	1	37,128
Temporary Help			46,903		46,903		46,903		46,903		46,903
Overtime			8,140		8,140		8,140		8,140		8,140
Gross Personnel Services		33.4	1,217,562	33.4	1,229,169	33.4	1,229,169	33.4	1,229,169	33.4	1,229,169

Notes:

- (1) 1 New Position Approved in FY14
- (2) (1) Position Transfer to Public Services Admin (100-3101) in FY14

Aquatics

The Aquatics division operates two indoor pools at the Riverton and Reiche Community Centers and a seasonal outdoor pool, the Kiwanis Pool on Douglas Street. The division offers swimming lessons and aquatic programming for all ages including an Adult Masters Program.

FY14 expenditures remain basically flat. Revenues are projected to increase \$6,260 or 2.2%.

Division Summary

Department: Recreation & Facilities Management **Division:** Aquatics **Account:** 100-33-15

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	317,629	306,400	321,693	321,693	321,693	321,693
Benefits	1,200	1,257	1,200	1,200	1,200	1,200
Administrative Services	1,500	1,239	1,500	1,500	1,500	1,500
Contractual Services	31,450	28,709	31,450	26,450	26,450	26,450
Maintenance and Repairs	2,000	2,000	2,000	2,000	2,000	2,000
Rentals	200	200	200	200	200	200
Supplies	24,850	24,198	25,050	25,050	25,050	25,050
Utilities	14,834	14,528	15,914	15,914	15,914	15,914
Total	393,663	378,531	399,007	394,007	394,007	394,007
Less Revenues	(284,385)	(290,286)	(290,645)	(290,645)	(290,645)	(290,645)
Net Division Total	109,278	88,245	108,362	103,362	103,362	103,362

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Aquatics

Account: 100-33-15

Position	Funding Source City Fed Oth	FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
		#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Aquatic & Recreation Manager	100	1	55,711	1	57,916	1	57,916	1	57,916	1	57,916
Aquatic Supervisor	100	1	43,723	1	45,924	1	45,924	1	45,924	1	45,924
(1) Recreation Programmer II	100	5	167,636	4.1	145,807	4.1	145,807	4.1	145,807	4.1	145,807
(2) Recreation Programmer I	100	1.1	30,424	1.9	51,911	1.9	51,911	1.9	51,911	1.9	51,911
Temporary Help			19,635		19,635		19,635		19,635		19,635
Overtime			500		500		500		500		500
(3) Notes											
Gross Personnel Services		8.1	317,629	8.0	321,693	8.0	321,693	8.0	321,693	8.0	321,693

Notes:

- (1) (.8) Position Replaced w/ Recreation Programmer I; (.1) Hours Decrease
- (2) .8 Position Replaced Recreation Programmer II
- (3) Recreation Programmer I & II FTE Count Based on Certification

School Maintenance

In FY11, the City assumed supervisory responsibility for the School Maintenance functions. This division is responsible for maintenance for all twenty Elementary, Middle and High School buildings. All expenses are reimbursed by the School Department through interfund transfers.

Expenses and revenues are up \$284,517 or 36.1%.

Division Summary

Department: Recreation & Facilities Management **Division:** School Maintenance **Account:** 100-33-16

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	146,503	142,403	145,040	145,040	145,040	145,040
Benefits	8,080	8,080	8,080	8,080	8,080	8,080
Administrative Services	7,000	7,000	7,000	7,000	7,000	7,000
Contractual Services	106,000	264,284	220,880	220,880	220,880	220,880
Maintenance and Repairs	250,900	250,567	322,000	322,000	322,000	322,000
Supplies	214,000	221,582	314,000	314,000	314,000	314,000
Capital Outlay	56,000	50,752	56,000	56,000	56,000	56,000
Total	788,483	944,668	1,073,000	1,073,000	1,073,000	1,073,000
Less Revenues	(788,483)	(944,668)	(1,073,000)	(1,073,000)	(1,073,000)	(1,073,000)
Net Division Total	0	0	0	0	0	0

Personnel Services Detail

Department: Recreation and Facilities Management

Division: School Maintenance

Account: 100-33-16

Position	Funding Source		FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Director of Building Trades	100			1	57,485	1	57,384	1	57,384	1	57,384	57,384
Charges from Trades (33-01)	100				84,018		86,722		86,722		86,722	86,722
Overtime					5,000		934		934		934	934
Gross Personnel Services				1.0	146,503	1.0	145,040	1.0	145,040	1.0	145,040	145,040

Therapeutic Recreation

Therapeutic Recreation is a new division in FY14, bringing this service in-house. Previously this was a contracted service expense under the Recreation division. This program incorporates three new City positions.

Revenues are anticipated to offset the expenses by approximately 77%.

Division Summary

Department: Recreation & Facilities Management **Division:** Therapeutic Recreation **Account:** 100-33-17

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	0	0	149,363	149,363	149,363	149,363
Benefits	0	0	600	600	600	600
Administrative Services	0	0	1,900	1,900	1,900	1,900
Contractual Services	0	0	4,450	3,200	3,200	3,200
Supplies	0	0	4,000	2,700	2,700	2,700
Total	0	0	160,313	157,763	157,763	157,763
Less Revenues	0	0	(110,675)	(121,675)	(121,675)	(121,675)
Net Division Total	0	0	49,638	36,088	36,088	36,088

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Therapeutic Recreation

Account: 100-33-17

Position	Funding Source City Fed Oth	FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
		#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Therapeutic Recreation Program		0	0	1	53,040	1	53,040	1	53,040	1	53,040
Recreation Division Leader		0	0	1	37,050	1	37,050	1	37,050	1	37,050
Recreation Programmer II		0	0	1	28,773	1	28,773	1	28,773	1	28,773
Temporary Help			0		30,000		30,000		30,000		30,000
Overtime			0		500		500		500		500
(1) Notes											
Gross Personnel Services		0.0	0	3.0	149,363	3.0	149,363	3.0	149,363	3.0	149,363

Notes:

- (1) 3 New Positions Approved in FY14 (New Therapeutic Recreation Division in FY14)

Riverside Golf Course

The City-owned Riverside Golf Course offers 27 holes, the 18-hole North course and the 9-hole South course. Amenities include lessons and clinics which are managed by the Golf-Pro, and a Pro Shop. Riverside is also home to several popular golf tournament events each year. The First Tee 3-hole junior course is a program whereby introducing and cultivating young people in the game and etiquette of golf. The First Tee is also available as a practice facility with a separate membership fee. A new South Course clubhouse, funded by the 2010 CIP, opened in July of this year.

Formally an Enterprise Fund, the Golf Course moved to the General Fund in FY14. As a part of the General Fund, certain expenses are accounted for in non-departmental funds such as employee benefits, liability insurance and debt service. Weather conditions may significantly influence revenue collections.

Division Summary

Department: Recreation & Facilities Management **Division:** Riverside Golf Course **Account:** 100-33-18

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	0	0	379,719	362,834	362,834	362,834
Benefits	0	0	2,400	2,400	2,400	2,400
Administrative Services	0	0	2,170	1,570	1,570	1,570
Contractual Services	0	0	83,500	76,500	76,500	64,500
Maintenance and Repairs	0	0	60,000	52,500	52,500	39,500
Rentals	0	0	58,910	58,910	58,910	58,910
Supplies	0	0	190,957	113,057	113,057	88,057
Utilities	0	0	76,756	76,756	76,756	76,756
Total	0	0	854,412	744,527	744,527	694,527
Less Revenues	0	0	(870,111)	(791,171)	(791,171)	(791,171)
Net Division Total	0	0	(15,699)	(46,644)	(46,644)	(96,644)

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Golf Course Maintenance Operations

Account: 100-33-18

	Funding	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
Position	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Golf Course Superintendent	100	0	0	1	62,537	1	62,537	1	62,537	1	62,537
Golf Course Manager	100	0	0	1	55,692	1	55,692	1	55,692	1	55,692
Parks Supervisor	100	0	0	1	48,230	1	48,230	1	48,230	1	48,230
Meal Allow/Standby Pay	100		0		150		150		150		150
Temporary Help	100		0		199,860		184,975		184,975		184,975
Overtime	100		0		13,250		11,250		11,250		11,250
(1) Notes											
Gross Personnel Services		0.0	0	3.0	379,719	3.0	362,834	3.0	362,834	3.0	362,834

Notes:

(1) 3 Golf Course Positions Transferred from Enterprise Fund (550-3100) in FY14

Public Health

Public Health, a division of the Health and Human Services Department, is the State's most comprehensive municipal public health organization. Approximately 83.0% of the expense budget is supported by service revenue and Federal, State and private grants.

FY14 expenditures and revenues are up, largely due to the revenues associated with the Chronic Disease Prevention and the India Street Clinic divisions.

Department Summary

Department: Public Health

Account: 100-41

		FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown							
Payroll		4,160,364	4,144,883	4,895,923	4,842,023	4,842,023	4,842,023
Administrative Services		20,298	19,945	19,526	19,526	19,526	19,526
Client Expenses		200	0	0	0	0	0
Contractual Services		44,390	43,564	47,469	47,469	47,469	47,469
Maintenance and Repairs		750	750	750	750	750	750
Rentals		3,500	3,000	5,500	5,500	5,500	5,500
Supplies		94,065	95,931	154,927	116,875	116,875	116,875
Utilities		2,980	2,944	3,520	3,520	3,520	3,520
Total		4,326,547	4,311,017	5,127,615	5,035,663	5,035,663	5,035,663
Summary by Division							
Public Health Operations	(41-01)	373,569	372,442	381,249	381,249	381,249	381,249
Family Health	(41-02)	799,568	760,592	798,911	792,630	792,630	792,630
Chronic Disease Prevention	(41-03)	427,668	427,577	676,057	676,057	676,057	676,057
Health Care for the Homeless	(41-04)	1,346,804	1,247,788	1,482,068	1,434,449	1,434,449	1,434,449
India Street Clinic	(41-05)	924,830	1,045,115	1,128,198	1,128,198	1,128,198	1,128,198
Environmental Health & Safety	(41-07)	147,630	151,232	263,324	225,272	225,272	225,272
Health Equity & Research	(41-08)	306,478	306,271	397,808	397,808	397,808	397,808
Total		4,326,547	4,311,017	5,127,615	5,035,663	5,035,663	5,035,663
Less Revenues		(3,546,525)	(3,366,923)	(4,238,953)	(4,188,976)	(4,188,976)	(4,188,976)
Net Department Total		780,022	944,094	888,662	846,687	846,687	846,687

Public Health Operations

The Operation division provides support services to the Public Health division of Health and Human Services (HHS). These administrative services include grant financial management, contract management, non-taxed based reimbursement billing, data reporting assistance, as well as personnel and facilities management.

Division Summary

Department: Public Health **Division:** Public Health Operations **Account:** 100-41-01

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	346,519	346,519	354,199	354,199	354,199	354,199
Administrative Services	4,500	4,400	4,500	4,500	4,500	4,500
Contractual Services	12,500	11,745	12,500	12,500	12,500	12,500
Maintenance and Repairs	750	750	750	750	750	750
Rentals	500	0	500	500	500	500
Supplies	7,800	8,028	7,800	7,800	7,800	7,800
Utilities	1,000	1,000	1,000	1,000	1,000	1,000
Total	373,569	372,442	381,249	381,249	381,249	381,249
Less Revenues	(222,264)	(231,950)	(243,327)	(243,327)	(243,327)	(243,327)
Net Division Total	151,305	140,492	137,922	137,922	137,922	137,922

Personnel Services Detail

Department: Public Health

Division: Public Health Operations

Account: 100-41-01

Position	Funding			FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Public Health Administrator	57	43		1	79,365	1	80,964	1	80,964	1	80,964	1	80,964
Program Manager-PH	41	59		1	61,308	1	62,536	1	62,536	1	62,536	1	62,536
Senior Accountant	38	62		1	55,088	1	56,218	1	56,218	1	56,218	1	56,218
Office Manager	23	77		1	44,245	1	45,123	1	45,123	1	45,123	1	45,123
Accountant	10	90		2	75,348	2	76,850	2	76,850	2	76,850	2	76,850
Account Clerk II		100		1	31,165	1	32,508	1	32,508	1	32,508	1	32,508
Gross Personnel Services				7.0	346,519	7.0	354,199	7.0	354,199	7.0	354,199	7.0	354,199

Family Health

The Family Health Services budget provides services for residents utilizing the Maternal and Child Health Home Visiting and the School-Based Health Center programs. This represents more than 700 individuals served by home visits, over 3,000 participants in-group activities, and 900-plus students in six student health centers. The division also provides oral health screening, education and sealant services to elementary schools.

Division Summary

Department: Public Health **Division:** Family Health **Account:** 100-41-02

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	794,868	756,153	792,962	786,681	786,681	786,681
Administrative Services	1,350	1,306	2,100	2,100	2,100	2,100
Client Expenses	200	0	0	0	0	0
Contractual Services	1,500	1,496	2,529	2,529	2,529	2,529
Supplies	1,350	1,337	900	900	900	900
Utilities	300	300	420	420	420	420
Total	799,568	760,592	798,911	792,630	792,630	792,630
Less Revenues	(553,407)	(510,698)	(533,085)	(533,085)	(533,085)	(533,085)
Net Division Total	246,161	249,894	265,826	259,545	259,545	259,545

Personnel Services Detail

Department: Public Health

Division: Family Health

Account: 100-41-02

Position	Funding		FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Program Manager-PH	90	10		1	60,118	1	61,308	1	61,308	1	61,308	61,308
Program Coordinator	55	45		2	118,867	2	121,170	2	121,170	2	121,170	121,170
Program Coordinator (Proj)	15	85		2	94,910	2	99,731	2	99,731	2	99,731	99,731
(1) Mid-Level Health Prac (Proj)	9	91		0.4	29,783	0.8	58,160	0.8	58,160	0.8	58,160	58,160
(2) Public Health Nurse		100		2.5	140,864	2.8	161,431	2.8	161,431	2.8	161,431	161,431
(3) Dental Hygienist	88	12		1.4	83,293	1.1	64,995	1.1	64,995	1.1	64,995	64,995
Dental Assistant	80	20		0.8	28,690	0.8	29,503	0.8	29,503	0.8	29,503	29,503
(4) Dental Assistant (Proj)	100			0.8	25,796	0.8	28,713	0.7	22,432	0.7	22,432	22,432
Comm Health Promo Spec	88	12		1	48,574	1	49,550	1	49,550	1	49,550	49,550
Comm Health Promo Spec (Proj)	80	20		0.7	29,968	0.7	31,488	0.7	31,488	0.7	31,488	31,488
Clinical Assistant		100		1.6	54,228	1.6	54,022	1.6	54,022	1.6	54,022	54,022
(5) Clinical Assistant (Proj)	12	88		0.8	22,824	0.6	20,630	0.6	20,630	0.6	20,630	20,630
Charges from India Street Clinic					6,020		0		0		0	0
Temporary Help					50,933		12,261		12,261		12,261	12,261
Gross Personnel Services			15.0		794,868	15.2	792,962	15.1	786,681	15.1	786,681	786,681

Notes:

- (1) .4 New Position Approved in FY14
- (2) .3 Hours Increase in FY14
- (3) (.3) Hours Decrease in FY14
- (4) (.1) Hours Decrease in FY14
- (5) (.2) Hours Decrease in FY14

Chronic Disease Prevention

The Chronic Disease Prevention Program implements evidenced-based community health interventions designed to improve the health of those who live, work and learn in Portland. The health issues addressed include tobacco, smoke-free living, physical activity, healthy eating, lead poisoning prevention and substance abuse prevention.

Division Summary

Department: Public Health **Division:** Chronic Disease Prevention **Account:** 100-41-03

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	422,158	422,159	670,887	670,887	670,887	670,887
Administrative Services	1,500	1,475	1,750	1,750	1,750	1,750
Contractual Services	2,250	2,250	1,750	1,750	1,750	1,750
Supplies	1,340	1,318	1,250	1,250	1,250	1,250
Utilities	420	375	420	420	420	420
Total	427,668	427,577	676,057	676,057	676,057	676,057
Less Revenues	(365,423)	(372,550)	(612,877)	(612,877)	(612,877)	(612,877)
Net Division Total	62,245	55,027	63,180	63,180	63,180	63,180

Personnel Services Detail

Department: Public Health

Division: Chronic Disease Prevention

Account: 100-41-03

Position	Funding		FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#
Program Manager-PH	87	13	1	61,308	1	62,536	1	62,536	1	62,536	1	62,536
(1) Program Coordinator (Proj)		100	4	211,718	5	257,268	5	257,268	5	257,268	5	257,268
(2) Comm Health Promo Spec (Proj)		100	2.8	113,954	5.7	240,030	5.7	240,030	5.7	240,030	5.7	240,030
(3) Registered Dietician		100	0	0	1.6	75,153	1.6	75,153	1.6	75,153	1.6	75,153
Admin Assistant (CEBA)	11	89	1	35,178	1	35,900	1	35,900	1	35,900	1	35,900
Gross Personnel Services			8.8	422,158	14.3	670,887	14.3	670,887	14.3	670,887	14.3	670,887

Notes:

- (1) 1 New Position Approved during FY13
- (2) 2.9 New Positions Approved during FY13
- (3) 1.6 New Positions Approved during FY13

Health Care for the Homeless

The Health Care for the Homeless division serves over 1,600 individuals in the Healthcare for the Homeless program. This program offers comprehensive primary medical care, mental health and substance abuse counseling, specialized primary care for homeless teens, residential care for homeless adults recovering from serious illnesses, and inpatient treatment.

Division Summary

Department: Public Health	Division: Health Care for the Homeless				Account: 100-41-04	
	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	1,346,804	1,247,788	1,482,068	1,434,449	1,434,449	1,434,449
Total	1,346,804	1,247,788	1,482,068	1,434,449	1,434,449	1,434,449
Less Revenues	(1,346,804)	(1,247,788)	(1,419,530)	(1,402,161)	(1,402,161)	(1,402,161)
Net Division Total	0	0	62,538	32,288	32,288	32,288

Personnel Services Detail

Department: Public Health

Division: Health Care for the Homeless

Account: 100-41-04

Position	Funding			FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Program Manager-PH (Proj)	100			1	60,119	1	62,536	1	62,536	1	62,536	1	62,536
(1) Program Coordinator	53	47		2	111,423	0.9	50,153	0.9	50,153	0.9	50,153	0.9	50,153
(2) Program Coordinator (Proj)	24		76	0	0	2	103,311	1	55,692	1	55,692	1	55,692
(3) Mid-Level Health Practitioner	100			1.4	98,512	0	0	0	0	0	0	0	0
(4) Mid-Level Health Prac (Proj)	100			1.6	112,138	1.8	130,686	1.8	130,686	1.8	130,686	1.8	130,686
(5) License Drug/Alcohol Counselor	100			2	101,885	1	52,405	1	52,405	1	52,405	1	52,405
Lic Drug/Alcohol Counsel(Proj)	100			1	45,113	1	47,394	1	47,394	1	47,394	1	47,394
Public Health Nurse	51	49		1	53,410	1	56,073	1	56,073	1	56,073	1	56,073
(6) Public Health Nurse (Proj)	100			1	51,870	1.8	90,008	1.8	90,008	1.8	90,008	1.8	90,008
(7) Dental Hygienist	100			1.3	72,416	1.1	70,208	1.1	70,208	1.1	70,208	1.1	70,208
(8) Dental Assistant (Proj)	100			1	32,576	0.9	32,423	0.9	32,423	0.9	32,423	0.9	32,423
Clinical Social Worker	44	56		1	61,772	1	57,741	1	57,741	1	57,741	1	57,741
(9) Clinical Social Worker (Proj)	100			0.5	27,811	1.5	82,110	1.5	82,110	1.5	82,110	1.5	82,110
Outreach Worker	100			1	42,582	1	43,582	1	43,582	1	43,582	1	43,582
Office Manager	100			1	42,960	1	45,123	1	45,123	1	45,123	1	45,123
Office Assistant (Proj)	100			0.7	22,282	0.7	22,971	0.7	22,971	0.7	22,971	0.7	22,971
(10) Data Entry Clerk	100			3.5	107,867	3	96,681	3	96,681	3	96,681	3	96,681
(11) Data Entry Clerk (Proj)	100			1	28,310	2	58,384	2	58,384	2	58,384	2	58,384
(12) Medical Assistant (Proj)	100			4	118,416	3	91,931	3	91,931	3	91,931	3	91,931
(13) Physician (Contract)	100			0	0	1	145,600	1	145,600	1	145,600	1	145,600
Dentist (Contract)	100			1	115,030	1	115,030	1	115,030	1	115,030	1	115,030
(14) Psychiatric Nurse (Contract)	50	50		0.5	41,600	0	0	0	0	0	0	0	0
(15) Psychiatrist (Contract)				0	0	0.2	37,440	0.2	37,440	0.2	37,440	0.2	37,440
Temporary Help	100				12,360		0		0		0		0
Medical On-Call (PH)	100				9,360		9,360		9,360		9,360		9,360
Less India Street Clinic (41-05)					(8,008)		0		0		0		0
Less BC Nursing Chgs (43-21)					(15,000)		(19,082)		(19,082)		(19,082)		(19,082)
Gross Personnel Services				27.5	1,346,804	27.9	1,482,068	26.9	1,434,449	26.9	1,434,449	26.9	1,434,449

Notes:

- (1) (1.1) Positions Eliminated in FY13
- (2) 1 New Position Approved during FY13
- (3) (1.4) Positions Eliminated in FY13
- (4) .2 Hours Increase during FY13
- (5) (1) Position Eliminated during FY13
- (6) .8 New Position Approved in FY14
- (7) (.2) Hours Decrease during FY13
- (8) (.1) Hours Decrease during FY13
- (9) 1 New Position Approved in FY14
- (10) (.5) Position Eliminated during FY13
- (11) 1 New Position Approved during FY13
- (12) (1) Position Eliminated during FY13
- (13) 1 New Position Approved during FY13
- (14) (.5) Position Eliminated during FY13
- (15) .2 New Position Approved in FY14: Replaces Psychiatric Nurse (Contract)

India Street Clinic

Through the continual acquisition of new grants, the Infectious Disease budget supports over 5,000 residents. Programs and services include adult immunization and TB testing, and several sexually transmitted disease programs that provide testing, counseling, case management, prevention and education. Positive Health Care creates access and services for individuals living with HIV. HIV and Hepatitis prevention services include a Needle Exchange Program. In addition, the Portland Community Free Clinic is a collaboration of volunteers and the City's Health and Human Services (HHS) Public Health Division, providing comprehensive primary medical care and referral services for over 600 low-income adults lacking medical insurance and a medical provider.

Division Summary

Department: Public Health **Division:** India Street Clinic **Account:** 100-41-05

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	818,960	937,636	1,020,328	1,020,328	1,020,328	1,020,328
Administrative Services	2,000	1,964	0	0	0	0
Contractual Services	20,820	20,782	22,320	22,320	22,320	22,320
Rentals	3,000	3,000	5,000	5,000	5,000	5,000
Supplies	80,050	81,733	80,550	80,550	80,550	80,550
Total	924,830	1,045,115	1,128,198	1,128,198	1,128,198	1,128,198
Less Revenues	(809,644)	(761,776)	(990,348)	(1,019,440)	(1,019,440)	(1,019,440)
Net Division Total	115,186	283,339	137,850	108,758	108,758	108,758

Personnel Services Detail

Department: Public Health

Division: India Street Clinic

Account: 100-41-05

Position	Funding		FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Program Manager-PH (Proj)	100		1	64,370	1	65,656	1	65,656	1	65,656	1	65,656
(1) Program Coordinator (Proj)			0	0	1.6	88,527	1.6	88,527	1.6	88,527	1.6	88,527
Mid-Level Health Practitioner	100		0.7	52,033	0.7	52,780	0.7	52,780	0.7	52,780	0.7	52,780
(2) Mid-Level Health Prac (Proj)	100		0.6	39,572	0.8	57,852	0.8	57,852	0.8	57,852	0.8	57,852
(3) Public Health Nurse	100		1.2	65,554	1	56,121	1	56,121	1	56,121	1	56,121
(4) Public Health Nurse (Proj)	100		0	0	1.8	96,131	1.8	96,131	1.8	96,131	1.8	96,131
Comm Health Promo Spec	100		1	48,574	1	49,550	1	49,550	1	49,550	1	49,550
(5) Comm Health Promo Spec (Proj)	100		2.7	115,196	2.8	127,056	2.8	127,056	2.8	127,056	2.8	127,056
Clinical Social Worker (Proj)	100		1	58,514	1	61,443	1	61,443	1	61,443	1	61,443
Laboratory Director	100		0.6	33,427	0.6	34,094	0.6	34,094	0.6	34,094	0.6	34,094
Laboratory Technician	100		1	37,541	1	39,117	1	39,117	1	39,117	1	39,117
(6) Volunteer Coordinator	25	75	0.2	7,441	0	0	0	0	0	0	0	0
Office Manager	100		0.9	41,296	0.9	42,115	0.9	42,115	0.9	42,115	0.9	42,115
(7) Admin Assistant (CEBA)	100		0	0	1	34,164	1	34,164	1	34,164	1	34,164
(8) Admin Assistant (Proj)			0	0	0.5	15,865	0.5	15,865	0.5	15,865	0.5	15,865
Data Entry Clerk	100		1	30,856	1	29,092	1	29,092	1	29,092	1	29,092
(9) Data Entry Clerk (Proj)			1	29,348	0	0	0	0	0	0	0	0
(10) Physician (Contract)	100		1	136,500	0.9	116,480	0.9	116,480	0.9	116,480	0.9	116,480
Medical On-Call (PH)	100			9,360		9,360		9,360		9,360		9,360
Charges from Hlth Care/Homeles				8,008		0		0		0		0
Less Family Health Chgs (41-02)				(6,020)		0		0		0		0
Temporary Help	54	46		47,390		44,925		44,925		44,925		44,925
Gross Personnel Services			13.9	818,960	17.6	1,020,328	17.6	1,020,328	17.6	1,020,328	17.6	1,020,328

Notes:

- (1) .6 New Position Approved during FY13; 1 New Position Approved in FY14
- (2) .2 Hours Increase during FY13
- (3) (.2) Hours Decrease during FY13
- (4) 1.8 New Positions Approved during FY13
- (5) .1 Hours Increase during FY13
- (6) (.2) Position Eliminated during FY13
- (7) 1 Position Reclassed from Data Entry Clerk (Proj) during FY13
- (8) .5 New Position Approved in FY14
- (9) (1) Position Reclassed to Admin Asst (CEBA) during FY13
- (10) (.1) Hours Decrease in FY14

Environmental Health & Safety

The Environmental Health & Safety division provides for infectious disease investigation, reporting, surveillance, disease-specific education and emergency preparedness efforts in collaboration with the Division for Disease Control and community partners Southern Maine Region. This program is partially funded by the Center for Disease Control Public Health Preparedness and Response for Bioterrorism Cooperative Grant, distributed at the state level to the Bureau of Health, Division of Disease Control and then onto the City of Portland. Beginning in FY12, the Environmental Health & Safety program assumed responsibilities for food service establishment inspections.

Division Summary

Department: Public Health **Division:** Environmental Health & Safety **Account:** 100-41-07

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	136,835	140,408	188,387	188,387	188,387	188,387
Administrative Services	3,280	3,300	3,800	3,800	3,800	3,800
Contractual Services	5,570	5,570	7,370	7,370	7,370	7,370
Supplies	1,525	1,525	62,927	24,875	24,875	24,875
Utilities	420	429	840	840	840	840
Total	147,630	151,232	263,324	225,272	225,272	225,272
Less Revenues	(90,363)	(93,363)	(185,433)	(123,733)	(123,733)	(123,733)
Net Division Total	57,267	57,869	77,891	101,539	101,539	101,539

Personnel Services Detail

Department: Public Health

Division: Environmental Health & Safety

Account: 100-41-07

Position	Funding Source		FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
(1) Program Manager-PH	50	50		0.6	35,763	1	62,537	1	62,537	1	62,537	62,537
Program Coordinator (Proj)		100		1	54,600	1	55,692	1	55,692	1	55,692	55,692
(2) Health Inspector	100			1	41,256	1.5	63,457	1.5	63,457	1.5	63,457	63,457
Overtime	100				5,216		6,701		6,701		6,701	6,701
Gross Personnel Services				2.6	136,835	3.5	188,387	3.5	188,387	3.5	188,387	188,387

Notes:

- (1) .4 Hours Increase during FY13
- (2) .5 New Position Approved in FY14

Health Equity & Research

The Health Equity and Research Program supports the Public Health Division with health services to minority populations, health assessments, and evaluation efforts. Specific activities include outreach to racial and ethnic minority groups, data analysis, and quality improvements initiatives. Health Equity and Research also manages the Cumberland District Public Health Council and publishes the Annual Report.

Division Summary

Department: Public Health **Division:** Health Equity & Research **Account:** 100-41-08

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	294,220	294,220	387,092	387,092	387,092	387,092
Administrative Services	7,668	7,500	7,376	7,376	7,376	7,376
Contractual Services	1,750	1,721	1,000	1,000	1,000	1,000
Supplies	2,000	1,990	1,500	1,500	1,500	1,500
Utilities	840	840	840	840	840	840
Total	306,478	306,271	397,808	397,808	397,808	397,808
Less Revenues	(158,620)	(148,798)	(254,353)	(254,353)	(254,353)	(254,353)
Net Division Total	147,858	157,473	143,455	143,455	143,455	143,455

Personnel Services Detail

Department: Public Health

Division: Health Equity & Research

Account: 100-41-08

Position	Funding Source		FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Program Manager-PH	75	25		1	61,308	1	62,536	1	62,536	1	62,536	62,536
Program Coordinator	90	10		1	55,712	1	56,823	1	56,823	1	56,823	56,823
Comm Health Promo Spec	4	96		1	48,574	1	49,550	1	49,550	1	49,550	49,550
(1) Comm Health Promo Spec (Proj)	17	83		3	128,626	5	218,183	5	218,183	5	218,183	218,183
Gross Personnel Services				6.0	294,220	8.0	387,092	8.0	387,092	8.0	387,092	387,092

Notes:

(1) 2 New Positions Approved during FY13

Social Services

Social Services, a division of the Health & Human Services Department, provides both financial and support services to low income Portland residents. Its purpose is to provide quality services that encourage dignity, self-respect and self-reliance in the transition from public assistance to self-sufficiency. Social Services operates several programs, which provide basic safety net services to low income and homeless individuals. Services provided include General Assistance, Representative Payee, Case Management, Refugee Services, and homeless shelters for families and adults. The Division has experienced a 30% increase in shelter usage and a 12% increase in General Assistance applications granted.

The City funds approximately 19.7% of the Social Services division's budget. The remaining 80.3% of the division's budget is funded through federal and state grants. FY14 expenditures represent the continuing poor economic environment and corresponding demand for General Assistance and shelter services.

FY14 expenditures are up over the previous fiscal year's budget by \$1,764,549, or 17.2%. Revenues have also risen, \$1,814,296, or 23.2%; the FY14 revenues projections reflect the State's General Assistance reimbursement rates.

Department Summary

Department: Social Services

Account: 100-42

		FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown							
Payroll		2,796,815	3,021,551	3,445,644	3,394,537	3,394,537	3,394,537
Benefits		0	0	3,000	3,000	3,000	3,000
Administrative Services		4,725	4,725	4,725	4,725	4,725	4,725
Client Expenses		6,572,080	7,226,269	7,591,325	7,591,325	7,591,325	7,591,325
Contractual Services		175,550	189,033	220,646	220,646	220,646	220,646
Maintenance and Repairs		19,500	18,847	22,868	22,868	22,868	22,868
Rentals		459,848	475,553	484,965	484,965	484,965	484,965
Supplies		122,000	169,061	179,940	179,940	179,940	179,940
Utilities		93,900	100,037	106,961	106,961	106,961	106,961
Total		10,244,418	11,205,076	12,060,074	12,008,967	12,008,967	12,008,967
Summary by Division							
Social Services Administration	(42-01)	939,035	992,837	751,297	751,297	751,297	751,297
General Assistance	(42-02)	6,866,465	7,524,434	8,292,416	8,241,309	8,241,309	8,241,309
Shelter Division	(42-03)	2,042,993	2,291,203	2,628,262	2,628,262	2,628,262	2,628,262
Refugee Services	(42-04)	395,925	396,602	388,099	388,099	388,099	388,099
Total		10,244,418	11,205,076	12,060,074	12,008,967	12,008,967	12,008,967
Less Revenues		(7,824,676)	(8,549,393)	(9,638,972)	(9,638,972)	(9,638,972)	(9,638,972)
Net Department Total		2,419,742	2,655,683	2,421,102	2,369,995	2,369,995	2,369,995

Social Services Administration

The Administration division provides support to the Social Services Division. These administration services include grant financial management, general assistance voucher processing, payroll and human resources, accounts payable and receivables and other miscellaneous needs of the Social Services Division.

Division Summary

Department: Social Services **Division:** Social Services Administration **Account:** 100-42-01

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	631,612	680,821	652,565	652,565	652,565	652,565
Benefits	0	0	3,000	3,000	3,000	3,000
Administrative Services	3,875	3,875	3,875	3,875	3,875	3,875
Contractual Services	79,640	83,115	14,720	14,720	14,720	14,720
Maintenance and Repairs	4,500	3,495	3,000	3,000	3,000	3,000
Rentals	169,713	170,018	57,565	57,565	57,565	57,565
Supplies	30,000	31,421	9,475	9,475	9,475	9,475
Utilities	19,695	20,092	7,097	7,097	7,097	7,097
Total	939,035	992,837	751,297	751,297	751,297	751,297
Less Revenues	(691,290)	(617,115)	(462,751)	(462,751)	(462,751)	(462,751)
Net Division Total	247,745	375,722	288,546	288,546	288,546	288,546

Personnel Services Detail

Department: Social Services

Division: Social Services Administration

Account: 100-42-01

Position	Funding Source			FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Social Services Administrator	60	13	27	1	78,765	1	80,335	1	80,335	1	80,335	1	80,335
Senior Human Service Counselor	100			1	45,162	1	46,078	1	46,078	1	46,078	1	46,078
Senior Human Service Cr (Proj)	100			1	39,307	1	41,295	1	41,295	1	41,295	1	41,295
Human Services Counselor		100		1	46,468	1	46,507	1	46,507	1	46,507	1	46,507
(1) Human Service Counselor (Proj)	100			2	73,308	3	115,288	3	115,288	3	115,288	3	115,288
Human Services Elig Specialist		100		2	77,721	2	81,681	2	81,681	2	81,681	2	81,681
Maintenance Worker III (Proj)	11		89	1	37,190	1	38,002	1	38,002	1	38,002	1	38,002
(2) Custodial Worker (Proj)		100		0.8	25,409	1	33,060	1	33,060	1	33,060	1	33,060
Senior Accountant	24	16	60	1	48,679	1	51,147	1	51,147	1	51,147	1	51,147
(3) Accountant	42	14	44	3	104,731	3.5	127,803	3.5	127,803	3.5	127,803	3.5	127,803
(4) Accountant (Proj)		100		0.5	16,920	0	0	0	0	0	0	0	0
Account Clerk II	90		10	1	37,303	1	38,376	1	38,376	1	38,376	1	38,376
Administrative Assistant (NU)	80		20	1	32,094	1	33,845	1	33,845	1	33,845	1	33,845
Charges from Social Svcs GA					58,079		0		0		0		0
Charges from SS Shelters					24,675		0		0		0		0
Less SS Shelters Charges					(57,874)		(75,206)		(75,206)		(75,206)		(75,206)
Less Refugee Svcs Charges					(58,375)		(5,646)		(5,646)		(5,646)		(5,646)
Overtime					2,050		0		0		0		0
(5) Notes													
Gross Personnel Services				16.3	631,612	17.5	652,565	17.5	652,565	17.5	652,565	17.5	652,565

Notes:

- (1) 1 New Position Approved during FY13
- (2) .2 Hours Increase in FY14
- (3) .5 Position Replaced Accountant (Proj) during FY13
- (4) (.5) Position Replaced w/ Accountant during FY13
- (5) Social Services Split from Single to Multiple Divisions during FY13

General Assistance

General Assistance (GA), which is mandated by State law for all municipalities, provides basic needs in the areas of shelter / housing, utilities, food, medication and other essential goods and services. All assistance is issued in voucher form. Each GA applicant is interviewed by a Financial Eligibility Specialist who determines eligibility and refers applicants to in-house employment and self-sufficiency programs as a requirement for future eligibility.

Division Summary

Department: Social Services

Division: General Assistance

Account: 100-42-02

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	294,385	294,422	414,408	363,301	363,301	363,301
Client Expenses	6,572,080	7,226,269	7,591,325	7,591,325	7,591,325	7,591,325
Contractual Services	0	0	143,775	143,775	143,775	143,775
Maintenance and Repairs	0	0	3,000	3,000	3,000	3,000
Rentals	0	0	105,216	105,216	105,216	105,216
Supplies	0	0	20,525	20,525	20,525	20,525
Utilities	0	3,743	14,167	14,167	14,167	14,167
Total	6,866,465	7,524,434	8,292,416	8,241,309	8,241,309	8,241,309
Less Revenues	(5,095,271)	(5,673,021)	(6,177,050)	(6,177,050)	(6,177,050)	(6,177,050)
Net Division Total	1,771,194	1,851,413	2,115,366	2,064,259	2,064,259	2,064,259

Personnel Services Detail

Department: Social Services

Division: Social Services General Assistance

Account: 100-42-02

Position	Funding Source	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
		#	Approved	#	Submission	#	Recommendation	#	Committee	#	Allowance
	City Fed Oth		Amount		Amount		Amount		Amount		Amount
Social Services Program Mgr	100	1	70,200	1	71,604	1	71,604	1	71,604	1	71,604
Program Coordinator	100	0	0	1	51,107	0	0	0	0	0	0
(1) Financial Eligibility Spec	100	4	148,473	5	190,432	5	190,432	5	190,432	5	190,432
(2) Financial Elig Spec (Proj)	100	3	101,237	2	67,939	2	67,939	2	67,939	2	67,939
(3) Admin Assistant (CEBA)	100	0	0	1	33,326	1	33,326	1	33,326	1	33,326
(4) Admin Assistant (Proj)		1	32,554	0	0	0	0	0	0	0	0
Less Social Svcs Admin Charges			(58,079)		0		0		0		0
(5) Notes											
Gross Personnel Services		9.0	294,385	10.0	414,408	9.0	363,301	9.0	363,301	9.0	363,301

Notes:

- (1) 1 Position Replaced Financial Elig Spec (Proj) during FY13
- (2) (1) Position Replaced w/ Financial Eligibility Spec during FY13
- (3) 1 Position Replaced Admin Asst (Proj) during FY13
- (4) (1) Position Replaced w/ Admin Assistant (CEBA) during FY13
- (5) Social Services Split from Single to Multiple Divisions during FY13

Shelter Division

The Division operates the Oxford Street Shelter for Homeless Adults, the Family Shelter, and the community overflow shelter. The shelters provide safe, temporary housing for homeless adults and families and offer a variety of support services to aid in securing housing and achieving stability. The Oxford Street Shelter has a 154 bed capacity, overflow capacity of 92, and the Family Shelter a total of 94 beds.

Division Summary

Department: Social Services

Division: Shelter Division

Account: 100-42-03

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	1,522,782	1,697,587	2,040,589	2,040,589	2,040,589	2,040,589
Administrative Services	850	850	850	850	850	850
Contractual Services	95,910	105,918	62,151	62,151	62,151	62,151
Maintenance and Repairs	15,000	15,352	16,868	16,868	16,868	16,868
Rentals	248,211	263,101	278,990	278,990	278,990	278,990
Supplies	92,000	137,640	149,940	149,940	149,940	149,940
Utilities	68,240	70,755	78,874	78,874	78,874	78,874
Total	2,042,993	2,291,203	2,628,262	2,628,262	2,628,262	2,628,262
Less Revenues	(1,677,917)	(1,944,812)	(2,601,900)	(2,601,900)	(2,601,900)	(2,601,900)
Net Division Total	365,076	346,391	26,362	26,362	26,362	26,362

Personnel Services Detail

Department: Social Services

Division: Social Services Shelters

Account: 100-42-03

Position	Funding Source		FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Program Manager-Shelter Admin	100		1	61,308	1	62,537	1	62,537	1	62,537	1	62,537
Program Coordinator	100		2	103,896	2	107,491	2	107,491	2	107,491	2	107,491
Senior Human Service Counselor	19	81	4	170,197	4	177,318	4	177,318	4	177,318	4	177,318
Senior Human Service Cr (Proj)	100		2	82,085	2	85,547	2	85,547	2	85,547	2	85,547
(1) Clinical Social Worker (Proj)	100		0	0	1	53,750	1	53,750	1	53,750	1	53,750
Human Services Counselor	40	60	3	142,444	3	136,449	3	136,449	3	136,449	3	136,449
(2) Human Service Counselor (Proj)	12	88	3	113,419	4	155,692	4	155,692	4	155,692	4	155,692
Human Services Specialist/SS	72	28	2	76,682	2	78,666	2	78,666	2	78,666	2	78,666
(3) Shelter Attendant	100		6.1	212,350	5.8	199,709	5.8	199,709	5.8	199,709	5.8	199,709
(4) Shelter Attendant (Proj)	100		4	124,894	10	321,954	10	321,954	10	321,954	10	321,954
Facilities Manager	100		1	50,037	1	51,032	1	51,032	1	51,032	1	51,032
Maintenance Worker III	100		1	40,144	1	40,934	1	40,934	1	40,934	1	40,934
Custodial Worker	100		1	30,483	1	30,936	1	30,936	1	30,936	1	30,936
(5) Custodial Worker (Proj)	100		1	32,552	2	64,488	2	64,488	2	64,488	2	64,488
Admin Assistant (CEBA)	100		2	62,154	2	64,808	2	64,808	2	64,808	2	64,808
(6) Life Skills Aide (Proj)			0.5	8,758	0	0	0	0	0	0	0	0
Charges from Social Svcs Admin				57,874		75,206		75,206		75,206		75,206
Less Social Svcs Admin Charges				(24,675)		0		0		0		0
Temporary Help				151,980		305,822		305,822		305,822		305,822
Overtime				26,200		28,250		28,250		28,250		28,250
(7) Notes												
Gross Personnel Services			33.6	1,522,782	41.8	2,040,589	41.8	2,040,589	41.8	2,040,589	41.8	2,040,589

Notes:

- (1) 1 New Position Approved in FY13
- (2) 1 New Position Approved in FY14 (Case Management / MECare Billing)
- (3) (.3) Position Eliminated during FY13
- (4) 6 New Positions Approved in FY14 (Efficient Staffing of Overflow Shelter)
- (5) 1 New Position Approved during FY13
- (6) (.5) Position Eliminated during FY13
- (7) Social Services Split from Single to Multiple Divisions during FY13

Refugee Services

The Refugee Services Program is a multi-lingual, multi-cultural program that assists refugees, asylees and secondary migrants in Portland. The Refugee Services staff provides case management, employment services, cultural orientation, and operates the Services for Survivors of Torture Program which provides trauma therapy, counseling and crisis intervention.

Division Summary

Department: Social Services	Division: Refugee Services				Account: 100-42-04	
	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	348,036	348,721	338,082	338,082	338,082	338,082
Rentals	41,924	42,434	43,194	43,194	43,194	43,194
Utilities	5,965	5,447	6,823	6,823	6,823	6,823
Total	395,925	396,602	388,099	388,099	388,099	388,099
Less Revenues	(360,198)	(314,445)	(397,271)	(397,271)	(397,271)	(397,271)
Net Division Total	35,727	82,157	(9,172)	(9,172)	(9,172)	(9,172)

Personnel Services Detail

Department: Social Services

Division: Social Services Refugee Services

Account: 100-42-04

Position	Funding Source		FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Program Coordinator (Proj)	96	4		1	54,600	1	55,692	1	55,692	1	55,692	55,692
(1) Senior Human Service Cr (Proj)	51	49		0	0	2	94,986	2	94,986	2	94,986	94,986
Human Services Counselor	100			2	88,491	2	82,886	2	82,886	2	82,886	82,886
(2) Human Service Counselor (Proj)	100			2.8	115,590	1.8	67,136	1.8	67,136	1.8	67,136	67,136
Admin Assistant (Proj)	100			1	30,980	1	31,746	1	31,746	1	31,746	31,746
Charges from Social Svcs Admin					58,375		5,636		5,636		5,636	5,636
(3) Notes												
Gross Personnel Services				6.8	348,036	7.8	338,082	7.8	338,082	7.8	338,082	338,082

Notes:

- (1) 1 New Position Approved & 1 Replaced HSC (Proj) during FY13
- (2) (1.0) Position Replaced w/ Sr Human Svcs Cr (Proj) during FY13
- (3) Social Services Split from Single to Multiple Divisions during FY13

Barron Center

The Barron Center, a division of the Department of Health & Human Services, is the state's second largest long-term care nursing facility. The former Portland City Hospital serves the residents of Portland and the surrounding communities. The Barron Center's three major funding sources are the MaineCare (Medicaid) Program, the Medicare Program, and private insurances. The Barron Center consists of ten divisions.

The Barron Center's expenditure budget increased \$356,329 or 2.4%. A large portion of this increase is due to the Golf Course Restaurant division, which was brought into the General Fund from an Enterprise Fund in FY14. Wages account for the majority of the remaining increase. Department revenues are anticipated to increase \$731,132 or 4.2%.

Department Summary

Department: Barron Center

Account: 107-43

		FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown							
Payroll		10,599,428	10,604,478	11,102,080	10,985,769	10,975,210	10,975,210
Benefits		25,620	23,073	28,195	28,195	28,195	28,195
Administrative Services		51,970	51,706	57,895	56,895	56,895	56,895
Client Expenses		31,200	31,200	32,015	32,015	32,015	32,015
Contractual Services		1,266,533	1,205,301	1,251,885	1,213,605	1,213,605	1,213,605
Maintenance and Repairs		123,888	115,978	123,295	123,295	123,295	123,295
Rentals		30,676	31,800	35,250	35,250	35,250	35,250
Supplies		2,199,612	2,211,673	2,395,890	2,353,650	2,339,209	2,339,209
Minor Capital Items		50,950	47,122	60,500	54,500	54,500	54,500
Utilities		448,263	367,897	395,220	393,615	390,295	390,295
Capital Outlay		64,000	64,000	70,000	0	0	0
Total		14,892,140	14,754,228	15,552,225	15,276,789	15,248,469	15,248,469
Summary by Division							
Barron Center Administration	(43-01)	1,819,623	1,768,073	1,813,500	1,775,220	1,775,220	1,775,220
Office of Elder Affairs	(43-15)	272,352	289,037	315,709	315,709	315,709	315,709
Therapeutic Recreation	(43-16)	214,902	217,754	223,670	223,670	223,670	223,670
Nursing Administration	(43-21)	1,081,197	1,023,458	1,102,820	1,102,820	1,102,820	1,102,820
Nursing Direct Care	(43-30)	6,247,873	6,241,513	6,484,482	6,379,464	6,379,464	6,379,464
Nutrition and Supply	(43-40)	2,974,671	3,024,194	3,110,950	3,086,200	3,075,641	3,075,641
Environmental Services	(43-70)	1,204,290	1,127,034	1,165,266	1,070,046	1,066,726	1,066,726
Housekeeping	(43-72)	615,919	602,193	638,258	638,258	623,817	623,817
Laundry Services	(43-73)	461,313	460,972	478,840	478,840	478,840	478,840
Golf Course Restaurant	(43-80)	0	0	218,730	206,562	206,562	206,562
Total		14,892,140	14,754,228	15,552,225	15,276,789	15,248,469	15,248,469
Less Revenues		(17,442,390)	(17,519,252)	(18,173,522)	(18,173,522)	(18,173,522)	(18,173,522)
Net Department Total		(2,550,250)	(2,765,024)	(2,621,297)	(2,896,733)	(2,925,053)	(2,925,053)

Barron Center Administration

Administration is responsible for the overall operations and administration of the Barron Center's 264.1 budgeted positions. Finance is responsible for the financial operations, which includes budgeting, payroll, accounts payable, accounts receivable, financial reporting, and financial projections. Labor Relations handles all personnel related issues and assists in contract negotiations. Social Services coordinates all resident admissions and provides for the psychosocial needs of the residents and their families. The medical director is responsible for staff physician services to residents and consultation with the administrator and nursing.

The Administration budget has decreased \$44,403 or 2.4%, mainly attributed to a decrease in contractual lab and medical services.

Division Summary

Department: Barron Center **Division:** Barron Center Administration **Account:** 107-43-01

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	715,329	718,837	730,995	730,995	730,995	730,995
Administrative Services	32,841	34,617	33,055	33,055	33,055	33,055
Contractual Services	982,214	937,649	968,270	929,990	929,990	929,990
Maintenance and Repairs	20,043	13,585	13,585	13,585	13,585	13,585
Rentals	4,356	4,356	4,450	4,450	4,450	4,450
Supplies	47,430	45,499	49,335	49,335	49,335	49,335
Utilities	17,410	13,530	13,810	13,810	13,810	13,810
Total	1,819,623	1,768,073	1,813,500	1,775,220	1,775,220	1,775,220

Personnel Services Detail

Department: Barron Center

Division: Barron Center Administration

Account: 107-43-01

Position	Funding Source	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
		#	Approved	#	Submission	#	Recommendation	#	Committee	#	Allowance
	City Fed Oth		Amount		Amount		Amount		Amount		Amount
Director Health & Human Svcs	100	1	98,719	1	100,706	1	100,706	1	100,706	1	100,706
Long Term Care Administrator	100	1	80,028	1	81,627	1	81,627	1	81,627	1	81,627
Financial Administrator	100	1	60,627	1	62,487	1	62,487	1	62,487	1	62,487
Dir Social Services/Admissions	100	1	60,118	1	61,308	1	61,308	1	61,308	1	61,308
Principal Admin Officer	100	1	59,923	1	59,962	1	59,962	1	59,962	1	59,962
Senior Admin Officer	100	1	49,310	1	50,284	1	50,284	1	50,284	1	50,284
Accountant	100	1	38,142	1	39,602	1	39,602	1	39,602	1	39,602
Account Clerk II	100	1	37,304	1	38,376	1	38,376	1	38,376	1	38,376
Executive Assistant	100	1	41,340	1	42,178	1	42,178	1	42,178	1	42,178
Geriatric Social Worker	100	3	116,246	3	120,427	3	120,427	3	120,427	3	120,427
Switchboard Operator	100	2.1	63,204	2.1	65,238	2.1	65,238	2.1	65,238	2.1	65,238
Temporary Help			2,508		2,540		2,540		2,540		2,540
Overtime			4,465		2,770		2,770		2,770		2,770
Holiday Payments			3,395		3,490		3,490		3,490		3,490
Gross Personnel Services		14.1	715,329	14.1	730,995	14.1	730,995	14.1	730,995	14.1	730,995

Office of Elder Affairs

The Office of Elder Affairs serves Portland's seniors in two specific ways: 1) The Elder Advocate which provides information and referral services, short term case management, and advocacy services; 2) The Adult Day Health I & II programs provide day health services to the frail elderly and the chronically ill who live in the community.

The Office of Elder Affairs expense budget increased \$43,357, or 15.9%, due to the increases in payroll costs, including the addition of 1.3 staff positions.

Division Summary

Department: Barron Center **Division:** Office of Elder Affairs **Account:** 107-43-15

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	241,202	253,227	278,909	278,909	278,909	278,909
Administrative Services	2,600	1,500	2,200	2,200	2,200	2,200
Contractual Services	2,300	4,100	4,250	4,250	4,250	4,250
Supplies	25,050	29,010	29,150	29,150	29,150	29,150
Utilities	1,200	1,200	1,200	1,200	1,200	1,200
Total	272,352	289,037	315,709	315,709	315,709	315,709

Personnel Services Detail

Department: Barron Center

Division: Office of Elder Affairs

Account: 107-43-15

Position	Funding Source		FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Director of Elder Affairs	43	57		1	60,118	1	61,308	1	61,308	1	61,308	61,308
Adult Day Services Nurse	100			0.8	47,258	0.8	48,206	0.8	48,206	0.8	48,206	48,206
(1) Certified Nurse Aide (CNA)	100			4	131,200	5.3	168,895	5.3	168,895	5.3	168,895	168,895
Temporary Help					2,626		500		500		500	500
Gross Personnel Services				5.8	241,202	7.1	278,909	7.1	278,909	7.1	278,909	278,909

Notes:

(1) 1.3 New Positions Approved during FY13

Therapeutic Recreation

Recreation Therapy provides a broad variety of individual and group recreational activities for all residents and also oversees the 150 member volunteer program.

The Recreation Therapy budget payroll costs increased by \$8,768 or 4.1%.

Division Summary

Department: Barron Center **Division:** Therapeutic Recreation **Account:** 107-43-16

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	197,502	200,354	206,270	206,270	206,270	206,270
Administrative Services	800	800	800	800	800	800
Contractual Services	5,100	5,100	5,100	5,100	5,100	5,100
Supplies	11,500	11,500	11,500	11,500	11,500	11,500
Total	214,902	217,754	223,670	223,670	223,670	223,670

Personnel Services Detail

Department: Barron Center

Division: Therapeutic Recreation

Account: 107-43-16

Position	Funding Source	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
		#	Approved	#	Submission	#	Recommendation	#	Committee	#	Allowance
	City Fed Oth		Amount		Amount		Amount		Amount		Amount
Dir Recreation/Comm Relations	100	1	55,712	1	57,916	1	57,916	1	57,916	1	57,916
Recreation Assistant	100	4	139,990	4	144,304	4	144,304	4	144,304	4	144,304
Temporary Help	100		0		2,250		2,250		2,250		2,250
Overtime			342		432		432		432		432
Holiday Payments			1,458		1,368		1,368		1,368		1,368
Gross Personnel Services		5.0	197,502	5.0	206,270	5.0	206,270	5.0	206,270	5.0	206,270

Nursing Administration

Nursing Administration is responsible for the supervision and management of the Nursing Direct Care division in two buildings 24-hours per day, seven days a week. The division's sixteen and one-half employees provide clinical nursing supervision and direction to the Barron Center's nursing staff on the five nursing units in the main building and the fifty bed Alzheimer's unit (Barron Center II). Staffing patterns on the six units are continually adjusted to meet the changing needs of the resident population and to meet State of Maine mandated minimum staffing ratios.

The Nursing Administration budget increased by \$21,623, or 2.0%, predominantly due to the increased wages.

Division Summary

Department: Barron Center **Division:** Nursing Administration **Account:** 107-43-21

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	990,927	946,711	1,014,605	1,014,605	1,014,605	1,014,605
Benefits	9,700	6,500	7,500	7,500	7,500	7,500
Administrative Services	13,030	12,240	13,030	13,030	13,030	13,030
Contractual Services	25,375	19,670	22,470	22,470	22,470	22,470
Supplies	32,215	32,215	32,215	32,215	32,215	32,215
Minor Capital Items	9,950	6,122	13,000	13,000	13,000	13,000
Total	1,081,197	1,023,458	1,102,820	1,102,820	1,102,820	1,102,820

Personnel Services Detail

Department: Barron Center

Division: Nursing Administration

Account: 107-43-21

Position	Funding Source	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Director of Nursing	100	1	72,696	1	74,158	1	74,158	1	74,158	1	74,158
Asst Dir of Nursing Serv	100	1	60,118	1	61,308	1	61,308	1	61,308	1	61,308
Principal RN (BC)	100	4	228,807	4	236,498	4	236,498	4	236,498	4	236,498
RSD	100	9.5	530,841	9.5	539,198	9.5	539,198	9.5	539,198	9.5	539,198
LPN	100	1	49,462	1	50,461	1	50,461	1	50,461	1	50,461
Charges from Public Health	100		15,000		19,082		19,082		19,082		19,082
Temporary Help			6,020		6,080		6,080		6,080		6,080
Overtime			18,121		12,240		12,240		12,240		12,240
Holiday Payments			9,862		15,580		15,580		15,580		15,580
Gross Personnel Services		16.5	990,927	16.5	1,014,605	16.5	1,014,605	16.5	1,014,605	16.5	1,014,605

Nursing Direct Care

Nursing Direct Care is comprised of six nursing units: Zolov, 2 North, 2 South, 3 North, 3 South, and Barron Center (BC) II. Each nursing unit focuses in a specialized form of care:

- The Zolov Unit is located on the main floor of the facility, is a 25 bed unit for short-term rehabilitation and more intensive-care residents.
- 2 North is a 36 bed unit located on the second floor. The majority of the patients on 2 North have long-term skilled nursing needs requiring higher levels of professional staff to meet their clinical needs.
- 2 South is a 36 bed unit located on the second floor. The dementia residents on the 2 South unit (continuing care dementia) are the most labor intensive, and are often completely dependent on nursing care services as a result of their specific disease process.
- 3 North and 3 South are both 36 bed units located on the third floor, which are traditional long-term care units.
- BC II is a 50 bed unit, managed as five 10 bed "neighborhoods" which provide Alzheimer related / type services. Residents of BC II are highly mobile and require unique staffing considerations.

The Nursing Direct Care budget consists only of wages, and has increased \$131,591 or 2.1%.

Division Summary

Department: Barron Center **Division:** Nursing Direct Care **Account:** 107-43-30

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	6,247,873	6,241,513	6,484,482	6,379,464	6,379,464	6,379,464
Total	6,247,873	6,241,513	6,484,482	6,379,464	6,379,464	6,379,464

Personnel Services Detail

Department: Barron Center

Division: Nursing Direct Care

Account: 107-43-30

Position	Funding		FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
RN	100		16.4	895,781	16.4	917,723	16.4	917,723	16.4	917,723	16.4	917,723
LPN	100		16.7	808,177	16.7	822,232	16.7	822,232	16.7	822,232	16.7	822,232
Certified Nurse Aide (CNA)	100		118.5	3,609,710	118.5	3,696,094	118.5	3,696,094	118.5	3,696,094	118.5	3,696,094
Unit Clerk	100		6	205,720	6	214,018	6	214,018	6	214,018	6	214,018
Temporary Help				194,377		283,790		194,397		194,397		194,397
Overtime				271,129		287,475		271,850		271,850		271,850
Holiday Payments				262,979		263,150		263,150		263,150		263,150
Gross Personnel Services			157.6	6,247,873	157.6	6,484,482	157.6	6,379,464	157.6	6,379,464	157.6	6,379,464

Nutrition and Supply

The Nutrition and Supply division consists of Resident Nutrition, Cafeteria / Catering, and Central Medical Supply. The Resident Nutrition program is responsible for the therapeutic and nutritional needs of the residents. The Cafeteria / Catering program provides food services for employees, residents, families, visitors, and operates The Clock Tower Cafe at City Hall. The catering services are for City functions, receptions, and celebrations. Central Medical Supply purchases, receives, stores and distributes routine medical supplies, over the counter drugs, and other supplies for several divisions.

Nutrition and Supply's budget increased \$100,970 or 3.4%. The expense increase is largely attributed to increased payroll, including the addition of a half-time position, and food supply expenses.

Division Summary

Department: Barron Center	Division: Nutrition and Supply				Account: 107-43-40	
	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	1,115,162	1,162,755	1,176,960	1,168,710	1,158,151	1,158,151
Benefits	9,700	10,719	13,120	13,120	13,120	13,120
Administrative Services	2,549	2,549	2,550	2,550	2,550	2,550
Client Expenses	31,200	31,200	32,015	32,015	32,015	32,015
Contractual Services	38,784	28,852	34,995	34,995	34,995	34,995
Maintenance and Repairs	11,320	11,320	11,320	11,320	11,320	11,320
Rentals	26,320	27,444	29,815	29,815	29,815	29,815
Supplies	1,733,636	1,743,355	1,804,175	1,793,675	1,793,675	1,793,675
Minor Capital Items	6,000	6,000	6,000	0	0	0
Total	2,974,671	3,024,194	3,110,950	3,086,200	3,075,641	3,075,641

Personnel Services Detail

Department: Barron Center

Division: Nutrition and Supply

Account: 107-43-40

Position	Funding Source	City Fed Oth	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
			#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Dir Nutrition & Cen Med Supply	100		1	69,324	1	70,695	1	70,695	1	70,695	1	70,695
Asst Director Food Services	100		1	45,572	1	47,402	1	47,402	1	47,402	1	47,402
Materials Manager	100		1	40,053	1	41,320	1	41,320	1	41,320	1	41,320
Licensed Dietetic Technician	100		3	105,387	3	108,477	3	108,477	3	108,477	3	108,477
Cook II	100		1	42,120	1	42,939	1	42,939	1	42,939	1	42,939
Cook I	100		4	135,909	4	140,486	4	140,486	4	140,486	4	140,486
Cafeteria Cook	100		3	98,462	3	100,985	3	100,985	3	100,985	3	100,985
(1) Support Team Worker	100		18.5	513,895	19.5	558,811	19.5	558,811	19	548,252	19	548,252
Temporary Help				8,250		8,250		0		0		0
Overtime				29,512		29,577		29,577		29,577		29,577
Holiday Payments				26,678		28,018		28,018		28,018		28,018
Gross Personnel Services			32.5	1,115,162	33.5	1,176,960	33.5	1,168,710	33.0	1,158,151	33.0	1,158,151

Notes:

(1) .5 New Position Approved during FY13 (Increased Dining Room Coverage)

Environmental Services

The Environmental Services division consists of Buildings and Ground Maintenance. The Buildings and Ground Maintenance program is responsible for the physical plant, grounds, utilities, and safety on the twelve-acre Brighton Avenue health care campus.

The Environmental Services budget decreased \$137,564 or 11.4%. This decrease is attributed to utility and capital line reductions.

Division Summary

Department: Barron Center **Division:** Environmental Services **Account:** 107-43-70

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	292,480	290,367	303,736	303,736	303,736	303,736
Benefits	3,000	2,966	3,855	3,855	3,855	3,855
Administrative Services	150	0	150	150	150	150
Contractual Services	209,760	206,930	212,150	212,150	212,150	212,150
Maintenance and Repairs	83,450	86,448	87,840	87,840	87,840	87,840
Supplies	95,797	97,156	97,955	72,735	72,735	72,735
Minor Capital Items	26,000	26,000	26,000	26,000	26,000	26,000
Utilities	429,653	353,167	363,580	363,580	360,260	360,260
Capital Outlay	64,000	64,000	70,000	0	0	0
Total	1,204,290	1,127,034	1,165,266	1,070,046	1,066,726	1,066,726

Personnel Services Detail

Department: Barron Center

Division: Environmental Services

Account: 107-43-70

Position	Funding Source City Fed Oth	FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
		#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Dir Environmental Services	100	1	59,702	1	61,308	1	61,308	1	61,308	1	61,308
Master Electrician	100	1	43,448	1	44,326	1	44,326	1	44,326	1	44,326
Maintenance Worker III	100	3	122,424	3	124,883	3	124,883	3	124,883	3	124,883
Maintenance Worker I	100	1	38,064	1	38,834	1	38,834	1	38,834	1	38,834
Temporary Help			4,000		8,000		8,000		8,000		8,000
Overtime			21,861		23,075		23,075		23,075		23,075
Holiday Payments			2,981		3,310		3,310		3,310		3,310
Gross Personnel Services		6.0	292,480	6.0	303,736	6.0	303,736	6.0	303,736	6.0	303,736

Housekeeping

The goals and responsibilities of the Housekeeping staff are to provide a clean and appealing environment for all residents of the Barron Center.

The Housekeeping budget increased \$7,898 or 1.3%.

Division Summary

Department: Barron Center **Division:** Housekeeping **Account:** 107-43-72

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	415,465	407,642	431,853	431,853	431,853	431,853
Benefits	2,000	2,000	2,000	2,000	2,000	2,000
Contractual Services	3,000	3,000	3,000	3,000	3,000	3,000
Maintenance and Repairs	1,000	500	1,000	1,000	1,000	1,000
Supplies	185,454	180,051	184,905	184,905	170,464	170,464
Minor Capital Items	9,000	9,000	15,500	15,500	15,500	15,500
Total	615,919	602,193	638,258	638,258	623,817	623,817

Personnel Services Detail

Department: Barron Center

Division: Housekeeping

Account: 107-43-72

Position	Funding		FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Housekeeping Supervisor	100		1	38,383	1	40,292	1	40,292	1	40,292	1	40,292
Support Team Worker	100		13	324,724	13	346,036	13	346,036	13	346,036	13	346,036
Temporary Help				20,358		14,675		14,675		14,675		14,675
Overtime				18,477		16,015		16,015		16,015		16,015
Holiday Payments				13,523		14,835		14,835		14,835		14,835
Gross Personnel Services			14.0	415,465	14.0	431,853	14.0	431,853	14.0	431,853	14.0	431,853

Laundry Services

The Laundry division provides a clean and adequate supply of laundry to the residents. Personal laundry services are provided to nearly all of the residents. Laundry services are also provided to the City's Oxford Street Shelter for men and various Public Health Facilities run by City of Portland.

The Laundry budget increased by \$17,527 or 3.8%.

Division Summary

Department: Barron Center **Division:** Laundry Services **Account:** 107-43-73

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	383,488	383,072	398,160	398,160	398,160	398,160
Benefits	1,220	888	1,220	1,220	1,220	1,220
Maintenance and Repairs	8,075	4,125	7,250	7,250	7,250	7,250
Supplies	68,530	72,887	72,210	72,210	72,210	72,210
Total	461,313	460,972	478,840	478,840	478,840	478,840

Personnel Services Detail

Department: Barron Center

Division: Laundry Services

Account: 107-43-73

Position	Funding Source			FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Laundry Supervisor	100			1	45,572	1	46,508	1	46,508	1	46,508	1	46,508
Support Team Worker	100			7.8	207,081	7.8	226,634	7.8	226,634	7.8	226,634	7.8	226,634
Laborer	100			2	64,985	2	65,603	2	65,603	2	65,603	2	65,603
Temporary Help					32,960		33,815		33,815		33,815		33,815
Overtime					18,423		11,248		11,248		11,248		11,248
Holiday Payments					14,467		14,352		14,352		14,352		14,352
Gross Personnel Services				10.8	383,488	10.8	398,160	10.8	398,160	10.8	398,160	10.8	398,160

Golf Course Restaurant

The Riverside Municipal Golf Course restaurant, Through the Woods at Riverside, is managed in-house by the Barron Center Food Service staff. The department completed its first full operating season in 2011; previously the restaurant was operated by a private vendor.

Formally an Enterprise Fund, the Golf Course moved to the General Fund in FY14.

Division Summary

Department: Barron Center **Division:** Golf Course Restaurant **Account:** 107-43-80

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	0	0	76,110	73,067	73,067	73,067
Benefits	0	0	500	500	500	500
Administrative Services	0	0	6,110	5,110	5,110	5,110
Contractual Services	0	0	1,650	1,650	1,650	1,650
Maintenance and Repairs	0	0	2,300	2,300	2,300	2,300
Rentals	0	0	985	985	985	985
Supplies	0	0	114,445	107,925	107,925	107,925
Utilities	0	0	16,630	15,025	15,025	15,025
Total	0	0	218,730	206,562	206,562	206,562

Personnel Services Detail

Department: Barron Center

Division: Golf Course Restaurant

Account: 107-43-80

Position	Funding		FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Temporary Help	100			0		73,335		70,292		70,292		70,292
Overtime	100			0		2,775		2,775		2,775		2,775
(1) Notes												
Gross Personnel Services				0		76,110		73,067		73,067		73,067

Notes:

(1) Golf Course Restaurant Transferred from Enterprise Fund (550-3111) in FY14

Debt Service

The Debt Service account provides for the payment of the principal and interest on the City's outstanding General Obligation Bonds, as well as the cost for the current-year bond issuance. Revenue in this department is from bond costs, primarily for the enterprise funds and the School Department.

Department Summary

Department: Debt Service

Account: 100-47

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Contractual Services	755,000	809,736	908,850	828,850	828,850	828,850
Debt Service	31,015,236	30,820,253	32,576,922	32,576,922	32,576,922	32,576,922
Total	31,770,236	31,629,989	33,485,772	33,405,772	33,405,772	33,405,772
Less Revenues	(12,815,573)	(12,617,773)	(13,813,341)	(13,813,341)	(13,813,341)	(13,813,341)
Net Department Total	18,954,663	19,012,216	19,672,431	19,592,431	19,592,431	19,592,431

Library

The Portland Public Library is a general purpose library system that serves the Portland community by providing a diverse collection of books, media, programs, facilities, and electronic resources at four service locations along with access to resources nationwide. Its services encourage and support the educational, informational and recreational interests of all members of the community. As a regional library it shares its resources throughout Cumberland and York Counties. In addition, it participates in reciprocal service arrangements with other libraries nationwide.

The Portland Public Library is governed by a Board of Trustees which may include up to 21 members who may serve three-year staggered terms. The board currently consists of 16 trustees. As an independent and non-profit organization, the library is self-supporting through its own resources (endowment, fees, grants and annual fund) with additional grants from the City, Cumberland County, and the State of Maine. The City also owns the land and buildings in which the library operates.

In April of 2010, the Main Library, located on Congress Street and Monument Square, re-opened its doors upon completion of Phase I of its renovation project. The improvements include an enriched library atmosphere, featuring natural light and improved public space, with the goal to entice a broader spectrum of users to a more welcoming and contemporary library environment. Visitation, lending of materials, and use of resources have greatly increased as a result of the renovation. Phase II is still in the conceptual planning phase.

In FY12 the Library incorporated the findings of a comprehensive community survey for the implementation of the Portable Library concept in neighborhoods throughout the City. The Portable Library Program began in FY13, expanding services to all neighborhoods within the City.

Department Summary

Department: Library Account: 100-48

		FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown							
Payroll		2,346,274	2,377,012	2,391,806	2,391,806	2,391,806	2,414,195
Benefits		356,917	364,862	374,763	371,263	371,263	381,254
Contributions		669,111	630,428	733,880	707,380	707,380	675,000
Total		3,372,302	3,372,302	3,500,449	3,470,449	3,470,449	3,470,449
Summary by Division							
Library	(48-00)	3,372,302	3,372,302	3,500,449	3,470,449	3,470,449	3,470,449
Total		3,372,302	3,372,302	3,500,449	3,470,449	3,470,449	3,470,449

Personnel Services Detail

Department: Public Library

Division: Public Library

Account: 100-48-00

Position	Funding Source	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
		#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Library Executive Director	100	1	99,494	1	101,476	1	101,476	1	101,476	1	101,476
(1) Library Associate Director	100	0	0	1	74,065	1	74,065	1	74,065	1	74,065
Library Dir of Human Resources	100	1	61,626	1	69,436	1	69,436	1	69,436	1	69,436
Library Director of Finance & Ope	100	1	72,625	1	69,436	1	69,436	1	69,436	1	69,436
Library Development Manager	100	0.5	28,387	0.5	28,960	0.5	28,960	0.5	28,960	0.5	28,960
Library Programming Manager	100	0.5	22,048	0.5	22,489	0.5	22,489	0.5	22,489	0.5	22,489
(2) Library Prog/Development Assoc	100	1	45,712	0	0	0	0	0	0	0	0
Library Asst to the Director	100	1	42,778	1	43,639	1	43,639	1	43,639	1	43,639
Library Finance / HR Specialist	100	1	44,097	1	44,971	1	44,971	1	44,971	1	44,971
(3) Librarian III	100	4	258,910	3	202,421	3	202,421	3	202,421	3	202,421
Librarian II	100	5	235,808	5	240,515	5	240,515	5	240,515	5	240,515
(4) Librarian I	100	4	190,096	5	248,568	5	248,568	5	248,568	5	248,568
Library Senior Tech Asst II	100	3.5	160,390	3.5	155,678	3.5	155,678	3.5	155,678	3.5	155,678
Library Senior Tech Asst	100	8	345,236	8	348,298	8	348,298	8	348,298	8	348,298
(5) Library Tech Assistant	100	6.5	246,796	6.5	247,775	6.5	247,775	6.5	247,775	7.5	280,860
Library Supr Maint & Secuirty	100	1	39,390	1	40,178	1	40,178	1	40,178	1	40,178
(6) Library Maintenance / Security	100	2	63,530	2.5	80,746	2.5	80,746	2.5	80,746	3	95,576
(7) Library Maintenance	100	1	31,941	0.5	15,127	0.5	15,127	0.5	15,127	0.5	15,127
Library Assistant II	100	4	134,891	4	132,667	4	132,667	4	132,667	4	132,667
Library Assistant	100	0.5	17,519	0.5	17,861	0.5	17,861	0.5	17,861	0.5	17,861
Separation Pay	100		5,000		5,000		5,000		5,000		5,000
53rd Pay Period Accrual	100		15,000		15,000		15,000		15,000		15,000
Temporary Help	100		175,000		177,500		177,500		177,500		151,974
Overtime	100		10,000		10,000		10,000		10,000		10,000
(8) Notes											
Gross Personnel Services		46.5	2,346,274	46.5	2,391,806	46.5	2,391,806	46.5	2,391,806	48.0	2,414,195

Notes:

- (1) 1 Position Replaced Library Program/Development Associate in FY14
- (2) (1) Position Replaced w/ Library Associate Director in FY14
- (3) (1) Position Replaced w/ Librarian I in FY14
- (4) 1 Position Replaced Librarian III in FY14
- (5) 1 New Position Approved in FY14
- (6) .5 Position Replaced Library Maintenance in FY14; .5 New Position Approved in FY14
- (7) (.5) Position Replaced w/ Library Maintenance / Security in FY14
- (8) FY14 Final Allowance Represents the Library's Board of Trustees Adopted Budget June 12, 2013

Pension

The City makes contributions for the future retirement of employees and disability payments.

The City has two separate defined benefit pension plans. Full retirement benefits are available to non-Public Safety employees with 25 years of service at age 60, and Public Safety employees with 25 years of service. There is also a plan covering grandfathered Public Safety employees with 20 years of service. Contributions to the Maine Public Employees Retirement System (MainePERS) are made by both the employee and the City. Generally, participants are vested after five creditable years of service.

Employees also have the choice of an International City Management Association Retirement Corporation (ICMA RC) 401(a) defined contribution plan.

Department Summary

Department: Pension

Account: 100-51

		FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown							
Benefits		5,125,436	4,913,964	5,816,315	5,816,315	5,816,315	5,776,315
Total		5,125,436	4,913,964	5,816,315	5,816,315	5,816,315	5,776,315
Summary by Division							
Pension	(51-02)	5,125,436	4,913,964	5,816,315	5,816,315	5,816,315	5,776,315
Total		5,125,436	4,913,964	5,816,315	5,816,315	5,816,315	5,776,315
Less Revenues		(1,176,695)	(1,066,824)	(1,075,173)	(1,072,890)	(1,072,890)	(1,072,890)
Net Department Total		3,948,741	3,847,140	4,741,142	4,743,425	4,743,425	4,703,425

Employee Benefits

The Employee Benefits account consists of the following divisions: Health Insurance Program, Workers' Compensation, Group Life Insurance, Unemployment, and FICA. Since all benefit costs for the City are budgeted for in one account, this budget is considered a non-departmental budget. The Department of Human Resources has oversight responsibility.

Department Summary

Department: Employee Benefits

Account: 100-52

		FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown							
Benefits		15,192,648	14,301,733	15,676,256	15,626,256	15,626,256	15,566,256
Administrative Services		760,155	960,018	1,104,794	954,794	954,794	954,794
Contractual Services		1,140,750	1,140,750	1,174,250	1,069,250	1,067,450	1,034,550
Rentals		10,080	9,984	10,380	10,380	10,380	10,380
Insurance		658,000	558,010	759,000	709,000	709,000	709,000
Utilities		1,420	1,420	1,420	1,420	1,420	1,420
Contributions		113,775	113,775	113,775	93,775	93,775	93,775
Total		17,876,828	17,085,690	18,839,875	18,464,875	18,463,075	18,370,175
Summary by Division							
Health Insurance Program	(52-02)	14,784,303	13,855,779	15,336,190	15,336,190	15,336,190	15,276,190
Workers' Compensation	(52-03)	1,794,525	1,894,398	2,147,025	1,822,025	1,820,225	1,787,325
Group Life Insurance	(52-05)	178,000	183,000	186,660	186,660	186,660	186,660
Unemployment	(52-06)	225,000	225,000	225,000	175,000	175,000	175,000
FICA	(52-07)	895,000	927,513	945,000	945,000	945,000	945,000
Total		17,876,828	17,085,690	18,839,875	18,464,875	18,463,075	18,370,175
Less Revenues		(4,984,203)	(4,973,108)	(4,790,411)	(4,834,810)	(4,834,810)	(4,834,810)
Net Department Total		12,892,625	12,112,582	14,049,464	13,630,065	13,628,265	13,535,365

Health Insurance Program

The Health Insurance account provides funding for the City's self-insured health plan. The City picks up the full cost of medical coverage for all full-time employees as well as the family costs for grandfathered employees. For all remaining employees, the City picks up 81% of employee and child(ren) costs, 77% of employee and adult costs and 70% of family costs. Claim payments are made by a third party administrator.

Division Summary

Department: Employee Benefits	Division: Health Insurance Program				Account: 100-52-02	
	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Benefits	13,894,648	12,966,220	14,319,596	14,319,596	14,319,596	14,259,596
Administrative Services	878,155	878,155	1,004,794	1,004,794	1,004,794	1,004,794
Rentals	10,080	9,984	10,380	10,380	10,380	10,380
Utilities	1,420	1,420	1,420	1,420	1,420	1,420
Total	14,784,303	13,855,779	15,336,190	15,336,190	15,336,190	15,276,190
Less Revenues	(4,700,392)	(4,470,442)	(4,461,869)	(4,506,268)	(4,506,268)	(4,506,268)
Net Division Total	10,083,911	9,385,337	10,874,321	10,829,922	10,829,922	10,769,922

Workers' Compensation

The City is self-insured under the provisions of the Maine Workers' Compensation Act. Our third-party administrator, Maine Municipal Association, processes all claims and maintains files and provides WC Board filing of notices. Monthly reports are received from MMA outlining payments made for medical, legal, indemnity and other expenditures on open claims. This account includes all the aforementioned payments as well as administration fees charged based on claims activity. This account also carries the debt payments on bonds purchased for the settlement of on-going WC claims. The Risk Prevention line, which funds the City's Drug and Alcohol Testing program, is also a function of this budget.

Division Summary

Department: Employee Benefits **Division:** Workers' Compensation **Account:** 100-52-03

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Administrative Services	(118,000)	81,863	100,000	(50,000)	(50,000)	(50,000)
Contractual Services	1,140,750	1,140,750	1,174,250	1,069,250	1,067,450	1,034,550
Insurance	658,000	558,010	759,000	709,000	709,000	709,000
Contributions	113,775	113,775	113,775	93,775	93,775	93,775
Total	1,794,525	1,894,398	2,147,025	1,822,025	1,820,225	1,787,325
Less Revenues	(197,150)	(406,988)	(247,822)	(247,822)	(247,822)	(247,822)
Net Division Total	1,597,375	1,487,410	1,899,203	1,574,203	1,572,403	1,539,503

Group Life Insurance

The Group Life Insurance account pays the full cost of this insurance for qualified retirees, Police, Fire and EMS. The City's contributions are based on the employee's actual wages. The wages are multiplied by the applicable insurance rate per \$1,000. This program is administered by the Maine Public Employees Retirement System (MainePERS).

All other City employees pay the entire cost of life insurance.

The revenues received are from inter-fund transfers to the Jetport for the cost of the group life insurance contributions paid on the public safety employees assigned to the Air Rescue Station and Jetport Security forces.

Division Summary

Department: Employee Benefits	Division: Group Life Insurance				Account: 100-52-05	
	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Benefits	178,000	183,000	186,660	186,660	186,660	186,660
Total	178,000	183,000	186,660	186,660	186,660	186,660
Less Revenues	(7,730)	(8,046)	(8,207)	(8,207)	(8,207)	(8,207)
Net Division Total	170,270	174,954	178,453	178,453	178,453	178,453

Unemployment

The Unemployment Insurance Program is mandated by state and federal law. The City is self-insured and reimburses the state for all benefits paid to eligible recipients as determined by the Maine Unemployment Security Commission.

Division Summary

Department: Employee Benefits **Division:** Unemployment **Account:** 100-52-06

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Benefits	225,000	225,000	225,000	175,000	175,000	175,000
Total	225,000	225,000	225,000	175,000	175,000	175,000
Less Revenues	0	(6,000)	0	0	0	0
Net Division Total	225,000	219,000	225,000	175,000	175,000	175,000

FICA

In 1986, the Internal Revenue Service began requiring employees covered by pension plans other than Social Security to contribute to Medicare. Therefore, employees hired after April 1, 1986, are required to contribute a percentage of their annual wages for Medicare coverage. The City must also make a matching contribution. The current rate is 1.45%.

Division Summary

Department: Employee Benefits	Division: FICA				Account: 100-52-07	
	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Benefits	895,000	927,513	945,000	945,000	945,000	945,000
Total	895,000	927,513	945,000	945,000	945,000	945,000
Less Revenues	(78,931)	(81,632)	(72,513)	(72,513)	(72,513)	(72,513)
Net Division Total	816,069	845,881	872,487	872,487	872,487	872,487

Contingency

The Contingency account provides funds which are set aside as a necessary provision for meeting unforeseen contingencies and emergencies which may arise during the year. Expenditures for contingencies arising in the implementation of the policies and work programs established by the City Council are authorized by the City Manager.

Department Summary

Department: Contingency

Account: 100-61

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Administrative Services	700	1,075	725	725	725	725
Contractual Services	199,300	198,925	199,275	174,275	174,275	174,275
Total	200,000	200,000	200,000	175,000	175,000	175,000

Liability Insurance

This account funds the City's self-insurance program, including the defense and/or settlement of claims against the City, and repair of damage to City property. Claims are processed in-house through Maine Municipal Association's (MMA) property and casualty pool. In addition, the City purchases insurance policies to cover property and liability exposures that could possibly exceed the liability limits set forth in the Maine Tort Claims Act.

Insurance premiums are charged to enterprise funds for buildings and contents, boiler, crime bond, and marine coverage. Revenue is also derived through subrogation to third parties for damage to City property.

Department Summary

Department: Liability Insurance

Account: 100-62

		FY13 FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown							
Administrative Services		6,500	6,500	6,500	6,500	6,500	6,500
Contractual Services		40,000	40,000	40,000	40,000	40,000	40,000
Insurance		680,411	674,487	696,330	646,330	646,330	646,330
Total		726,911	720,987	742,830	692,830	692,830	692,830
Summary by Division							
Liability Insurance	(62-04)	726,911	720,987	742,830	692,830	692,830	692,830
Total		726,911	720,987	742,830	692,830	692,830	692,830
Less Revenues		(154,041)	(168,128)	(160,211)	(160,211)	(160,211)	(160,211)
Net Department Total		572,870	552,859	582,619	532,619	532,619	532,619

County Tax

County tax is assessed to each municipality by the county in which it resides. Distribution of the tax burden is made on the basis of the valuation of a municipality as determined by the State Board of Equalization. Portland's share of Cumberland County tax has increased by \$288,740 or 6.5%.

	2012 State Certified Valuation	2012 Tax	2013 State Certified Valuation	2013 Tax	% Tax Change
Baldwin	\$158,450,000	\$92,449	\$147,250,000	\$92,762	0.34%
Bridgeton	984,500,000	574,406	968,850,000	610,333	6.25%
Brunswick	2,028,050,000	1,183,264	1,983,450,000	1,249,487	5.60%
Cape Elizabeth	1,710,750,000	998,136	1,685,400,000	1,061,728	6.37%
Casco	611,350,000	356,692	616,450,000	388,337	8.87%
Chebeague Island	208,500,000	121,649	198,800,000	125,235	2.95%
Cumberland	1,068,500,000	623,416	1,056,700,000	665,675	6.78%
Falmouth	2,071,900,000	1,208,849	2,097,800,000	1,321,522	9.32%
Freeport	1,425,350,000	831,619	1,362,450,000	858,284	3.21%
Frye Island	161,600,000	94,285	162,600,000	102,431	8.64%
Gorham	1,445,250,000	843,230	1,409,850,000	888,144	5.33%
Gray	894,800,000	522,070	847,150,000	533,667	2.22%
Harpswell	1,908,650,000	1,113,601	1,791,200,000	1,128,378	1.33%
Harrison	505,500,000	294,934	491,550,000	309,655	4.99%
Long Island	145,400,000	84,834	142,250,000	89,611	5.63%
Naples	738,250,000	430,731	703,500,000	443,174	2.89%
New Gloucester	470,650,000	274,600	485,300,000	305,718	11.33%
North Yarmouth	436,650,000	254,763	433,400,000	273,023	7.17%
Portland	7,659,250,000	4,468,784	7,552,150,000	4,757,524	6.46%
Pownal	184,550,000	107,676	184,350,000	116,132	7.85%
Raymond	1,009,700,000	589,109	996,600,000	627,814	6.57%
Scarborough	3,556,750,000	2,075,183	3,482,500,000	2,193,823	5.72%
Sebago	385,250,000	224,774	384,750,000	242,376	7.83%
South Portland	3,556,500,000	2,075,037	3,516,250,000	2,215,084	6.75%
Standish	1,046,900,000	610,813	1,001,000,000	630,586	3.24%
Westbrook	1,847,650,000	1,078,010	1,810,550,000	1,140,567	5.80%
Windham	1,792,250,000	1,045,687	1,751,900,000	1,103,620	5.54%
Yarmouth	1,484,100,000	865,897	1,426,850,000	898,853	3.81%
	\$39,497,000,000	\$23,044,498	\$38,690,850,000	\$24,373,543	5.77%

Department Summary

Department: County Tax

Account: 100-63

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Contributions	4,468,784	4,468,784	4,757,524	4,757,524	4,757,524	4,757,524

Memberships/Other

The Memberships account provides for City membership in various professional and governmental organizations whose purpose is to provide services and information to the City. A significant portion of this budget is comprised of the Metro subsidy.

Department Summary

Department: Memberships/Other

Account: 100-65

		FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown							
Contractual Services		45,000	45,000	45,000	45,000	50,000	50,000
Contributions		2,895,540	2,893,748	3,009,707	3,007,707	3,008,994	2,929,769
Total		2,940,540	2,938,748	3,054,707	3,052,707	3,058,994	2,979,769
Summary by Division							
Transit District (Metro)	(65-02)	2,439,138	2,439,138	2,532,076	2,532,076	2,518,363	2,439,138
Regional Transportation	(65-06)	173,902	173,902	188,981	188,981	188,981	188,981
Memberships - Miscellaneous	(65-07)	327,500	325,708	333,650	331,650	351,650	351,650
Total		2,940,540	2,938,748	3,054,707	3,052,707	3,058,994	2,979,769

Transit District (Metro)

The Transit District account provides subsidy support to the Greater Portland Transit District, better known as Metro.

The Greater Portland Transit District is a shared venture to provide public transportation services to the residents of the municipalities it serves. In April 2009, the Town of Falmouth joined the City of Portland and the City of Westbrook, Maine as members. The district is managed by a Board of Directors selected by the municipal officers of each participating municipality. The Board of Directors has responsibility for budgeting and financing. The district's operating and capital expenditures, including debt service, are financed by state and federal grants received directly by the district, fares, and assessments of member communities. The City of Portland's share of the local operating subsidy is 82%.

Division Summary

Department: Memberships/Other **Division:** Transit District (Metro) **Account:** 100-65-02

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Contributions	2,439,138	2,439,138	2,532,076	2,532,076	2,518,363	2,439,138
Total	2,439,138	2,439,138	2,532,076	2,532,076	2,518,363	2,439,138

Regional Transportation

The Regional Transportation Program provides para-transit services to the City on a contractual basis, for individuals unable to use public transportation (METRO), in accordance with the American with Disabilities Act (ADA). RTP has a contract with the cities of Portland, South Portland, and Westbrook, with the cost apportioned based on ridership.

The Regional Transportation budget has increased by \$15,079 or 8.7%.

Division Summary

Department: Memberships/Other **Division:** Regional Transportation **Account:** 100-65-06

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Contributions	173,902	173,902	188,981	188,981	188,981	188,981
Total	173,902	173,902	188,981	188,981	188,981	188,981

Memberships - Miscellaneous

The Memberships account provides for City membership in various professional and governmental organizations whose purpose is to provide services and information to the City. This year's budget includes funding for the Peaks Island Council, Council of Governments, the Maine Municipal Association, Community Television Network, HOME Team, Community Counseling for TIP Program, and the Board of Harbor Commissioners.

Division Summary

Department: Memberships/Other	Division: Memberships - Miscellaneous				Account: 100-65-07	
	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Contractual Services	45,000	45,000	45,000	45,000	50,000	50,000
Contributions	282,500	280,708	288,650	286,650	301,650	301,650
Total	327,500	325,708	333,650	331,650	351,650	351,650

Wage Adjustment

The Wage Adjustment account provides a wage reserve, which may result from scheduled union contract negotiations or other personnel compensation agreements. The FY14 negative value represents an adjustment to the COLAs (cost of living adjustment) calculated in the department wages at the time of the original budget request.

Department Summary

Department: Wage Adjustment

Account: 100-67

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	265,000	0	300,000	50,000	50,000	(400,000)
Total	265,000	0	300,000	50,000	50,000	(400,000)

Capital

The Capital budget consolidates the normal operating annual capital expenses into one comprehensive budget, rather than incorporating these expenses in the individual department budgets. This presentational format, which began in FY12, is designed to better assess yearly changes on a budgetary level, and to serve as a useful tool in managing capital needs.

Department Summary

Department: Capital

Account: 100-70

		FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown							
Capital Outlay		478,500	456,060	640,850	487,000	487,000	487,000
Total		478,500	456,060	640,850	487,000	487,000	487,000
Summary by Division							
Parking	(70-18)	23,000	23,000	0	0	0	0
Police	(70-21)	305,500	252,505	123,000	38,000	38,000	38,000
Fire	(70-22)	30,000	0	34,000	34,000	34,000	34,000
Planning & Development	(70-24)	0	0	18,850	0	0	0
Public Services	(70-31)	45,000	33,899	295,000	280,000	280,000	280,000
Recreation & Facilities Management	(70-33)	75,000	146,656	170,000	135,000	135,000	135,000
Total		478,500	456,060	640,850	487,000	487,000	487,000

Street Openings

The Street Opening program and budget are governed by state law, and must be kept separate from the general fund. Each time one of the City's roads or sidewalks is excavated, the Street Opening program provides the services for permitting, inspection, and enforcement of the work. To fully fund the program, the City collects fees for services and to provide for the permanent restoration of excavations made by private contractors. The fee structure is based on the actual costs of administering the program.

In addition to administering and monitoring the excavations made by private contractors and utility companies, this fund also provides for some of the services required by state tort liability laws.

Department Summary

Department: Public Services

Account: 247-31

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	154,905	152,056	163,738	163,738	163,738	163,738
Benefits	52,659	52,659	52,384	52,384	52,384	52,384
Administrative Services	1,600	1,350	1,600	1,600	1,600	1,600
Contractual Services	1,200	1,348	1,200	1,200	1,200	1,200
Maintenance and Repairs	1,850	1,499	1,500	1,500	1,500	1,500
Supplies	5,700	4,396	3,700	3,700	3,700	3,700
Utilities	825	865	1,125	1,125	1,125	1,125
Capital Outlay	300,000	366,632	227,500	227,500	227,500	227,500
Total	518,739	580,805	452,747	452,747	452,747	452,747
Less Revenues	(518,739)	(580,805)	(452,747)	(452,747)	(452,747)	(452,747)
Net Department Total	0	0	0	0	0	0

Personnel Services Detail

Department: Public Services

Division: Street Openings

Account: 247-31-00

Position	Funding		FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Charges from Admin	100			36,959		42,615		42,615		42,615		42,615
Charges from Engineering (GF)	100			74,649		69,744		69,744		69,744		69,744
Charges from Communications	100			4,690		4,849		4,849		4,849		4,849
Charges from Sewer Engineering	100			19,257		27,205		27,205		27,205		27,205
Overtime				19,350		19,325		19,325		19,325		19,325
Gross Personnel Services				154,905		163,738		163,738		163,738		163,738

Key Revenues and Expenses

Revenues

FISH PIER

The Fish Pier Authority is a segregated budget that maintains the Portland Fish Pier and keeps its own fund balance. Administered by the Fish Pier Authority board, this fund receives revenues from leases and parking on the pier. Revenue generated by fish pier operations is required to be used to support the pier maintenance and capital improvements, as well as supporting the Portland Fish Exchange auction.

SEWER FUND

100% of the revenues generated by the Sewer Fund are from sewer user fees. The Portland Water District bills the City's residents and businesses for water and sewer. The sewer portion is based upon water volume.

On July 1, 2013, the sewer user fee increased 3%, from \$8.11 to \$8.35 per hundred cubic feet. The City has been making improvements to its combined sewer overflows. The second tier of projects was completed in 2013, and 2014 begins the third tier of CSO projects, totaling over \$160 million over 15 years.

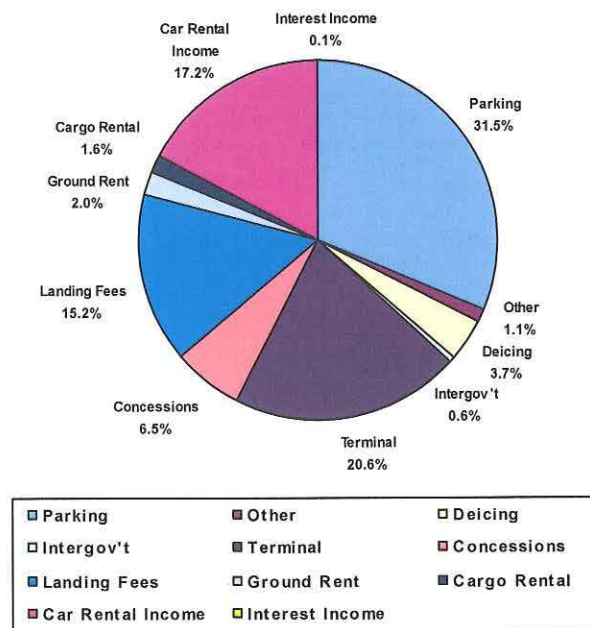
In FY14, approximately 73.9% is paid out for debt service and assessment fees to the Water District.

JETPORT

The Jetport is ranked by the Federal Aviation Administration as the 96th largest airport in the United States based on enplanements. In calendar year 2012, a total of 1,616,723 passengers flew into and out of the Jetport. The Jetport is served by Continental Airlines, Delta, JetBlue, Southwest Airlines, United Airlines and US Air, along with their regional partners.

Airlines pay terminal rental and landing fees based on Jetport cost center expenses. Airline revenues account for approximately 34% of the Jetport's total FY14 revenue, with parking, rental cars, concessions ground rent, and miscellaneous revenue providing the other 66%.

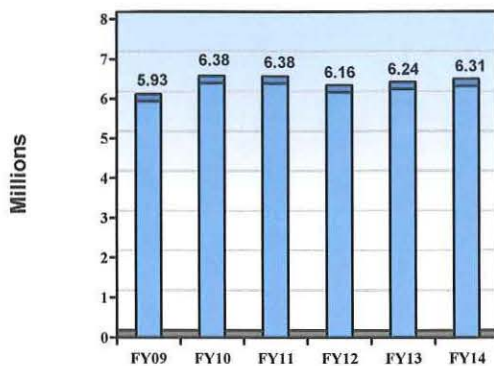
Jetport Revenues



Note: Due to rounding, totals may not equal 100%

Rental cars are provided on-site by Alamo, Avis, Budget, Enterprise, Hertz, and National. Each agency pays a commission to the Jetport based on gross sales. In FY14, car rental agency income is expected to draw 26% of the non-airline revenue. Parking, representing 48% of non-airline revenue, is contracted out to a private management company which pays the Jetport a monthly fee based on total net revenue earned.

Jetport Parking Division Income



Note: Garage Expansion Project Phase II
Parking Impact: May 2008 - March 2009
(Phase I: FY02 and FY03)

Note: FY13 and FY14 are estimated amounts

All revenues generated by the Jetport are dedicated, meaning that any excess of revenue after expenses have been paid at year-end must remain in the Jetport fund to be used for future expansion or major capital improvement needs.

Expenditures

Enterprise Fund accounting is used to account for operations that are financed and operated in a manner similar to private business enterprises. The intent of the governing body is that the costs of providing goods and services to the public be financed primarily through user charges. There are three enterprise funds administered by three departments of the City. A brief description of each of these operations follows.

FISH PIER

The Fish Pier Authority is a segregated budget that maintains the Portland Fish Pier and keeps its own fund balance. The Fish Pier falls under the direction of the Department of Recreation and Facilities Management. The Pier was deeded to the City in 1984 by the State to use in support of commercial fishing activities.

SEWER FUND

The principal function of the Sewer Fund is to account for the sewer services to the City residents and business establishments. The City is also served by the Portland Water District (PWD), a wholly separate quasi-municipal entity, whose operations are not part of the City for treatment of its wastewater. The City owns and maintains the infrastructure sewer lines and is responsible for the cost of their maintenance, improvements and expansion. The PWD owns and operates a treatment plan for sewage delivered to the plant by the City, for which the City pays a monthly fee. The City is responsible for the entire debt service required to finance the PWD's treatment plant in Portland.

JETPORT

The City of Portland's Department of Aviation and Transportation is responsible for the operation and maintenance of the Portland Jetport. The Jetport serves as a vital transportation link to the City of Portland and the entire southern region of Maine. Passenger enplanements have increased from approximately 250,111 passengers annually in 1980 to 816,054 for calendar year 2012.

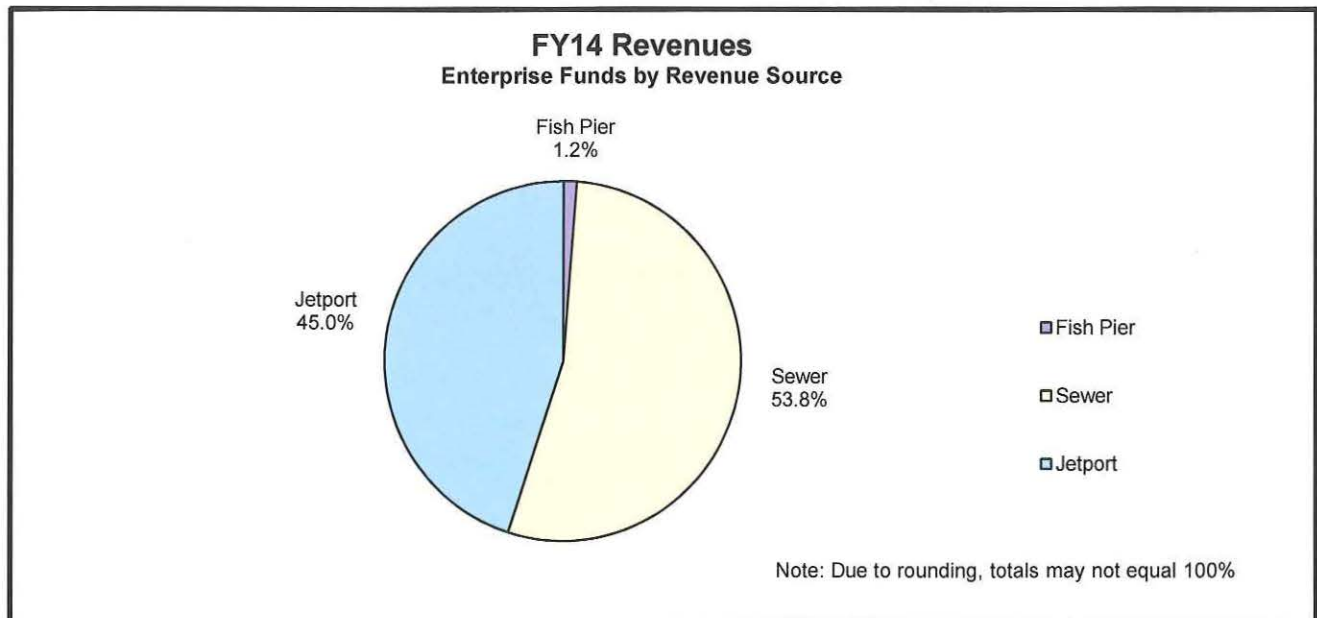
In October of 2011, the Jetport completed a 165,000 square foot addition to the terminal building. The terminal expansion improvements include new ticketing areas, a skybridge connecting the parking garage to the terminal, additional airline gates, additional security screening lanes, an inline baggage handling system, and additional concession areas.

City of Portland, Maine
Comparative Statement of Revenues
For Enterprise Funds

Activity/Element/Object	Account Title	Actual Revenues FY12	Estimated Revenues FY13	Projected Revenues FY13	Estimated Revenues FY14
Fish Pier Fund:					
341-0000	Misc. Charges for Services	14,817	39,475	39,475	39,800
341-5500	Berthing Income	32,773	32,484	32,484	32,484
363-1500	Parking Income	255,749	254,291	275,067	299,787
363-2500	Ground Rent	165,954	151,761	151,761	155,152
394-0000	Fund Balance Appropriation	0	(191,737)	(203,707)	(270,408)
Total Fish Pier Fund:		\$469,293	\$286,274	\$295,080	\$256,815
Golf Course Fund:					
341-0000	Misc. Charges for Services	6,593	6,100	5,350	0
346-0100	Daily Play	366,338	269,000	165,393	0
346-0200	Gift Certificates	(60)	0	0	0
346-0300	Passholders	232,925	245,000	232,925	0
346-0400	Pro Shop	84,565	80,000	80,000	0
346-0600	Tournaments	60,906	65,450	60,000	0
346-0700	Lockers	2,351	2,025	2,665	0
346-0800	Cart Rentals	98,680	137,000	94,000	0
346-1300	League Fees	31,317	29,000	31,342	0
346-1400	Combo Specials	0	0	187,146	0
346-9910	Credit Redemptions	436	0	0	0
363-0400	Food Service	142,763	159,650	168,822	0
391-1000	Enterprise Fund Contributions	0	15,340	15,900	0
396-0000	School Department Charges	0	3,500	3,000	0
Total Golf Course Fund:		\$1,026,814	\$1,012,065	\$1,046,543	\$0
Sewer Fund:					
321-0400	Sewer Connects	9,200	12,900	12,900	12,900
327-0000	Misc. Licenses and Permits	4,600	3,250	3,250	3,250
341-0000	Misc. Charges for Services	55	5,000	0	5,000
341-7000	Lien and Foreclosure Cost	10,746	11,000	11,000	11,000
344-1000	Residential Sewer Fees	13,069,840	13,135,000	13,250,000	13,647,500
344-2000	Commercial Sewer Fees	6,530,678	6,760,000	6,530,575	6,726,500
344-3000	Industrial Sewer Fees	1,248,759	1,413,000	1,547,145	1,752,600
344-4000	Governmental Sewer Fees	792,306	860,000	807,533	831,700
344-5000	Commercial Surcharge Inc.	106,624	100,000	150,583	150,500
344-6000	Industrial Surcharge Inc.	699,353	300,000	325,000	325,000
361-0000	Interest Income	14,570	14,000	14,000	14,000
361-3000	Interest / Penalty Delinquencies	26,387	25,000	25,000	25,000
394-0000	Fund Balance Appropriation	0	(727,332)	(677,751)	974,811
397-0000	Spec Rev / Endow Fd Chgs	0	19,257	19,257	18,136
398-0000	Reimbursements	200,000	0	0	0
Total Sewer Fund:		\$22,713,118	\$21,931,075	\$22,018,492	\$24,497,897

City of Portland, Maine
Comparative Statement of Revenues
For Enterprise Funds

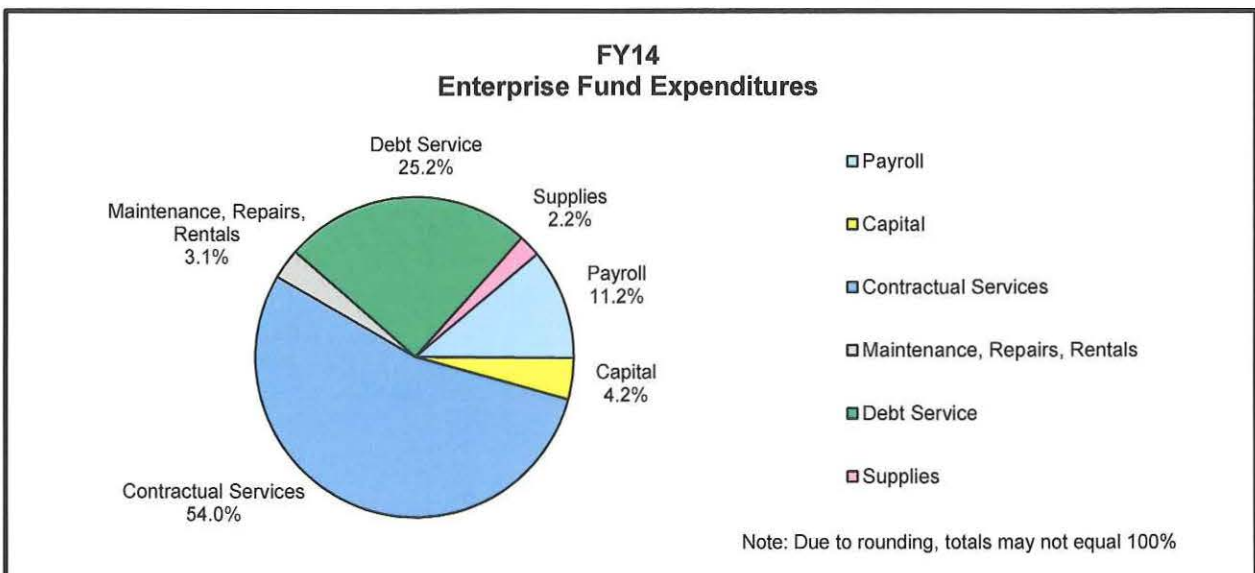
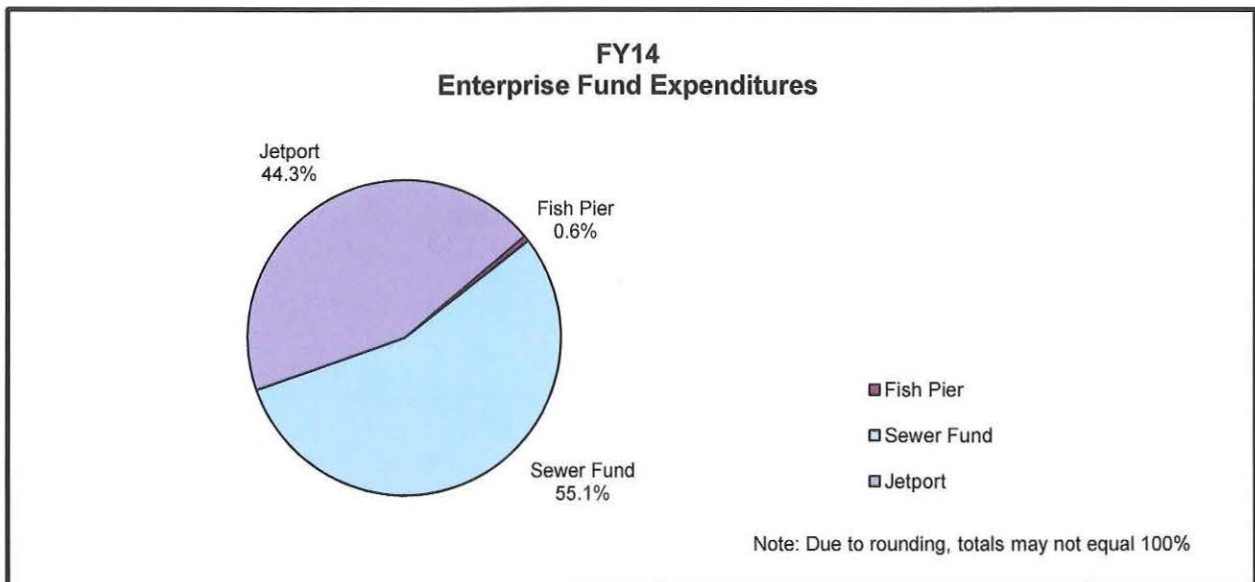
Activity/Element/Object	Account Title	Actual Revenues FY12	Estimated Revenues FY13	Projected Revenues FY13	Estimated Revenues FY14
Ice Arena Fund:					
341-0000	Misc. Charges for Services	24,785	21,100	17,025	0
346-1000	Vendoring	14,015	13,000	11,400	0
346-1600	Advertising	9,675	16,000	10,000	0
346-2000	Concessions	32,219	26,000	24,375	0
346-5000	Ice Rentals	484,128	455,615	419,456	0
391-1000	Enterprise Fund Contributions	0	47,211	89,443	0
Total Ice Arena Fund:		\$564,822	\$578,926	\$571,699	\$0
Jetport Fund:					
322-0000	Business Licenses	109,919	90,050	90,717	96,400
331-2000	Federal Pass Thru Grants	148,357	144,482	112,271	113,880
341-0000	Misc. Charges for Services	1,000,029	976,795	981,407	849,348
361-0000	Interest Income	13,608	15,000	13,500	14,000
363-1500	Parking Income	6,042,564	6,327,826	6,115,422	6,189,761
363-2000	Concessions	1,158,695	1,200,084	1,242,429	1,273,863
363-2500	Ground Rent	394,224	404,518	395,297	399,988
363-3000	Landing Fees	2,360,280	2,676,525	2,462,616	2,993,076
363-3500	Terminal Rental	3,370,303	4,576,348	4,575,867	4,044,213
363-4000	Commissions - Car Rentals	3,076,649	3,183,774	3,277,685	3,227,962
363-4300	Lot Rentals - Car Rentals	(1,206)	0	0	0
363-4500	Car-Service Facility	29,946	30,153	30,153	31,383
363-4700	Car Rental - Terminal Use	121,665	123,239	121,239	123,238
363-4800	Cargo Revenue	276,721	296,136	296,311	320,764
391-0000	Operating Transfers In	541,128	0	0	0
398-4000	Grant Reimbursements	2,441	0	0	0
Total Jetport Fund:		\$18,645,323	\$20,044,930	\$19,714,914	\$19,677,876
TOTAL ENTERPRISE FUND REVENUES:		\$43,419,370	\$43,853,270	\$43,646,728	\$44,432,588



CITY OF PORTLAND, MAINE
FY14 Annual Budget

Departmental Budget Summary By Expenditure Category

Account Number	Account Title	Payroll	Contractual Services	Maint. / Repairs & Rentals	Supplies	Capital	Debt Service	Total
530	Fish Pier	32,000	56,904	44,850	15,500	30,000	77,561	256,815
570	Sewer Fund	2,395,244	13,659,381	222,150	251,950	1,115,000	6,854,172	24,497,897
583	Jetport	2,559,544	10,297,279	1,105,828	718,662	722,571	4,273,992	19,677,876
Total Enterprise Funds:		\$4,986,788	\$24,013,564	\$1,372,828	\$986,112	\$1,867,571	\$11,205,725	\$44,432,588



Fish Pier Authority

The Fish Pier Authority, a quasi-municipal corporation, was created in 1989 to operate the eighteen-acre site. The pier is home to the City owned Portland Fish Exchange, the first public auction site for fresh seafood in the nation. In addition, there are seafood processing firms, ground vessels, Vessels Services, Inc, and the Marine Trade Center.

The bylaws of the Fish Pier Authority require that all revenue generated from the Fish Pier operations must stay with the Authority.

As an Enterprise Fund, expenditures and revenues net to zero.

Department Summary

Department: Rec & Facilities Mgmt

Account: 530-33

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	29,000	32,000	32,000	32,000	32,000	32,000
Benefits	1,420	1,200	1,200	1,200	1,200	1,200
Administrative Services	6,955	6,955	6,979	6,979	6,979	6,979
Contractual Services	23,900	26,254	23,900	23,900	23,900	23,900
Maintenance and Repairs	24,850	25,805	44,850	44,850	44,850	44,850
Insurance	11,425	11,945	12,454	12,454	12,454	12,454
Supplies	15,500	15,500	15,500	15,500	15,500	15,500
Utilities	13,000	12,140	12,371	12,371	12,371	12,371
Capital Outlay	70,000	73,057	30,000	30,000	30,000	30,000
Debt Service	90,224	90,224	77,561	77,561	77,561	77,561
Total	286,274	295,080	256,815	256,815	256,815	256,815
Summary by Division						
Fish Pier (33-31)	286,274	295,080	256,815	256,815	256,815	256,815
Total	286,274	295,080	256,815	256,815	256,815	256,815
Less Revenues	(286,274)	(295,080)	(256,815)	(256,815)	(256,815)	(256,815)
Net Department Total	0	0	0	0	0	0

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Fish Pier

Account: 530-33-31

	Funding	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
Position	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Charges from Trades (33-01)			25,000		24,000		24,000		24,000		24,000
Overtime			4,000		8,000		8,000		8,000		8,000
Gross Personnel Services			29,000		32,000		32,000		32,000		32,000

Golf Course

The Golf Course shifted from an Enterprise Fund to the General Fund in FY14. Oversight of the golf course maintenance operations transferred from Public Services to Recreation & Facilities Management (33-18). The Golf Course Restaurant is currently a division within the Barron Center (43-80).

Department Summary

Department: Public Services / Barron Center

Account: 550-31

		FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown							
Payroll		423,702	418,278	0	0	0	0
Benefits		68,864	64,096	0	0	0	0
Administrative Services		30,239	30,549	0	0	0	0
Contractual Services		30,100	26,570	0	0	0	0
Maintenance and Repairs		38,104	44,507	0	0	0	0
Rentals		57,234	57,234	0	0	0	0
Insurance		3,383	3,608	0	0	0	0
Supplies		209,800	248,281	0	0	0	0
Utilities		89,500	92,281	0	0	0	0
Debt Service		61,139	61,139	0	0	0	0
Total		1,012,065	1,046,543	0	0	0	0
Summary by Division							
Golf Course Maint. Operations	(31-00)	843,173	851,324	0	0	0	0
GC Restaurant	(31-11)	168,892	195,219	0	0	0	0
Total		1,012,065	1,046,543	0	0	0	0
Less Revenues		(996,725)	(1,030,643)	0	0	0	0
Net Department Total		15,340	15,900	0	0	0	0

Personnel Services Detail

Department: Public Services / Barron Center

Division: Golf Course Maintenance Operations

Account: 550-31-00

	Funding	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
Position	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Golf Course Superintendent	100	1	61,308	0	0	0	0	0	0	0	0
Golf Course Manager	100	1	54,600	0	0	0	0	0	0	0	0
Parks Supervisor	100	1	47,276	0	0	0	0	0	0	0	0
Temporary Help			176,975		0		0		0		0
Overtime			10,050		0		0		0		0
(1) Notes											
Gross Personnel Services		3.0	350,209	0.0	0	0.0	0	0.0	0	0.0	0

Notes:

(1) (3) Positions Transferred to the General Fund in FY14 (Recreation & Facilities Mgmt: 100-3318)

Personnel Services Detail

Department: Public Services / Barron Center

Division: Golf Course Restaurant

Account: 550-31-11

Position	Funding		FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Temporary Help	100			71,893		0		0		0		0
Overtime	100			1,600		0		0		0		0
(1) Notes												
Gross Personnel Services				73,493		0		0		0		0

Notes:

(1) Restaurant Transferred to the General Fund in FY14 (Barron Center: 100-4380)

Sewer Fund

The principal function of this fund is to account for the sewer services provided to City residents and business establishments. The Portland Water District (not a city department) owns and operates the wastewater treatment plant for which the Sewer Fund pays a monthly fee. The City owns and maintains the infrastructure sewer lines and is responsible for the costs of maintenance, improvements, and expansion.

All users of the system pay monthly or quarterly fees, based upon water volume, to support the expenses of the fund.

Department Summary

Department: Public Services

Account: 570

		FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown							
Payroll		2,262,702	2,037,949	2,315,244	2,395,244	2,395,244	2,395,244
Benefits		636,698	729,089	692,046	690,546	690,546	690,546
Administrative Services		11,038,577	10,905,898	11,214,595	11,214,595	11,214,595	11,214,595
Contractual Services		971,698	1,166,888	1,729,350	1,618,850	1,618,850	1,618,850
Maintenance and Repairs		232,120	234,582	214,350	214,350	214,350	214,350
Rentals		8,700	8,465	7,800	7,800	7,800	7,800
Insurance		30,740	27,464	62,826	62,826	62,826	62,826
Supplies		209,170	210,978	241,450	251,950	251,950	251,950
Utilities		58,041	58,041	72,564	72,564	72,564	72,564
Capital Outlay		555,000	711,509	1,095,000	1,115,000	1,115,000	1,115,000
Debt Service		5,927,629	5,927,629	6,854,172	6,854,172	6,854,172	6,854,172
Total		21,931,075	22,018,492	24,499,397	24,497,897	24,497,897	24,497,897
Summary by Division							
Sewer Finance	(15-03)	112,927	100,860	109,592	109,592	109,592	109,592
Sewer Public Svcs Admin	(31-01)	144,867	198,187	142,823	253,323	253,323	253,323
Sewer Districting	(31-12)	1,397,352	1,382,032	1,583,534	1,582,559	1,582,559	1,582,559
Sewer Communications	(31-15)	63,136	63,136	65,418	65,343	65,343	65,343
Sewer Engineering	(31-37)	846,394	925,787	902,119	902,119	902,119	902,119
Stormwater Management	(31-40)	1,399,317	1,424,201	2,549,482	2,438,532	2,438,532	2,438,532
Sewer Debt Service	(31-55)	6,347,877	6,347,177	7,272,022	7,272,022	7,272,022	7,272,022
Sewer Fringe Benefits	(31-56)	947,413	1,037,068	1,044,509	1,044,509	1,044,509	1,044,509
PWD Assessment	(31-58)	10,671,792	10,540,044	10,829,898	10,829,898	10,829,898	10,829,898
Total		21,931,075	22,018,492	24,499,397	24,497,897	24,497,897	24,497,897
Less Revenues		(21,931,075)	(22,018,492)	(24,499,397)	(24,497,897)	(24,497,897)	(24,497,897)
Net Department Total		0	0	0	0	0	0

Sewer Finance

This division's services are provided by the City's Finance Department. Finance provides billing and collection services, as well as lien processing for delinquent accounts. The Finance Department also maintains the financial records for the Sewer Fund and the computer network system.

Division Summary

Department: Sewer Fund **Division:** Sewer Finance **Account:** 570-15-03

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	71,997	71,997	73,932	73,932	73,932	73,932
Administrative Services	6,410	6,165	6,410	6,410	6,410	6,410
Contractual Services	24,300	8,823	15,150	15,150	15,150	15,150
Maintenance and Repairs	8,120	11,975	12,000	12,000	12,000	12,000
Supplies	2,100	1,900	2,100	2,100	2,100	2,100
Total	112,927	100,860	109,592	109,592	109,592	109,592

Personnel Services Detail

Department: Finance Sewer

Division: Sewer Finance

Account: 570-15-03

Position	Funding Source		FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Finance - Budget/Accounting	100				29,370		29,964		29,964		29,964	29,964
Finance - Treasury	100				42,627		43,968		43,968		43,968	43,968
Gross Personnel Services					71,997		73,932		73,932		73,932	73,932

Sewer Public Services Administration

The Sewer Administration division accounts for the associated costs incurred by the Department of Public Services administrative staff for sewer related activities.

The Sewer Administration budget increased by \$108,456 or 74.9%. The majority of this increase is due to the addition of the Water Resources Manager position.

Division Summary

Department: Sewer Fund **Division:** Sewer Public Services Administration **Account:** 570-31-01

	FY13 FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	113,567	116,767	118,573	198,573	198,573	198,573
Benefits	250	250	250	250	250	250
Administrative Services	3,250	3,809	3,300	3,300	3,300	3,300
Contractual Services	3,500	52,283	4,400	4,400	4,400	4,400
Maintenance and Repairs	14,250	14,250	6,250	6,250	6,250	6,250
Supplies	6,150	6,928	5,750	16,250	16,250	16,250
Utilities	3,900	3,900	4,300	4,300	4,300	4,300
Capital Outlay	0	0	0	20,000	20,000	20,000
Total	144,867	198,187	142,823	253,323	253,323	253,323

Personnel Services Detail

Department: Public Services Sewer

Division: Sewer Public Services Administration

Account: 570-31-01

Position	Funding	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Water Resources Manager	100	0	0	0	0	1	80,000	1	80,000	1	80,000
Accountant	100	1	42,811	1	44,103	1	44,103	1	44,103	1	44,103
Charges from Admin (GF)			69,956		73,820		73,820		73,820		73,820
Overtime			800		650		650		650		650
Gross Personnel Services		1.0	113,567	1.0	118,573	2.0	198,573	2.0	198,573	2.0	198,573

Notes:

(1) 1 New Position Approved in FY14

Sewer Districting

The Sewer Districting division is responsible for the maintenance and repair of the City's sanitary sewer and stormwater systems including pump station operations and maintenance, catch basin cleaning, right of way inspections and maintenance and sewer inspections and investigations.

Expenditures have increased by \$185,207, or 13.3%, primarily due to capital equipment replacement needs.

Division Summary

Department: Sewer Fund Division: Sewer Districting Account: 570-31-12

	FY13 FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	595,741	580,422	595,800	595,800	595,800	595,800
Benefits	7,500	7,500	8,800	7,825	7,825	7,825
Administrative Services	13,350	13,350	15,050	15,050	15,050	15,050
Contractual Services	113,150	113,150	101,400	101,400	101,400	101,400
Maintenance and Repairs	119,300	119,300	127,200	127,200	127,200	127,200
Rentals	3,000	3,000	3,000	3,000	3,000	3,000
Supplies	102,370	102,369	115,220	115,220	115,220	115,220
Utilities	52,941	52,941	67,064	67,064	67,064	67,064
Capital Outlay	390,000	390,000	550,000	550,000	550,000	550,000
Total	1,397,352	1,382,032	1,583,534	1,582,559	1,582,559	1,582,559

Personnel Services Detail

Department: Public Services Sewer

Division: Sewer Districting

Account: 570-31-12

Position	Funding Source		FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Wastewater Facilities Coord	100		1	64,682	1	65,969	1	65,969	1	65,969	1	65,969
Public Services Supervisor	100		1	47,861	1	48,818	1	48,818	1	48,818	1	48,818
Wastewater Technician	100		1	43,212	1	45,004	1	45,004	1	45,004	1	45,004
Sewer Inspector	100		3	147,580	3	150,532	3	150,532	3	150,532	3	150,532
Sewer Facilities Technician	100		1	40,144	1	40,934	1	40,934	1	40,934	1	40,934
Maintenance Worker III	100		8	315,916	8	326,856	8	326,856	8	326,856	8	326,856
Meal Allow/Standby Pay	100			19,900		23,800		23,800		23,800		23,800
Winter Stipends	100			4,500		4,500		4,500		4,500		4,500
Less Stormwater Mgmt Chgs	100			(131,879)		(155,413)		(155,413)		(155,413)		(155,413)
Overtime				43,825		44,800		44,800		44,800		44,800
Gross Personnel Services			15.0	595,741	15.0	595,800	15.0	595,800	15.0	595,800	15.0	595,800

Sewer Communications

The Public Services Sewer Communications division accounts for the associated costs incurred for sewer related functions including service requests, street flooding and Dig Safe requests.

The Sewer Communication expense budget increased by \$2,207 or 3.5%.

Division Summary

Department: Sewer Fund **Division:** Sewer Communications **Account:** 570-31-15

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	53,511	53,511	54,368	54,368	54,368	54,368
Benefits	4,825	4,825	4,900	4,825	4,825	4,825
Administrative Services	300	300	300	300	300	300
Rentals	1,400	1,400	1,500	1,500	1,500	1,500
Supplies	3,100	3,100	4,350	4,350	4,350	4,350
Total	63,136	63,136	65,418	65,343	65,343	65,343

Personnel Services Detail

Department: Public Services Sewer

Division: Sewer Communications

Account: 570-31-15

	Funding	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance
Position	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Senior Operations Dispatcher	100	1	47,861	1	48,818	1	48,818	1	48,818	1	48,818
Meal Allow/Standby Pay			100		100		100		100		100
Overtime			5,550		5,450		5,450		5,450		5,450
Gross Personnel Services		1.0	53,511	1.0	54,368	1.0	54,368	1.0	54,368	1.0	54,368

Sewer Engineering

The environmental engineering component of the Engineering division concentrates on sewer and storm water systems and compliance programs. Services include sanitary sewer and storm water system construction and rehabilitation, separation of sewage and storm water systems, investigation of drainage complaints and system failures, various environmental permitting, and enforcement of City ordinances and technical standards for sewage, stormwater and industrial waste discharge. This group is also responsible for implementing the Combined Sewer Overflow (CSO) abatement program and industrial pretreatment program, both federally mandated by the Clean Water Act.

The Sewer Engineering expense budget has risen by \$55,725, or 6.6%, due to capital outlay costs for new compliance tracking software and a replacement vehicle.

Division Summary

Department: Sewer Fund	Division: Sewer Engineering				Account: 570-31-37	
	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	725,569	650,502	704,269	704,269	704,269	704,269
Benefits	1,800	1,260	1,000	1,000	1,000	1,000
Administrative Services	14,925	13,680	19,500	19,500	19,500	19,500
Contractual Services	65,400	65,217	67,750	67,750	67,750	67,750
Maintenance and Repairs	8,250	6,857	6,400	6,400	6,400	6,400
Rentals	1,800	1,565	800	800	800	800
Supplies	27,450	28,997	41,200	41,200	41,200	41,200
Utilities	1,200	1,200	1,200	1,200	1,200	1,200
Capital Outlay	0	156,509	60,000	60,000	60,000	60,000
Total	846,394	925,787	902,119	902,119	902,119	902,119

Personnel Services Detail

Department: Public Services Sewer

Division: Sewer Engineering

Account: 570-31-37

Position	Funding Source		FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Senior Project Engineer	100			1	70,609	1	72,014	1	72,014	1	72,014	72,014
Project Engineer	100			2	124,900	2	127,386	2	127,386	2	127,386	127,386
Asst Engineer	100			1	55,087	1	48,846	1	48,846	1	48,846	48,846
Senior Wastewater Technician	100			1	49,063	1	50,408	1	50,408	1	50,408	50,408
Associate Engineer	100			2	96,283	2	90,680	2	90,680	2	90,680	90,680
Senior Surveyor	100			1	51,117	1	52,130	1	52,130	1	52,130	52,130
Surveyor	100			2	94,751	2	96,810	2	96,810	2	96,810	96,810
Senior Engineering Tech	100			1	42,627	1	43,973	1	43,973	1	43,973	43,973
Water Quality Technician	100			1	41,125	1	42,892	1	42,892	1	42,892	42,892
Admin Assistant (CEBA)	100			1	35,178	1	35,900	1	35,900	1	35,900	35,900
Charges from Eng (GF)					57,879		60,553		60,553		60,553	60,553
Less Stormwater Mgmt Chgs					0		(24,423)		(24,423)		(24,423)	(24,423)
Overtime					6,950		7,100		7,100		7,100	7,100
Gross Personnel Services				13.0	725,569	13.0	704,269	13.0	704,269	13.0	704,269	704,269

Stormwater Management

The Stormwater division represents the costs to operate and maintain this critical infrastructure system, and to meet or exceed the Stormwater Management requirements of the Clean Water Act. The activities supported by this budget include proportional amounts of catch basin cleaning, ditch clearing, drainage system maintenance, materials disposal, fleet maintenance, and minor structural system repairs that are attributed to the stormwater versus the sewer system. This budget also includes the personnel and consulting service costs for "Small Municipal Separate Storm Sewer System" (MS4) compliance program development and administration, as well as the ongoing participation in the regional Interlocal Stormwater Working Group (ISWG) and anticipated payments towards the Long Creek Watershed Management Plan.

In FY13, the Sweeping division combined with the Stormwater division, as most of the Sweeping costs are Stormwater related. The Sweeping division removes materials such as litter, winter sand, leaves, debris and small particles from City streets. They perform street flushing, and clean up after special events (parades, New Year's celebration, etc.). Their efforts promote cleanliness and help the City comply with stormwater quality regulations. Most Sweeping personnel work from 11:00 PM to 7:00 AM. The division provides for daytime sweeping in Parkside, in addition to the longstanding daytime operations on Munjoy Hill.

The Stormwater division expenditures show an increase of \$1,039,215 or 74.3%. The increase is related to increased contractual services for Clean Water Act Compliance and the development of the EPA integrated permit plan, and two large vehicle replacement items.

Division Summary

Department: Sewer Fund	Division: Stormwater Management				Account: 570-31-40	
	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	702,317	564,750	768,302	768,302	768,302	768,302
Benefits	2,000	2,000	3,500	3,050	3,050	3,050
Administrative Services	32,200	32,200	32,050	32,050	32,050	32,050
Contractual Services	345,100	507,867	1,122,800	1,012,300	1,012,300	1,012,300
Maintenance and Repairs	82,200	82,200	62,500	62,500	62,500	62,500
Rentals	2,500	2,500	2,500	2,500	2,500	2,500
Supplies	68,000	67,684	72,830	72,830	72,830	72,830
Capital Outlay	165,000	165,000	485,000	485,000	485,000	485,000
Total	1,399,317	1,424,201	2,549,482	2,438,532	2,438,532	2,438,532

Personnel Services Detail

Department: Public Services Sewer

Division: Stormwater Management

Account: 570-31-40

Position	Funding Source		FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Stormwater Coordinator	100			1	56,979	1	59,916	1	59,916	1	59,916	59,916
Public Services Supervisor	100			1	49,213	1	51,134	1	51,134	1	51,134	51,134
Maintenance Worker III	100			5	202,841	5	207,488	5	207,488	5	207,488	207,488
Charges from Districting (GF)	100				244,055		248,628		248,628		248,628	248,628
Charges from Sewer Districting	100				131,879		155,413		155,413		155,413	155,413
Charges from Sewer Engineering	100				0		24,423		24,423		24,423	24,423
Meal Allow/Standby Pay	100				1,400		1,400		1,400		1,400	1,400
Winter Stipends	100				300		300		300		300	300
Overtime	100				15,650		19,600		19,600		19,600	19,600
Gross Personnel Services				7.0	702,317	7.0	768,302	7.0	768,302	7.0	768,302	768,302

Sewer Debt Service

The Debt Service account provides for the sewer fund's portion of the principal and interest on the City's outstanding general obligation bonds.

Division Summary

Department: Sewer Fund **Division:** Sewer Debt Service **Account:** 570-31-55

	FY13 FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Contractual Services	420,248	419,548	417,850	417,850	417,850	417,850
Debt Service	5,927,629	5,927,629	6,854,172	6,854,172	6,854,172	6,854,172
Total	6,347,877	6,347,177	7,272,022	7,272,022	7,272,022	7,272,022

Sewer Fringe Benefits

The Fringe Benefits account provides for the sewer fund's portion of the employees' fringe benefit costs as well as its share of the administrative services provided by the staff departments in the City.

Division Summary

Department: Sewer Fund **Division:** Sewer Fringe Benefits **Account:** 570-31-56

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Benefits	620,323	713,254	673,596	673,596	673,596	673,596
Administrative Services	296,350	296,350	308,087	308,087	308,087	308,087
Insurance	30,740	27,464	62,826	62,826	62,826	62,826
Total	947,413	1,037,068	1,044,509	1,044,509	1,044,509	1,044,509

PWD Assessment

The Assessment account provides for the monthly assessment from the Portland Water District (PWD) for the filtration plant operations.

Division Summary

Department: Sewer Fund Division: PWD Assessment Account: 570-31-58

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Administrative Services	10,671,792	10,540,044	10,829,898	10,829,898	10,829,898	10,829,898
Total	10,671,792	10,540,044	10,829,898	10,829,898	10,829,898	10,829,898

Ice Arena

The Ice Arena shifted from an Enterprise Fund to the General Fund in FY14, and is a division of Recreation & Facilities Management.

Department Summary

Department: Rec & Facilities Mgmt

Account: 582-33

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	249,036	244,998	0	0	0	0
Benefits	70,365	63,412	0	0	0	0
Administrative Services	14,872	14,132	0	0	0	0
Contractual Services	6,470	11,269	0	0	0	0
Maintenance and Repairs	10,990	19,652	0	0	0	0
Rentals	360	350	0	0	0	0
Insurance	1,600	1,411	0	0	0	0
Supplies	35,550	42,686	0	0	0	0
Utilities	160,041	171,026	0	0	0	0
Debt Service	29,642	2,763	0	0	0	0
Total	578,926	571,699	0	0	0	0
Less Revenues	(531,715)	(482,256)	0	0	0	0
Net Department Total	47,211	89,443	0	0	0	0

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Ice Arena

Account: 582-33-00

Position	Funding	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Ice Arena Manager	100	1	52,491	0	0	0	0	0	0	0	0
Facilities Coordinator	100	1	40,309	0	0	0	0	0	0	0	0
Account Clerk II	100	1	35,529	0	0	0	0	0	0	0	0
Recreation Programmer I	100	2	54,467	0	0	0	0	0	0	0	0
Temporary Help	100		60,840		0		0		0		0
Overtime	100		5,400		0		0		0		0
(1) Notes											
Gross Personnel Services		5.0	249,036	0.0	0	0.0	0	0.0	0	0.0	0

Notes:

(1) (5) Positions Transferred to the General Fund in FY14 (100-3307)

Jetport

The Portland International Jetport provides commercial air service to over a million and a half passengers a year, and also provides a general aviation facility for private aircraft and an air cargo terminal. The Jetport is a dedicated fund, which means that all revenues generated by the Jetport remain with the airport to fund both normal airport operations and capital improvements. No tax dollars are used to support the Jetport. In order to balance the fund for budgetary purposes, the projected revenue excess over projected expenditures is budgeted under Administrative Services as anticipated surplus.

The Jetport completed an expansion of its terminal building in the winter of FY12, which nearly doubled the size of the terminal, provided additional airline boarding gates, an inline baggage handling system, additional security checkpoint lanes, increased vendor space in the gate area and added a passenger bridge from the parking garage to the terminal building.

The Jetport's overall expenditure budget (excluding surplus) reflects a decrease of \$758,889 or 4.0%. Revenues have decreased by \$367,054, or 1.8%.

Department Summary

Department: Aviation & Transportation

Account: 583-28

		FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown							
Payroll		2,534,586	2,472,102	2,612,320	2,559,544	2,559,544	2,559,544
Benefits		1,421,440	1,373,800	1,485,143	1,485,143	1,485,143	1,485,143
Administrative Services		1,589,123	1,908,282	1,443,154	1,961,067	1,961,067	1,961,067
Contractual Services		3,980,895	3,844,627	3,779,520	3,726,163	3,726,163	3,726,163
Maintenance and Repairs		1,068,347	1,087,465	1,091,278	1,091,278	1,091,278	1,091,278
Rentals		13,680	14,165	14,550	14,550	14,550	14,550
Insurance		120,628	133,027	136,374	136,374	136,374	136,374
Supplies		757,165	749,846	718,162	713,662	713,662	713,662
Minor Capital Items		20,975	17,381	5,000	5,000	5,000	5,000
Utilities		1,093,762	1,073,667	1,126,438	1,126,438	1,126,438	1,126,438
Contributions		2,034,534	1,832,573	2,066,094	1,862,094	1,862,094	1,862,094
Capital Outlay		1,059,661	857,845	722,571	722,571	722,571	722,571
Debt Service		4,350,134	4,350,134	4,477,272	4,273,992	4,273,992	4,273,992
Total		20,044,930	19,714,914	19,677,876	19,677,876	19,677,876	19,677,876
Summary by Division							
Jetport Administration	(28-01)	869,805	734,479	771,193	771,193	771,193	771,193
Jetport Field	(28-02)	2,723,291	2,721,213	2,512,828	2,512,828	2,512,828	2,512,828
General Aviation	(28-03)	113,668	67,830	69,168	69,168	69,168	69,168
Jetport Fringe and Indirect Costs	(28-04)	3,178,603	2,968,609	3,278,082	3,189,082	3,189,082	3,189,082
Jetport Security Division	(28-05)	1,809,788	1,730,160	1,747,851	1,632,851	1,632,851	1,632,851
Terminal Division	(28-06)	4,570,414	4,569,094	4,538,108	4,478,725	4,478,725	4,478,725
Jetport Surplus	(28-07)	1,001,680	1,330,853	875,602	1,393,515	1,393,515	1,393,515
Jetport Marketing	(28-08)	493,470	493,470	636,675	585,425	585,425	585,425
Jetport Parking Division	(28-09)	4,467,638	4,285,729	4,518,261	4,314,981	4,314,981	4,314,981
Airfield Deicing Facility	(28-10)	816,573	813,477	730,108	730,108	730,108	730,108
Total		20,044,930	19,714,914	19,677,876	19,677,876	19,677,876	19,677,876
Less Revenues		(20,044,930)	(19,714,914)	(19,677,876)	(19,677,876)	(19,677,876)	(19,677,876)
Net Department Total		0	0	0	0	0	0

Jetport Administration

The Jetport's Administration division is responsible for the day-to-day management of the Jetport and planning future operations. Divisional services include payroll, accounts payable and accounts receivable, budgeting and human resources functions. The Administration division also manages Jetport taxi permitting.

The Administration budget has decreased by \$98,612, or 11.3%, largely due to a position transfer and contractual services.

Division Summary

Department: Aviation & Transportation

Division: Jetport Administration

Account: 583-28-01

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	524,803	453,268	475,801	475,801	475,801	475,801
Administrative Services	45,655	44,949	45,708	45,708	45,708	45,708
Contractual Services	240,415	186,415	197,968	197,968	197,968	197,968
Maintenance and Repairs	16,744	9,778	9,963	9,963	9,963	9,963
Rentals	3,255	3,255	3,180	3,180	3,180	3,180
Supplies	17,145	15,455	17,088	17,088	17,088	17,088
Utilities	21,788	21,359	21,485	21,485	21,485	21,485
Total	869,805	734,479	771,193	771,193	771,193	771,193

Personnel Services Detail

Department: Aviation & Transportation

Division: Jetport Administration

Account: 583-28-01

Position	Funding			FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Airport Manager	100			1	96,553	1	98,481	1	98,481	1	98,481	1	98,481
Airport Deputy Director	100			1	85,761	1	87,477	1	87,477	1	87,477	1	87,477
Financial Administrator	100			1	61,394	1	62,606	1	62,606	1	62,606	1	62,606
Marketing & Comm Coord	100			1	58,871	1	60,040	1	60,040	1	60,040	1	60,040
(1) Trans Policy & Reg Comp Mgr	100			1	58,870	0	0	0	0	0	0	0	0
Senior Admin Officer	100			2	90,324	2	92,157	2	92,157	2	92,157	2	92,157
Account Clerk II	100			1	37,303	1	38,376	1	38,376	1	38,376	1	38,376
Admin Assistant (CEBA)	100			1	32,727	1	34,164	1	34,164	1	34,164	1	34,164
Overtime	100				3,000		2,500		2,500		2,500		2,500
Gross Personnel Services				9.0	524,803	8.0	475,801	8.0	475,801	8.0	475,801	8.0	475,801

Notes:

(1) (1) Position Transferred to Traffic (100-3135) during FY13

Jetport Field

The Jetport Field division maintains the runways, taxiways and all other surfaces inside the security fence at the airport, keeping them safe for arriving and departing aircraft.

The budget decreased by \$210,463 or 7.7%. The major decrease is a reduction in the funds for capital.

Division Summary

Department: Aviation & Transportation

Division: Jetport Field

Account: 583-28-02

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	763,748	777,547	788,300	788,300	788,300	788,300
Benefits	10,700	10,350	10,350	10,350	10,350	10,350
Administrative Services	45,920	45,843	44,995	44,995	44,995	44,995
Contractual Services	399,135	353,375	362,853	362,853	362,853	362,853
Maintenance and Repairs	495,527	491,113	503,853	503,853	503,853	503,853
Rentals	7,715	7,786	6,633	6,633	6,633	6,633
Supplies	581,503	583,826	550,338	550,338	550,338	550,338
Minor Capital Items	11,000	7,406	5,000	5,000	5,000	5,000
Utilities	123,382	122,366	122,935	122,935	122,935	122,935
Capital Outlay	284,661	321,601	117,571	117,571	117,571	117,571
Total	2,723,291	2,721,213	2,512,828	2,512,828	2,512,828	2,512,828

Personnel Services Detail

Department: Aviation & Transportation

Division: Jetport Field

Account: 583-28-02

Position	Funding Source		FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Asst Airport Manager	100			1	82,302	1	83,952	1	83,952	1	83,952	83,952
Airport Operations Manager	100			1	73,593	1	74,275	1	74,275	1	74,275	74,275
Asst Airport Operations Mgr	100			1	60,120	1	60,549	1	60,549	1	60,549	60,549
Airport Maintenance Supervisor	100			2	94,788	2	96,970	2	96,970	2	96,970	96,970
Airport Airfield Electrician	100			1	50,346	1	51,353	1	51,353	1	51,353	51,353
(1) Airport Maint Worker III	100			10	415,350	9	379,673	9	379,673	9	379,673	379,673
(2) Airport Maint Worker II	100			2	70,469	3	109,748	3	109,748	3	109,748	109,748
Less Jetport Gen'l Aviation Chgs	100				(1,000)		(1,000)		(1,000)		(1,000)	(1,000)
Less Jetport Terminal Chgs	100				(160,000)		(160,000)		(160,000)		(160,000)	(160,000)
Less Jetport Parking Charges	100				(20,000)		(15,000)		(15,000)		(15,000)	(15,000)
Less Airfield Deicing Fac Chgs	100				(3,000)		(3,000)		(3,000)		(3,000)	(3,000)
Meal Allow/Standby Pay	100				6,280		6,280		6,280		6,280	6,280
Overtime	100				94,500		104,500		104,500		104,500	104,500
Gross Personnel Services				18.0	763,748	18.0	788,300	18.0	788,300	18.0	788,300	788,300

Notes:

- (1) (1) Position Reclassed to Airport MW II during FY13 (Career Ladder)
- (2) 1 Position Reclassed from Airport MW III during FY13 (Career Ladder)

General Aviation

The Jetport General Aviation division (GA) includes the maintenance of the Jetport field area designed for use by private pilots, including the pavement and surrounding fencing. In FY11, the General Aviation division began collecting landing fee revenues from the smaller aircraft that use the General Aviation area similar to the ones charged to the commercial airlines. These revenues help lower costs for the commercial airlines that serve the Jetport.

The General Aviation budget decreased by \$44,500, or 39.1%, largely due to a decrease in capital funding.

Division Summary

Department: Aviation & Transportation **Division:** General Aviation **Account:** 583-28-03

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	2,000	351	2,000	2,000	2,000	2,000
Contractual Services	20,668	15,168	20,168	20,168	20,168	20,168
Maintenance and Repairs	29,500	26,969	15,500	15,500	15,500	15,500
Supplies	1,500	250	1,500	1,500	1,500	1,500
Capital Outlay	60,000	25,092	30,000	30,000	30,000	30,000
Total	113,668	67,830	69,168	69,168	69,168	69,168

Personnel Services Detail

Department: Aviation & Transportation

Division: General Aviation

Account: 583-28-03

Position	Funding Source City Fed Oth	FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
		#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Charges from Jetport Field	100		1,000		1,000		1,000		1,000		1,000
Charges from Jetport Terminal	100		1,000		1,000		1,000		1,000		1,000
Gross Personnel Services			2,000		2,000		2,000		2,000		2,000

Jetport Fringe and Indirect Costs

The Jetport's Fringe and Indirect Costs division reimburses the City's General Fund for expenses incurred for their services, including Police and Fire employee benefits, general liability insurance, the Fire Department's cost of firefighting and EMS services, and chargebacks on City-provided services including Executive, Finance, Legal, Human Resources and Information Technology.

This division's expenditures rose by \$10,479, or 0.3%.

Division Summary

Department: Aviation & Transportation **Division:** Jetport Fringe and Indirect Costs **Account:** 583-28-04

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Benefits	1,402,840	1,355,550	1,465,893	1,465,893	1,465,893	1,465,893
Administrative Services	354,993	354,993	358,079	358,079	358,079	358,079
Insurance	120,628	133,027	136,374	136,374	136,374	136,374
Contributions	1,300,142	1,125,039	1,317,736	1,228,736	1,228,736	1,228,736
Total	3,178,603	2,968,609	3,278,082	3,189,082	3,189,082	3,189,082

Jetport Security Division

The Security division performs all administrative and operational activities related to security, including federally-mandated Jetport Security enhancements. The division maintains all security related equipment including cameras and monitors, computer equipment, and security doors and gates. This division is also responsible for processing employee background checks and issuing employee ID badges. The Communication Center provides communications and technical support to all areas of the airport, as well as monitoring flight information and providing a point of contact for the public. The cost of the police officers which serve at the Jetport are also paid from this division.

The Security division's budget decreased by \$176,937, or 9.8%, attributable to the decreases in capital equipment and security personnel.

Division Summary

Department: Aviation & Transportation **Division:** Jetport Security Division **Account:** 583-28-05

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	435,652	420,197	441,347	441,347	441,347	441,347
Benefits	2,000	2,000	2,000	2,000	2,000	2,000
Administrative Services	20,725	19,785	22,735	22,735	22,735	22,735
Contractual Services	494,129	465,147	462,421	462,421	462,421	462,421
Maintenance and Repairs	19,500	16,226	17,050	17,050	17,050	17,050
Supplies	32,770	28,035	32,600	32,600	32,600	32,600
Utilities	10,620	11,236	11,340	11,340	11,340	11,340
Contributions	734,392	707,534	748,358	633,358	633,358	633,358
Capital Outlay	60,000	60,000	10,000	10,000	10,000	10,000
Total	1,809,788	1,730,160	1,747,851	1,632,851	1,632,851	1,632,851

Personnel Services Detail

Department: Aviation & Transportation

Division: Security Division

Account: 583-28-05

	Funding	FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
Position	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Airport Sec & Comm Center Mgr	100	1	50,217	1	51,742	1	51,742	1	51,742	1	51,742
Airport Security Coordinator	100	1	53,489	1	54,581	1	54,581	1	54,581	1	54,581
Airport Comm/Security Spec (40)	100	7	269,454	7	279,240	7	279,240	7	279,240	7	279,240
Standby Pay	100		7,516		7,516		7,516		7,516		7,516
Temporary Help	100		16,976		11,268		11,268		11,268		11,268
Overtime	100		38,000		37,000		37,000		37,000		37,000
Gross Personnel Services		9.0	435,652	9.0	441,347	9.0	441,347	9.0	441,347	9.0	441,347

Terminal Division

The Terminal division oversees all of the activities involving the supervision of the passenger terminal, including interior and exterior terminal cleaning and maintenance. The terminal division's engineering section is responsible for the planning, design and management of major terminal improvements. The Jetport completed a major terminal expansion which almost doubled the size of the terminal building, adding three more passenger gates allowing current airlines to expand service or to allow new airlines to begin service at the Jetport. An inline baggage handling system was also added. The expansion was substantially completed in October of 2011 and construction completed in February of 2012.

The Terminal's budget has decreased by \$91,689, or 2.0%, due to the decreased cost in contractual services and capital, offset by an increase in debt service.

Division Summary

Department: Aviation & Transportation **Division:** Terminal Division **Account:** 583-28-06

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	759,423	798,973	864,662	816,886	816,886	816,886
Benefits	5,900	5,900	6,900	6,900	6,900	6,900
Administrative Services	26,325	26,310	25,005	25,005	25,005	25,005
Contractual Services	1,610,665	1,600,848	1,451,182	1,444,075	1,444,075	1,444,075
Maintenance and Repairs	449,241	488,881	485,826	485,826	485,826	485,826
Rentals	2,210	2,874	4,212	4,212	4,212	4,212
Supplies	74,380	77,030	105,280	100,780	100,780	100,780
Minor Capital Items	9,975	9,975	0	0	0	0
Utilities	863,932	835,070	886,678	886,678	886,678	886,678
Capital Outlay	385,000	339,870	200,000	200,000	200,000	200,000
Debt Service	383,363	383,363	508,363	508,363	508,363	508,363
Total	4,570,414	4,569,094	4,538,108	4,478,725	4,478,725	4,478,725

Personnel Services Detail

Department: Aviation & Transportation

Division: Terminal Division

Account: 583-28-06

Position	Funding			FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Airport Deputy Director	100			1	80,125	1	81,724	1	81,724	1	81,724	1	81,724
Asst Transportation Fac Mgr	100			1	68,816	1	70,200	1	70,200	1	70,200	1	70,200
(1) Project Engineer	100			2	107,398	1	60,041	1	60,041	1	60,041	1	60,041
(2) Airport Asst Engineer	100			0	0	1	48,598	1	48,598	1	48,598	1	48,598
Facilities Tech Coordinator	100			1	53,982	1	56,219	1	56,219	1	56,219	1	56,219
Airport Maintenance Supervisor	100			1	48,781	1	50,816	1	50,816	1	50,816	1	50,816
(3) Master Electrician	100			1	37,810	1	39,726	0	0	0	0	0	0
Airport Facilities Technician	100			3	152,693	3	155,684	3	155,684	3	155,684	3	155,684
(4) Airport Fac Tech Asst II	100			0	0	1	40,955	1	40,955	1	40,955	1	40,955
Airport Facilities Tech Asst	100			1	38,191	1	36,746	1	36,746	1	36,746	1	36,746
(5) Laborer	100			0	0	1	29,910	1	29,910	1	29,910	1	29,910
Charges from Jetport Field	100				160,000		160,000		160,000		160,000		160,000
Less Jetport Gen'l Aviation Chgs	100				(1,000)		(1,000)		(1,000)		(1,000)		(1,000)
Less Jetport Parking Charges	100				(14,000)		(10,000)		(10,000)		(10,000)		(10,000)
Standby Pay	100				7,127		9,493		9,493		9,493		9,493
Temporary Help	100				0		8,050		0		0		0
Overtime	100				19,500		27,500		27,500		27,500		27,500
Gross Personnel Services				11.0	759,423	13.0	864,662	12.0	816,886	12.0	816,886	12.0	816,886

Notes:

- (1) (1) Position Reclassed to Airport Asst. Engineer during FY13
- (2) 1 Position Reclassed from Project Engineer during FY13
- (3) (1) Position Eliminated in FY14
- (4) 1 New Position Approved during FY13
- (5) 1 New Position Approved in FY14 (Baggage Handling System)

Jetport Surplus

The Jetport surplus is determined annually by calculating total revenues minus total expenses, including capital purchases.

The FY14 surplus increased by \$391,835 or 39.1%, largely due to the department's decrease in capital items, contractual services and contribution expenditures.

Division Summary

Department: Aviation & Transportation **Division:** Jetport Surplus **Account:** 583-28-07

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Administrative Services	1,001,680	1,330,853	875,602	1,393,515	1,393,515	1,393,515
Total	1,001,680	1,330,853	875,602	1,393,515	1,393,515	1,393,515

Jetport Marketing

This division provides marketing, advertising and promotional services for the Jetport.

The marketing budget increased by \$91,955, or 18.6%, predominantly in the advertising line.

Division Summary

Department: Aviation & Transportation

Division: Jetport Marketing

Account: 583-28-08

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	8,960	0	8,960	3,960	3,960	3,960
Administrative Services	85,510	76,231	62,715	62,715	62,715	62,715
Contractual Services	399,000	417,239	565,000	518,750	518,750	518,750
Total	493,470	493,470	636,675	585,425	585,425	585,425

Personnel Services Detail

Department: Aviation & Transportation

Division: Marketing

Account: 583-28-08

Position	Funding		FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Temporary Help		100		8,960		8,960		3,960		3,960		3,960
Gross Personnel Services				8,960		8,960		3,960		3,960		3,960

Jetport Parking Division

The Parking division oversees the parking maintenance of the Jetport's parking garage and surface lots. The Jetport contracts with a parking management company, and receives parking revenues net of the company's operational costs and management fee.

Expenditures have decreased by \$152,657 or 3.4%, primarily due to a decrease in debt service interest payments. FY14 division capital funding increased.

Division Summary

Department: Aviation & Transportation **Division:** Jetport Parking Division **Account:** 583-28-09

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	36,500	20,516	27,750	27,750	27,750	27,750
Administrative Services	8,315	9,318	8,315	8,315	8,315	8,315
Contractual Services	82,800	82,003	82,270	82,270	82,270	82,270
Maintenance and Repairs	52,885	50,339	54,136	54,136	54,136	54,136
Rentals	500	250	525	525	525	525
Supplies	49,867	45,250	11,356	11,356	11,356	11,356
Capital Outlay	270,000	111,282	365,000	365,000	365,000	365,000
Debt Service	3,966,771	3,966,771	3,968,909	3,765,629	3,765,629	3,765,629
Total	4,467,638	4,285,729	4,518,261	4,314,981	4,314,981	4,314,981

Personnel Services Detail

Department: Aviation & Transportation

Division: Parking Division

Account: 583-28-09

Position	Funding		FY13		FY14		FY14 Manager's		FY14 Finance		FY14 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Charges from Jetport Field	100				20,000		15,000		15,000		15,000	15,000
Charges from Terminal Division	100				14,000		10,000		10,000		10,000	10,000
Overtime	100				2,500		2,750		2,750		2,750	2,750
Gross Personnel Services					36,500		27,750		27,750		27,750	27,750

Airfield Deicing Facility

The Airfield Deicing Facility is entering its fourth year of operation in FY14. This facility allows for the collection and recycling of the used deicing fluid by a contracted vendor, thus preventing these chemicals from seeping into the ground. The Jetport pays the costs of this operation and receives revenue from the airlines to offset the costs incurred.

Expenditures for the Airfield Deicing Facility have decreased by \$86,465 or 10.6% over the FY13 budget. Revenues generated from this division have also decreased.

Division Summary

Department: Aviation & Transportation **Division:** Airfield Deicing Facility **Account:** 583-28-10

	FY13 Approp.	FY13 Projected Expend.	FY14 Department Submission	FY14 Manager's Recomm.	FY14 Finance Comm.	FY14 Final Allowance
Classification Breakdown						
Payroll	3,500	1,250	3,500	3,500	3,500	3,500
Contractual Services	734,083	724,432	637,658	637,658	637,658	637,658
Maintenance and Repairs	4,950	4,159	4,950	4,950	4,950	4,950
Utilities	74,040	83,636	84,000	84,000	84,000	84,000
Total	816,573	813,477	730,108	730,108	730,108	730,108

Personnel Services Detail

Department: Aviation & Transportation

Division: Airfield Deicing Facility

Account: 583-28-10

Position	Funding Source City Fed Oth	FY13 Approved		FY14 Submission		FY14 Manager's Recommendation		FY14 Finance Committee		FY14 Final Allowance	
		#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Charges from Jetport Field			3,000		3,000		3,000		3,000		3,000
Overtime			500		500		500		500		500
Gross Personnel Services			3,500		3,500		3,500		3,500		3,500

Key Revenues and Expenditures

Revenues

The Housing and Community Development Program or HCD is a special revenue fund that is supported by several federal and local funding sources.

1. Community Development Block Grant (CDBG) Program:

The Community Development Block Grant (CDBG) is funded by the federal government under the Housing and Community Development Act of 1974. For Program year 2013-2014 the City allocated \$2,070,549, which is comprised of \$1,850,549 in direct allocation from HCD, \$120,000 from program income, and \$100,000 from re-programmed funds. These funds are used to ensure decent affordable housing, to provide services to the most vulnerable in our communities, and to create jobs through the expansion and retention of businesses.

2. Home Investment Partnership Program (HOME):

The HOME funds are available for a broad range of housing activities benefiting low and moderate income households. For 2013-2014, the City proposes to utilize \$866,272 of HOME funds for a HOME Consortium between the City (\$515,335) and County (\$350,937) for the development of new rental housing, first time home buyer assistance, single family and multi-family rehabilitation, and assistance to special non-profit agencies called Community Housing Development Organizations (CHDOs) to develop affordable housing.

3. Emergency Solutions Grant Program (ESG):

The ESG funds can be used by the City to fund the rehabilitation, operation and support services of providers and facilities assisting Portland's homeless population. The City proposes to use its 2013-2014 ESG entitlement allocation of

\$123,159 to purchase supplies for the Homeless Health Clinic, and to provide case management and homeless prevention services through City Family Shelter programs administered by the Department of Health and Human Services.

4. Portland Development Fund: Originally established in 1986, the goal of the Portland Development Fund is to respond to the need for 1) housing that is affordable to low and moderate income families, and 2) commercial and industrial development opportunities to further strengthen the local economy and generate jobs, particularly in downtown Portland.

Originally there was approximately \$1 million in the Portland Development Fund for both housing and economic development activities. Sources of funding include Urban Development Action Grant (UDAG) miscellaneous revenue, CDBG program income, CDBG entitlement allocations from previous years, and loan repayments and interest generated. In 1990 the fund was split into Housing, administered by the Housing & Neighborhood Services Office, and Economic Development, administered by the Economic Development Department.

The Housing portion of these funds is appropriated for several activities, including the development of new affordable rental housing, single and multi-family rehabilitation, and lead paint abatement. UDAG funds administered by the Economic Development Department, which is now approximately \$900,000, are used for loans and investments by the Portland Development Corporation.

Expenditures

The three expenditure categories utilized by the CDBG Program are: Social Services, Development Activity Funding, and Program Planning and Administration. A brief description of the services provided for the 2013-2014 fiscal year under each of these categories follows. A more comprehensive source of information on these programs can be found in the 2010-2015 Consolidated Housing or the 2013-2014 Annual Action Plan issued by the Department of Planning and Development.

SOCIAL SERVICES

1. Basic Needs Services includes Health and Human Services After Hours Emergency Assistance Program and Preble Street: Day Shelter, Food Programs, and Women's Shelter.
2. Safe Neighborhood programs include the Amistad Support and Recovery Center, Health and Human Service's Behavioral Health Program, the Police Department's Community Policing Program, Milestone's H.O.M.E. Team, and the Wayside Food Programs.
3. Work and Shop Programs include the Catherine Morrill Day Nursery and Youth and Family Outreach Child Care Aid Program, the Maine Center for Deafness, and the Opportunity Alliance Parkside Neighborhood Center.

DEVELOPMENT ACTIVITY FUNDING

1. Mobility and Accessibility projects include the Public Services Department's Cumberland Avenue Sidewalk and Street Lighting, Handicap Access Ramps, and Anderson Street Neighborhood Byway projects, as well as the Irish Network Build Up! HVAC System.
2. Safe Neighborhood projects include Public Service's Neighborhood Tree Planting and Big Belly Solar Waste Compactor

Deployment, and Portland Housing Authority's Sagamore Village Playground.

3. Work and Shop projects include the City of Portland's Façade Improvement and the Portland Assistance Job Creation programs, Coastal Enterprises, Inc. Portland Microenterprise Assistance, and the Youth and Family Outreach Program Expansion.

PROGRAM PLANNING & ADMINISTRATION

The following are reimbursements to general operating accounts for program administration services:

1. The Department of Planning & Development provides Administration, Planning, Housing & Neighborhood Services, Historic Preservation, and Citizen Participation services which are reimbursable under the HCD guidelines.
2. The City receives reimbursement for a portion of the annual audit cost associated with auditing the HCD Program.
3. The City may receive reimbursement for a portion of the fringe benefits associated with the positions funded with HCD monies. However, the fringe benefit reimbursement along with all of the administrative costs must not exceed the 20% cap set by CDBG guidelines.

City of Portland, Maine
Housing and Community Development Program
FY14

Programs	Yr. XXXVII Allocation	Yr. XXXVIII Request	Council Approval	Final Approval
Program Activities:				
I. Social Services	\$581,631	\$1,102,859	\$639,276	\$639,276
II. Development Activity Funding	1,115,154	2,436,875	1,037,162	1,037,162
III. Program Planning and Administration	359,720	333,953	394,110	394,110
Total CDBG Budget	\$2,056,505	\$3,873,687	\$2,070,549	\$2,070,549

Sources of Funds:	FY13	FY14
Entitlement Grant	\$1,688,198	\$1,850,549
Program Income	110,400	120,000
Surplus Funds	257,907	100,000
Total Sources of Funds	\$2,056,505	\$2,070,549
Administrative Cap	\$359,720	\$394,110
Social Services Cap	\$581,631	\$639,277

I. Social Services

A. Basic Needs

1. City of Portland (COP) After Hours Emergency Assistance Program	\$28,791	\$34,000	\$28,628	\$28,628
2. Preble Street Day Shelter Services (Resource Center)	40,000	40,000	35,118	35,118
3. Preble Street Emergency Food Program	50,000	50,000	43,538	43,538
4. Preble Street Light House Shelter (Teen Shelter)	30,000	30,000	0	0
5. Preble Street Women's Shelter (Florence House)	0	30,000	26,698	26,698
6. Southern Maine Agency on Aging Meals on Wheels	0	35,000	0	0
Total Basic Needs	\$148,791	\$219,000	\$133,982	\$133,982

B. Housing

1. Frannie Peabody House	\$0	\$40,000	\$0	\$0
2. Southern Maine Agency on Aging (Geriatric Center Social Worker)	0	28,000	0	0
Total Housing	\$0	\$68,000	\$0	\$0

C. Safe Neighborhoods

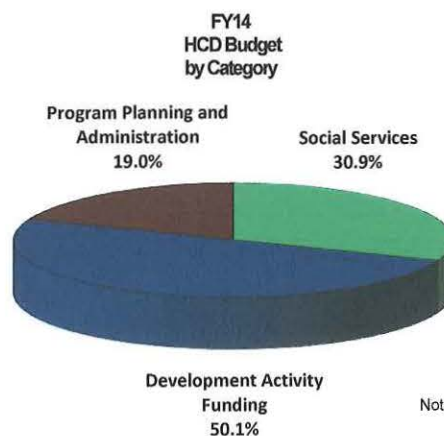
1. Amistad Peer / Support and Recovery Center	\$19,316	\$26,000	\$23,330	\$23,330
2. City of Portland Behavioral Health Program	109,928	109,928	101,149	101,149
3. COP Community Policing (Parkside, Bayside, Munjoy Hill, West End)	123,015	150,000	126,300	126,300
4. Milestone Foundation, Inc.	75,000	75,000	75,000	75,000
5. Wayside Food Programs	0	25,000	22,488	22,488
Total Safe Neighborhoods	\$327,259	\$385,928	\$348,267	\$348,267

City of Portland, Maine
Housing and Community Development Program
FY14

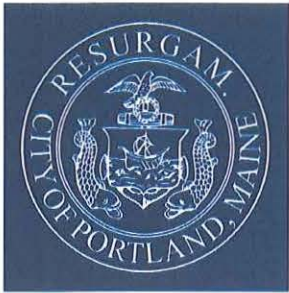
Programs	Yr. XXXVII Allocation	Yr. XXXVIII Request	Council Approval	Final Approval
D. Work and Shop				
1. Catherine Morrill Day Nursery / Child Care Aid Program	\$64,085	\$89,444	\$76,750	\$76,750
2. Children's Co-Op / Preschool Center Matching Subsidy Program	41,496	0	0	0
3. Cultivating Community (Empowering, Feeding, Cultivating)	0	58,996	0	0
4. Cultivating Community Youth Programs	0	19,525	0	0
5. Learning Works	0	46,004	0	0
6. Maine Center for Deafness / Community Rehab Provider	0	59,732	51,732	51,732
7. Opportunity Alliance (Foster Grandparents and Senior Companions)	0	25,000	0	0
8. Portland Community Health Center	0	61,536	0	0
9. Opportunity Alliance / Parkside Neighborhood Center	0	32,194	28,545	28,545
10. Root Cellar (Portland Youth Film Project)	0	10,000	0	0
11. Root Cellar (Project Destination)	0	27,500	0	0
Total Work and Shop	\$105,581	\$429,931	\$157,027	\$157,027
Total Social Services	\$581,631	\$1,102,859	\$639,276	\$639,276
II. Development Activity Funding				
A. Housing				
1. HNS Housing and Rehabilitation Grants	\$0	\$0	\$0	\$0
2. HNS Housing Rehabilitation Staff	0	0	0	0
Total Housing	\$0	\$0	\$0	\$0
B. Mobility and Accessibility				
1. Anderson Street Neighborhood Byway	\$0	\$245,608	\$245,608	\$245,608
2. City of Portland / City Hall Plaza and ADA Accessibility Project	0	123,170	0	0
3. City of Portland / Cumberland Ave. Sidewalk and Street Lighting	0	233,170	233,170	233,170
4. City of Portland / Federal Street Sidewalk, Hancock & Monfort	0	77,160	0	0
5. City of Portland / Fort Allen Park Overlook Accessibility Project	77,350	0	0	0
6. City of Portland / Handicap Ramp Upgrades and Construction	50,625	51,100	51,100	51,100
7. City of Portland / Libbytown Trail Crossing Fore River Parkway	117,300	0	0	0
8. City of Portland / Portland Streetscape Forest to Brattle	0	250,000	0	0
9. City of Portland / St. John St. / Valley St., D St. to Danforth / St. John	0	157,307	0	0
10. City of Portland / State Street / Irish Heritage Center Sidewalk	0	73,262	0	0
11. Iris Network / Build Up! Phase III, HVAC System	0	99,000	99,000	99,000
12. Maine Irish Heritage Center / Accessibility Project	18,000	0	0	0
Total Mobility and Accessibility	\$263,275	\$1,309,777	\$628,878	\$628,878
C. Safe Neighborhoods				
1. Bramhall Square Park Renovations	\$0	\$50,000	\$0	\$0
2. City of Portland / Big Belly Solar Waste Compactor Deployment	0	48,828	48,828	48,828
3. City of Portland / Fort Sumner Park Improvements	0	100,000	0	0
4. City of Portland / Preservation of Portland Observatory	96,000	0	0	0
5. Code Enforcement, Healthy Living Healthy City	116,726	0	0	0
6. Congress Street Lighting	0	250,000	0	0

City of Portland, Maine
Housing and Community Development Program
FY14

Programs	Yr. XXXVII Allocation	Yr. XXXVIII Request	Council Approval	Final Approval
7. Maine Irish Heritage Center Heating Project	0	50,000	0	0
8. Neighborhood Tree Planting	15,000	15,000	15,000	15,000
9. Portland Housing Authority / Sagamore Village Playground	0	45,750	45,750	45,750
10. Preble Street Resource Center Soup Kitchen Bldg. Improvements	61,096	0	0	0
11. Sacred Heart & St. Dominic Preserving the Parkside Community	0	138,000	0	0
Total Safe Neighborhoods	\$288,822	\$697,578	\$109,578	\$109,578
D. Work and Shop				
1. Catherine Morrill Day Nursery Window & Entrance Restoration Project	\$188,270	\$0	\$0	\$0
2. City of Portland / Economic Development Div. Façade Improvement	100,000	100,000	100,000	100,000
3. City of Portland / Portland Business Assistance Job Creation	0	100,000	100,000	100,000
4. Coastal Enterprises, Inc. Portland Microenterprise Assistance	30,000	42,000	27,186	27,186
5. Committee to Restore the Abyssinian Meeting House	117,987	0	0	0
6. Creative Portland Corp. / Assets for Artists: Portland Maine	24,250	0	0	0
7. New England Interpreter Service Job Creation & Interpreter Training	0	15,000	0	0
8. Salvage Barbecue Job Creation	0	45,000	0	0
9. StarEast Café and Bakery: A Marketer, A Baker & Pita Bread Maker	45,000	0	0	0
10. Youth and Family Outreach Playground Renovation	57,550	0	0	0
11. Youth and Family Outreach Program Expansion	0	71,520	71,520	71,520
12. Youth in Action Peoples Building	0	56,000	0	0
Total Work and Shop	\$563,057	\$429,520	\$298,706	\$298,706
Total Development Activity Funding	\$1,115,154	\$2,436,875	\$1,037,162	\$1,037,162
III. Program Planning and Administration				
1. Housing & Neighborhood Services (*FY14: Citizen Participation Included)	\$218,064	\$227,505	\$242,697	\$242,697
2. Planning Division	98,031	79,390	117,355	117,355
3. Historic Preservation Division	21,625	22,058	29,058	29,058
4. Citizen Participation (*FY14: Included in HNS)	12,000	0	0	0
5. Finance Department & Audit	10,000	5,000	5,000	5,000
6. Fringe Benefits	0	0	0	0
7. Unallocated Funds	0	0	0	0
Total Program Planning and Administration	\$359,720	\$333,953	\$394,110	\$394,110



Note: Due to rounding, totals may not equal 100%



City of Portland, Maine

Strengthening a Remarkable City, Building a Community for Life

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City of Portland, Maine

School Committee

Jaimey Caron
School Committee Chair
At Large
(2013)

Jenna Vendil
District 1
(2015)

Marnie Morrione
District 5
(2014)

Holly Seeliger
District 2
(2015)

Elizabeth Brooks
At Large
(2014)

Laurie Davis
District 3
(2013)

Kathleen Snyder
At Large
(2013)

Justin Costa
District 4
(2014)

Sarah J. Thompson
At Large
(2015)

Key Revenues and Expenditures

In 2007, the State Legislature passed a bill that required both consolidation of School districts and a referendum vote on every school budget. The Portland School Department, because of its size, did not have to consolidate with any other district. Portland is, however, still required to have a referendum vote on their budget. After approval by the City Council, the School budget was approved by the voters May 14, 2013. A supplemental budget was also approved by the voters September 04, 2013 to reflect the legislature's increase of Portland's subsidy by \$1.9m.

Revenues

The funding sources for Education, other than Property Taxes, are summarized into four major categories - General Fund, Adult Education, Food Service, and Other Revenue. The property tax funds 76.0% of the FY14 Education budget.

State Subsidy

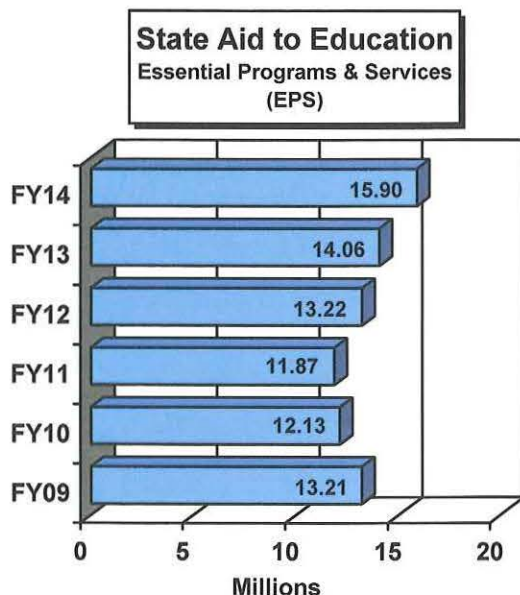
The second largest School-funding source is State Aid to Education. The State subsidy funding formula was amended by the Essential Programs and Services Funding Act of 2003.

The portion of State Aid for Essential Programs and Services (EPS) accounts for 16.2% of the School's FY14 Budget. The chart represents the State Aid to Education EPS revenue estimates over the past six years.

Expenditures

The City operates its educational program for grades K through 12, Adult Education, and for applied technology education under its own supervision. Article III of the City's Charter, as amended, provides that the Department of Education for the City be administered by a School Committee comprised of nine members. The School Committee performs all duties and functions regarding the care and management of the public schools in the City.

For presentation in the City's Municipal Budget, the Education budget is broken down into three categories: (1) Salaries and Benefits, (2) Services, Supplies and Other Costs, and (3) Capital Equipment. For a more comprehensive report, the School Department issues an annual Education Budget Report.



Note: FY13 and FY14 are estimated amounts.

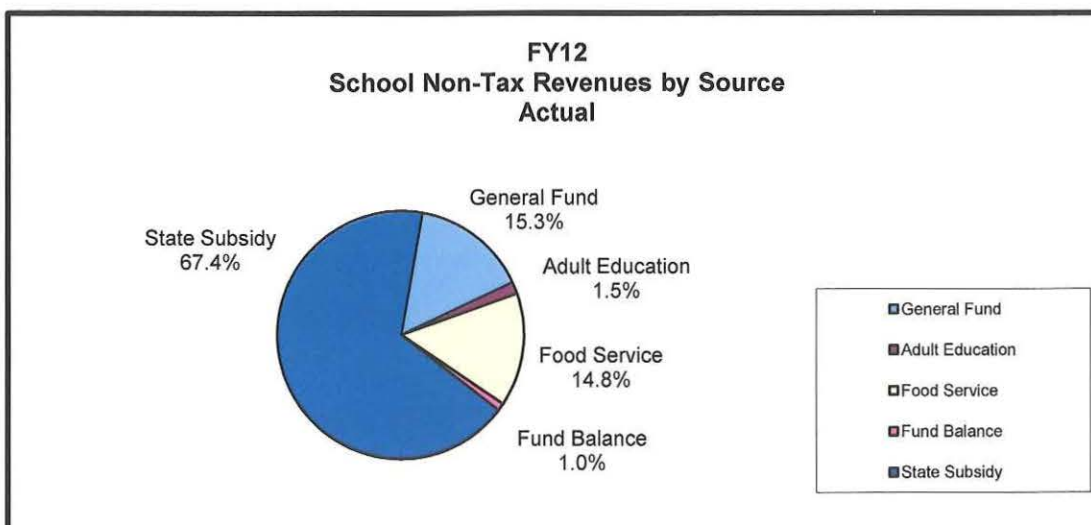
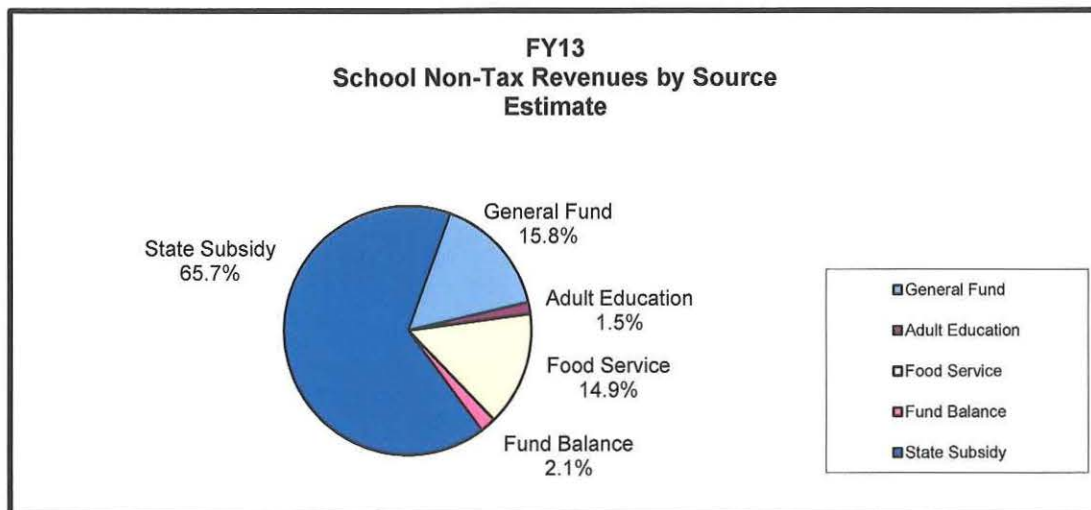
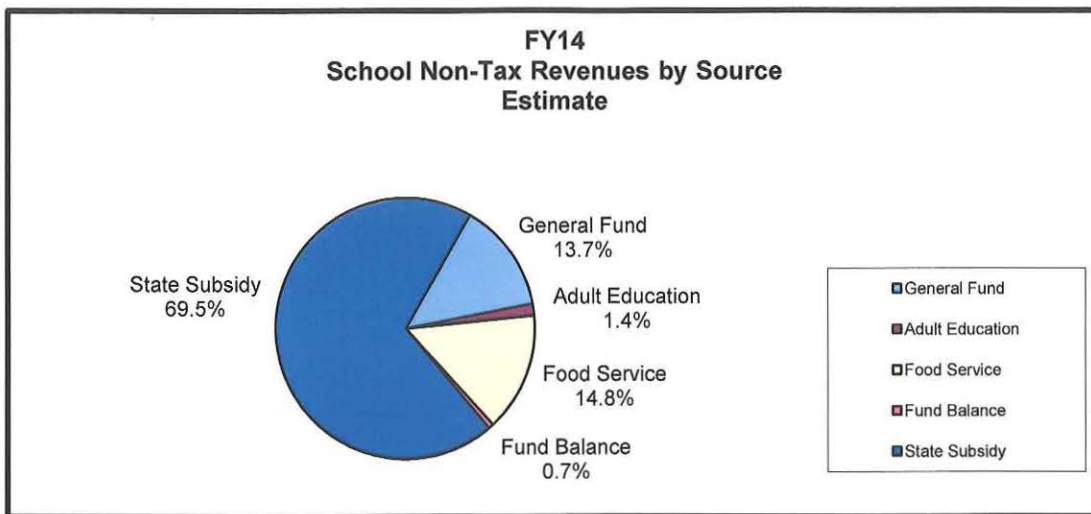
City of Portland, Maine
Comparative Statement of Revenues
School Department

	FY12 Actual	FY13 Estimate	FY14 Estimate
General Fund			
1313 Tuition - Individuals Reg 9-12	8,833	4,000	4,000
1322 Tuition - Public K-8	75,272	40,000	100,000
1324 Tuition - Public 9-12 (Long Island, GBSD)	130,439	130,000	80,000
1328 Tuition - CTE Oher Units	145,220	145,000	145,000
1363 Tuition - Summer School 9-12	14,289	14,000	17,000
1365 Tuition Sped Summer K-8	500	0	0
1380 PATHS - Part I & II Assessment	1,830,806	1,915,889	1,713,381
1440 Transportation - Other Organizations	103,580	165,000	100,000
1510 Interest - Russell Trust Fund	0	3,000	3,000
1712 Admissions 9-12	42,967	35,000	35,000
1910 Custodian Service - Building Rentals	53,191	45,000	45,000
1960 Miscellaneous Local Revenue	152,368	75,000	75,000
1991 Miscellaneous Sales & Refunds	1,256	2,000	1,000
3120 Tuition - State Agency Client	393,129	400,000	390,000
3150 Nat'l Board - Prof Teaching Salary Supplement	12,721	21,000	18,750
4340 Federal Reimb - Telecom Services (E-Rate)	75,652	65,000	65,000
4585 MaineCare Medicaid Reimbursement	0	400,000	400,000
4810 Federal Impact Aid	41,812	40,000	35,000
5203 Special Revenue Transfer	23,118	0	0
5305 Proceeds Disposal of Property	950	3,500	1,000
Total General Fund	\$3,106,103	\$3,503,389	\$3,228,131
Adult Education			
1317 Tuition - Individual / Enrichment	\$113,778	\$150,000	\$195,000
1319 Tuition - Individual & Voc	124,539	140,000	95,000
1359 Tuition - Other (Academic)	41,576	40,000	40,000
4599 Misc. Federal Grants	34,462	0	0
Total Adult Education	\$314,355	\$330,000	\$330,000
TOTAL GENERAL FUND REVENUE (Including Adult Education)	<u>\$3,420,458</u>	<u>\$3,833,389</u>	<u>\$3,558,131</u>

City of Portland, Maine
Comparative Statement of Revenues
School Department

	FY12 Actual	FY13 Estimate	FY14 Estimate
Food Service			
1611 Daily Sales - Lunch Program	\$371,717	\$477,863	\$424,804
1620 Daily Sales - a la Carte & Adults	246,649	331,294	328,719
1630 Special Functions	26,097	38,000	52,000
1996 Refunds - School Nutrition	10,721	1,000	10,000
3250 State Funds - School Meal Reimbursement	43,048	33,760	37,800
4370 Federal Reimbursement - After School Snack	6,357	8,316	5,616
4380 Federal Reimbursement Summer Food Program	9,112	18,356	18,356
4550 Federal Performance - Based Lunch	0	0	38,457
4551 School Lunch - Regular	182,476	181,915	185,419
4552 School Lunch - Reduced Rate	54,740	74,605	61,341
4553 School Lunch - Free	1,198,771	1,213,400	1,350,980
4554 School Breakfast	588,742	635,890	716,845
4558 Federal Subsidy	148,498	153,760	171,156
4559 Fresh Fruits & Vegetables Grant	111,212	121,686	77,000
5201 Transfer from General Fund		0	0
Total Food Service	\$2,998,140	\$3,289,845	\$3,478,493
TOTAL LOCAL REVENUE	\$6,418,598	\$7,123,234	\$7,036,624
Other Revenues			
3111 State Subsidy - EPS	\$13,165,586	\$14,064,911	\$15,895,407
3240 State Subsidy - Adult Education	499,181	480,499	485,000
Total State Subsidy - General Fund	\$13,664,767	\$14,545,410	\$16,380,407
5000 Fund Balance Carry Forward (General Fund)	\$0	\$128,990	\$155,329
5000 Fund Balance Carry Forward (Food Service)	200,000	324,952	0
Total Fund Balance Carry Forward	\$200,000	\$453,942	\$155,329
TOTAL OTHER REVENUE	\$13,864,767	\$14,999,352	\$16,535,736
GRAND TOTAL ALL REVENUE	\$20,283,365	\$22,122,586	\$23,572,360

Portland School Department Comparison of Non-Tax Revenues by Source



Note: Due to rounding, totals may not equal 100%

City of Portland, Maine
Comparative Budget Summary
School Department

	FY12 Actual	FY13 Budget	FY14 Budget
I. SALARIES & BENEFITS			
Salaries - Regular			
1010 Professional Salary	\$38,444,149	\$39,700,314	\$40,759,396
1020 Instructional Aide / Asst	4,308,893	4,439,270	4,481,836
1040 Administrators	4,525,185	4,912,030	4,826,724
1180 Regular Support Staff	6,423,884	8,114,534	8,014,227
Total Regular Salaries	\$53,702,111	\$57,166,148	\$58,082,183
Salaries - Temporary			
1200 Temporary Salary	\$628,891	\$665,059	\$582,207
1210 Tutor	28,422	65,912	65,912
1230 Substitute	929,909	901,628	987,127
1310 Teacher Additional Pay	67,167	95,300	93,610
1380 Regular Support Overtime	152,070	118,100	126,400
1410 Professional Sabbatical	1,236	88,000	15,565
1500/10/60 Stipends / Differentials	1,319,638	1,325,373	1,319,480
1501 Stipend - Retirement Sick	415,183	811,143	629,948
1590 Stipend / Other	3,882	21,400	21,400
Total Temporary Salaries	\$3,546,398	\$4,091,915	\$3,841,649
Benefits			
20-22xx Flex Benefits, LTD, Medicare	\$10,701,862	\$12,051,845	\$12,654,773
23xx Retirement - MePERS / ICMA	367,657	513,770	1,956,112
25xx Tuition Reimbursement - Coursework	190,185	253,330	208,330
2700 Workers' Compensation	578,094	567,158	580,000
2900 Life Insurance - MePERS PLD	23,243	25,000	25,000
9000 Unemployment Compensation	99,722	100,000	175,489
9500 Retirement Incentive	572,974	0	284,713
Total Benefits	\$12,533,738	\$13,511,103	\$15,884,417
Total Salaries & Benefits	\$69,782,247	\$74,769,166	\$77,808,249
II. SERVICES, SUPPLIES & OTHER			
Contractual Services			
3000 Purchased Professional & Technical Services	1,088,720	1,919,246	2,178,529
3300 Employee Training & Development Services	32,425	95,067	93,542
3400 Other Professional Services	18,619	59,500	59,500
3401 Security	100,453	132,453	131,975
3402 Alarm Calls	0	5,000	5,000
3420 Architectural & Engineering Services	24,455	9,000	5,000
3430 Adult Ed Contracted Services	1,691	10,187	10,187

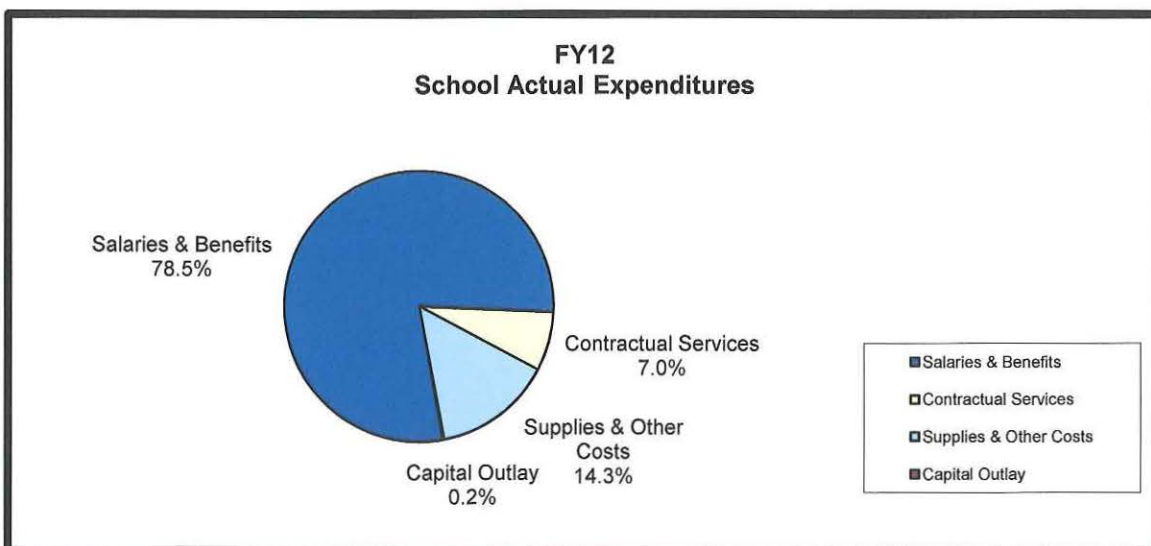
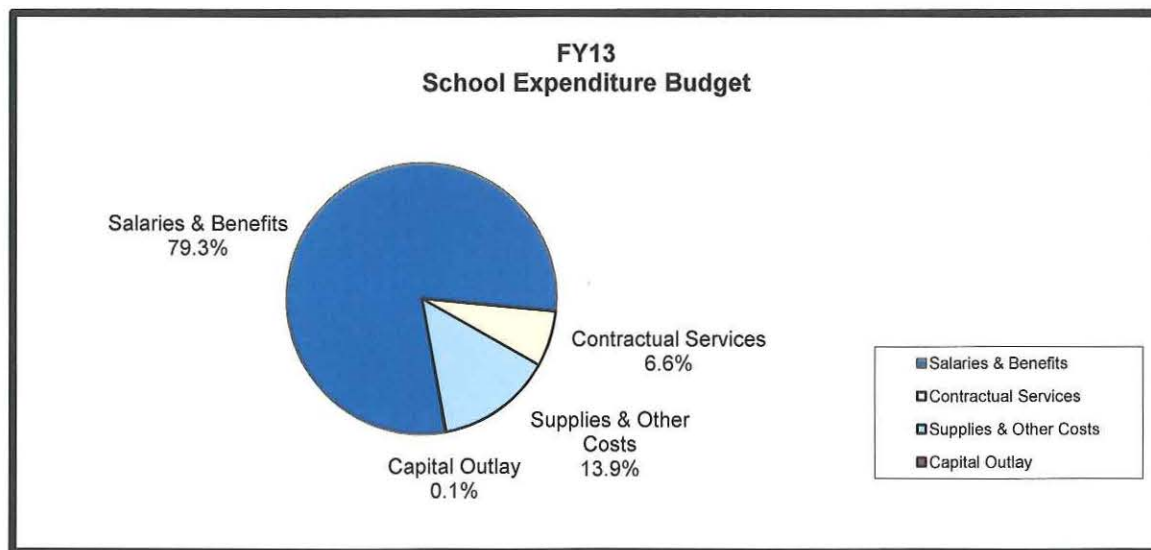
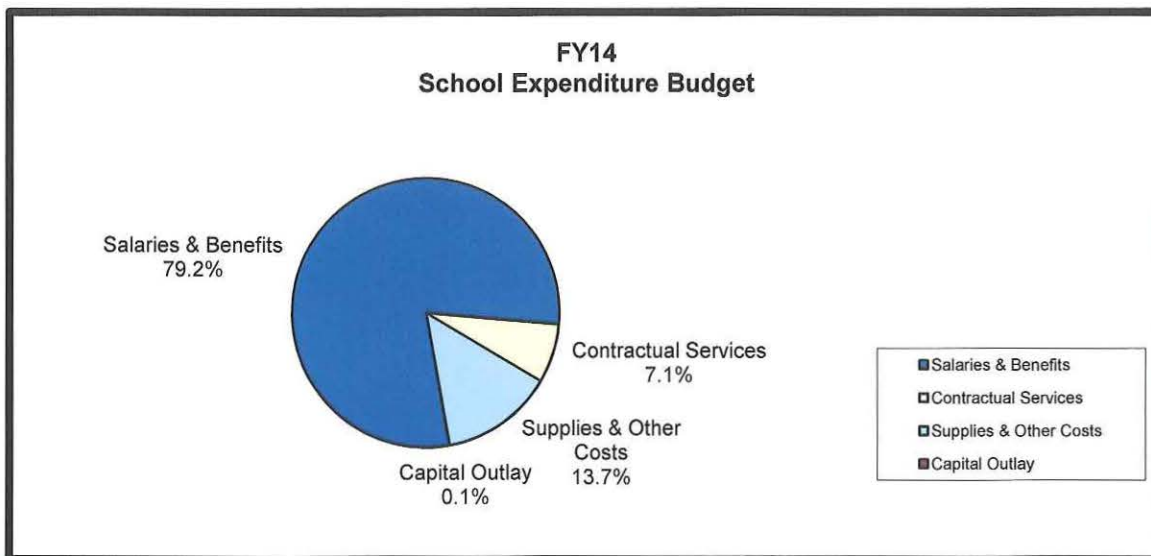
City of Portland, Maine
Comparative Budget Summary
School Department

	FY12 Actual	FY13 Budget	FY14 Budget
3440 Special Education Contracted Services	301,744	165,000	240,000
3450 Legal Services	172,926	150,000	142,555
4110 Water	41,577	43,850	42,820
4120 Sewer	115,404	116,800	113,300
4300 Repair & Maintenance Services	1,277,868	370,888	362,870
4301 HVAC Maintenance	417,021	516,000	536,000
4302 Mowing / Plowing / Field Maintenance	255,354	370,000	370,000
4303 Asbestos / Mold Abatement Services	52,164	0	0
4304 Vehicle & Equipment Repair	24,095	3,000	8,000
4305 Waste Disposal Services	148,674	132,000	168,800
4306 Recycling Services	21,488	25,000	22,000
4308 Pest Management Services	12,634	12,000	13,500
4309 Fire Extinguisher Maintenance Services	11,752	0	0
4400 Rentals	164,019	177,471	250,233
4410 Leases - DOE Approved	37,985	0	0
4420 Equipment & Vehicle Lease	0	18,000	13,000
4445 Copier Lease	285,600	0	142,800
4450 Leases-Not DOE Approved	0	38,000	38,000
5000 Other Purchased Services	758	1,180	1,201
5100 Student Transport Services	3,696	9,301	9,301
5140 Student Transport Purchased - Private	103,328	74,000	96,000
5160 Charter School Transportation Allocation	0	0	2,403
5200 Insurance / General Liability	236,442	246,856	302,266
5310 Postage	56,934	80,249	80,249
5320 Telephone	106,702	134,163	111,434
5330 Internet Connectivity	0	0	31,000
5340 E-Books & On-Line Subscriptions	0	0	8,900
5400 Advertising	35,245	75,700	75,700
5510 Printing & Binding	50,674	63,815	70,240
5520 Photocopying	78,188	82,740	89,978
5630 Tuition to Private Source	909,561	978,000	903,000
5660 Tuition to Charter School	0	0	122,941
5690 Tuition - Other (Post-Secondary)	11,036	10,000	11,500
5800 Staff Travel	65,104	110,773	126,970
5804 Travel - Island	181	0	0
5810 Travel for Professional Development	1,156	1,900	1,900
5830 Adult Ed Travel - State Meeting	0	100	100
Total Contractual Services	\$6,265,676	\$6,237,239	\$6,992,694
Supplies			
6000 General Supplies	\$714,312	\$392,511	\$429,436
6040 Custodial Supplies	326,190	157,500	240,000
6100 Instructional Supplies	726,368	519,649	556,817
6210 Natural Gas	561,060	841,800	892,000
6220 Electricity	1,005,401	1,125,400	1,031,900

City of Portland, Maine
Comparative Budget Summary
School Department

	FY12 Actual	FY13 Budget	FY14 Budget
6230 Bottled Gas	13,519	18,000	15,000
6240 Heating Oil	597,019	342,050	323,000
6260 Motor Fuels	153,303	154,119	176,000
6300 Food	1,346,188	1,577,167	1,619,440
6310 Non-Food Supplies	126,668	162,920	99,271
6400 Books & Periodicals	480,923	256,444	256,444
6401 Textbooks / Curriculum Update	0	150,000	150,000
6500 Tech-Related Supplies	47,799	119,215	123,912
6501 Software Licenses	231,592	254,614	250,365
6600 Audiovisual Supplies	18,738	24,160	24,160
Total Supplies	\$6,349,080	\$6,095,549	\$6,187,745
Other Costs			
8100 Dues & Fees	\$92,131	\$127,064	\$95,000
8110 Bank Fees	5,160	1,000	8,500
8120 Maine State Billing Fees	47,334	44,000	44,000
8160 Charter School Commission Fee	0	0	3,917
8310/20-1 Debt Service	5,587,487	6,020,977	6,270,522
8310/20-2 Bus Lease / Purchase	208,795	249,191	238,808
8310/20-3 Asbestos Loan	10,247	10,250	10,250
8500 Field Trip Transportation	196,474	340,507	338,332
8900 Miscellaneous Expenditures	145,477	1,000	24,500
9000 Other Items	58,014	222,515	197,515
Total Other Costs	\$6,351,119	\$7,016,504	\$7,231,344
Total Services, Supplies & Other	\$18,965,875	\$19,349,292	\$20,411,783
III. CAPITAL EQUIPMENT			
7300 Equipment (Over \$10,000)	\$111,126	\$122,090	\$37,000
7340 Tech-Related Equipment (Over \$10,000)	\$0	\$6,900	\$10,100
7360 Student Transportation Vehicles	\$61,063	\$0	\$8,229
Total Equipment	\$172,190	\$128,990	\$55,329
TOTAL SCHOOL EXPENDITURES	\$88,920,312	\$94,247,448	\$98,275,361

Portland School Department Expenditures by Category



Note: Due to rounding, totals may not equal 100%



City of Portland, Maine

Strengthening a Remarkable City, Building a Community for Life

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Budget Overview

Background Information

The City of Portland is located on the southern coast of the State of Maine in the southeastern section of the County of Cumberland, the State's most populous county. The City is approximately 108 miles north-northeast of Boston, Massachusetts and 60 miles southwest of the City of Augusta, the State's capital. Portland is bordered by the Town of Falmouth on the northeast and the City of Westbrook on the west, with the Presumpscot River forming a portion of this border. The Fore River separates Portland from the City of South Portland for a major portion of its southern border. The Atlantic Ocean forms Portland's eastern border as well as Portland Harbor and Casco Bay.

As the hub of Maine's southern region convenient access to Portland is provided by Exits 44, 45, 46, 47, and 48 of U.S. Interstate Route 95 (the Maine Turnpike) which intersects the City's western plain in a north-south direction, and the U.S. Interstate Route 295 spur which bisects the City through its interior. U.S. Route 1 follows the coastal plain of the City, also in a north-south direction. The Portland International Jetport, located in the City, provides air traffic for the region. The Casco Bay Island Transit District provides commuter and tour boat service to the major islands in Casco Bay. Bus transit, by major carriers operating two terminals in the City, provides regularly scheduled inter-state and intra-state transportation. The Amtrak Downeaster passenger railroad service runs between Portland and Boston, offering additional stops along the 114 mile journey in Maine, New Hampshire and Massachusetts during the approximate 2 1/2 hour trip. The Maine Central Railroad, Boston & Maine Corporation and the St. Lawrence & Atlantic Railroad Company provides the greater Portland area with rail links to all of Maine, the continental United States and Canada.

The area embracing Portland was first settled in 1632 and called "Machigonne", the Micmac

Indian name meaning "shaped like a great knee". The area was then referred to as Casco but subsequently incorporated as Old Falmouth in 1718, formed of the area now encompassing the cities of Portland, South Portland, and Westbrook and the towns of Cape Elizabeth and Falmouth. Portland separated from Old Falmouth and incorporated as a town on July 4, 1786, taking its present name. Portland was chartered as a city on March 26, 1832, and annexed the City of Deering (formerly the Town of Stroudwater which included the present limits of Westbrook plus Deering, Deering being further set off as a city in 1871) on February 6, 1899. Portland was the site of the 1819 Constitutional Convention when Maine broke away from the Commonwealth of Massachusetts to become a separate state in 1820. The City served as the first capital from 1820 until its removal to Augusta in 1831.

The metropolitan area is clustered on the "Peninsula" which is surrounded on its sides by Back Cove, Casco Bay and the Fore River with the Eastern and Western Promenades at its opposite ends. Once confined geographically to this narrow peninsula the City added greatly to its territory with the annexation of Deering and now consists of 19.15 square miles of land area. The sections of the City are: Brighton, Casco Bay Islands, Deering, East Deering, the Peninsula, North Deering, Riverton, Stroudwater, Woodfords and Morrills.

Portland is the largest city in Maine, the seat of government for the County of Cumberland and is the region's leading industrial, commercial and cultural center. With one of the finest deep water harbors on the Atlantic Coast, Portland is closer to Europe than any other transatlantic port in the United States. The City enjoys numerous parks, monuments, historical sites, several hotels and restaurants. Portland is home of the University of Southern Maine, University of New England, the Portland Museum of Art, the Maine College of Art and the Cumberland County Civic Center. Two major medical centers, Maine Medical Center and Mercy Hospital, are also located in the City.

Budget Overview

Purpose of the Budget

The annual budget serves three principle purposes:

The budget serves as a tool for the City Manager and department heads in planning the work programs to be performed and the services to be provided by the departments and divisions of the City government.

The budget enables the City Council to determine the amount of available revenues and the manner in which it is to be allocated to various governmental programs in accordance with the needs of the community.

The budget serves as an instrument of control for governmental spending by making available at all times the relative position of actual expenditures to appropriated amounts of departments and divisions and the progress of work being accomplished.

The budget document is the financial plan of the City government. When adopted by the City Council, it reflects the proposed expenditures of the various departments and divisions and the method of financing these expenditures.

Phases of Budgeting

Municipal budgeting consists of three phases:

1. budget preparation
2. review and adoption
3. execution

Budget Calendar

Dec	Jan	Feb
Revenue Base Budget	Expenditure Base Budget	Budget Compilation
Mar	Apr	May
City Manager Budget Review	Finance Committee Review	City Council Deliberations, Public Hearings & Adoption

Budget Preparation

The budget is prepared in two stages -- revenue estimation and expenditure budgets.

Revenue Estimate

The City's budget process begins with revenue estimation for a very simple reason, the City can appropriate no more than it expects to have in resources. This very simple fact makes the accuracy of revenue estimates critical. Unrealistically high estimates assure that at some point in the budget year, an expenditure freeze will be required. On the other hand, with the fiscal constraints that exist in the public sector, significantly understating revenues can negatively impact the tax levy by increasing taxes unnecessarily.

Besides historical data, which is very important, factors such as inflationary and unemployment trends, interest rates, sales and general economic factors are taken into consideration by the departments.

In early November, an automated revenue package is made available to the departments. The departments must provide the following information for the revenues that are their responsibility:

Budget Overview

1. projected collection estimates for the current fiscal year with explanations for projections substantially different than estimate
2. an estimate for the upcoming fiscal year with the method and/or calculations behind the estimate

If a department is proposing a fee increase, a memo outlining pertinent information including action necessary to establish the fee, administrative mechanism for collections, reasonableness, and the new revenue capability is included in the submitted revenue package.

Completed revenue packages are submitted to the Budget Office by mid-December.

Expenditure Budgets

The second phase of the process begins in early January. The departments prepare their budgets from the instructions given, such as wage guidelines and target figures. Budget packages are submitted to the Budget Office in late January.

Review and Adoption

During the month of March, the City Manager reviews the budgets through a series of budget hearings with the departments. The City Manager then formulates his recommendations. Prior to April 1 of each year, the City Manager's proposed budget for the following fiscal year is then submitted to the City Council. An accurate summary of this budget is made available no later than two (2) weeks after its submission to the City Council.

The City Council then refers the City Manager's budget to the Finance Committee for review and consideration. During the month of April, the Finance Committee holds budget hearings with all the City departments and the School department. Upon completion of these hearings, the Finance Committee formulates their recommendations and presents the budget to the City Council. The school department

budget, under the new school consolidation law passed in 2007, is required to conduct a referendum to approve the budget.

The City Council holds a public hearing on the City's Finance Committee's recommended budget at least ten days prior to the final passage of the appropriation resolve, which must be on or before June 30. A budget workshop is scheduled for the City Council to discuss the budget after the initial public hearing. Final action is taken by the City Council at the second reading of the budget which as previously stated must be before June 30th.

Execution

Amounts are appropriated for general City purposes and one amount for school purposes, the total of which cannot exceed estimated revenues.

Budgets for the general fund and the enterprise funds are legally adopted each year through the passage of an appropriation resolve. Special revenue funds and capital projects funds do not have legally appropriated budgets but have adopted project budgets.

Total expenditures for the year may not exceed total appropriations for the period. The City Council may, by resolution, appropriate additional amounts only up to the amount of excess revenues and unencumbered budget surplus remaining after the purpose of the original appropriation has been satisfied. At the end of the fiscal year, all unencumbered appropriations lapse unless specifically continued by resolution of the City Council.

With the passage of the budget and appropriation resolve, the control phase of the fiscal program begins. Throughout the fiscal year, the budget acts as a control on expenditures, and on programs and activities of the City. The fact that funds are budgeted to a department and activity is not itself a final justification for the expenditure of money; constant review and control must be maintained throughout the year. Responsibility for this

Budget Overview

control is shared by the City Manager, the department heads, and the Budget Office. Final responsibility lies with the City Manager.

No payment voucher shall be processed until the Budget Office has certified that funds are available under the proper account for the department initiating the payment request.

Accounting System

Fund Accounting: The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self balancing accounts that comprise its assets, liabilities, reserves, fund equity/retained earnings, revenues and expenditures, or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The following funds are represented in the budget report.

Governmental Funds

General Fund: Transactions related to revenues and expenditures for delivery of those services traditionally provided by municipal governments, which are not accounted for in other funds, are accounted for in the General Fund. These services include, among others, general government, public safety, recreation and facilities management, public services, health and human services, library, pension and employee insurance, county tax and Metro, debt service, and education.

Capital Projects Funds: Transactions related to revenues obtained and used for the acquisition, construction or improvement of capital facilities are accounted for in Capital Projects Funds. Such resources are derived

principally from proceeds of general obligation bond issues.

Special Revenue Funds: Transactions related to revenues and expenditures under certain federal and state grants and from other sources, upon which legal restrictions are imposed, are accounted for in Special Revenue Funds.

The special revenue fund presented in the budget document is the Community Development Block Grants. It accounts for grants received from the federal government under the Housing and Community Development Act of 1974, as amended. These funds are used to repair streets, sidewalks and maintain parks in neighborhoods that qualify under the regulations. Qualified external human service organizations also share in these funds.

Proprietary Funds

Enterprise Funds: Transactions related to City facilities and services which are intended to be supported primarily through user charges, or where management has decided that determination of net income is appropriate, are accounted for in Enterprise Funds.

The operations classified as Enterprise Funds in FY14 are: Fish Pier, Sewer Fund and Jetport.

Basis of Accounting and Budgeting

Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus.

Budget Overview

All proprietary funds are accounted for on a flow of economic resources measurement focus.

The modified accrual basis of accounting is used by all governmental fund types. Under the modified accrual basis of accounting, expenditures are recorded when the related fund liability is incurred and revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available).

"Measurable" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The City considers property taxes as available if they are collected within 60 days after year end. Revenues susceptible to accrual are property taxes, special assessments, licenses, interest revenue and charges for services. Fines, permits and parking meter revenues are not susceptible to accrual because generally they are not measurable until received in cash.

The accrual basis of accounting is utilized by proprietary fund types. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

Basis of Budgeting

The City follows certain accounting principles for General Fund budgetary reporting purposes that differ from GAAP; the most significant of which are encumbrances treated as expenditures for budgetary purposes, and interfund and interdepartmental transfers under generally accepted accounting principles treated as revenues and/or expenditures for budgetary reporting purposes. In addition, the City's budgetary reporting for insurance claims, compensated absences, and investment income is done in accordance with the cash basis method of accounting, as opposed to the modified accrual method required by generally accepted accounting principles.

Glossary of Terms

Activity: A segment of the account number that identifies the type and purpose of the account. The two activity classifications used in budgeting are: 300's - Revenues and 400 & 500's - Expenditures.

Ad Valorem Tax: Property taxes levied on the assessed value of real or personal property.

Administrative Services: The element classification which includes the cost of memberships to professional organizations, literature, licenses, travel, training, and postage.

Appropriation: An authorization made by the City Council which permits the City to incur obligations and to make expenditures of resources.

Assessed Valuation: A value that is established for real and personal property for use as a basis for levying property taxes.

Assets: Property owned by a government which has a monetary value.

Authorized Positions: The approved list of positions that an organization may hire to fill.

Balanced Budget: A budget in which planned resources equal planned expenditures.

Benefits: The element classification for employee related costs such as health insurance, pension, FICA, unemployment, and tool allowance.

Bond: A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation, revenue bonds, and special improvement district bonds. These are most frequently used for construction of large capital projects such as buildings, streets and sewers.

Budget: A financial plan for a specified period of time (fiscal year).

Budget Adjustment: A procedure to revise a budget appropriation.

Budget Calendar: The schedule of key dates that a government follows in the preparation and adoption of the budget.

Budget Document: The official written statement prepared by the Budget Office and supporting staff which presents the approved budget by the City Council.

Budget Message: The opening section of the budget which provides the City Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and recommendations made by the City Manager.

Budgetary Control: The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of authorized appropriations and available revenues.

Capital Assets: Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.

Glossary of Terms

Capital Equipment: Tangible property or equipment used for operations, expected to have a service life of more than a year and a cost of more than \$10,000.

Capital Improvements Budget: A plan of proposed capital expenditures and the means of financing them. The capital budget normally is based on a capital improvement program (CIP).

Capital Improvement Program (CIP): A plan for capital improvements to be implemented each year over a fixed period of years to meet capital needs arising from the long-term work effort. It sets forth each project or other contemplated expenditures in which the government is to have a part and specified the full resources estimated to be available to finance the projected expenditures.

Capital Outlays: The element classification for an expenditure which results in the acquisition of or addition to fixed assets.

Cash Basis: The method of accounting under which revenues are recorded when received in cash and expenditures are recorded when paid.

Client Expenses: The element classification generally associated with the costs of the Social Services General Assistance Program such as food, housing, prescriptions, and utility expenses.

Contingency Account: A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for.

Contractual Services: The element classification which accounts for the purchase of services such as consulting, advertising, temporary services, and printing.

Contributions: The element classification for monies contributed to organizations to help fund their program costs.

Debt Service: Payment of interest and repayment of principal to holders of a government's debt instruments.

Deficit: The excess of an entity's liabilities over its assets (see Fund Balance).

Delinquent Taxes: Taxes remaining unpaid on and after the date on which a late payment penalty is assessed.

Department: A segment of the account number that identifies the highest level in the formal City organization in which a specific activity is carried out.

Depreciation: 1. Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence. 2. That portion of the cost of a capital asset which is charged as an expense during a particular period.

Division: A segment of the account number identifying the second level in the formal City organization in which a specific activity is carried out; several divisions may comprise a single department.

Glossary of Terms

Element: A segment of the account number that distinguishes types of expenditures. The major classifications used by the City of Portland are: Payroll, Benefits, Administrative Services, Client Expenses, Contractual Services, Maintenance and Repairs, Rental, Insurance, Supplies, Minor Capital, Utilities, Contributions, Capital Outlay, and Debt Service.

Encumbrance: The legal commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.

Enterprise Fund: A fund established to account for operations financed in a manner similar to a private business enterprise, i.e., where the costs of providing goods and services to the public are financed or recovered through user charges.

Estimated Revenue: The amount of projected revenue to be collected during the fiscal year.

Expenditure/Expense: This term refers to the outflow of funds paid for an asset, goods, or services obtained.

Final Allowance: The final budget amounts approved by the City Council.

Fiscal Year (FY): The time period designated by the City signifying the beginning and ending period for recording financial transactions. The City of Portland has specified July 1 to June 30 as its fiscal year.

Fixed Assets: Assets of long-term character which are intended to continue to be held or used, such as land, buildings, machinery, furniture and other equipment.

Fund: An accounting entity which has a set of self-balancing accounts and records all financial transactions for specific activities or government functions. Eight commonly used fund types in public accounting are: general fund, special revenue funds, debt service funds, capital project funds, enterprise funds, trust and agency funds, internal service funds, and special assessment funds.

Fund Balance: Fund balance is the excess of assets over liabilities and reserves, and is therefore also known as surplus funds.

Generally Accepted Accounting Principles (GAAP): Uniform minimum standards of/and guidelines for financial accounting and reporting. They govern the form and content of the basic financial statements of an entity. GAAP encompass the conventions, rules, and procedures necessary to define accepted accounting practices as a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provides a standard by which to measure financial presentations.

General Fund: The largest fund within the City, the general fund accounts for most of the financial resources of the government not specifically accounted for in other funds. General fund revenues include general property and other taxes, licenses and permits, fines, forfeits and penalties, use of money and property, intergovernmental charges, service charges, interdepartmental charges, and reimbursements. General Fund expenditures are categorized as general government, public safety, recreation and facilities management, public services, health and human services, public library, county tax, metro, and debt service.

Glossary of Terms

General Obligation Bonds: Bonds that finance a variety of public projects such as streets, buildings, and improvements; the repayment of these bonds is usually made from property taxes, and these bonds are backed by the full faith and credit of the issuing government.

Grant: A contribution of assets (usually cash) by one governmental unit or other organization to another. Typically, these contributions are made to local governments from the state and federal governments. Grants are usually made for specified purposes. Grants may be classified as either categorical or block depending upon the amount of discretion allowed the grantee.

HUD: The abbreviation for Housing and Urban Development.

Holiday Payments: The wages paid to union employees for holidays according to the stipulations of the union contract.

Housing and Community Development Program (HCD): The Special Revenue Fund used to account for the expenditures and revenues received under the Housing and Urban Development's Community Development Block Grant (CDBG).

Insurance: The element classification which accounts for insurance expenses including general liability, workers' compensation, and self-insurance.

Intergovernmental Revenue: Funds received from Federal, State and other local government sources, such as grants and shared revenues.

Liability: Debt or other legal obligations arising out of transactions in the past that must be paid or refunded at some future date, not including encumbrances.

Line-Item Budget: A budget which lists each expenditure category (salary, materials, telephone service, travel, etc.) separately, along with the dollar amount budgeted for each specified category.

Maintenance and Repairs: The element classification associated with up-keep of the city's tangible assets such as buildings, equipment, and land.

Maturities: The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.

Measurement Focus: The accounting convention which determines (1) which assets and which liabilities are included on an entity's balance sheet and (2) whether its operating statement presents "financial flow" information (revenues and expenditures) or "capital maintenance" information (revenues and expenses).

Mill: The property tax rate which is based on the valuation of property. A tax rate of one mill produces one dollar of taxes on each \$1,000 of property valuation.

Minor Capital Items: The element classification used for tangible property or equipment used for operations having a cost between \$5,000 and \$10,000 per single item.

Glossary of Terms

Modified Accrual Basis: The accrual basis of accounting where revenues are recognized when they become both "measurable" and "available" to finance expenditures of the current period. All governmental funds and Expandable Trust Funds are accounted for using the modified accrual basis of accounting.

Net Budget: The legally adopted budget less all interfund transactions. Those amounts in the budget representing transfers and interfund reimbursements which in effect are double counted in from the perspective of the entire budget are subtracted from the legally adopted budget amount.

Object Classification: A basis for distinguishing types of expenditures in conjunction with the element. The major expense classifications used by the City of Portland are: Payroll, Benefits, Administrative Services, Client Services, Contractual Services, Maintenance and Repair, Rental, Insurance, Supplies, Minor Capital, Utilities, Contributions, Capital Outlay, and Debt Service.

Operating Budget: The portion of the budget which pertains to daily operations that provide basic governmental services. The operating budget contains appropriations for such expenditures as personnel, contractual services, maintenance and repairs, utilities, and supplies.

Operating Transfers Out: The element classification for interfund transfers or expense activity between funds.

Ordinance: A formal legislative enactment by the governing body of a municipality having the full force and effect of law within the boundaries of the municipality to which it applies, provided it does not conflict with a higher form of law such as a state statute.

Payroll: The element classification for the cost of employees' wages including salaries, overtime, temporary help, and termination pay.

PDC: The abbreviation for the Portland Development Corporation, a local development corporation, organized by the City in 1991 for the purposes of implementation and administration of economic development programs that enhance and create business and employment opportunities, and the enhancement and coordination of the provision of services to the City's downtown business district.

PDD: The abbreviation for Portland Downtown District.

Rental: The element classification used for rental expenses of land, buildings, vehicles and equipment.

Reserve: An account used to indicate that a portion of a fund's assets are legally restricted for a specific purpose and is, therefore, not available for general appropriation.

Resolution: An order of a legislative body requiring less legal formality than an ordinance or statute.

Revenue: Funds which the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income.

Glossary of Terms

Revenue Estimate: A formal estimate of how much revenue will be earned from a specific revenue source for some future period; typically, a future fiscal year.

Risk Management: An organized attempt to protect a government's assets against accidental loss in the most economical method.

Self Insurance: The underwriting of one's own insurance instead of obtaining coverage from a private provider.

Source of Revenue: Revenues are classified according to their source or point of origin.

Special Assessment: A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

Special Revenue Fund: A fund created to account for transactions related to revenues and expenditures under certain federal and state grants and from other sources, upon which legal restrictions are imposed.

Supplies: The element classification relating to the purchase of materials, provisions, and other tangible goods.

Tax Levy: The total amount to be raised by general property taxes.

Tax Lien: The legal method for collecting delinquent real estate taxes.

Tax Rate: The amount of taxes (mills) levied for each \$1,000 of assessed valuation.

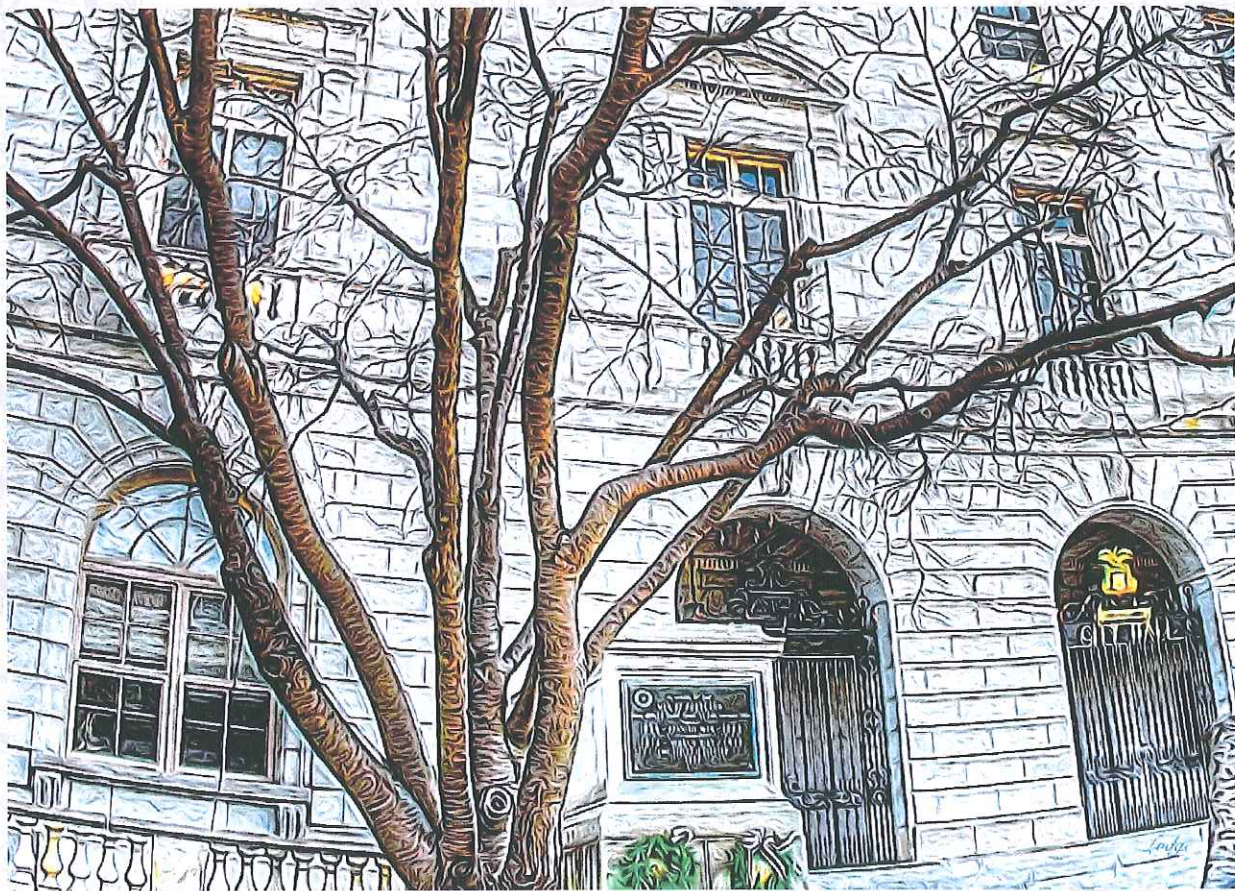
Termination: The final wage payment for accrued vacation and sick time, if applicable, upon an employee's termination with the City.

Utilities: The element classification which includes expenses for electricity, fuel, telephone, and water and sewer.

Wage Adjustment: A wage reserve account for changes which may result from scheduled union contract negotiations.

City of Portland, Maine

Municipal Budget



July 1, 2014 ~ June 30, 2015

City of Portland, Maine

FY15 Municipal Budget

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City of Portland, Maine

City Council

Michael F. Brennan
Mayor
(2015)

Kevin J. Donoghue
District 1
(2015)

John R. Coyne
District 5
(2014)

David A. Marshall
District 2
(2015)

Jill C. Duson
At Large
(2017)

Edward J. Suslovic
District 3
(2016)

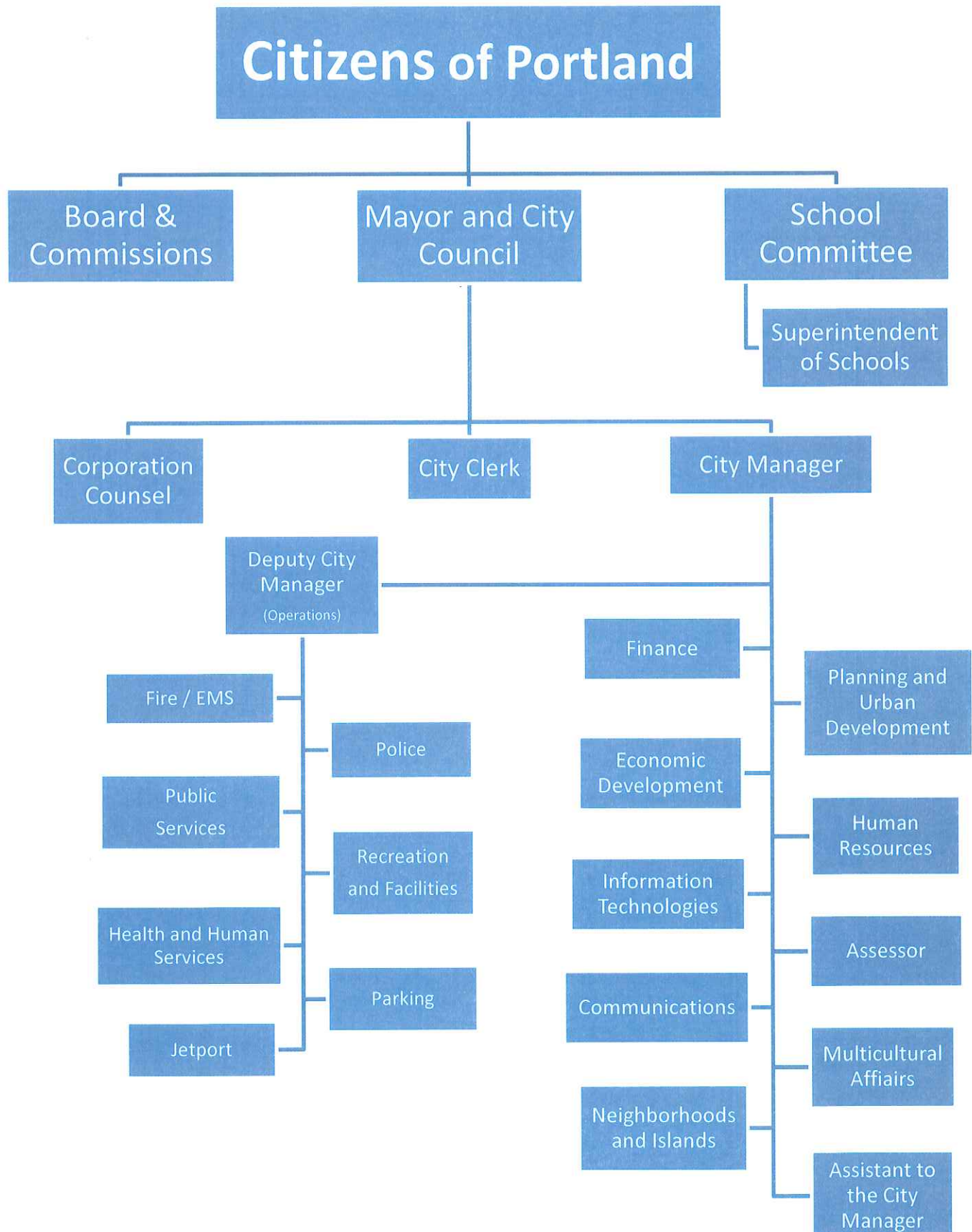
Jon Hinck
At Large
(2016)

Cheryl A. Leeman
District 4
(2014)

Nicholas M. Mavodones, Jr.
At Large
(2015)

City of Portland, Maine

Organizational Chart



City of Portland, Maine

Administrative Staff

City Manager

Mark H. Rees

Deputy City Manager

Sheila Hill-Christian

Department	Department Head
Assessor	Rick Blackburn
Aviation & Transportation	Paul Bradbury
City Clerk	Katherine Jones
Economic Development	Gregory Mitchell
Finance	Ellen Sanborn
Fire	Chief Jerome LaMoria
Health & Human Services	Doug Gardner
Human Resources	Janice Kimball (Acting)
Information Technology	Dan Boutilier
Legal	Danielle West-Chuhta
Planning & Development	Jeffrey Levine
Police	Chief Michael Sauschuck
Public Services	Michael Bobinsky
Recreation & Facilities	Anita LaChance

Portland, Maine



Yes. Life's good here.

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City of Portland, Maine
Tax Rate Computation
FY15

	General Fund	Enterprise Funds	TOTAL MUNICIPAL	School Dept	GRAND TOTAL
Total Expenditures	\$176,355,473	\$44,630,363	\$220,985,836	\$101,592,669	\$322,578,505
Less: Revenues	(99,866,230)	(44,700,381)	(144,566,611)	(23,873,658)	(168,440,269)
Surplus	(735,000)	70,018	(664,982)	(250,000)	(914,982)
Tax Levy	\$75,754,243	\$0	\$75,754,243	\$77,469,011	\$153,223,254
Tax Levy %			49.4%	50.6%	100.0%

Valuation	7,662,000,000
------------------	----------------------

Tax Rate:

FY15	\$9.89	\$0.00	\$9.89	\$10.11	\$20.00
FY14	\$9.55	\$0.00	\$9.55	\$9.86	\$19.41
\$ Increase	\$0.34	\$0.00	\$0.34	\$0.25	\$0.59
% Increase	3.5%	0.0%	3.5%	2.5%	3.0%

City of Portland, Maine
Comparative Tax Levy by Budget Category
FY15 Budget versus FY14 Budget

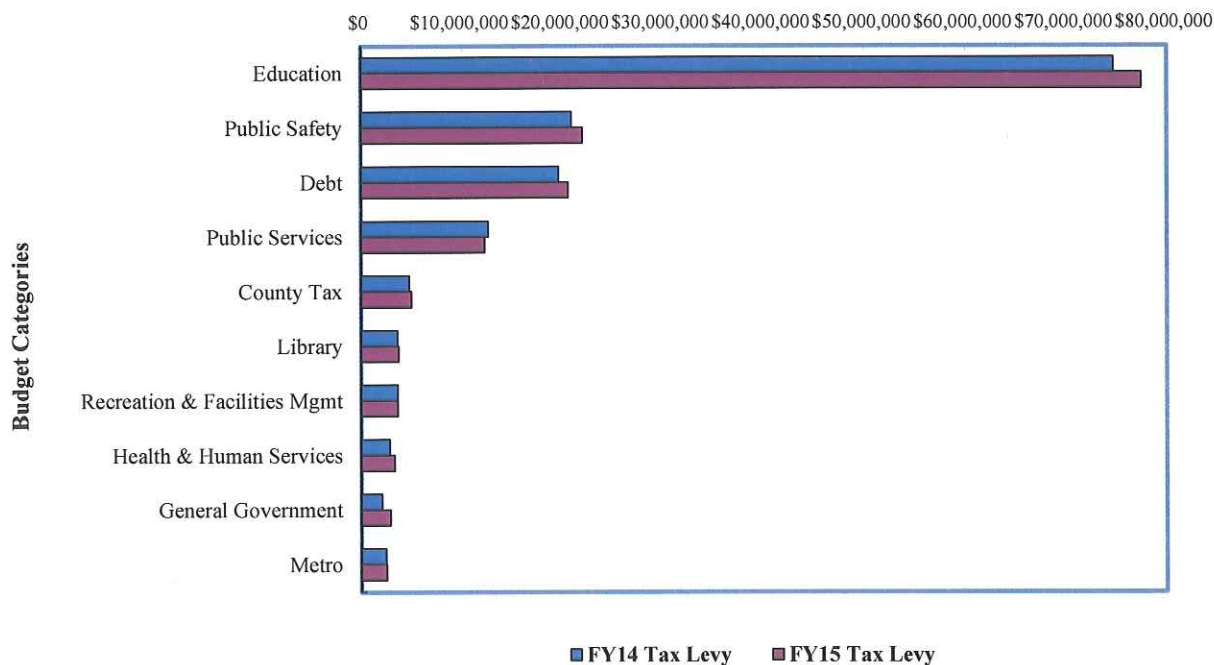
Department	FY14 Tax Levy	FY15 Tax Levy	\$ Change	% Change	FY14 Tax Rate	% of Taxes	FY15 Tax Rate	% of Taxes
Education	\$74,703,001	\$77,469,011	\$2,766,010	3.7%	\$9.86	50.8%	\$10.11	50.6%
Public Safety	\$20,844,560	\$21,980,514	\$1,135,954	5.4%	\$2.75	14.2%	\$2.87	14.3%
Debt	\$19,592,431	\$20,540,877	\$948,446	4.8%	\$2.59	13.3%	\$2.68	13.4%
Public Services	\$12,564,148	\$12,213,045	(\$351,103)	-2.8%	\$1.66	8.5%	\$1.59	8.0%
County Tax	\$4,757,524	\$4,969,143	\$211,619	4.4%	\$0.63	3.2%	\$0.65	3.2%
Library	\$3,596,094	\$3,725,869	\$129,775	3.6%	\$0.47	2.4%	\$0.49	2.4%
Recreation & Facilities Mgmt	\$3,619,316	\$3,628,733	\$9,417	0.3%	\$0.48	2.5%	\$0.47	2.4%
Health & Human Services	\$2,827,347	\$3,298,693	\$471,346	16.7%	\$0.37	1.9%	\$0.43	2.2%
General Government	\$2,082,004	\$2,885,460	\$803,456	38.6%	\$0.27	1.4%	\$0.38	1.9%
Metro	\$2,439,138	\$2,511,910	\$72,772	3.0%	\$0.32	1.7%	\$0.33	1.6%
Total:	\$147,025,563	\$153,223,254	\$6,197,691	4.2%	\$19.41	100.0%	\$20.00	100.0%

Note: Due to rounding, totals may not equal 100%

Notes:

- The pension and insurance costs have been proportionately allocated to the budgets.
- Non-department specific revenues are allocated to all departments

Tax Levy By Budget Category
FY15 and FY14 Comparison
Tax Levy in Millions



CITY OF PORTLAND, MAINE
Annual Expenditure Budget
Comparative Budget Summary - General Fund and Enterprise Funds

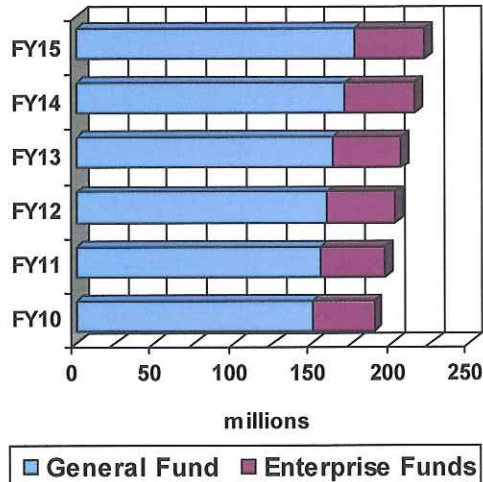
Department		FY13 Actual	FY14 Budget	FY14 Projection	FY15 Budget
100-11-00	City Council	\$259,164	\$297,788	\$300,796	\$331,195
100-12-00	City Clerk	519,917	531,438	507,593	532,585
100-13-00*	City Manager	922,748	754,902	736,951	896,738
100-14-00	Assessor	299,547	312,178	310,269	325,352
100-15-00	Finance	1,540,129	1,666,449	1,587,282	1,711,565
100-16-00	Legal	427,137	436,874	425,084	498,493
100-17-00	Human Resources	721,963	732,563	754,004	802,801
100-18-00	Parking	1,979,828	1,965,970	1,959,512	2,043,717
100-19-00*	Economic Development	0	255,474	255,436	264,926
100-21-00	Police	13,579,194	13,767,948	13,648,254	14,365,678
100-22-00	Fire	16,522,227	16,144,734	16,430,744	16,760,643
100-24-00	Planning & Development	1,868,744	2,096,207	2,067,565	2,215,640
100-29-00	Information Technology	1,859,988	2,093,575	2,061,252	2,127,767
100-31-00	Public Services	16,319,056	16,916,779	17,290,258	16,331,323
100-33-00*	Recreation & Facilities Management	9,189,885	10,829,178	10,674,716	11,732,029
100-41-00	Public Health	5,010,917	5,035,663	4,449,514	3,899,599
100-42-00	Social Services	12,065,424	12,008,967	12,883,385	13,274,993
100-43-00*	Barron Center	14,330,161	15,248,469	15,022,475	15,343,457
100-47-00	Debt Service	31,370,706	33,405,772	33,214,015	35,168,703
100-48-00	Library	3,372,302	3,470,449	3,470,449	3,591,915
100-51-00	Pension	5,004,553	5,776,315	5,513,907	6,588,237
100-52-00	Employee Benefits	16,768,823	18,370,175	17,514,112	18,510,560
100-61-00	Contingent	138,610	175,000	175,000	125,000
100-62-00	Liability Insurance	576,021	692,830	674,610	763,990
100-63-00	County Tax	4,468,784	4,757,524	4,757,524	4,969,143
100-65-00	Memberships & Contributions	2,949,424	2,979,769	2,978,636	3,041,424
100-67-00	Wage Adjustment	0	(400,000)	0	(237,000)
100-70-00	Capital	552,136	487,000	619,460	375,000
Total General Fund Expenditures:		\$162,617,388	\$170,809,990	\$170,282,803	\$176,355,473
530-33-00	Fish Pier	\$542,096	\$256,815	\$257,565	\$278,345
550-31-00*	Golf Course	1,051,351	0	0	0
570-31-00	Sewer	21,481,997	24,497,897	24,012,010	24,189,023
582-33-00*	Ice Arena	573,048	0	0	0
583-28-00	Jetport	18,277,123	19,677,876	19,417,309	20,162,995
Total Enterprise Funds:		\$41,925,615	\$44,432,588	\$43,686,884	\$44,630,363
Total General & Enterprise Funds:		\$204,543,003	\$215,242,578	\$213,969,687	\$220,985,836

*** Notes:**

- Golf Course Restaurant transferred from the Barron Center to Recreation & Facilities Mgmt in FY15
- Economic Development & Portland Development Corporation (PDC) transferred from the City Manager in FY14
- Golf Course Maintenance & Ice Arena transferred from the Enterprise Funds to Recreation & Facilities Mgmt in FY14
- Golf Course Restaurant transferred from the Enterprise Fund to the Barron Center in FY14

Budget Highlights

**General Fund & Enterprise Funds
FY10 - FY15 Appropriations**



General Fund Expenditures

The 2014-2015 General Fund budget totals \$176,355,473, an increase of \$5,545,483 or 3.2% over the 2013-2014 budget. The major changes in the FY15 budget include:

Debt Service	\$ 1,762,931
City Wages	\$ 1,440,734
Benefits	\$ 1,120,453
Client Expense (Social Services)	\$ 966,160
County Tax	\$ 211,619
Contractual Services Misc.	\$ 175,436
Vehicle Maintenance & Repair	\$ 146,075
Library	\$ 121,466
Building Maintenance & Repair	\$ 120,675
Computer Maintenance & Repair	\$ 113,223
Food Expense	\$ 104,675
Contributions (All Other)	\$ 83,815
Self-Insurance Payments	\$ 80,000
General Liability Insurance	\$ (87,540)
Capital Outlay	\$ (135,300)
Arch & Eng. Svcs (FY14 State-High Study)	\$ (153,900)
Minor Equipment / Capital	\$ (194,315)
ecomaine	\$ (565,765)

Enterprise Funds Expenditures

The 2014-2015 Enterprise Funds budget totals \$44,630,363, an increase of \$197,775, less than one-half percent, over the 2013-2014 budget.

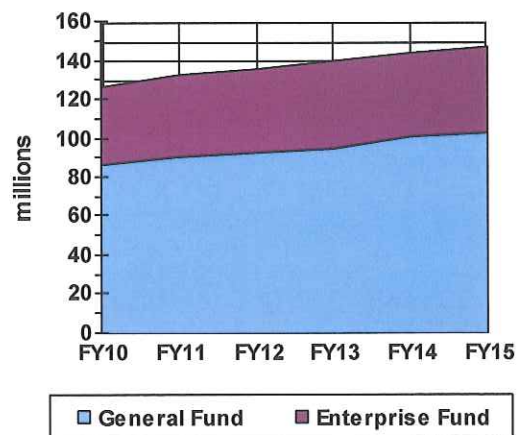
The Jetport expenditure budget increased \$638,665 or 3.4% (or \$485,119 or 2.5% including surplus). The expanded terminal opened in October of 2011. The more significant Jetport budgetary changes include the following:

Pavement Markings	\$ 176,730
Wages	\$ 174,651
Contracted Miscellaneous Services	\$ 122,993
Benefits	\$ 121,654
Capital Outlay	\$ 94,510
Deicing Fluid Collection/Recycling/Operations	\$ 67,099
Building Maintenance & Repair	\$ (124,061)
Anticipated Surplus	\$ (153,546)

The Sewer Fund expenses decreased 1.3%, or \$308,874, in FY15. These changes include:

Debt Service	\$ 335,379
Sewer Line TV Inspection	\$ 300,000
PWD Assessment	\$ 232,572
Wages	\$ 115,278
Revised Street Sweeping Program Signage	\$ 50,000
Benefits	\$ 43,123
Stormwater Engineering Projects	\$ (\$499,900)
Capital	\$ (\$897,600)

**General Fund & Enterprise Funds
Non-Tax Revenue Estimates
FY10-FY15**



General Fund Revenues

The 2014-2015 General Fund non-tax revenues are estimated at \$102,435,294, an increase of \$2,276,876, or 2.3%, over the 2013-2014 budget. The significant revenue changes are comprised of the following:

SS State Social Service (GA)	\$ 1,013,144
School Fund Charges	\$ 999,448
Excise Tax	\$ 603,000
SAFER Grant	\$ 466,075
Food Service	\$ 277,622
Enterprise Fund Charges	\$ 265,256
Building Permits	\$ 243,030
Fringe Benefits	\$ 205,904
Waterfront Charges for Services	\$ 181,235
Barron Center Patient Receipts	\$ 177,786
Waterfront Ground Rent	\$ 172,658
Emergency Medical Services (EMS)	\$ 148,000
Waterfront Rental Income	\$ 100,000
Medicaid	\$ 97,625
Social Services Grant Reimbursements	\$ 97,550
MDEA Reimbursements	\$ 77,282
Police Dispatch Cost Share Reimb.	\$ 73,585
Thames Street Lot	\$ 69,000
Golf Course Pro Shop	\$ 63,140
Before & After School Program	\$ 60,000
HCD Charges	\$ (80,195)
Auto Registration	\$ (81,000)
Parking Tickets	\$ (100,000)
Interest & Penalties	\$ (101,000)
Interest Income	\$ (172,000)
Casco Bay Garage	\$ (230,000)
Revenue Sharing	\$ (323,853)
Firefighting Confined Space	\$ (360,000)
Sale of City Property	\$ (570,000)
Homeless Health Grant Reimb.	\$ (1,101,348)

Enterprise Funds Revenues

The Enterprise Funds 2014-2015 revenue estimates are \$44,700,381, an increase of \$972,196 or 2.2%.

The major changes in the revenue estimates include the following:

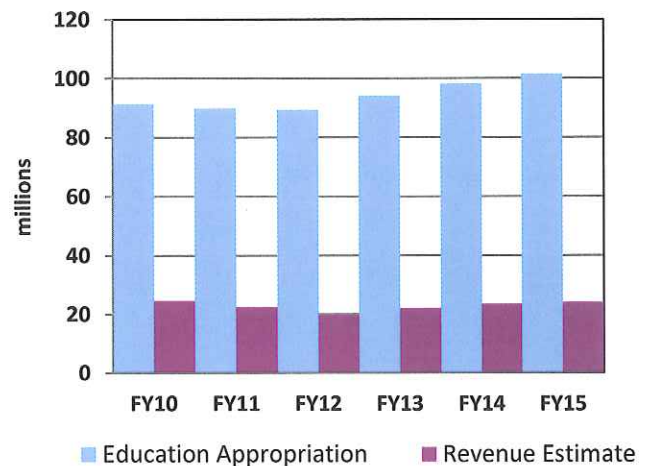
Sewer User Fees	\$ 468,990
Jetport Parking Income	\$ 258,768
Jetport Car Rental Commission	\$ 194,750
Jetport Deicing Service Charges	\$ 84,011
Jetport Cargo Rental	\$ (46,323)

Housing & Community Development Program (HCD)

The final 2014-2015 HCD program totals \$2,209,577, an increase of \$139,028, or 6.7% from the 2013-2014 program. The Entitlement Grant decreased 1.9% or \$34,972, and Program Income decreased 0.1% or \$1,000. The use of Surplus Funds increased 175.0% or \$175,000.

Education

Education Appropriations & Non-Tax Revenue Estimates FY10-FY15



The Education budget for 2014-2015 is \$101,592,669, an increase of \$3,317,308 or 3.4%. The increases in school expenditures include:

Technology Lease / Purchase	\$ 1,077,700
Salaries	\$ 653,958
Benefits	\$ 622,524
Instructional Supplies	\$ 198,874

Purchased Professional & Technical Svcs	\$ 179,539
Employee Training & Development Svcs	\$ 172,388
Books & Periodicals	\$ 157,883
Tuition to Charter School	\$ 111,460
Natural Gas	\$ 108,000
Rentals	\$ 94,052
Tuition to Private Source	\$ (92,000)
Bus Lease / Purchase	\$ (113,132)
Debt Service	\$ (290,898)

The total non-tax revenue estimate for Education is \$24,123,658, an increase of \$551,298 or 2.3%. A summary of the revenue changes are as follows:

MaineCare Medicaid Reimbursement	\$ 300,000
State Subsidy - EPS	\$ 115,740
Use of Surplus	\$ 94,671
PATHS Part I & Part II Assessment	\$ 88,661
Food Service Revenue	\$ 59,916
State Subsidy – Adult Ed	\$ (38,065)
Adult Ed Tuition Individual Enrichment	\$ (55,000)

City of Portland
Authorized Employees
FY10-FY15

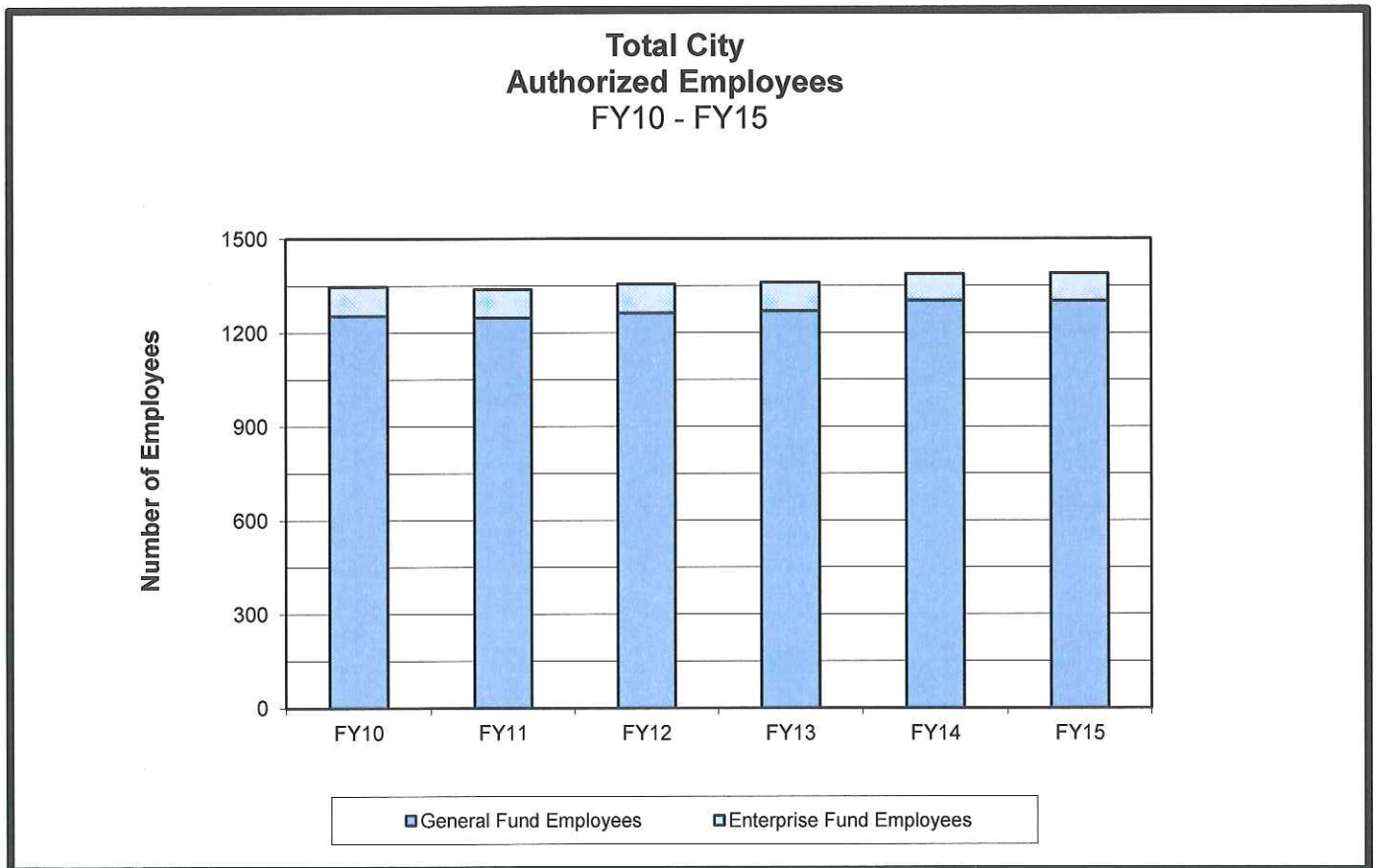
Department	FY10	FY11	FY12	FY13	FY14	FY15
General Fund:						
City Clerk	10.1	9.0	9.2	9.6	9.2	9.2
City Manager	13.0	13.0	14.0	13.0	9.0	10.5
Assessor	5.9	4.9	4.9	4.9	4.9	4.9
Finance	41.6	40.6	40.6	26.0	25.0	26.0
Legal	5.8	5.8	5.7	5.7	5.5	6.0
Human Resources	9.8	9.8	10.0	10.0	10.0	10.0
Parking	29.6	29.7	29.7	29.6	29.6	29.6
Economic Development	-----	-----	-----	-----	3.0	3.0
Police	212.0	216.5	219.0	221.0	220.5	225.3
Fire	223.0	222.0	222.0	234.0	235.0	235.7
Planning & Development	35.0	32.5	33.0	33.0	32.3	35.4
Waterfront	-----	-----	-----	-----	-----	-----
Information Technology	-----	-----	-----	16.6	16.8	16.8
Public Services	156.0	149.0	150.0	150.0	152.0	152.5
Recreation & Facilities Mgmt	105.9	105.0	105.7	107.2	118.1	121.6
Parks & Recreation	-----	-----	-----	-----	-----	-----
Health & Human Services:						
Public Health	86.1	89.9	101.0	80.8	92.4	70.0
Social Services	60.0	59.0	56.7	65.7	76.1	79.4
Barron Center	260.3	261.3	261.3	262.3	264.1	266.2
<i>Total HHS:</i>	<i>406.4</i>	<i>410.2</i>	<i>419.0</i>	<i>408.8</i>	<i>432.6</i>	<i>415.6</i>
General Fund Subtotal:	1,254.1	1,248.0	1,262.8	1,269.4	1,303.5	1,302.1

***Notes:**

- Golf Course Restaurant transferred from the Barron Center to Recreation & Facilities Mgmt in FY15
- Public Health phase-out of city operated Homeless Healthcare Center during FY14
- Economic Development (& DPC) transferred from the City Manager's department in FY14
- Ice Arena & Golf Course Maintenance Operations transferred from the Enterprise Fund to Recreation & Facilities Mgmt in FY14
- Recreation & Facilities Mgmt new Therapeutic Division in FY14
- Finance Department's Management Information Systems (MIS) division transferred to the Information Technology department in FY13
- Public Health's Portland Community Health Center begins separation from the City in FY13
- Police Dispatch Merger w/ South Portland employee hire transition begins during FY12
- Fire Department receives SAFER Grant during FY12
- Public Health Contracted Chief Executive Officer adjusted from Temporary Help in FY12
- Open Space Services playground maintenance transferred from Public Services to Recreation & Facilities Mgmt Athletic Facilities in FY11

City of Portland
Authorized Employees
FY10-FY15

Department	FY10	FY11	FY12	FY13	FY14	FY15
Enterprise Funds:						
Seaport	-----	-----	-----	-----	-----	-----
Golf Course	5.0	4.0	4.0	3.0	-----	-----
Sewer Fund	39.0	37.0	37.0	37.0	38.0	39.0
Ice Arena	5.0	5.0	5.0	5.0	-----	-----
Jetport	45.0	45.0	46.9	47.0	47.0	49.0
Enterprise Funds Subtotal:	94.0	91.0	92.9	92.0	85.0	88.0
Total City Employees:	1,348.1	1,339.0	1,355.7	1,361.4	1,388.5	1,390.1



City of Portland, Maine
Approved Capital Expenditures
FY15

Department	Description	Amount	Total
GENERAL FUND:			
Parking	Electronic Parking Ticket Hand-Helds	\$75,000	
	Parking Revenue Control Software (Elm & Spring)	\$30,000	
	Total Parking		\$105,000
Fire	Stretchers (4)	\$60,000	
	Total Fire		\$60,000
Public Services	East End Beach Parking Lot Paving	\$35,000	
	Peaks Island Salt / Sand Storage	\$30,000	
	Evergreen Cemetery Water Line Replacement	\$15,000	
	Public Services Server	\$15,000	
	Total Public Services		\$95,000
Rec & Fac Mgmt	School Maintenance Vans (2)	\$56,000	
	Trades / Waterfront 3/4 Ton Pickup Replacement	\$50,000	
	Ballfields 3/4 Ton Pickup Replacement	\$35,000	
	Reiche Pool Pump Room & Pump Replacement	\$30,000	
	Total Recreation & Facilities Mgmt		\$171,000
Total General Fund Approved Capital Expenditures:			\$431,000

City of Portland, Maine
Approved Capital Expenditures
FY15

Department	Description	Approved	Total
ENTERPRISE FUNDS:			
Sewer	Stormwater Neighborhood Stormwater Repairs	\$100,000	
	CMOM Compliance (Peaks Island Infiltration & Inflow Removal)	\$50,000	
	Stormwater 1/2 Ton Pickup	\$30,000	
	Engineering IPT Inspection Vehicle	\$10,000	
	Stormwater Portable Generator	\$10,000	
	Total Sewer		\$200,000
Jetport	Holder Replacement w/ Mowing & Plowing Attachments	\$170,000	
	"Old" Hold Room Restroom Renovations	\$100,000	
	Joint Sealant Parking Garage Replacement Phase II	\$95,000	
	Airfield Ramps & Aprons Pavement Improvements	\$85,000	
	Parking Stair Tower Repairs	\$60,000	
	"Old" Terminal Fire Alarm Upgrades	\$50,000	
	Garage Steel Inspection & Rehab Phase I of 5	\$50,000	
	Terminal Loop Road Catch Basin Repairs	\$45,000	
	1 Ton Pickup Replacement w/ Rack Body & Plow	\$40,000	
	Canopy Lighting Improvements Phase II	\$40,000	
	Security Vehicle Replacement	\$40,000	
	Airfield Snow Blower	\$38,014	
	"Old" Terminal New Signage	\$35,000	
	Sustainable Master Plan (Local Share)	\$33,000	
	"Old" Hold Room Replacement Seating	\$30,000	
	Construction of Common Use Belly Freight Office	\$25,000	
	Jetport Roadways Directional Signage	\$25,000	
	North Paring Lot Revenue Control Equipment	\$25,000	
	Terminal Server Replacement	\$25,000	
	Jetport Field Maintenance Facility Building & Gate Improvements	\$23,900	
	Administrative Vehicle Replacement	\$20,000	
	Car Rental Facility Restroom Renovations	\$20,000	
	Gate Area Airline Podium Replacement	\$20,000	
	Jetport Police Office Renovations	\$20,000	
	Jetport Field Ramp Repairs	\$18,000	
	Jet Bridge Exterior Repainting Phase 1 of 6	\$15,000	
	Parking Canopy Repairs	\$15,000	
	Terminal Rotary Door Removal	\$15,000	
	Terminal FIDS System Upgrades	\$13,500	
	ARFF Thermal Imaging Camera	\$12,000	
	Total Jetport		\$1,203,414
Total Enterprise Funds Approved Capital Expenditures:			\$1,403,414

Key Revenues and Expenditures

Revenues

The operating budget categorizes revenues into seven distinct sources. A brief explanation of the revenue source is provided as well as significant changes in their estimates.

1. GENERAL AND OTHER EXCISE TAXES

Real Estate and Personal Property Tax

The principal tax of the City is the tax on real and personal property. A single tax applies for each fiscal year to the assessed value of the taxable real or personal property. The City's Tax Collector receives the tax commitment from the City Assessor, with assessed values as of April 1 of each year. Property taxes are collected in two installments, September and March.

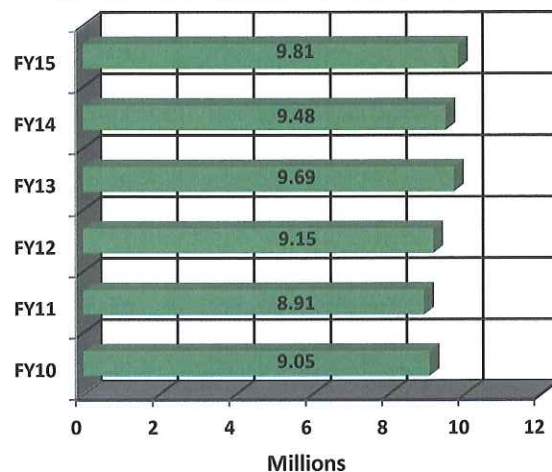
Collection of real estate taxes is ordinarily enforced in the City by the "tax lien" procedure as provided in the Maine Revised Statutes, as amended, to the collection of delinquent real estate taxes. Real Estate Tax Liens are recorded against the individual property at the County Registry of Deeds. This lien has priority over all mortgages, liens, attachments and encumbrances of any nature, subject to any paramount federal tax lien and subject to bankruptcy and insolvency laws. If the account is not satisfied within 18 months, the property becomes tax acquired and may be disposed of by the City.

The last property revaluation was phased in over two years: FY2006 and FY2007. The previous revaluation was done in 1992.

Automobile Excise Taxes

Excise Taxes are another major revenue source in this category. Vehicles are assessed a sum equal to a stated mill rate on each dollar of the manufacturer's suggested list price. The mill rate starts at 24 mills for a current year model and declines to 4 mills for the 6th and succeeding years.

Excise Tax Collections



Note: FY14 and FY15 are estimated amounts.

Excise tax collections appear to be back on the rise after the low in FY11.

2. LICENSES AND PERMITS

Many of the licenses and permits are established by the City Council and set forth in the Code of Ordinances. However, there are a number of fees established by the City pursuant to state law.

Building Permits



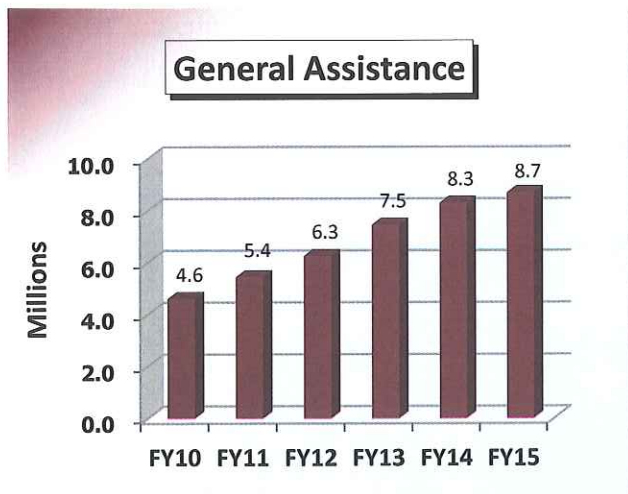
Note: FY14 and FY15 are estimated amounts.

Licenses and permits found in this category include street occupancy permits, business licenses, police & protective licenses, professional / occupational licenses, and non-business licenses. Building Permits, Business Licenses, and the Cable TV Franchise are the largest sources of revenues in this category.

3. OTHER GOVERNMENTAL AGENCIES

Reimbursements are received from the state, other governmental agencies or individuals generally to compensate either in part or in full for services rendered by the City of Portland.

General Assistance reimbursement is the largest revenue in this category, with recent history portraying the growing need for service. General Assistance reimbursement offsets approximately eighty-one and a half percent (81.5%) of the Department's program expenditures. The Social Services division is continually striving to assist its clients to achieve self-sufficiency through its various programs funded by state and federal grants.



Note: FY14 and FY15 are City estimated amounts.

An additional major source of revenue in this category is State Revenue Sharing.

Traditionally the State set aside 5% of all the sales, corporate, and personal income tax revenues it receives, creating a Revenue Sharing pool. The Revenue Sharing pool is then shared amongst 493 municipalities and unorganized

townships in Maine, and distributed monthly. The total amount received by each municipality is based on two formulas: Revenue Sharing I and Rev-II.

Revenue Sharing I is based on the following formula:

$$\frac{\text{population of town} \times \text{assessment (tax levy)}}{\text{state valuation for municipality}} = \text{the town's number}$$

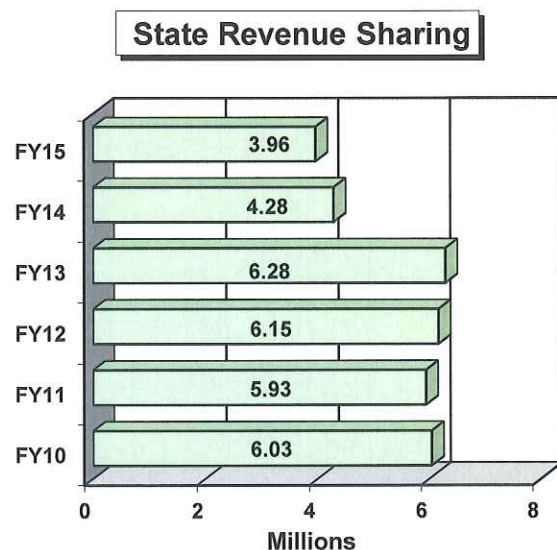
All numbers are added together to come up with a statewide total. From the statewide total, each municipality is assigned a percentage of the total. The resulting percentage is then multiplied by the pool amount.

Rev-II distributions are based on this calculation:

$$\text{a) assessment} / \text{state valuation} = \text{mil. rate}$$

$$\text{b) (mil. Rate} - .01) \times \text{population} = \text{the town's number}$$

The state budget, enacted in June of 2013, reduced the Revenue Sharing distribution pool for FY2014 and FY2015, transferring these funds instead to the State's General Fund undedicated revenue. LD 1762, enacted in February of 2014 by the 126 Legislature, repealed the FY2015 additional cut of approximately \$40 million.



Note: FY14 and FY15 are City estimated amounts.

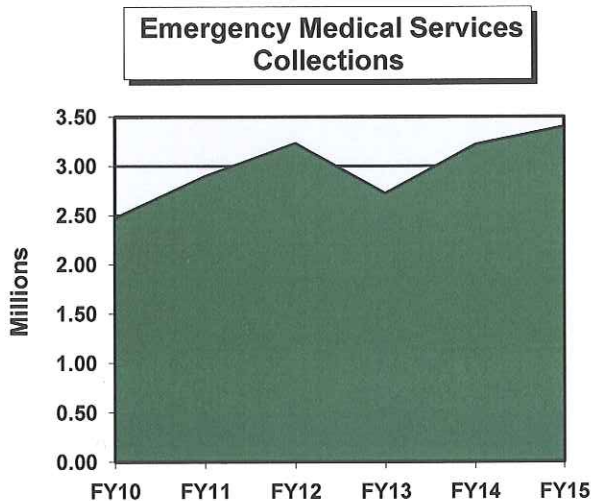
In FY2015, the State's Revenue Sharing projected share for Portland is 6.4%.

This category also includes the Local Road Assistance Program (LRAP), formerly named the Urban Rural Initiative Program (URIP). This state program provides equitable financial assistance to communities for improving local roads, maintaining state roads in urban areas, and assisting the State in making capital improvements to state aid minor collector highways.

4. CHARGES FOR SERVICES

Also called user fees, these charges are voluntary payments for direct, measurable consumption of services provided by the municipality.

Major sources of revenue come from Patient Receipts (Barron Center), Emergency Medical Services (EMS), Cultural / Recreation Services, Health Insurance Reimbursements, and Recycling.



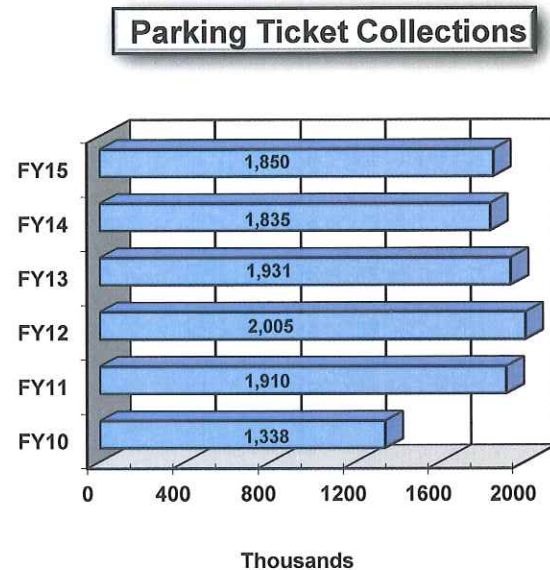
Note: FY14 and FY15 are estimated amounts.

5. FINES, FORFEITS & PENALTIES

This revenue type includes receipts from fines and penalties imposed for the commission of statutory offenses, violation of lawful administrative rules and regulations, and for

neglect of official duty. Fines include district court fines and violations of local ordinance such as parking fines and building code violations.

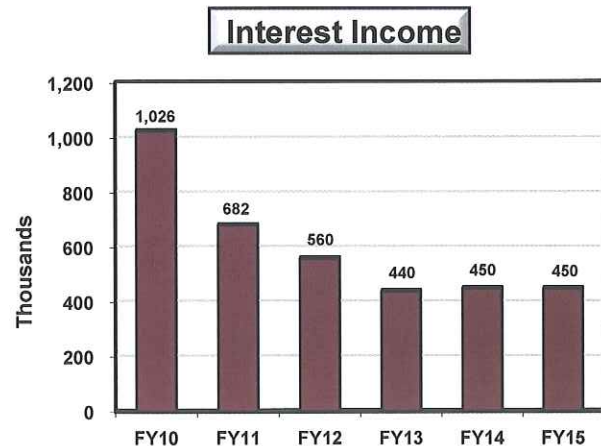
Parking violations contribute to the majority of the revenues found under Fines, Forfeits & Penalties. The FY11 collection increase is attributed to the elimination of the Parking Ticket Forgiveness Program.



Note: FY14 and FY15 are estimated amounts.

6. USE OF MONEY AND PROPERTY

This revenue type includes revenues received from parking facilities, various rental fees, and interest earnings.



Note: FY14 and FY15 are estimated amounts.

7. OTHER FINANCING RESOURCES

These revenues include reimbursements both from internal and external sources.

Reimbursements for expenditures incurred by staff departments, fringe benefit accounts, and departments providing direct services to the enterprise funds, cemetery endowments, library, and School department are known as interfund charges. It also includes State Grants, Housing and Community Development Grants, Federal Grants and Other Agency Revenues.

The biggest source of interfund revenue is the debt service chargebacks to the Enterprise Funds and School department. Other large revenue sources include chargebacks to the Enterprise Funds for benefits such as pension, workers' comp and medical insurance.

The Police and Fire departments charge the Jetport for direct services as well as administrative services provided. The direct services encompass 24-hour air rescue and security operations at the Jetport. The Jetport is also charged a minimal portion of each department's administrative cost.

The sale of City property and surplus activity are also found in this category.

Expenditures

Although the General Fund budget presents expenditure information by department, the City of Portland categorizes spending activities by nine areas. The following will provide a brief summary explanation of each of these expenditure types.

1. GENERAL GOVERNMENT

General governmental expenditures include the legislative and administrative functions for the benefit of the public and municipal agency as a whole. This includes expenditures for City Council, City Clerk, City Manager, Assessor, Finance, Legal, Human Resources, Parking, Economic Development, Planning, Information

Technology, Pension, Insurances, Contingency, and Memberships / Other.

2. PUBLIC SAFETY

The Public Safety category includes the Police and Fire / EMS operations. The Public Safety function is the largest tax supported service provided by the City of Portland, aside from the School Department.

Police

The Police Department is the largest municipal law enforcement agency in the state. The department provides a complete spectrum of services, from an active and diverse patrol force to the most advanced investigative services. The department's mission is enhanced by closely integrating field operations with community expectations through the application of the community policing philosophy. A highly trained professional workforce is supplemented by an advanced technology infrastructure. The marriage of the best people and the best tools enables high quality service in an ever more challenging police environment and economic slowdown.

Fire

The Fire Department provides for fire suppression, emergent medical care response and transport. Additional responsibilities include Emergency Management and Homeland and Port Security oversight. Areas of unique responsibility include Hazmat/WMD Technical Response Team, Confined Space Rescue, Fire and Emergency Medical service to the Casco Bay Islands, Air Rescue Fire Fighting at the Jetport, Marine Fire Fighting for Portland Harbor, Fire Prevention, and Fire Inspection, which includes plan review and property safety inspections. The Fire Departments Electrical division is responsible for a municipal fire alarm system and the maintenance of a city wide 800 MHz radio system. The Department also manages a fee-based non-emergent transport to medical facilities in the city.

The department maintains ten fire stations and the Spring Street Fire Museum. A minimum of Forty-six firefighters and paramedics staff each shift on 17 pieces of apparatus, which include: five engine companies, four ladder companies, five ambulances, one heavy rescue company, one air rescue unit, and one marine unit. Each piece of apparatus is equipped with advanced life support equipment 24 hours a day, seven days a week.

3. PUBLIC SERVICES

The Department of Public Services is responsible for providing many of the essential services, as well as some specialized community services, to City of Portland residents throughout the year. Public Services is responsible for the operations of the Riverside Recycling Facility under a contract arrangement, and has a comprehensive solid waste program which includes trash collection, residential curbside recycling services, and a fall leaf collection program. In FY12, a revamped version of the popular Heavy Item Pickup program (HIP) was restored. The new Bulky Collection Program uses a fee based tag system, with residents paying a fee to have large bulky items hauled away from their properties. The Public Services department provides for the construction and maintenance of streets and sidewalks, the City's sewer collection and interceptor system, stormwater maintenance, and technical support for annual Capital Improvements, environmental program support, and survey / records. The department is also responsible for the removal of snow and ice from city streets and sidewalks, maintaining the Portland Downtown District, maintenance and repair of all City vehicles and equipment, traffic management which includes traffic control, traffic calming, and street lighting, as well as providing core public works services to four adjacent islands in Casco Bay.

The City of Portland has managed Portland's open spaces since the nineteenth century beginning with a Cemeteries and Public Grounds Committee. Today Public Services is responsible for the day to day management and

care of the parks and open spaces in the City. Serving people of all ages and contributing to healthy lifestyles and leisure activities of the community, this department reaches out to many citizens and visitors through over 100 individual parks and 9.2 miles of trails. All of this encompasses a geographical area of over 1,200 acres. Public Services also maintains a wide variety of City trees as well as providing new plantings, and also manages two active cemeteries (Evergreen and Forest City) and several inactive cemeteries.

4. HEALTH AND HUMAN SERVICES

This department undertakes the planning and coordination of health and human service activities in Portland, often in collaboration with non-profit agencies and the state and federal government. The department consists of the following operational divisions: Public Health Division, Social Services Division, the Barron Center and the Office of Elder Affairs.

The majority of the funding for the Public Health and Social Services divisions is derived from state and federal grants and reimbursement for direct services. The largest funding source for long-term care services at the Barron Center is MaineCare (formerly Medicaid), followed by Medicare and private insurance.

The Office of Elder Affairs is focused on advocacy and non-institutional community based services.

5. RECREATION AND FACILITIES MANAGEMENT

This department is responsible for maintenance of all city and school buildings, including the school HVAC systems, and the waterfront properties. The department also oversees the marketing and events management at the Expo, Merrill Auditorium, Ocean Gateway, Hadlock Field, and Fitzpatrick Stadium.

Recreation offers a vast array of services and

leisure activities including recreation programs, before and after school care, pools, special events, operations of both the ice arena and golf course, and the maintenance and scheduling of athletic fields.

6. LIBRARY

The Portland Public Library is governed by a Board of Trustees. As an independent and non-profit organization, the Library is self-supporting through its own resources with additional grants from the City, Cumberland County and the State of Maine. The amount appropriated represents approximately 82.7% of the Library's estimated expenditures. The City also owns the land and building in which the Library operates.

The expenditures under this category are for the City's contribution to the Portland Public Library.

7. METRO

The Greater Portland Transit District, a quasi-municipal organization better known as Metro, is a shared venture to provide public transportation services to the residents of each of its three participating communities. The Town of Falmouth joined the City of Portland and the City of Westbrook, Maine as members in April of 2009. The District is managed by a Board of Directors selected by the municipal officers of each participating municipality. The Board of Directors has responsibility for budgeting and financing. The District's operating and capital expenditures, including debt service, are financed by state and federal grants received directly by the District, fares and assessments of member communities.

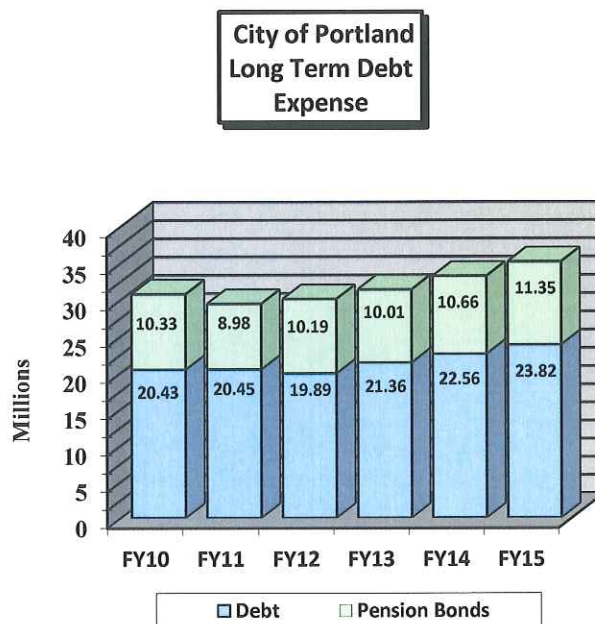
The appropriation found under this division represents the City of Portland's assessment for the upcoming fiscal year. The City's portion of the annual assessment is \$2,511,910 or 82.1%.

8. COUNTY TAX

This expenditure is paid to finance Portland's share of the cost of county

government, including debt repayment. This is determined by the ratio of the City's equalized State Valuation to the County's total equalized State Valuation. At January 1, 2014, the City's equalized State Valuation of \$7,551,450,000 was 19.6% of the County's total equalized State Valuation of \$38.6 billion, resulting in a FY15 assessment to the City of Portland of \$4,969,143.

9. LONG TERM DEBT



Note: FY14 and FY15 are estimated amounts.

Debt Service expenditures repay principal and interest on the City's general obligation bonds, as well as the administration cost of the current and past year bond issuances. The primary reason for borrowing funds is for financing of Capital improvements, some of which are for Schools and Enterprise Funds.

The City's debt source is the single largest item of expense in the City budget. For fiscal year 2015, the gross debt budget is \$35,168,703, or 19.9% of the City's general fund budget; the School Department and Enterprise Funds reimburse the general fund \$14,093,925 of this expense. The FY15 net cost of debt service to the City general fund is \$20,540,877.

City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Activity/Element/Object	Account Title	Actual Revenues FY13	Estimated Revenues FY14	Projected Revenues FY14	Estimated Revenues FY15
I. Property and Excise Taxes					
311-0000	Current Year's Assessment	140,079,984	147,025,563	143,594,982	153,223,254
311-1000	Less: TIF Refunds	(2,398,153)	(2,442,990)	(3,164,017)	(2,569,064)
311-2000	Less: School Tax Allocation	(72,124,862)	(74,703,001)	(74,703,001)	(77,469,011)
312-0000	Prior Year's Assessment	766,455	0	1,000,000	0
313-1000	Automobile Excise	9,687,887	9,250,000	9,481,458	9,805,000
313-2000	Boat Excise	35,263	40,000	37,800	38,000
313-3000	Aircraft Excise	64,332	40,000	60,000	90,000
314-0000	Payments in Lieu of Taxes	638,967	600,000	600,000	545,000
319-0000	Interest and Penalties	365,802	200,000	275,000	99,000
Total Property and Excise Taxes		\$77,115,675	\$80,009,572	\$77,182,222	\$83,762,179
II. Licenses and Permits					
321-0000	Street Occupancy	237,810	177,100	234,000	150,705
322-0000	Business Licenses	859,257	827,886	837,000	841,636
323-0000	Police and Protective	2,238	1,565	1,500	2,055
325-1000	Solid Waste Control	(1,460)	10,450	10,000	13,500
326-0000	Non-Business Licenses	859,139	860,050	831,246	833,430
326-0300	Building Permits	1,528,009	1,466,000	1,466,000	1,709,030
326-0400	Electrical Permits	58,352	58,000	58,000	58,000
326-0500	Plumbing Permits	63,401	53,000	43,867	55,000
326-0600	Certificate of Occupancy	24,486	24,000	24,000	29,000
326-0700	Zoning Determination	7,197	6,000	6,000	8,000
326-0800	Board of Appeals	5,265	6,500	6,500	8,000
326-2000	Dog Agent Fees	2,457	2,680	2,300	2,280
326-2100	Hunting and Fishing	1,232	1,010	1,010	1,010
326-2200	Marriages	31,480	30,000	32,804	34,128
Total Licenses and Permits		\$3,678,863	\$3,524,241	\$3,554,227	\$3,745,774
III. Intergovernmental Revenue					
331-2010	Federal Pass Thru Grants / FEMA	248,408	0	0	0
335-0000	State of Maine	324,358	8,000	0	0
335-0300	Social Services	7,456,966	7,681,484	8,299,749	8,694,628
335-1000	Revenue Sharing	6,276,939	4,278,885	4,278,743	3,955,032
335-1500	State of Maine / FEMA Reimb.	43,095	0	0	0
335-2000	Me Dept of Transportation	624,481	625,000	635,502	635,500
335-2500	Medicaid	1,623,931	1,738,665	1,714,790	1,836,290
335-3000	Snowmobile Registrations	1,225	2,000	1,300	1,500
335-4000	Tree Growth Reimbursement	2,150	2,150	1,976	2,000
335-5000	Veterans Real Estate Reimb.	34,209	35,000	42,301	40,000
335-6000	Camping Fees	4,945	4,500	4,500	4,900
335-7000	Aircraft Excise	3,678	0	0	0
335-8000	Homestead Tax Relief	639,480	0	866,076	0
335-8500	Business Personal Property Tax Relief	1,111,952	0	1,230,210	0
Total Intergovernmental Revenue		\$18,395,817	\$14,375,684	\$17,075,147	\$15,169,850

City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Activity/Element/Object	Account Title	Actual Revenues FY13	Estimated Revenues FY14	Projected Revenues FY14	Estimated Revenues FY15
IV. Charges for Services					
340-0000	Charges for Services PDD	291,396	300,850	300,132	309,200
341-0000	Misc. Charges for Services	4,691,313	4,700,988	4,215,543	4,459,813
341-4000	Auto Registration	85,856	180,000	80,077	99,000
341-5000	Program Income	22,275	22,000	23,450	20,500
341-5500	Berthing Income	160,764	90,000	119,044	166,160
341-5800	Passenger Fees	643,543	670,000	748,045	717,800
341-5900	Fresh Water	32,006	32,000	41,162	32,000
341-8000	Parking	52,091	40,000	40,000	50,000
342-0000	Public Safety	3,081,609	3,576,226	3,519,002	3,715,165
342-0100	Witness Fees	52,780	45,000	45,000	44,000
342-0200	Cruiser Use	74,768	51,700	56,749	57,250
342-1000	Peer Review Reimbursement (Eng.)	139,296	120,000	112,478	120,000
342-1100	Development Application Fee	27,544	21,000	37,230	30,000
342-1200	Development Review (Planners)	38,794	40,000	39,806	40,000
342-1300	Inspection / Review (DRC)	73,966	69,750	69,310	69,750
342-1400	Site Alteration Review	3,300	1,600	1,600	1,600
343-0000	Recycling Program	1,586,346	1,617,425	1,605,000	1,616,664
343-1500	Taxable Sales	16,873	15,150	20,000	29,228
343-2000	Riverside Recycling	135,803	358,200	300,000	351,630
343-2500	Heavy Item Stickers	1,695	5,600	5,000	3,360
343-3000	Peaks Island Transfer Station	8,918	10,000	6,000	10,000
345-0800	STD Clinic	15,455	25,000	20,000	16,000
345-1200	Clinic Fees	64,937	90,500	80,000	80,000
345-2000	Medicaid Reimbursement	77,159	85,000	83,000	75,000
345-6500	Patient Receipts	17,100,485	17,005,985	16,907,445	17,453,261
345-6600	Non-Patient Receipts	575,613	602,527	560,760	587,942
345-9900	Less: Returns / Allowances	(1,290,097)	(981,665)	(1,049,545)	(1,251,155)
346-0100	Golf Course Daily Play	0	167,000	350,000	360,000
346-0300	Golf Course Passholders	0	235,336	245,000	245,000
346-0400	Golf Course Pro Shop	0	1,860	38,830	65,000
346-0600	Golf Course Tournaments	0	60,600	60,600	61,215
346-0700	Golf Course Lockers	0	2,675	2,994	3,020
346-0800	Golf Course Cart Rentals	0	94,950	117,444	120,000
346-1000	Ice Arena Vendoring	0	15,000	14,992	15,000
346-1300	Golf Course League Fees	0	31,650	0	0
346-1400	Golf Course Combo Specials	0	189,100	0	0
346-1600	Ice Arena Advertising	0	16,000	9,200	9,200
346-2000	Ice Arena Concessions	129	26,000	25,987	26,000
346-5000	Ice Rentals	774	503,035	503,000	510,000
347-0000	Cultural / Recreation	138,355	138,374	135,604	133,370
347-0100	Burials	146,203	148,600	123,000	146,417
347-0200	Foundations	20,181	25,600	22,000	24,225
347-0400	Annual Care	150	880	450	100
347-0500	Plants	1,905	1,750	1,750	1,750
347-0600	Vault Cover Placements	20,380	20,450	19,000	20,155
347-0700	Lot Sales	39,150	54,000	45,000	49,000
347-0800	Swimming	225,977	228,225	233,516	245,058

City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Activity/Element/Object	Account Title	Actual Revenues FY13	Estimated Revenues FY14	Projected Revenues FY14	Estimated Revenues FY15
347-1000	Camps	261,556	230,000	230,000	230,000
347-2000	Before & After School Program	866,652	800,000	850,000	860,000
347-3000	East End Boat Launch	18,330	21,415	19,215	21,440
348-0000	Donations	50,804	51,597	51,597	51,597
Total Charges for Services		\$29,555,034	\$31,858,933	\$31,085,467	\$32,101,715

V. Fines, Forfeits, and Penalties

351-0000	Code Violations	128,688	122,631	122,082	116,475
351-1000	Denver Boot	97,525	95,000	95,000	95,000
351-2000	Parking Tickets	1,931,177	1,950,000	1,835,000	1,850,000

Total Fines, Forfeits, and Penalties

\$2,157,390	\$2,167,631	\$2,052,082	\$2,061,475
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VI. Uses of Money & Property

361-0000	Interest Income	439,751	622,000	450,000	450,000
361-2000	Kehoe Trust Fund	15,674	13,200	15,100	15,100
363-0000	Rental Income	145,159	184,130	171,057	293,910
363-0100	Primary Tenant	348,063	355,250	364,418	367,600
363-0200	Commercial	300,362	286,000	276,578	258,700
363-0300	Non-Commercial	277,862	281,700	256,943	243,500
363-0400	Food Service	324,348	480,165	505,165	757,787
363-0500	Merchandising	19,759	11,050	7,033	7,050
363-0700	Advertising	42,453	50,000	50,000	50,000
363-0800	Vending	14,771	15,000	15,000	15,000
363-0900	Box Office	38,457	36,480	45,074	41,480
363-1500	Parking Income	7,680	7,680	7,680	7,680
363-2500	Ground Rent	167,436	268,620	167,543	441,278
363-3300	Civic Center Office Rent	30,298	0	(655)	37,765
363-3400	94 Free Street Lease	15,600	15,912	15,600	15,912
364-0000	Garages, Lots, Meters	1,019,962	980,000	770,000	770,000
364-0100	Hourly Parking	723,387	715,000	640,000	675,000
364-0200	Monthly Parking	747,793	809,985	828,560	890,920
364-0300	Library	16,766	8,250	14,000	12,500
364-0500	Thames Street Lot	500	20,000	83,320	89,000
364-1000	Parking Meters	2,143,373	2,115,000	2,138,000	2,165,000
364-2000	Parking Annual Lot Rentals	1,350	1,000	1,000	1,000
364-2500	Snow Tow Lot	50,900	69,300	69,300	79,200
367-0000	Cultural / Recreation	164,335	192,500	192,393	192,500

Total Uses of Money & Property

\$7,056,039	\$7,538,222	\$7,083,109	\$7,877,882
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VII. Other Financing Resources

391-0000	Operating Transfers In	1,015,887	791,134	847,719	762,134
392-0000	Sale of City Property	15,819	620,000	618,200	50,000
393-0000	HCD Charges	526,945	569,074	522,114	488,879

City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Activity/Element/Object	Account Title	Actual Revenues FY13	Estimated Revenues FY14	Projected Revenues FY14	Estimated Revenues FY15
394-0000	Fund Balance Appropriation	0	772,000	0	735,000
395-0000	Enterprise Fund Charges	11,903,524	12,592,849	12,324,253	12,858,105
396-0000	School Department Charges	8,302,968	9,005,843	8,889,891	10,005,291
397-0000	Spec Rev / Endow Fd Chgs	142,834	149,992	149,076	165,411
398-0000	Misc. Reimbursements	812,302	679,675	796,864	810,108
398-0100	Fringe Benefits	588,075	231,409	321,212	437,313
398-0200	Non-State Social Service	106,545	90,000	90,000	91,000
398-1000	Other General Fund Accts	362,998	372,767	361,000	374,383
398-4000	Grant Reimbursements	5,402,835	5,460,964	5,250,482	4,858,974
398-8000	Special Revenue Funds	28,520	0	0	0

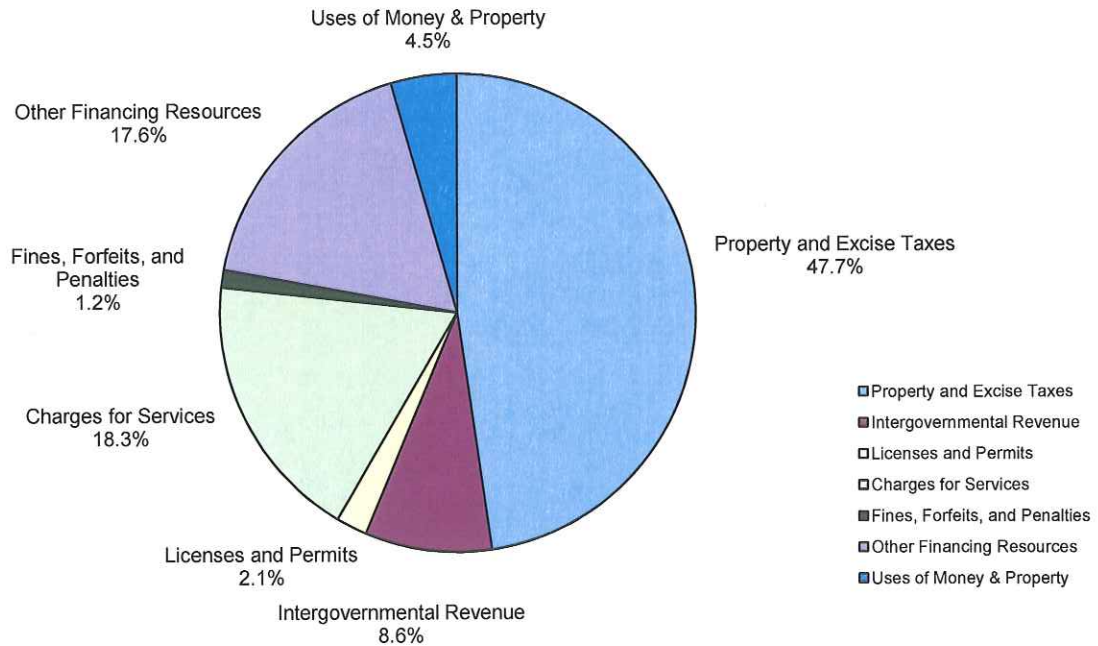
Total Other Financing Resources

\$29,209,252 \$31,335,707 \$30,170,811 \$31,636,598

TOTAL GENERAL FUND REVENUES:

\$167,168,070 \$170,809,990 \$168,203,065 \$176,355,473

FY15 Revenues
General Fund by Revenue Source



Note: Due to rounding, totals may not equal 100%

**CITY OF PORTLAND, MAINE
FY15 Annual Budget**

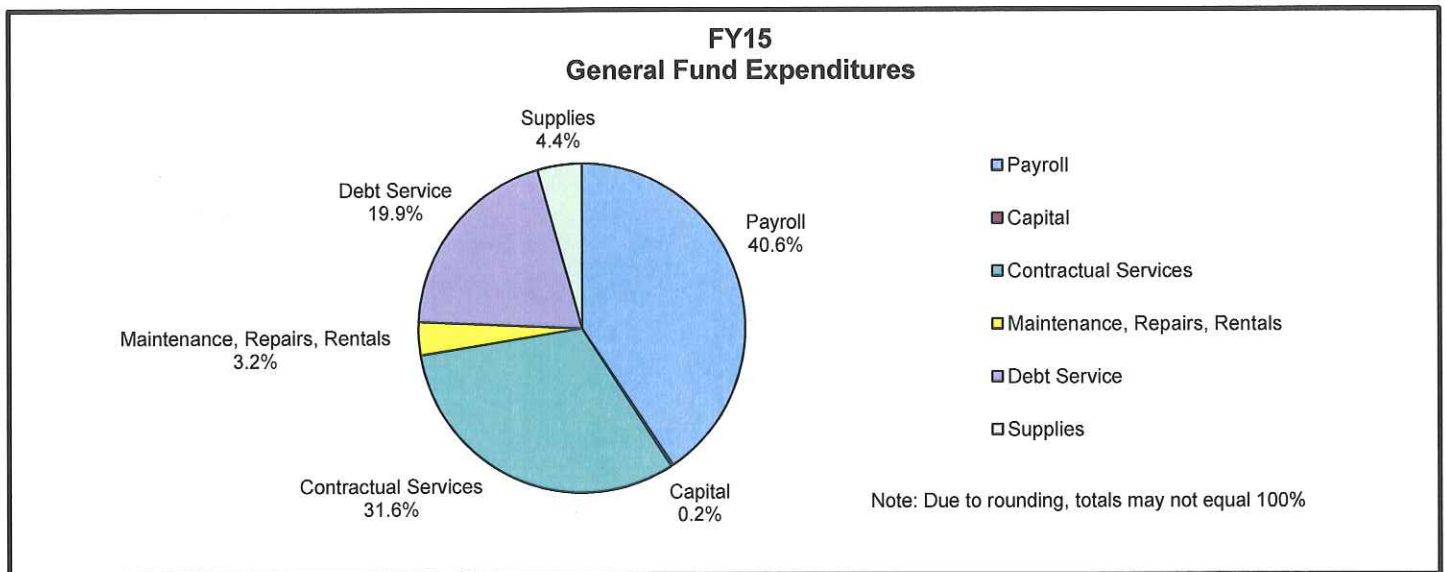
Departmental Budget Summary By Expenditure Category

Account Number	Account Title	Payroll	Contractual Services	Maint. / Repairs & Rentals	Supplies	Capital	Total
11-00	Council	117,000	210,445	0	3,750	0	331,195
12-00	City Clerk	471,387	42,720	11,978	6,500	0	532,585
13-00	City Manager	804,748	78,790	1,800	11,400	0	896,738
14-00	Assessor	298,777	21,055	1,620	3,900	0	325,352
15-00	Finance	1,328,948	350,271	3,596	28,750	0	1,711,565
16-00	Legal	460,153	31,340	500	6,500	0	498,493
17-00	Human Resources	641,547	148,114	3,640	9,500	0	802,801
18-00	Parking	1,377,207	365,750	263,790	36,970	0	2,043,717
19-00	Economic Development	208,939	48,737	2,400	4,850	0	264,926
21-00	Police	13,449,329	471,186	231,670	213,493	0	14,365,678
22-00	Fire	14,475,559	896,238	840,581	548,265	0	16,760,643
24-00	Planning & Development	1,962,871	185,570	20,700	46,499	0	2,215,640
29-00	Information Technology	1,002,553	321,380	734,734	69,100	0	2,127,767
31-00	Public Services	8,127,697	3,927,713	1,536,701	2,739,212	0	16,331,323
33-00	Recreation & Facilities Management	6,047,840	2,824,217	1,356,135	1,447,837	56,000	11,732,029
41-00	Public Health	3,713,957	74,881	6,250	104,511	0	3,899,599
42-00	Social Services	3,577,042	8,977,751	528,600	191,600	0	13,274,993
43-00	Barron Center	11,188,897	1,682,400	175,930	2,296,230	0	15,343,457
48-00	Library	2,561,184	1,030,731	0	0	0	3,591,915
51-00	Pension	0	6,588,237	0	0	0	6,588,237
52-00	Employee Benefits	0	18,500,060	10,500	0	0	18,510,560
61-00	Contingent	0	125,000	0	0	0	125,000
62-00	Liability Insurance	0	763,990	0	0	0	763,990
63-00	County Tax	0	4,969,143	0	0	0	4,969,143
65-00	Memberships & Contr.	0	3,041,424	0	0	0	3,041,424
67-00	Wage Adjustment	(237,000)	0	0	0	0	(237,000)
70-00	Capital	0	0	0	0	375,000	375,000

Subtotal General Fund Expenditures: \$71,578,635 \$55,677,143 \$5,731,125 \$7,768,867 \$431,000 \$141,186,770

47-00 Debt Service \$35,168,703

Total General Fund Expenditures: \$176,355,473



**CITY OF PORTLAND, MAINE
FY15 Annual Budget**

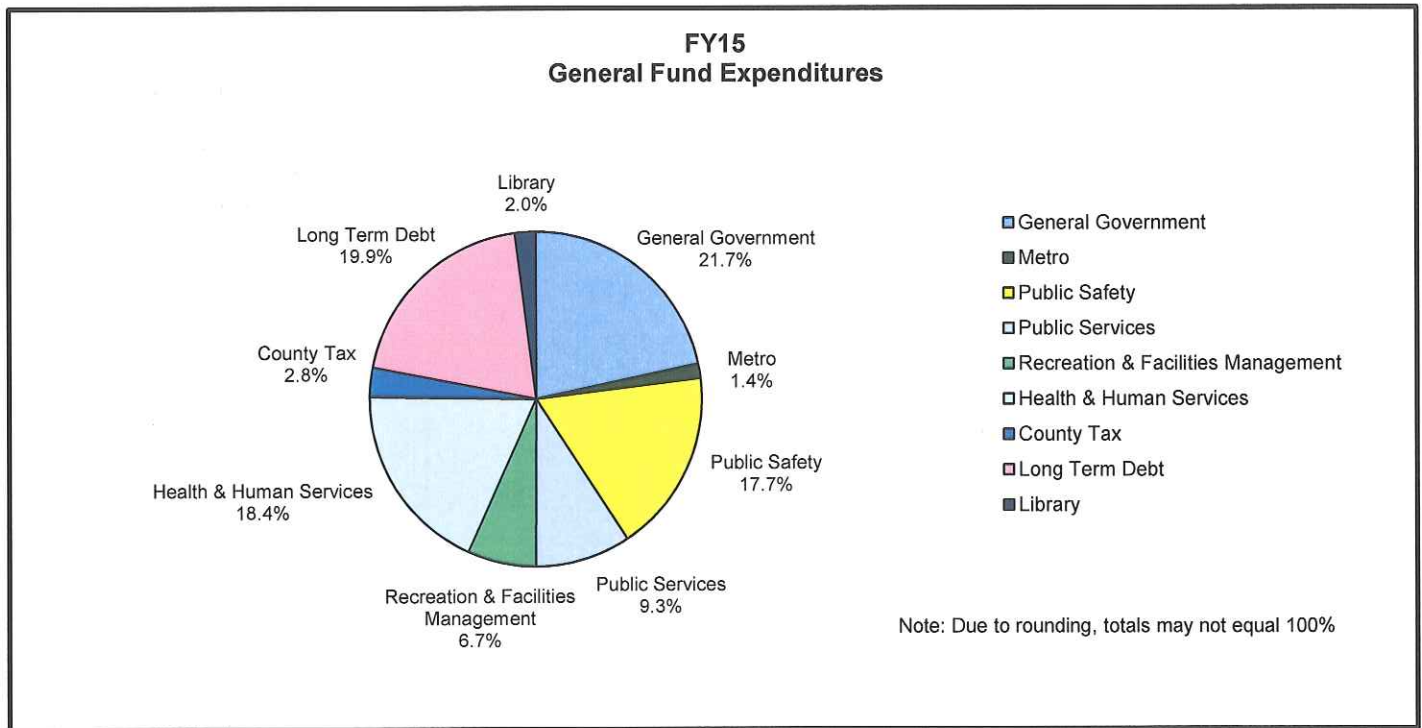
Categorical Budget Summary By Expenditure Category

Account Title	Payroll	Contractual Services	Maint. / Repairs & Rentals	Supplies	Capital	Total
General Government	8,437,130	28,383,745	1,055,258	227,719	105,000	38,208,852
Public Safety	27,924,888	1,367,424	1,072,251	761,758	60,000	31,186,321
Public Services	8,127,697	3,927,713	1,536,701	2,739,212	95,000	16,426,323
Recreation & Facilities Management	6,047,840	2,824,217	1,356,135	1,447,837	171,000	11,847,029
Health & Human Services	18,479,896	10,735,032	710,780	2,592,341	0	32,518,049
Library	2,561,184	1,030,731	0	0	0	3,591,915
County Tax	0	4,969,143	0	0	0	4,969,143
Metro	0	2,439,138	0	0	0	2,439,138

Subtotal General Fund Expenditures: \$71,578,635 \$55,677,143 \$5,731,125 \$7,768,867 \$431,000 \$141,186,770

Long Term Debt \$35,168,703

Total Categorical Expenditures: \$176,355,473



City Council

The City of Portland operates under a charter which was amended on November 02, 2010. In mid-FY12, the City elected a Mayor for a four year term. In addition to the Mayor, the City Council is comprised of five district Council members and three members elected from the registered voters of the entire City-at-Large. The Council members are elected for three-year staggered terms.

The charter grants to the City Council all powers to enact, amend or repeal rules, ordinances and resolutions relating to the City's property, affairs and government, to preserve the public peace, health and safety, to establish personnel policies and authorize the issuance of debt. The council adopts an annual budget and provides for an annual audit. The Mayor has the authority to veto the annual budget, however the veto may be overridden by six members of the City Council.

In addition to formally meeting two times each month, the Council meets frequently in subcommittees and workshops in order to more fully grasp the dimensions of urban problems.

The revenues received by this department are from Housing & Community Development (HCD) grant funds for a portion of the annual audit costs.

Department Summary

Department: City Council							Account: 100-11
	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance	
Classification Breakdown							
Payroll	115,858	113,394	117,000	117,000	117,000	117,000	
Administrative Services	43,780	49,179	49,880	49,880	49,880	49,880	
Contractual Services	133,600	133,819	209,000	159,000	159,000	159,000	
Supplies	3,750	3,750	3,750	3,750	3,750	3,750	
Utilities	800	654	1,565	1,565	1,565	1,565	
Total	297,788	300,796	381,195	331,195	331,195	331,195	
Less Revenues	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	
Net Department Total	292,788	295,796	376,195	326,195	326,195	326,195	

Personnel Services Detail

Department: City Council

Division: City Council

Account: 100-11-00

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Mayor	100		1	67,704	1	68,386	1	68,386	1	68,386	1	68,386
City Councilor	100		8	48,154	8	48,614	8	48,614	8	48,614	8	48,614
Gross Personnel Services			9.0	115,858	9.0	117,000	9.0	117,000	9.0	117,000	9.0	117,000

City Clerk

The Department of City Clerk has four major functions: Elections, Business Licenses, Vital Records, and City Records maintenance. The City Clerk oversees the operation of these functions and acts as Clerk of the City Council by recording and keeping all its official acts. The Principal Administrative Officer, the Clerk's deputy, is charged with ensuring the City Clerk's Office runs in accordance with the Clerk's directives and obligations.

The Election Administrator is charged with facilitating municipal and state elections. The City Clerk's office is responsible for all election preparation, including preparing ballots, nomination papers, training election officials, testing the election scanners to certify their accuracy, and absentee voting. The Clerk's Office is also responsible for tallying election results and securing voted ballots. Two elections are budgeted for FY15: the Nov 2014 Gubernatorial and the May 2015 School Budget Validation. Voter Registration is part of the election process and involves maintaining voter lists, certifying election nomination papers and citizen initiative petitions, processing peoples veto papers, and generating reports from the Central Voter Registration system (CVR). This is a statewide system designed to standardize and centralize voter registration.

The Business License Administrator maintains and processes over 2,000 licenses annually as required by the City Code. The Licensing Administrator provides license applications and coordinates all interdepartmental approvals pursuant to licensing ordinances.

The Vital Records Clerks are responsible for recording and issuing vital records such as the births, deaths and marriages that occur in Portland. An account has been created to facilitate donations for the preservation of these records, which are in poor condition; these records must be maintained forever. In addition, Clerks are responsible for performing marriages, the licensing of dogs, the sale of fish and game licenses, domestic partnership registrations, genealogy request searches, and providing Notary and Dedimus Justice services.

City record keeping involves indexing and binding Council minutes, responding to research requests, and the storage of the audio/video recordings of several boards and committees.

Department Summary

Department: City Clerk

Account: 100-12

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	480,490	458,208	471,387	471,387	471,387	471,387
Administrative Services	5,154	5,110	5,269	5,269	5,269	5,269
Contractual Services	35,066	33,427	40,271	36,671	36,671	36,671
Maintenance and Repairs	1,400	1,400	1,650	1,650	1,650	1,650
Rentals	3,078	3,328	10,328	10,328	10,328	10,328
Supplies	5,600	5,600	6,500	6,500	6,500	6,500
Utilities	650	520	780	780	780	780
Total	531,438	507,593	536,185	532,585	532,585	532,585
Less Revenues	(1,086,974)	(1,082,163)	(1,090,923)	(1,090,923)	(1,090,923)	(1,090,923)
Net Department Total	(555,536)	(574,570)	(554,738)	(558,338)	(558,338)	(558,338)

Personnel Services Detail

Department: City Clerk

Division: City Clerk

Account: 100-12-00

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
City Clerk	100		1	74,490	1	75,231	1	75,231	1	75,231	1	75,231
Principal Admin Officer	100		1	55,692	1	58,793	1	58,793	1	58,793	1	58,793
Business License Admin	100		1	42,783	1	44,483	1	44,483	1	44,483	1	44,483
Election Administrator	100		1	44,257	1	46,010	1	46,010	1	46,010	1	46,010
Election Assistant	100		1.3	43,520	1.3	43,566	1.3	43,566	1.3	43,566	1.3	43,566
Vital Records Clerk	100		3.9	133,360	3.9	132,794	3.9	132,794	3.9	132,794	3.9	132,794
Temporary Help	100			72,808		55,140		55,140		55,140		55,140
Overtime	100			13,580		15,370		15,370		15,370		15,370
Gross Personnel Services			9.2	480,490	9.2	471,387	9.2	471,387	9.2	471,387	9.2	471,387

City Manager

This department consists of the City Manager and support staff. Appointed by the City Council, the City Manager serves as the Chief Executive Officer of the City. In addition to the City Manager, the administrative staff also includes other key staff members necessary to the success in providing high quality services. As the largest municipality in Maine, the staff works diligently toward being involved and pro-active in the Portland community, as well as in the broader local and state community.

This department is responsible for the executive management of the City of Portland. Responsibilities include the preparation and administration of council agendas and orders, the coordination and administration of City departments, the handling of citizen inquiries and complaints, the public relations and communication functions, affirmative action, neighborhood and island liaison efforts and preparation of the annual Capital Improvement Plan.

During FY14, a new Waterfront Coordinator position was added to this Department, funded through the revenue from the Waterfront Tax Increment Financing District. Also added is a 311 Customer Service Representative, scheduled to start in January of 2015.

Department Summary

Department: City Manager

Account: 100-13

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	669,252	653,539	829,498	804,748	804,748	804,748
Benefits	5,400	5,400	5,400	5,400	5,400	5,400
Administrative Services	19,450	18,950	23,950	23,350	23,350	23,350
Contractual Services	46,000	44,200	44,200	44,200	44,200	44,200
Rentals	1,800	1,530	1,800	1,800	1,800	1,800
Supplies	8,600	8,572	11,400	11,400	11,400	11,400
Utilities	4,400	4,760	5,840	5,840	5,840	5,840
Total	754,902	736,951	922,088	896,738	896,738	896,738
Less Revenues	(1,027,421)	(1,038,057)	(1,074,645)	(1,074,645)	(1,074,645)	(1,074,645)
Net Department Total	(272,519)	(301,106)	(152,557)	(177,907)	(177,907)	(177,907)

Personnel Services Detail

Department: City Manager

Division: City Manager Administration

Account: 100-13-01

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
City Manager	100		1	148,054	1	149,531	1	149,531	1	149,531	1	149,531
Deputy City Manager	100		1	127,500	1	128,798	1	128,798	1	128,798	1	128,798
Asst to the City Manager	100		1	55,692	1	59,236	1	59,236	1	59,236	1	59,236
City Communications Director	100		1	67,490	1	69,184	1	69,184	1	69,184	1	69,184
Island/Neighborhood Admin	100		1	64,974	1	69,314	1	69,314	1	69,314	1	69,314
Dir EO & Multicultural Affairs	100		1	63,395	1	67,883	1	67,883	1	67,883	1	67,883
(1) Waterfront Coordinator		100	0	0	1	74,352	1	74,352	1	74,352	1	74,352
Arts and Equity Director		100	1	51,597	1	51,597	1	51,597	1	51,597	1	51,597
Grants Coordinator	100		0	0	1	55,000	0	0	0	0	0	0
Senior Executive Assistant	100		2	88,550	2	93,603	2	93,603	2	93,603	2	93,603
(2) 311 Customer Service Rep	100		0	0	0	0	0.5	19,250	0.5	19,250	0.5	19,250
(3) Temporary Help	100			0		9,000		20,000		20,000		20,000
Overtime	100			2,000		2,000		2,000		2,000		2,000
Gross Personnel Services			9.0	669,252	11.0	829,498	10.5	804,748	10.5	804,748	10.5	804,748

Notes:

- (1) 1 New Position Approved during FY14
- (2) .5 New Position Approved in FY15
- (3) Intern Leadership Program

Assessor

The Department of the Assessor is responsible for the creation and maintenance of the tax roll. Additionally, it maintains records on over 1,300 exempt real estate accounts. The distribution of taxes is accomplished by assigning taxable assessed values to approximately 22,400 real estate accounts and 4,100 personal property accounts. Among the documents that must be accurately maintained by this department are real property records, property maps, ownership records, property sales information and personal property records. Computerization and web site development of department records and tasks continue as an enhancement to the assessment and data processing functions of this office.

Department Summary

Department: Assessor

Account: 100-14

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	285,603	286,159	292,615	298,777	298,777	298,777
Administrative Services	8,555	8,548	8,845	8,845	8,845	8,845
Contractual Services	12,700	10,382	12,210	12,210	12,210	12,210
Rentals	1,620	1,576	1,620	1,620	1,620	1,620
Supplies	3,700	3,604	3,900	3,900	3,900	3,900
Total	312,178	310,269	319,190	325,352	325,352	325,352
Less Revenues	(1,100)	(1,300)	(1,300)	(1,300)	(1,300)	(1,300)
Net Department Total	311,078	308,969	317,890	324,052	324,052	324,052

Personnel Services Detail

Department: Assessor

Division: Assessor

Account: 100-14-00

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Tax Assessor	100		1	96,453	1	100,671	1	100,671	1	100,671	1	100,671
Tax Assessment Analyst	100		1	62,614	1	63,239	1	69,401	1	69,401	1	69,401
Senior Appraiser	100		1	53,489	1	54,015	1	54,015	1	54,015	1	54,015
Office Assistant	100		1.9	73,047	1.9	74,690	1.9	74,690	1.9	74,690	1.9	74,690
Gross Personnel Services			4.9	285,603	4.9	292,615	4.9	298,777	4.9	298,777	4.9	298,777

Finance

The Department of Finance consists of Administration and Treasury. The Finance Director and two division managers oversee the efficient operations of these functions.

The FY15 expenditure increase of \$45,116 or 2.7% is mainly attributed to wages. During FY14, the City began issuing license plates in Treasury with the addition of a new Cashier Clerk. The revenues reflected have decreased by \$1,245,329 or 19.1%. These decreases are largely due to the estimated one-time land sale (Bayside) in FY2014, the state reduction of FY15 Revenue Sharing funding, and projected decreases in Interest and Interest and Penalty related income.

Department Summary

Department: Finance

Account: 100-15

		FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown							
Payroll		1,266,544	1,190,584	1,329,448	1,328,948	1,328,948	1,328,948
Administrative Services		207,325	197,655	201,778	201,778	201,778	201,778
Contractual Services		161,828	167,651	146,669	146,669	146,669	146,669
Maintenance and Repairs		500	300	500	500	500	500
Rentals		3,240	3,096	3,096	3,096	3,096	3,096
Supplies		25,440	25,932	28,750	28,750	28,750	28,750
Utilities		1,572	2,064	1,824	1,824	1,824	1,824
Total		1,666,449	1,587,282	1,712,065	1,711,565	1,711,565	1,711,565
Summary by Division							
Finance Administration	(15-01)	986,563	979,183	1,029,191	1,029,191	1,029,191	1,029,191
Treasury	(15-02)	679,886	608,099	682,874	682,374	682,374	682,374
Total		1,666,449	1,587,282	1,712,065	1,711,565	1,711,565	1,711,565
Less Revenues		(6,509,865)	(6,313,941)	(5,187,536)	(5,200,536)	(5,264,536)	(5,264,536)
Net Department Total		(4,843,416)	(4,726,659)	(3,475,471)	(3,488,971)	(3,552,971)	(3,552,971)

Finance Administration

Finance Administration oversees all financial operations of the City.

Finance Administration responsibilities include payroll, accounts payable, grant accounting, and general and enterprise fund accounting for all City departments. Payroll processes weekly payroll for approximately 1,700 full-time, part-time, temporary, on-call and seasonal employees, maintains earnings and reduction records, and reports federal and state taxes and provides extensive earnings research for Maine State Retirement System. Accounts Payable processes all City requests for payments to vendors, and is responsible for sorting all incoming City Hall mail. The Accounting staff also maintains the City's general ledger.

Budget is responsible for monitoring expenditure activity for the City, providing a monthly analysis of expenditures and revenues, reviewing all payment documents, processing departmental requests for transfers between operating accounts, and administering the annual budget process.

Purchasing assists City departments in obtaining goods and services. Purchasing is responsible for issuing bids, obtaining price quotations, and resolving differences with vendors. Purchasing also works closely with the Legal Department to develop procurement contracts.

The FY15 Net decrease of \$610,781 is mainly attributed to the projected FY2014 one-time land sale of Bayside property.

Division Summary

Department: Finance		Division: Finance Administration			Account: 100-15-01	
	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	869,029	849,798	916,152	916,152	916,152	916,152
Administrative Services	96,700	92,330	92,675	92,675	92,675	92,675
Contractual Services	5,472	20,545	5,744	5,744	5,744	5,744
Rentals	1,440	1,296	1,296	1,296	1,296	1,296
Supplies	12,350	13,150	11,500	11,500	11,500	11,500
Utilities	1,572	2,064	1,824	1,824	1,824	1,824
Total	986,563	979,183	1,029,191	1,029,191	1,029,191	1,029,191
Less Revenues	(1,021,418)	(1,022,682)	(453,265)	(453,265)	(453,265)	(453,265)
Net Division Total	(34,855)	(43,499)	575,926	575,926	575,926	575,926

Personnel Services Detail

Department: Finance

Division: Finance Administration

Account: 100-15-01

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Finance Director	100		1	104,105	1	108,406	1	108,406	1	108,406	1	108,406
Asst Finance Director	100		1	81,627	1	86,384	1	86,384	1	86,384	1	86,384
Controller	100		1	67,490	1	74,691	1	74,691	1	74,691	1	74,691
Purchasing Manager	100		1	62,536	1	72,640	1	72,640	1	72,640	1	72,640
Budget Analyst	100		1	62,536	1	69,777	1	69,777	1	69,777	1	69,777
Financial Specialist	100		2	115,830	2	128,959	2	128,959	2	128,959	2	128,959
Senior Accountant	68	32	1	56,218	1	45,749	1	45,749	1	45,749	1	45,749
Asst Purchasing Manager	100		1	48,614	1	52,068	1	52,068	1	52,068	1	52,068
Senior Admin Officer	74	26	1	46,079	1	48,395	1	48,395	1	48,395	1	48,395
Accountant	100		2	79,268	2	77,298	2	77,298	2	77,298	2	77,298
Account Clerk II	100		2	70,857	2	73,349	2	73,349	2	73,349	2	73,349
Executive Assistant	100		1	38,123	1	40,444	1	40,444	1	40,444	1	40,444
Administrative Assistant (NU)	100		1	35,646	1	37,992	1	37,992	1	37,992	1	37,992
Overtime	100			100		0		0		0		0
Gross Personnel Services			16.0	869,029	16.0	916,152	16.0	916,152	16.0	916,152	16.0	916,152

Treasury

The Treasury division is responsible for a variety of functions, including the collection of real estate taxes, personal property taxes and delinquent sewer user fees. Treasury also collects parking ticket revenues, vehicle excise taxes and registration fees, ATV / boat / snowmobile registration, island golf cart registration, Metro bus passes, miscellaneous receivables, and processes all cash receipts for the City.

In addition, Treasury is responsible for handling the administrative functions of the sewer fund. All expenditures incurred for this purpose are offset by revenues from the sewer fund. The remaining revenues are inter-fund charges to the various enterprise funds for their share of Treasury's administrative costs.

During the spring of FY14, the City began the service of issuing license plates in Treasury with the addition of a new Cashier Clerk position. The Treasury net budget decreased in FY15 by \$679,664, or 14.1%, due to the decline in revenue projections related primarily to the State's Revenue Sharing pool, Interest Income, and Interest and Penalties.

Division Summary

Department: Finance **Division:** Treasury **Account:** 100-15-02

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	397,515	340,786	413,296	412,796	412,796	412,796
Administrative Services	110,625	105,325	109,103	109,103	109,103	109,103
Contractual Services	156,356	147,106	140,925	140,925	140,925	140,925
Maintenance and Repairs	500	300	500	500	500	500
Rentals	1,800	1,800	1,800	1,800	1,800	1,800
Supplies	13,090	12,782	17,250	17,250	17,250	17,250
Total	679,886	608,099	682,874	682,374	682,374	682,374
Less Revenues	(5,488,447)	(5,291,259)	(4,734,271)	(4,747,271)	(4,811,271)	(4,811,271)
Net Division Total	(4,808,561)	(4,683,160)	(4,051,397)	(4,064,897)	(4,128,897)	(4,128,897)

Personnel Services Detail

Department: Finance

Division: Treasury

Account: 100-15-02

Position	Funding Source		FY14 Approved		FY15 Submission		FY15 Manager's Recommendation		FY15 Finance Committee		FY15 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Treasurer	100		1	81,627	1	75,989	1	75,989	1	75,989	1	75,989
Asst Treasurer	100		1	55,692	1	54,392	1	54,392	1	54,392	1	54,392
Financial Admin Asst	50	50	2	87,945	2	81,896	2	81,896	2	81,896	2	81,896
(1) Cashier Clerk	100		5	171,651	6	199,519	6	199,519	6	199,519	6	199,519
Overtime	100			600		1,500		1,000		1,000		1,000
Gross Personnel Services			9.0	397,515	10.0	413,296	10.0	412,796	10.0	412,796	10.0	412,796

Notes:

(1) 1 New Position Approved during FY14 (License Plate Issue)

Legal

The goal of the Legal Department is to provide competent and cost-effective legal advice, services and representation to the City Council, its officials, boards and commissions, department heads and City staff. The department is under the direction of Corporate Counsel, who manages a staff of three attorneys. Two Paralegals provide support services to the legal staff.

The department provides a full range of legal services for the City and maintains a high level of expertise in areas of particular importance to municipal government such as tax collections, contracts, economic development, assessments, planning, zoning, Rule 80B appeals, administrative law, general assistance, construction law, transportation, personnel, municipal finance, code enforcement, liability claims and statutory and ordinance drafting and interpretation. In addition, the department staffs and/or provides legal advice to all City standing and special committees.

The majority of the revenues received by the department are from charge backs for legal services provided by the attorneys for the Jetport, Fish Pier, and Sewer funds. The department also receives revenue for various ordinance code violations.

In FY15, the half-time position of an Associate Corporate Counsel was restored; during FY14, Legal and the Police Department shared a position.

Department Summary

Department: Legal						
	Account: 100-16					
	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	400,072	385,594	463,082	420,153	460,153	460,153
Administrative Services	19,202	21,128	19,803	19,803	19,803	19,803
Contractual Services	10,800	11,562	14,537	61,537	11,537	11,537
Maintenance and Repairs	500	500	500	500	500	500
Supplies	6,300	6,300	6,500	6,500	6,500	6,500
Total	436,874	425,084	504,422	508,493	498,493	498,493
Less Revenues	(126,038)	(128,303)	(137,488)	(137,488)	(137,488)	(137,488)
Net Department Total	310,836	296,781	366,934	371,005	361,005	361,005

Personnel Services Detail

Department: Legal

Division: Legal

Account: 100-16-00

Position	Funding Source	FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
		#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Corporate Counsel	100	1	112,203	1	114,447	1	114,447	1	114,447	1	114,447
(1) Associate Corporate Counsel	100	2.5	204,018	3	256,605	2.5	213,676	3	253,676	3	253,676
(2) Paralegal / Ins Claims Admin	100	0	0	1	52,607	1	52,607	1	52,607	1	52,607
(3) Senior Executive Assistant	100	1	46,118	0	0	0	0	0	0	0	0
Paralegal / Legal Assistant	100	1	37,733	1	39,423	1	39,423	1	39,423	1	39,423
Gross Personnel Services		5.5	400,072	6.0	463,082	5.5	420,153	6.0	460,153	6.0	460,153

Notes:

- (1) .5 New Position Approved in FY15 (FY14 FTE Elimination Restored)
- (2) 1 Position Replaced Senior Executive Assistant during FY14
- (3) (1) Position Replaced w/ Paralegal / Ins Claims Admin during FY14

Human Resources

The Department of Human Resources provides many services to all City departments, including recruitment and hiring oversight, civil service program administration, labor relations, organizational development and education, employee health and benefits administration, and safety and risk management.

The revenues received by this department are from charge backs for the services provided by the Human Resources staff for the Sewer and Jetport funds.

Department Summary

Department: Human Resources

Account: 100-17

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	613,203	632,797	702,270	641,547	641,547	641,547
Benefits	300	458	500	500	500	500
Administrative Services	11,440	11,695	17,914	11,914	11,914	11,914
Contractual Services	92,220	92,999	113,200	148,200	133,200	133,200
Maintenance and Repairs	1,000	1,000	1,000	1,000	1,000	1,000
Rentals	2,400	2,897	2,640	2,640	2,640	2,640
Supplies	9,500	9,658	12,500	9,500	9,500	9,500
Utilities	2,500	2,500	2,500	2,500	2,500	2,500
Total	732,563	754,004	852,524	817,801	802,801	802,801
Less Revenues	(53,824)	(53,824)	(45,656)	(45,656)	(45,656)	(45,656)
Net Department Total	678,739	700,180	806,868	772,145	757,145	757,145

Personnel Services Detail

Department: Human Resources

Division: Administration

Account: 100-17-01

Position	Funding Source	FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Director of Human Resources	100	1	91,825	1	97,464	1	97,464	1	97,464	1	97,464
(1) Labor Relations Manager	100	1	74,159	1	77,474	1	77,474	1	77,474	1	77,474
Benefits Manager	100	1	70,874	1	81,291	1	81,291	1	81,291	1	81,291
WC & Safety Program Manager	100	1	65,325	1	68,151	1	68,151	1	68,151	1	68,151
Training Director	100	0	0	1	60,723	0	0	0	0	0	0
Principal Admin Officer	100	1	63,500	1	65,707	1	65,707	1	65,707	1	65,707
Employee Assistance Coord	100	1	59,904	1	63,165	1	63,165	1	63,165	1	63,165
Human Resources Associate	100	1	52,787	1	56,082	1	56,082	1	56,082	1	56,082
Safety/Training Officer	100	1	52,299	1	54,429	1	54,429	1	54,429	1	54,429
(2) Human Resources Assistant	100	0	0	1	43,347	1	43,347	1	43,347	1	43,347
(3) Executive Assistant	100	1	45,792	0	0	0	0	0	0	0	0
Administrative Assistant (NU)	100	1	36,738	1	34,437	1	34,437	1	34,437	1	34,437
Gross Personnel Services		10.0	613,203	11.0	702,270	10.0	641,547	10.0	641,547	10.0	641,547

Notes:

- (1) Title Change from Employee Relations Manager during FY14
- (2) 1 Position Reclassified from Executive Assistant during FY14
- (3) (1) Position Reclassified to HR Assistant during FY14

Parking

Parking falls under the direction of the Executive Department. The Parking Division manages both on-street and off-street parking in the City and administers the School Crossing Guide program. Parking Control Officers enforce on-street signage and the City's parking ordinance to encourage turnover parking and provide public safety throughout the City. When requested, Parking Control Officers also assist the Police Department with traffic control during fire emergencies, accidents, and other matters of public safety.

The Parking Division also maintains and collects revenue from 1,547 metered spaces throughout the City, 500 of which have been converted to multi space meters that accept credit cards. The City anticipates converting additional single space meters to multi space meters in the 2015 fiscal year.

Finally, the Parking Division administers, operates, and/or oversees four parking garages and four parking lots. The division provides budgets, physical oversight, staffing, and revenue collection for these facilities.

FY15 expenses are up \$77,747 or 4.0%, primarily in Administration due to the contractual operational costs associated with the web meters. The estimated FY15 revenues are down, by \$97,775 or 1.4%, primarily as a result of the accounting change of the Casco Bay Garage to a non-budgetary account.

Department Summary

Department: Parking Account: 100-18

		FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown							
Payroll		1,366,110	1,302,886	1,377,707	1,377,207	1,377,207	1,377,207
Benefits		5,800	5,700	5,800	5,800	5,800	5,800
Administrative Services		34,515	45,734	39,256	36,256	36,256	36,256
Contractual Services		175,705	221,386	269,215	254,715	254,715	254,715
Maintenance and Repairs		158,725	156,625	141,225	141,225	141,225	141,225
Rentals		119,018	118,943	122,565	122,565	122,565	122,565
Supplies		43,325	43,203	36,970	36,970	36,970	36,970
Utilities		62,772	62,875	66,819	66,819	66,819	66,819
Contributions		0	2,160	2,160	2,160	2,160	2,160
Total		1,965,970	1,959,512	2,061,717	2,043,717	2,043,717	2,043,717
Summary by Division							
Parking Administration	(18-01)	1,083,196	1,110,672	1,186,259	1,183,259	1,183,259	1,183,259
Crossing Guides	(18-02)	132,700	123,700	130,200	130,200	130,200	130,200
Elm Street Garage	(18-03)	244,372	220,759	237,269	237,269	237,269	237,269
Spring Street Garage	(18-04)	386,877	376,396	400,439	385,439	385,439	385,439
Temple Street Garage	(18-05)	118,825	127,985	107,550	107,550	107,550	107,550
Total		1,965,970	1,959,512	2,061,717	2,043,717	2,043,717	2,043,717
Less Revenues		(6,786,247)	(6,497,100)	(6,600,707)	(6,688,472)	(6,688,472)	(6,688,472)
Net Department Total		(4,820,277)	(4,537,588)	(4,538,990)	(4,644,755)	(4,644,755)	(4,644,755)

Parking Administration

Parking Administration includes the management of on-street parking, the parking meter operation, the Parking Control Officers, and the issuance of residential parking stickers. This division also handles the administration of the Temple Street and Casco Bay parking garages.

The FY15 revenues in this division have decreased \$200,650 or 4.5%, due to the accounting change of the Casco Bay Garage revenue to a non-budgetary account during FY14. Revenue decreases are also associated with increased compliance of the multi space meters (reducing parking ticket revenue) and reduced street maintenance restrictions. Expenses have risen \$100,063, or 9.2%, and is largely attributed to the operational costs associated with the multi space meters.

Division Summary

Department: Parking	Division: Parking Administration				Account: 100-18-01	
	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	816,143	789,014	830,663	830,663	830,663	830,663
Benefits	3,800	3,700	3,800	3,800	3,800	3,800
Administrative Services	12,690	12,749	16,706	13,706	13,706	13,706
Contractual Services	104,340	156,734	182,240	182,240	182,240	182,240
Maintenance and Repairs	1,025	1,025	1,025	1,025	1,025	1,025
Rentals	118,818	118,818	122,365	122,365	122,365	122,365
Supplies	24,000	24,000	24,920	24,920	24,920	24,920
Utilities	2,380	2,472	2,380	2,380	2,380	2,380
Contributions	0	2,160	2,160	2,160	2,160	2,160
Total	1,083,196	1,110,672	1,186,259	1,183,259	1,183,259	1,183,259
Less Revenues	(4,486,550)	(4,229,120)	(4,235,900)	(4,285,900)	(4,285,900)	(4,285,900)
Net Division Total	(3,403,354)	(3,118,448)	(3,049,641)	(3,102,641)	(3,102,641)	(3,102,641)

Personnel Services Detail

Department: Parking

Division: Parking Administration

Account: 100-18-01

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Parking Div Director	100		1	73,637	1	80,168	1	80,168	1	80,168	1	80,168
Parking Division Supervisor	100		1	67,295	1	69,225	1	69,225	1	69,225	1	69,225
Parking Meter Supervisor	100		1	47,320	1	47,778	1	47,778	1	47,778	1	47,778
Senior Parking Control Officer	100		1	42,471	1	45,630	1	45,630	1	45,630	1	45,630
Maintenance Worker III	100		1	40,329	1	41,350	1	41,350	1	41,350	1	41,350
Parking Meter Technician	100		1	41,743	1	42,146	1	42,146	1	42,146	1	42,146
Parking Control Officer	100		10.6	370,466	10.6	368,014	10.6	368,014	10.6	368,014	10.6	368,014
Parking Office Asstistant	100		1	36,928	1	38,955	1	38,955	1	38,955	1	38,955
Customer Service Representativ	100		2	65,071	2	65,397	2	65,397	2	65,397	2	65,397
Holiday Payments	100			883		0		0		0		0
Overtime				30,000		32,000		32,000		32,000		32,000
Gross Personnel Services			19.6	816,143	19.6	830,663	19.6	830,663	19.6	830,663	19.6	830,663

Crossing Guides

The Parking Division administers the School Crossing Guide program to help ensure the safety of Portland children who walk to school. Crossing Guides staff twenty-nine intersections near Portland elementary schools.

Division Summary

Department: Parking **Division:** Crossing Guides **Account:** 100-18-02

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	131,500	122,500	129,000	129,000	129,000	129,000
Supplies	1,200	1,200	1,200	1,200	1,200	1,200
Total	132,700	123,700	130,200	130,200	130,200	130,200

Personnel Services Detail

Department: Parking

Division: Crossing Guides

Account: 100-18-02

Position	Funding Source City Fed Oth	FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
		#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Temporary Help	100		131,500		129,000		129,000		129,000		129,000
Gross Personnel Services			131,500		129,000		129,000		129,000		129,000

Elm Street Garage

The Elm Street Garage is a City-owned parking facility adjacent to Portland High School, and is operated and staffed by the Parking division. The Elm Street Garage provides hourly parking for people wishing to visit downtown businesses and the Merrill Auditorium / Portland Public Library area, as well as providing monthly parking spaces for employees of Portland High School, area businesses, some City Hall employees, and private citizens. The Elm Street Garage participates in the Park & Shop program.

Expenses are down \$7,103 or 2.9%. Revenues are up \$35,250 or 9.6% due to increased monthly parkers.

Division Summary

Department: Parking	Division: Elm Street Garage				Account: 100-18-03	
	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	185,068	161,344	184,319	184,319	184,319	184,319
Benefits	1,000	1,000	1,000	1,000	1,000	1,000
Contractual Services	21,475	21,840	22,015	22,015	22,015	22,015
Maintenance and Repairs	7,450	7,450	7,450	7,450	7,450	7,450
Rentals	100	50	100	100	100	100
Supplies	11,275	11,325	4,800	4,800	4,800	4,800
Utilities	18,004	17,750	17,585	17,585	17,585	17,585
Total	244,372	220,759	237,269	237,269	237,269	237,269
Less Revenues	(368,050)	(355,760)	(403,300)	(403,300)	(403,300)	(403,300)
Net Division Total	(123,678)	(135,001)	(166,031)	(166,031)	(166,031)	(166,031)

Personnel Services Detail

Department: Parking

Division: Elm Street Garage

Account: 100-18-03

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Parking Garage Shift Leader	100		2	78,956	2	79,755	2	79,755	2	79,755	2	79,755
Parking Garage Cashier	100		2.6	82,112	2.6	80,564	2.6	80,564	2.6	80,564	2.6	80,564
Temporary Help	100			8,200		8,200		8,200		8,200		8,200
Holiday Payments	100			5,490		5,490		5,490		5,490		5,490
Overtime	100			10,310		10,310		10,310		10,310		10,310
Gross Personnel Services			4.6	185,068	4.6	184,319	4.6	184,319	4.6	184,319	4.6	184,319

Spring Street Garage

The Spring Street Garage is a City-owned parking facility adjacent to the Civic Center and is operated and staffed by the Parking Division. The Spring Street Garage has been used successfully as an economic development tool for downtown revitalization and provides parking for Civic Center events. It also provides hourly parking for people visiting businesses in the Congress Street / Free Street area, as well as providing monthly parking spaces for employees of area businesses and private citizens. The Spring Street garage participates in the Park & Shop and Park & Work programs.

Expenses are relatively flat. Revenues are up \$47,625, or 4.0%, due to the increased rental and monthly parking income.

Division Summary

Department: Parking **Division:** Spring Street Garage **Account:** 100-18-04

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	233,399	230,028	233,725	233,225	233,225	233,225
Benefits	1,000	1,000	1,000	1,000	1,000	1,000
Contractual Services	49,890	42,812	64,960	50,460	50,460	50,460
Maintenance and Repairs	53,250	53,150	47,750	47,750	47,750	47,750
Rentals	100	75	100	100	100	100
Supplies	6,850	6,678	6,050	6,050	6,050	6,050
Utilities	42,388	42,653	46,854	46,854	46,854	46,854
Total	386,877	376,396	400,439	385,439	385,439	385,439
Less Revenues	(1,181,647)	(1,142,220)	(1,191,507)	(1,229,272)	(1,229,272)	(1,229,272)
Net Division Total	(794,770)	(765,824)	(791,068)	(843,833)	(843,833)	(843,833)

Personnel Services Detail

Department: Parking

Division: Spring Street Garage

Account: 100-18-04

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Parking Garage Shift Leader	100			2	79,110	2	79,170	2	79,170	2	79,170	79,170
Parking Garage Cashier	100			2.4	75,855	2.4	75,205	2.4	75,205	2.4	75,205	75,205
Maintenance Worker III	100			1	40,934	1	41,350	1	41,350	1	41,350	41,350
Temporary Help	100				21,000		21,000		21,000		21,000	21,000
Holiday Payments	100				5,490		5,490		5,490		5,490	5,490
Overtime	100				11,010		11,510		11,010		11,010	11,010
Gross Personnel Services				5.4	233,399	5.4	233,725	5.4	233,225	5.4	233,225	233,225

Temple Street Garage

The Temple Street Garage, located adjacent to the Nickelodeon Theater, is leased and managed by a private company. The Parking Division, however, oversees the operations and must approve all capital improvements in the garage. The Temple Street Garage provides hourly parking for people wishing to visit businesses in the Temple Street area, such as the Nickelodeon Theater and One City Center, as well as providing monthly parking spaces for employees of area businesses and private citizens. The Temple Street Garage participates in the Park & Shop program.

FY15 expenditures are down \$11,275 or 9.5%. FY15 revenues are expected to increase by \$20,000, or 2.7%, due to rate increases.

Division Summary

Department: Parking	Division: Temple Street Garage				Account: 100-18-05	
	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Administrative Services	21,825	32,985	22,550	22,550	22,550	22,550
Maintenance and Repairs	97,000	95,000	85,000	85,000	85,000	85,000
Total	118,825	127,985	107,550	107,550	107,550	107,550
Less Revenues	(750,000)	(770,000)	(770,000)	(770,000)	(770,000)	(770,000)
Net Division Total	(631,175)	(642,015)	(662,450)	(662,450)	(662,450)	(662,450)

Economic Development

The Department of Economic Development is responsible for enhancing the economic growth of the City and is dedicated to fostering a vibrant and healthy economic climate for the benefit of all those who live and work in Portland. The Department strives to facilitate a strong and diversified tax base, an active and revitalized city, and employment opportunities.

By leading a collaborative effort among agencies, both in advocacy and acting as a business resource, the Department provides professional and knowledgeable service through quality programs and coordinated efforts to improve the well-being of Portland. The Department endeavors to keep open the lines of communication so that economic development issues are addressed in a timely, thorough, and proactive manner.

The largest revenue source in this Department is from the City's portion of the UNUM TIF.

Department Summary

Department: Economic Development

Account: 100-19

		FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown							
Payroll		200,032	200,032	263,939	208,939	208,939	208,939
Administrative Services		9,960	9,960	10,050	10,050	10,050	10,050
Contractual Services		36,747	35,582	37,847	37,847	37,847	37,847
Rentals		2,400	2,400	2,400	2,400	2,400	2,400
Supplies		4,750	5,892	7,850	4,850	4,850	4,850
Utilities		1,585	1,570	840	840	840	840
Total		255,474	255,436	322,926	264,926	264,926	264,926
Summary by Division							
Economic Development	(19-20)	226,952	226,916	294,404	236,404	236,404	236,404
Portland Development Corporation	(19-22)	28,522	28,520	28,522	28,522	28,522	28,522
Total		255,474	255,436	322,926	264,926	264,926	264,926
Less Revenues		(330,279)	(331,264)	(340,143)	(340,143)	(340,143)	(340,143)
Net Department Total		(74,805)	(75,828)	(17,217)	(75,217)	(75,217)	(75,217)

Economic Development

The division of Economic Development is comprised of the Director, Business Development Representative, and the Senior Executive Assistant.

Division Summary

Department: Economic Development **Division:** Economic Development **Account:** 100-19-20

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	200,032	200,032	263,939	208,939	208,939	208,939
Administrative Services	6,085	6,085	6,175	6,175	6,175	6,175
Contractual Services	12,950	12,937	14,050	14,050	14,050	14,050
Rentals	2,400	2,400	2,400	2,400	2,400	2,400
Supplies	3,900	3,892	7,000	4,000	4,000	4,000
Utilities	1,585	1,570	840	840	840	840
Total	226,952	226,916	294,404	236,404	236,404	236,404
Less Revenues	(301,757)	(302,744)	(311,621)	(311,621)	(311,621)	(311,621)
Net Division Total	(74,805)	(75,828)	(17,217)	(75,217)	(75,217)	(75,217)

Personnel Services Detail

Department: Economic Development Dept

Division: Economic Development

Account: 100-19-20

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Economic Development Director	100			1	93,776	1	98,846	1	98,846	1	98,846	98,846
Business Development Rep	100			1	56,823	1	60,153	1	60,153	1	60,153	60,153
Senior Executive Assistant	100			1	49,433	1	49,940	1	49,940	1	49,940	49,940
Business Lic & Permit Liason	100			0	0	1	55,000	0	0	0	0	0
Gross Personnel Services				3.0	200,032	4.0	263,939	3.0	208,939	3.0	208,939	208,939

Portland Development Corporation

The Portland Development Corporation (PDC) is a quasi-municipal non-profit corporation created in December 1990 by the City Council. The Division specializes in providing specific programs which will assist in the recruitment and development of new and existing business and industry within the city. The Portland Development Corporation budget is fully funded by the interest income from its business loan programs.

The PDC relies on the income from its business loan program to cover its operating expenses.

Division Summary

Department: Economic Development **Division:** Portland Development Corporation **Account:** 100-19-22

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Administrative Services	3,875	3,875	3,875	3,875	3,875	3,875
Contractual Services	23,797	22,645	23,797	23,797	23,797	23,797
Supplies	850	2,000	850	850	850	850
Total	28,522	28,520	28,522	28,522	28,522	28,522
Less Revenues	(28,522)	(28,520)	(28,522)	(28,522)	(28,522)	(28,522)
Net Division Total	0	0	0	0	0	0

Police Department

The Police Department is comprised of six divisions: Administration, Jetport Security, Uniform Operations Group, Bureau of Investigative Services, Operations Support Services, and Dispatch Services.

Following a strategic plan created in 2010, the Police Department mission focuses on three distinct areas: Service Excellence, Community Engagement, and Resource Maximization. Every decision, plan, and contact made places emphasis on these three areas. All members of the Portland Police Department reference the core values of Leadership, Integrity, and Service when interacting with the public.

The Police Department's expense increase of \$597,730, or 4.3%, is primarily due to increases in payroll expenses. This budget includes 4.8 new positions, including the addition of a new Ordinance Enforcement Officer and the restoration of a half-time Community Justice Advocate eliminated in FY14. The other added positions are offset either fully or partially by increased revenue.

Reimbursements related to Jetport Security, the Portland Regional Communications Center, and the new FY15 positions account for the majority of the 14.0% revenue increase of \$278,713.

Department Summary

Department: Police Department

Account: 100-21

		FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown							
Payroll		12,876,170	12,780,976	13,567,723	13,409,329	13,449,329	13,449,329
Benefits		170,860	182,329	181,730	181,730	181,730	181,730
Administrative Services		118,312	112,085	119,035	116,035	116,035	116,035
Contractual Services		147,719	143,044	150,291	148,291	148,291	148,291
Maintenance and Repairs		188,039	187,341	210,655	210,655	210,655	210,655
Rentals		25,670	19,957	25,015	21,015	21,015	21,015
Supplies		200,018	181,756	208,763	198,493	198,493	198,493
Minor Capital Items		15,000	15,000	15,000	15,000	15,000	15,000
Utilities		26,160	25,766	25,130	25,130	25,130	25,130
Total		13,767,948	13,648,254	14,503,342	14,325,678	14,365,678	14,365,678
Summary by Division							
Police Administration	(21-01)	1,004,054	958,434	995,004	992,383	992,383	992,383
Jetport Security	(21-04)	513,718	482,707	531,801	510,641	510,641	510,641
Uniformed Operations Group	(21-21)	8,224,998	8,077,079	8,657,839	8,505,710	8,545,710	8,545,710
Bureau of Investigative Services	(21-24)	1,489,684	1,606,353	1,597,581	1,602,065	1,602,065	1,602,065
Operation Support Services	(21-28)	786,941	774,254	835,457	835,219	835,219	835,219
Dispatch Services	(21-31)	1,748,553	1,749,427	1,885,660	1,879,660	1,879,660	1,879,660
Total		13,767,948	13,648,254	14,503,342	14,325,678	14,365,678	14,365,678
Less Revenues		(1,993,420)	(2,123,262)	(2,305,807)	(2,272,133)	(2,272,133)	(2,272,133)
Net Department Total		11,774,528	11,524,992	12,197,535	12,053,545	12,093,545	12,093,545

Police Administration

It is the responsibility of the Chief of Police to create policy and make resource management decisions for the Police Department's resources. The administrative staff provides support in the areas of legal assistance, fiscal management, internal standards, human resources, and the investigation of complaints filed against police officers.

Expenditures in this division have decreased by \$11,671, or 1.2%, due to a transfer of the Mental Health Coordinator position to the Uniform Operations Group division, offset by general yearly increases to payroll expense. Revenues have decreased by \$31,077, or 21.1%, due to the reduction of revenues received by the Jetport.

Division Summary

Department: Police Department	Division: Police Administration				Account: 100-21-01	
	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	986,579	939,739	976,234	974,113	974,113	974,113
Benefits	2,000	3,220	2,000	2,000	2,000	2,000
Administrative Services	8,165	8,165	8,590	8,590	8,590	8,590
Maintenance and Repairs	200	200	200	200	200	200
Rentals	1,980	1,980	1,980	1,480	1,480	1,480
Supplies	1,050	1,050	1,800	1,800	1,800	1,800
Utilities	4,080	4,080	4,200	4,200	4,200	4,200
Total	1,004,054	958,434	995,004	992,383	992,383	992,383
Less Revenues	(146,981)	(142,885)	(115,904)	(115,904)	(115,904)	(115,904)
Net Division Total	857,073	815,549	879,100	876,479	876,479	876,479

Personnel Services Detail

Department: Police

Division: Police Administration

Account: 100-21-01

Position	Funding			FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Police Chief	100			1	103,526	1	108,089	1	108,089	1	108,089	1	108,089
Asst Police Chief	100			1	93,483	1	94,419	1	94,419	1	94,419	1	94,419
Police Commander	100			1	89,212	1	94,736	1	94,736	1	94,736	1	94,736
Police Legal Advisor	100			1	78,944	1	89,924	1	89,924	1	89,924	1	89,924
Police Lieutenant	100			1	74,120	1	74,175	1	74,175	1	74,175	1	74,175
Police Sergeant	100			1	65,052	1	65,661	1	65,661	1	65,661	1	65,661
Police Planning/Research Coord	100			1	55,692	1	59,622	1	59,622	1	59,622	1	59,622
Crime Analyst	100			1	54,189	1	55,107	1	55,107	1	55,107	1	55,107
Principal Financial Officer	100			1	55,692	1	60,582	1	60,582	1	60,582	1	60,582
Principal Admin Officer	100			1	55,692	1	62,924	1	62,924	1	62,924	1	62,924
Senior Admin Officer	100			1	47,716	1	51,126	1	51,126	1	51,126	1	51,126
Executive Assistant	100			1	38,122	1	40,660	1	40,660	1	40,660	1	40,660
(1) Administrative Assistant (NU)	100			1	34,632	2	76,416	2	76,416	2	76,416	2	76,416
Office Assistant	100			1	35,334	1	35,685	1	35,685	1	35,685	1	35,685
(2) Senior Fiscal Clerk	100			1	39,624	0	0	0	0	0	0	0	0
(3) Mental Health Coord	100			1	55,692	0	0	0	0	0	0	0	0
Holiday Payments					7,857		4,287		4,287		4,287		4,287
Overtime					2,000		2,821		700		700		700
Gross Personnel Services				16.0	986,579	15.0	976,234	15.0	974,113	15.0	974,113	15.0	974,113

Notes:

- (1) 1 Title Change from Senior Fiscal Clerk during FY14
- (2) (1) Title Change to Administrative Assistant (NU) during FY14
- (3) (1) Position Transferred to Uniform Operations (100-2121) during FY14

Jetport Security

The sergeant assigned to the Jetport Security division serves as a direct liaison between the Police Department and the Jetport staff and administration.

Officers assigned to the Jetport perform duties as follows: monitor security checkpoint during arrivals and departures, actively patrol the interior of the Jetport terminal, regulate activities of taxi operators utilizing the Jetport, assist in parking enforcement at the terminal, monitor activities at the baggage claim area, perform security checks of secured areas of the complex, make patrol sweeps of the parking areas including the garage, respond to all requests for police or emergency services originating at the Jetport, and process reports accordingly.

Expenditures in this division have decreased \$3,077, or 0.6%, mostly due to a decrease in overtime. The cost for this division is entirely offset by revenues received by the Jetport; the revenues listed below for the FY14 projection and FY15 columns are over-stated in error.

Division Summary

Department: Police Department **Division:** Jetport Security **Account:** 100-21-04

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	498,708	471,522	517,301	496,141	496,141	496,141
Benefits	8,055	8,055	8,080	8,080	8,080	8,080
Administrative Services	3,325	500	3,450	3,450	3,450	3,450
Maintenance and Repairs	250	250	250	250	250	250
Rentals	420	420	420	420	420	420
Supplies	2,300	1,300	2,300	2,300	2,300	2,300
Utilities	660	660	0	0	0	0
Total	513,718	482,707	531,801	510,641	510,641	510,641
Less Revenues	(513,718)	(513,718)	(628,718)	(607,558)	(607,558)	(607,558)
Net Division Total	0	(31,011)	(96,917)	(96,917)	(96,917)	(96,917)

Personnel Services Detail

Department: Police

Division: Jetport Security

Account: 100-21-04

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Police Lieutenant	100		1	71,152	0	0	0	0	0	0	0	0
(2) Police Sergeant	100		0	0	1	66,701	1	66,701	1	66,701	1	66,701
Police Officer	100		4	214,894	4	217,730	4	217,730	4	217,730	4	217,730
Holiday Payments	100			10,279		11,710		11,710		11,710		11,710
Overtime	100			202,383		221,160		200,000		200,000		200,000
Gross Personnel Services			5.0	498,708	5.0	517,301	5.0	496,141	5.0	496,141	5.0	496,141

Notes:

- (1) (1) Position Transferred to Uniformed Operations (100-2121) during FY14
- (2) 1 Position Transferred from Uniform Operations (100-2121) during FY14

Uniformed Operations Group

A Commander heads the Uniformed Operations Group. The primary duty of this group is the protection of lives and property. This is accomplished through continuous patrol directed at the repression of crime and the apprehension of violators. The group consists of three patrol teams broken out into twelve squads. This unique deployment structure allows the department to assign a proportionate number of patrol officers to the high and low demand hours of the day and days of the week. It also promotes teamwork and cohesive organizational commitment within the small units. Each team is responsible for conducting routine patrol services such as responding to calls for service, traffic enforcement, building security and maintenance of public order. Directed patrol officers work closely with Senior Lead Officers in each sector of the City to enhance crime prevention and streamline problem solving.

Senior Lead Officers are assigned to six neighborhood sectors and the Youth Services program. These officers work closely with Portland residents, local businesses and their fellow officers to enhance problem solving. In addition to answering calls for police service, these officers attend meetings, collaborate with fellow officers, and work with the Community Policing Coordinators to streamline efforts in their geographically assigned areas. Portland has five neighborhood-based community policing centers located in the Parkside, Bayside, East Bayside, West End, and Munjoy Hill neighborhoods. Community Policing also serves properties owned and managed by the Portland Housing Authority.

The Uniformed Operations Group also contains a Traffic Unit responsible for traffic-related services and an Island Unit responsible for providing public safety services to residents of Peaks Island.

Expenditures in this division have increased \$320,712, or 3.9%, primarily due to payroll expenses. This division includes the restoration of a full-time Community Justice Advocate position, a new Police Officer offset entirely by revenue, and the Mental Health Coordinator position transfer from Police Administration. Revenues increased \$53,259, or 6.8%, related to the additional Police Officer position and an increase in HCD Community Policing program funding.

Division Summary

Department: Police Department	Division: Uniformed Operations Group				Account: 100-21-21	
	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	7,811,127	7,663,605	8,222,443	8,075,314	8,115,314	8,115,314
Benefits	117,505	137,130	128,350	128,350	128,350	128,350
Administrative Services	14,982	13,118	15,530	15,530	15,530	15,530
Contractual Services	128,119	123,444	130,691	128,691	128,691	128,691
Maintenance and Repairs	40,900	39,589	51,785	51,785	51,785	51,785
Rentals	13,310	9,417	12,655	9,655	9,655	9,655
Supplies	90,355	82,076	88,115	88,115	88,115	88,115
Utilities	8,700	8,700	8,270	8,270	8,270	8,270
Total	8,224,998	8,077,079	8,657,839	8,505,710	8,545,710	8,545,710
Less Revenues	(785,264)	(807,602)	(838,523)	(838,523)	(838,523)	(838,523)
Net Division Total	7,439,734	7,269,477	7,819,316	7,667,187	7,707,187	7,707,187

Personnel Services Detail

Department: Police

Division: Uniformed Operations Group

Account: 100-21-21

Position	Funding			FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Police Major	100			0	0	1	85,587	1	85,587	1	85,587	1	85,587
(2) Police Captain	100			1	75,031	0	0	0	0	0	0	0	0
(3) Police Lieutenant	100			7	512,605	8	588,544	8	588,544	8	588,544	8	588,544
(4) Police Sergeant	100			16	1,034,876	15	970,228	15	970,228	15	970,228	15	970,228
(5) Police Officer	96	1	3	100	4,882,538	102	5,103,572	101	5,055,506	101	5,055,506	101	5,055,506
Community Services Coord	32	51	17	6	289,492	6	295,022	6	295,022	6	295,022	6	295,022
(6) Mental Health Coord	100			0	0	1	58,110	1	58,110	1	58,110	1	58,110
Animal Control Officer	100			1	40,326	1	40,697	1	40,697	1	40,697	1	40,697
(7) Community Justice Advocate	100			0.5	40,804	1	85,859	0.5	42,929	1	82,929	1	82,929
Office Assistant	100			1	39,838	1	40,209	1	40,209	1	40,209	1	40,209
Admin Assistant (CEBA)	100			2	72,170	2	73,338	2	73,338	2	73,338	2	73,338
Outside Jobs					238,000		235,275		235,275		235,275		235,275
Holiday Payments					190,677		180,279		180,279		180,279		180,279
Constables					2,080		6,240		6,240		6,240		6,240
Summer Cadets (Temporary)					15,840		16,500		16,500		16,500		16,500
Overtime					376,850		442,983		386,850		386,850		386,850
Gross Personnel Services				134.5	7,811,127	138.0	8,222,443	136.5	8,075,314	137.0	8,115,314	137.0	8,115,314

Notes:

- (1) 1 Position Replaced Police Captain during FY14
- (2) (1) Position Replaced w/ Police Major during FY14
- (3) 1 Position Transfer from Jetport Security (100-2104) during FY14
- (4) (1) Position Transfer to Jetport Security (100-2104) during FY14
- (5) 1 New Position Approved during FY14 (Cheverus)
- (6) 1 Transfer from Police Administration (100-2101) during FY14
- (7) .5 New Position Approved in FY15 (FY14 FTE Elimination Restored)

Bureau of Investigative Services

The Bureau of Investigative Services is commanded by the Assistant Chief and is comprised of the following sections: crimes against persons, crimes against property, and narcotics investigations. The division is responsible for the thorough investigation of criminal incidents referred from the rest of the department. The division also provides supervision of the court officer, criminal process services, and the victim advocacy program.

Expenditures in this division have increased \$112,381, or 7.5%, primarily due to the addition of the MDEA funded Police Detective position and the grant funded Police Victim / Witness Advocate position. The revenues reflect an increase of \$87,782 or 127.3%.

Division Summary

Department: Police Department **Division:** Bureau of Investigative Services **Account:** 100-21-24

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	1,442,934	1,559,602	1,549,891	1,554,875	1,554,875	1,554,875
Benefits	24,350	24,350	24,350	24,350	24,350	24,350
Administrative Services	1,860	1,860	1,860	1,860	1,860	1,860
Contractual Services	5,000	5,000	5,000	5,000	5,000	5,000
Maintenance and Repairs	2,000	2,000	2,000	2,000	2,000	2,000
Rentals	2,400	2,400	2,400	1,900	1,900	1,900
Supplies	8,200	8,200	9,200	9,200	9,200	9,200
Utilities	2,940	2,941	2,880	2,880	2,880	2,880
Total	1,489,684	1,606,353	1,597,581	1,602,065	1,602,065	1,602,065
Less Revenues	(68,985)	(180,585)	(156,767)	(156,767)	(156,767)	(156,767)
Net Division Total	1,420,699	1,425,768	1,440,814	1,445,298	1,445,298	1,445,298

Personnel Services Detail

Department: Police

Division: Bureau of Investigative Services

Account: 100-21-24

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Police Lieutenant	100			1	73,145	1	78,474	1	78,474	1	78,474	78,474
Police Sergeant	67	33		3	195,458	3	195,718	3	195,718	3	195,718	195,718
Police Detective	100			17	955,901	17	968,000	17	968,000	17	968,000	968,000
(1) Police Detective (Proj)		100		0	0	1	78,707	1	78,707	1	78,707	78,707
Court Officer	100			1	54,873	1	55,566	1	55,566	1	55,566	55,566
(2) Police Victim/Witness Advoc	82	18		0	0	0.3	12,885	0.3	12,885	0.3	12,885	12,885
Office Assistant	100			1	38,376	1	38,747	1	38,747	1	38,747	38,747
Process Server	100			1	36,231	1	36,602	1	36,602	1	36,602	36,602
Holiday Payments					40,950		42,176		42,176		42,176	42,176
Overtime					48,000		43,016		48,000		48,000	48,000
Gross Personnel Services				24.0	1,442,934	25.3	1,549,891	25.3	1,554,875	25.3	1,554,875	1,554,875

Notes:

- (1) 1 New Position Approved during FY14 (100 % MDEA Funded)
- (2) .3 New Position Approved during FY14 (One Year Grant: Expires 09/30/14)

Operation Support Services

The Operation Support Services Division is commanded by the Assistant Chief and is comprised of the following sections: computer crimes, forensics, property, training, and records. Included in the budget are minor costs associated with the Regional Forensic Crime Laboratory.

Expenditures in this division have increased \$48,278, or 6.1%. This division includes the new Ordinance Enforcement Officer position. Revenues have increased minimally by \$1,324, or 2.7%.

Division Summary

Department: Police Department	Division: Operation Support Services				Account: 100-21-28	
	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	583,443	577,059	615,699	622,731	622,731	622,731
Benefits	6,000	6,000	6,000	6,000	6,000	6,000
Administrative Services	78,655	78,655	78,280	78,280	78,280	78,280
Contractual Services	12,500	12,500	12,500	12,500	12,500	12,500
Maintenance and Repairs	18,560	18,560	25,960	25,960	25,960	25,960
Rentals	6,960	5,140	6,960	6,960	6,960	6,960
Supplies	79,863	75,380	89,098	81,828	81,828	81,828
Utilities	960	960	960	960	960	960
Total	786,941	774,254	835,457	835,219	835,219	835,219
Less Revenues	(49,926)	(49,926)	(51,250)	(51,250)	(51,250)	(51,250)
Net Division Total	737,015	724,328	784,207	783,969	783,969	783,969

Personnel Services Detail

Department: Police

Division: Operations Support Services

Account: 100-21-28

Position	Funding Source	FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Police Sergeant	100	1	65,302	1	65,910	1	65,910	1	65,910	1	65,910
Police Detective	100	5	274,964	5	281,630	5	281,630	5	281,630	5	281,630
Property & Evidence Coord	100	1	56,218	1	56,765	1	56,765	1	56,765	1	56,765
Training & Operations Coord	100	1	49,550	1	50,037	1	50,037	1	50,037	1	50,037
(1) Ordinance Enforcement Officer	100	0	0	1	30,752	1	30,752	1	30,752	1	30,752
Public Service Clerk	100	3	103,915	3	104,949	3	104,949	3	104,949	3	104,949
Holiday Payments			16,494		15,688		15,688		15,688		15,688
Overtime			17,000		9,968		17,000		17,000		17,000
Gross Personnel Services		11.0	583,443	12.0	615,699	12.0	622,731	12.0	622,731	12.0	622,731

Notes:

(1) 1 New Position Approved in FY15

Dispatch Services

The Portland Regional Communications Center (PRCC) comprises Dispatch Services, supervised by the Emergency Communications Director. The PRCC is responsible for receiving telephone requests for all emergency services and dispatching appropriate resources as well as providing field officers with automated information 24 hours a day.

In 2011, telecommunications completed a regional consolidation that allowed the dispatch center to dispatch police and fire calls for the towns of Cape Elizabeth and South Portland as well. This reorganization has allowed all three communities to maximize their resources while emphasizing a commitment to service excellence.

Expenditures in this division have increased \$131,107, or 7.5%, primarily due to the on-going transition / merger of personnel resulting from the consolidation with South Portland as well as other payroll increases. Revenues have increased \$73,585, or 17.2%, due to the establishment of a cost-sharing agreement with South Portland.

Division Summary

Department: Police Department	Division: Dispatch Services				Account: 100-21-31	
	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	1,553,379	1,569,449	1,686,155	1,686,155	1,686,155	1,686,155
Benefits	12,950	3,574	12,950	12,950	12,950	12,950
Administrative Services	11,325	9,787	11,325	8,325	8,325	8,325
Contractual Services	2,100	2,100	2,100	2,100	2,100	2,100
Maintenance and Repairs	126,129	126,742	130,460	130,460	130,460	130,460
Rentals	600	600	600	600	600	600
Supplies	18,250	13,750	18,250	15,250	15,250	15,250
Minor Capital Items	15,000	15,000	15,000	15,000	15,000	15,000
Utilities	8,820	8,425	8,820	8,820	8,820	8,820
Total	1,748,553	1,749,427	1,885,660	1,879,660	1,879,660	1,879,660
Less Revenues	(428,546)	(428,546)	(514,645)	(502,131)	(502,131)	(502,131)
Net Division Total	1,320,007	1,320,881	1,371,015	1,377,529	1,377,529	1,377,529

Personnel Services Detail

Department: Police

Division: Dispatch Services

Account: 100-21-31

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Emergency Communications Dir		100	1	67,489	1	78,020	1	78,020	1	78,020	1	78,020
Telecommunications Supervisor	100		4	204,488	4	207,622	4	207,622	4	207,622	4	207,622
(1) Telecommunicator	100		25	1,100,757	26	1,161,031	26	1,161,031	26	1,161,031	26	1,161,031
Holiday Payments				10,645		9,878		9,878		9,878		9,878
Overtime				170,000		229,604		229,604		229,604		229,604
Gross Personnel Services			30.0	1,553,379	31.0	1,686,155	31.0	1,686,155	31.0	1,686,155	31.0	1,686,155

Notes:

(1) 1 New Position Approved during FY14 (South Portland Absorbed Position)

Fire Department

The Fire Department reorganizes and consolidates into five divisions in FY15 (previously ten): Administration, Code Enforcement and Community Services, Field Operations, Jetport Air Rescue, and Operations Support Services. The Fire Chief oversees the operation of these divisions.

The Fire Department's overall expenditure increase is \$615,909 or 3.8%. Payroll increases account for \$393,160, or 2.8%, of this increase. Overall, the department is up .7 of one position. Other increases include supplies, contractual services, building rental and wearing apparel.

The revenue increase is \$192,504, or 3.6%. Revenue changes entail the inclusion of staffing reimbursement through the SAFER grant and increased MEDCU estimates, offset by a decrease in confined space revenue.

Department Summary

Department: Fire Department

Account: 100-22

		FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown							
Payroll		14,082,399	14,294,579	14,666,523	14,475,559	14,475,559	14,475,559
Benefits		193,050	289,251	265,175	225,550	225,550	225,550
Administrative Services		152,150	144,183	172,005	161,605	161,605	161,605
Contractual Services		207,043	200,893	274,760	263,160	263,160	263,160
Maintenance and Repairs		321,940	311,500	361,765	341,765	341,765	341,765
Rentals		467,036	476,651	475,672	498,816	498,816	498,816
Supplies		460,500	467,110	560,765	540,765	540,765	540,765
Minor Capital Items		0	0	7,500	7,500	7,500	7,500
Utilities		248,616	229,815	245,923	245,923	245,923	245,923
Capital Outlay		12,000	16,762	0	0	0	0
Total		16,144,734	16,430,744	17,030,088	16,760,643	16,760,643	16,760,643
Summary by Division							
Fire Administration	(22-01)	685,291	686,454	687,426	646,426	646,426	646,426
Code Enforcement & Comm. Svcs	(22-02)	283,482	282,031	306,566	306,566	306,566	306,566
Field Operations	(22-03)	9,744,795	9,952,016	13,752,820	13,573,695	13,573,695	13,573,695
Air Rescue Station	(22-04)	1,117,518	1,091,028	1,111,321	1,111,321	1,111,321	1,111,321
Fireboat	(22-05)	893,562	1,110,287	0	0	0	0
Emergency Medical Service	(22-06)	2,424,147	2,317,180	0	0	0	0
Operation Support Services	(22-07)	342,338	342,338	1,171,955	1,122,635	1,122,635	1,122,635
Building Maintenance	(22-08)	278,157	268,374	0	0	0	0
Fire Alarm	(22-09)	334,769	340,155	0	0	0	0
Islands	(22-11)	40,675	40,881	0	0	0	0
Total		16,144,734	16,430,744	17,030,088	16,760,643	16,760,643	16,760,643
Less Revenues		(5,331,236)	(5,131,213)	(5,343,740)	(5,523,740)	(5,523,740)	(5,523,740)
Net Department Total		10,813,498	11,299,531	11,686,348	11,236,903	11,236,903	11,236,903

Fire Administration

The Administration Division is responsible for the planning, organization, and day-to-day operations of all fire suppression, emergent medical care, fire prevention, disaster preparations, and terrorism responses within Portland. The policies and procedures that guide the department in carrying out its mission are established by the Fire Chief.

The Fire Administration budget decreased by \$38,865, or 5.7%, due to the FY15 reorganization (the Deputy Chief positions assigned to the Field Operations division). Division revenues decreased \$42,670 or 29.4% as a result of grant funding changes.

Division Summary

Department: Fire Department	Division: Fire Administration				Account: 100-22-01	
	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	633,036	629,351	590,446	547,446	547,446	547,446
Benefits	0	0	2,000	2,000	2,000	2,000
Administrative Services	6,635	11,483	27,115	21,715	21,715	21,715
Contractual Services	8,000	8,000	9,000	21,400	21,400	21,400
Rentals	2,160	2,160	2,160	2,160	2,160	2,160
Supplies	30,575	30,575	52,020	47,020	47,020	47,020
Utilities	4,885	4,885	4,685	4,685	4,685	4,685
Total	685,291	686,454	687,426	646,426	646,426	646,426
Less Revenues	(145,218)	(70,655)	(72,548)	(102,548)	(102,548)	(102,548)
Net Division Total	540,073	615,799	614,878	543,878	543,878	543,878

Personnel Services Detail

Department: Fire

Division: Fire Administration

Account: 100-22-01

Position	Funding Source		FY14 Approved		FY15 Submission		FY15 Manager's Recommendation		FY15 Finance Committee		FY15 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Fire Chief	100		1	102,005	1	107,368	1	107,368	1	107,368	1	107,368
(1) Asst Fire Chief	100		0	0	3	261,308	2.5	218,308	2.5	218,308	2.5	218,308
(2) Deputy Fire Chief	100		4	328,502	0	0	0	0	0	0	0	0
Principal Financial Officer	100		1	54,509	1	56,713	1	56,713	1	56,713	1	56,713
Executive Assistant	100		1	35,725	1	36,846	1	36,846	1	36,846	1	36,846
(3) Administrative Assistant (NU)	100		0	0	1	29,874	1	29,874	1	29,874	1	29,874
Accountant	100		1	37,395	1	38,337	1	38,337	1	38,337	1	38,337
(4) Emergency Mgmt Administrator	36	64	0	0	0.6	47,000	0.6	47,000	0.6	47,000	0.6	47,000
(5) Hazmat/WMD Coord (Proj)	100		1	74,900	0	0	0	0	0	0	0	0
(6) Temporary Help				0		13,000		13,000		13,000		13,000
Gross Personnel Services			9.0	633,036	8.6	590,446	8.1	547,446	8.1	547,446	8.1	547,446

Notes:

- (1) 1.5 New Positions Approved; 1 Transfer from EMS (100-2206) & Replaced Deputy Fire Chief/EMS in FY15
- (2) (4) Position Transfers to Field Operations (100-2203) in FY15
- (3) 1 New Position Approved in FY15
- (4) .6 Position Replaced HazMat/WMD Coord (Proj) in FY15
- (5) (.6) Position Replaced w/ Emergency Mgmt Admin & (.4) Position Eliminated in FY15
- (6) Transferred from EMS (100-2206) in FY15

Code Enforcement & Community Services

The division of Code Enforcement and Community Services, previously called the Division of Special Services, includes the Fire Prevention Bureau. The Fire Prevention Bureau is responsible for the review of all building permits for renovation or new construction for structures that house three or more units, and the review of all commercial buildings. Additionally, Fire Prevention reviews site plans, building permits, sprinkler system permits, fire alarm system permits, as well as the installation of above ground & underground storage tanks and liquefied petroleum gas tanks.

The Fire Prevention bureau administers the Fire Prevention Code, N.F.P.A 101 Life Safety Code, the State laws of the Fire Service and the National Fire Codes, food and liquor code requirements, and fuel inspections. Codes are updated throughout the year and educational seminars are conducted. An in-house "company inspection" training program is ongoing.

This division also comprises the community outreach and education initiatives, which includes the Portland High School Program, public education materials, and public information of current events affecting the citizens of Portland.

The Code Enforcement and Community Services division's budget increase of \$23,084, or 8.1%, is mainly attributed to the cost associated with training and equipment needed to provide more effective and efficient NFPA compliant plan review.

Division Summary

Department: Fire Department	Division: Code Enforcement & Community Services				Account: 100-22-02	
	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	276,122	274,671	278,493	278,493	278,493	278,493
Administrative Services	5,560	5,560	14,785	14,785	14,785	14,785
Contractual Services	0	0	400	400	400	400
Supplies	1,800	1,800	10,200	10,200	10,200	10,200
Utilities	0	0	2,688	2,688	2,688	2,688
Total	283,482	282,031	306,566	306,566	306,566	306,566
Less Revenues	(1,650)	(673)	(9,846)	(9,846)	(9,846)	(9,846)
Net Division Total	281,832	281,358	296,720	296,720	296,720	296,720

Personnel Services Detail

Department: Fire

Division: Code Enforcement & Community Services

Account: 100-22-02

Position	Funding Source	FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
		#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Fire Captain/EMT-P	100	1	69,533	1	68,984	1	68,984	1	68,984	1	68,984
(1) Fire Captain/EMT (B&I)	100	2	125,314	1	64,209	1	64,209	1	64,209	1	64,209
Fire Lieutenant/EMT (B&I)	100	1	60,275	1	65,319	1	65,319	1	65,319	1	65,319
(2) Firefighter/EMT-P	100	0	0	1	58,731	1	58,731	1	58,731	1	58,731
Overtime			21,000		21,250		21,250		21,250		21,250
Gross Personnel Services		4.0	276,122	4.0	278,493	4.0	278,493	4.0	278,493	4.0	278,493

Notes:

- (1) (1) Position Transfer to Field Operations (100-2203) in FY15
- (2) 1 Position Transfer from Fireboat (100-2205) in FY15

Field Operations

In FY15 the Field Operations Division was created to encompass four of the previously named divisions: Firefighting, Fire Boat, Emergency Medical Service and Islands. This division is responsible for providing emergency services including fire suppression, emergency medical care and transport, hazardous materials response, technical rescue response and any possible public emergency. The division supports fire and life safety programs through routine field safety inspections.

Field Operations provides emergency services for the waterfront area, islands, and all marine craft associated with Portland Harbor and Casco Bay, including emergency medical transportation for the island residents, as well as training for the island call forces. The crew conducts fire prevention inspections of waterfront facilities and harbor patrols when threat conditions warrant. This division provides continuous seamanship and pilot training to assure competent boat handling for the navigation of the Portland Harbor and Casco Bay waters, as mandated by Fire Department operations. The city's fireboat, MV City of Portland IV, was commissioned in FY10.

Additionally, the Field Operations Division is responsible for the development of skill sets for the entire department. Training evolutions are conducted daily to ensure proficiency in the delivery of Emergency Medicine and Firefighting. Responsibilities includes ensuring compliance with state mandated EMS, basic and advanced firefighting requirements, which involves overseeing the medical licenses of over 200 personnel. Field Operations provides advanced life support to the City's residents, and the working and visiting population of Portland. Services range from basic patient assessments and CPR, to sophisticated advanced life support intervention, such as advanced airway management and complex drug therapies. The unit provides in-service training for all fire department members as well.

The Field Operations Division provides fire protection for citizens of the Casco Bay Islands associated with the City of Portland, primarily Peaks Island, Cliff Island, Cushing Island, House Island, and Great and Little Diamond Islands. Despite the logistical difficulties of protecting the islands, the division effectively maintains and provides fire suppression and life safety with island call forces.

For comparative purposes, the combined expenditure increase of these four absorbed divisions encompassing this new division's budget (not shown below), is \$470,516 or 3.6%; payroll increases represent \$372,847, or 3.1%, including staff shifts and general wage increases. Other minor increases include supplies, maintenance & repairs, and wearing apparel.

Also for comparative purposes, revenue estimates have risen \$237,075, or 5.9%, for all combined divisions. This increase is largely due to the addition of SAFER grant revenue and the increase of MEDCU revenue, offset by a decrease in confined space revenue projections.

Division Summary

Department: Fire Department **Division:** Field Operations **Account:** 100-22-03

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	9,368,162	9,477,956	12,657,245	12,557,245	12,557,245	12,557,245
Benefits	166,500	263,927	240,945	201,320	201,320	201,320
Administrative Services	37,025	37,025	81,400	76,400	76,400	76,400
Contractual Services	22,708	22,708	206,185	206,185	206,185	206,185
Maintenance and Repairs	20,000	20,000	153,000	133,000	133,000	133,000
Rentals	0	0	9,000	4,500	4,500	4,500
Supplies	111,800	111,800	380,660	370,660	370,660	370,660
Utilities	18,600	18,600	24,385	24,385	24,385	24,385
Total	9,744,795	9,952,016	13,752,820	13,573,695	13,573,695	13,573,695
Less Revenues	(760,000)	(605,413)	(4,091,075)	(4,241,075)	(4,241,075)	(4,241,075)
Net Division Total	8,984,795	9,346,603	9,661,745	9,332,620	9,332,620	9,332,620

Personnel Services Detail

Department: Fire

Division: Field Operations

Account: 100-22-03

Position	Funding Source		FY14 Approved		FY15 Submission		FY15 Manager's Recommendation		FY15 Finance Committee		FY15 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Deputy Fire Chief	100		0	0	4	343,609	4	343,609	4	343,609	4	343,609
Fire Captain/EMT-P	100		1	69,000	1	69,670	1	69,670	1	69,670	1	69,670
(2) Fire Captain/EMT (B&I)	100		10	648,063	12	793,682	12	793,682	12	793,682	12	793,682
(3) Fire Lieutenant/EMT-P	100		7	420,192	9	549,824	9	549,824	9	549,824	9	549,824
(4) Fire Lieutenant/EMT (B&I)	100		29	1,713,687	30	1,807,054	30	1,807,054	30	1,807,054	30	1,807,054
(5) Fire Lieutenant	100		1	59,750	2	120,895	2	120,895	2	120,895	2	120,895
(6) Firefighter/EMT-P	98	2	23	1,182,947	39	2,126,024	39	2,126,024	39	2,126,024	39	2,126,024
(7) Firefighter/EMT (B&I)	92	8	84	4,396,884	102	5,331,227	102	5,331,227	102	5,331,227	102	5,331,227
Firefighter	100		6	320,639	6	321,363	6	321,363	6	321,363	6	321,363
(8) Paramedic	100		0	0	1	47,927	1	47,927	1	47,927	1	47,927
Overtime				557,000		1,145,970		1,045,970		1,045,970		1,045,970
(9) Notes												
Gross Personnel Services			161.0	9,368,162	206.0	12,657,245	206.0	12,557,245	206.0	12,557,245	206.0	12,557,245

Notes:

- (1) 4 Position Transfers from Fire Administration (100-2201) in FY15
- (2) 1 Position Transfer from Special Svcs (100-2202) & 1 Transfer from Fireboat (100-2205) in FY15
- (3) 1 Transfer from Fireboat (100-2205) & Reclassed from Fire Lt/EMT (B&I); 1 from EMS (100-2206) in FY15
- (4) 1 Position Transfer from Fireboat (100-2205) in FY15
- (5) 1 Transfer from Fireboat (100-2205) in FY15 & Reclassed from Fire LT/EMT (B&I) during FY14
- (6) 16 Position Transfers from EMS (100-2206) in FY15
- (7) 6 from Fireboat (100-2205) w/ 1 Reclass from FF; 12 Transfers from EMS (100-2206) in FY15
- (8) 1 Position Transfer from EMS (100-2206) in FY15
- (9) FY15 Fire Reorganization 45 Position Transfers: 4 (22-01); 1 (22-02); 10 (22-05); 30 (22-06)

Air Rescue Station

The Jetport Air Rescue Station Division provides aircraft rescue and firefighting for the City's airport. Efforts are also placed on fire prevention measures and fire safety at the aircraft loading areas. Air Rescue Station performance is measured according to Federal Aviation Administration standards for aircraft safety performance. Firefighting abilities are measured in accordance with N.F.P.A. 1003 Professional Qualification Standards.

The Air Rescue Station expenditure decrease of \$6,197, or 0.6%, is mainly due to various reductions including training, utilities, and capital, offset by increased overtime costs.

The Air Rescue service expense is fully reimbursed through inter-fund charges to the Jetport's Enterprise Fund.

Division Summary

Department: Fire Department	Division: Air Rescue Station				Account: 100-22-04	
	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	835,259	856,207	861,804	861,804	861,804	861,804
Benefits	21,750	12,000	20,430	20,430	20,430	20,430
Administrative Services	61,080	50,080	46,080	46,080	46,080	46,080
Contractual Services	5,175	1,425	5,175	5,175	5,175	5,175
Maintenance and Repairs	112,000	99,000	121,750	121,750	121,750	121,750
Supplies	40,210	29,510	40,210	40,210	40,210	40,210
Utilities	30,044	26,044	15,872	15,872	15,872	15,872
Capital Outlay	12,000	16,762	0	0	0	0
Total	1,117,518	1,091,028	1,111,321	1,111,321	1,111,321	1,111,321
Less Revenues	(1,117,518)	(1,091,028)	(1,111,321)	(1,111,321)	(1,111,321)	(1,111,321)
Net Division Total	0	0	0	0	0	0

Personnel Services Detail

Department: Fire

Division: Air Rescue Station

Account: 100-22-04

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Deputy Fire Chief	100		1	76,677	1	73,919	1	73,919	1	73,919	1	73,919
Fire Captain/EMT (B&I)	100		1	66,425	1	66,783	1	66,783	1	66,783	1	66,783
Fire Lieutenant/EMT-P	100		1	64,404	1	63,611	1	63,611	1	63,611	1	63,611
Fire Lieutenant/EMT (B&I)	100		3	185,184	3	180,772	3	180,772	3	180,772	3	180,772
Firefighter/EMT (B&I)	100		6	327,735	6	331,042	6	331,042	6	331,042	6	331,042
Firefighter	100		2	109,834	2	110,877	2	110,877	2	110,877	2	110,877
Overtime				5,000		34,800		34,800		34,800		34,800
Gross Personnel Services			14.0	835,259	14.0	861,804	14.0	861,804	14.0	861,804	14.0	861,804

Fireboat

As part of the FY15 Fire Department reorganization, the Fireboat Division was consolidated with the Field Operations Division (100-2203).

Division Summary

Department: Fire Department **Division:** Fireboat **Account:** 100-22-05

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	782,019	998,744	0	0	0	0
Benefits	3,000	3,000	0	0	0	0
Maintenance and Repairs	60,750	60,750	0	0	0	0
Supplies	41,000	41,000	0	0	0	0
Utilities	6,793	6,793	0	0	0	0
Total	893,562	1,110,287	0	0	0	0

Personnel Services Detail

Department: Fire

Division: Fireboat

Account: 100-22-05

Position	Funding Source	FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
		#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Fire Captain/EMT (B&I)	100	1	67,557	0	0	0	0	0	0	0	0
Fire Lieutenant/EMT (B&I)	100	3	191,923	0	0	0	0	0	0	0	0
Firefighter/EMT-P	100	2	109,383	0	0	0	0	0	0	0	0
Firefighter/EMT (B&I)	100	5	257,239	0	0	0	0	0	0	0	0
Firefighter	100	1	54,917	0	0	0	0	0	0	0	0
Overtime			101,000		0		0		0		0
(1) Notes											
Gross Personnel Services		12.0	782,019	0.0	0	0.0	0	0.0	0	0.0	0

Notes:

(1) (12) FY15 Fire Reorganization Position Transfers: (1) to 22-02; (10) to 22-03; (1) to 22-07

Emergency Medical Service

As part of the FY15 Fire Department reorganization, the Emergency Medical Service Division (EMS) was consolidated with the Field Operations Division (100-2203).

Division Summary

Department: Fire Department **Division:** Emergency Medical Service **Account:** 100-22-06

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	2,034,217	1,904,066	0	0	0	0
Benefits	0	8,524	0	0	0	0
Administrative Services	37,725	35,915	0	0	0	0
Contractual Services	157,960	157,960	0	0	0	0
Maintenance and Repairs	17,550	17,635	0	0	0	0
Rentals	1,000	0	0	0	0	0
Supplies	169,650	187,035	0	0	0	0
Utilities	6,045	6,045	0	0	0	0
Total	2,424,147	2,317,180	0	0	0	0
Less Revenues	(3,244,000)	(3,277,000)	0	0	0	0
Net Division Total	(819,853)	(959,820)	0	0	0	0

Personnel Services Detail

Department: Fire

Division: Emergency Medical Service

Account: 100-22-06

	Funding	FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
Position	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Deputy Fire Chief/EMS	100	1	79,818	0	0	0	0	0	0	0	0
Fire Lieutenant/EMT-P	100	2	121,687	0	0	0	0	0	0	0	0
Firefighter/EMT-P	100	16	872,567	0	0	0	0	0	0	0	0
Firefighter/EMT (B&I)	100	12	544,646	0	0	0	0	0	0	0	0
Paramedic	100	1	47,499	0	0	0	0	0	0	0	0
Temporary Help	100		8,000		0		0		0		0
Overtime			360,000		0		0		0		0
(1) Notes											
Gross Personnel Services		32.0	2,034,217	0.0	0	0.0	0	0.0	0	0.0	0

Notes:

(1) (32) FY15 Reorganization Position Transfers: (1) to 2201; (30) to 2203; (1) to 2207

Operation Support Services

The Operations Support Services Division is a consolidation of three former divisions: Hydrants, Building Maintenance and Fire Alarm. The hydrant system is the backbone of the fire suppression efforts of the Fire Department. The department is charged by the Portland Water District to ensure that the 1,620 hydrants in the City are properly maintained for use with high-flow firefighting equipment. Building maintenance provides for the operation of nine of the city's fire stations and the fire museum. The division maintains station heating and plumbing systems and makes necessary building repairs, including preventive maintenance for boilers, emergency generators, and compressors. The fire alarm section maintains the City's fire alarm system and emergent and non-emergent radio systems, and supports the 911 Center's core equipment.

For comparative purposes, the combined expenditure increase of these three absorbed divisions encompassing this new division's budget (not shown below), is \$167,371 or 17.5%. The increases are varied amongst most expenditure classification categories.

The divisional revenue is mainly due to billing for Fire Alarm Master Box Connections (see City Code Chapter 10, Section 102©).

Division Summary

Department: Fire Department	Division: Operation Support Services				Account: 100-22-07	
	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	0	0	278,535	230,571	230,571	230,571
Benefits	0	0	1,800	1,800	1,800	1,800
Administrative Services	0	0	2,625	2,625	2,625	2,625
Contractual Services	0	0	54,000	30,000	30,000	30,000
Maintenance and Repairs	0	0	87,015	87,015	87,015	87,015
Rentals	342,338	342,338	464,512	492,156	492,156	492,156
Supplies	0	0	77,675	72,675	72,675	72,675
Minor Capital Items	0	0	7,500	7,500	7,500	7,500
Utilities	0	0	198,293	198,293	198,293	198,293
Total	342,338	342,338	1,171,955	1,122,635	1,122,635	1,122,635
Less Revenues	0	0	(58,950)	(58,950)	(58,950)	(58,950)
Net Division Total	342,338	342,338	1,113,005	1,063,685	1,063,685	1,063,685

Personnel Services Detail

Department: Fire

Division: Operation Support Services

Account: 100-22-07

Position	Funding	FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Fire Lieutenant/EMT-P	100	0	0	1	61,996	1	61,996	1	61,996	1	61,996
(2) Firefighter/EMT-P	100	0	0	1	56,478	1	56,478	1	56,478	1	56,478
(3) Fire Alarm Supervisor	100	0	0	1	52,749	0.3	38,886	0.3	38,886	0.3	38,886
(4) Fire Alarm Tech	100	0	0	2	91,707	1.3	57,606	1.3	57,606	1.3	57,606
Overtime		0	0	0	15,605	0	15,605	0	15,605	0	15,605
Gross Personnel Services		0.0	0	5.0	278,535	3.6	230,571	3.6	230,571	3.6	230,571

Notes:

- (1) 1 Position Transferred from EMS (100-2206) in FY15
- (2) 1 Position Transferred from Fireboat (100-2205) in FY15
- (3) 1 Transferred from Fire Alarm (100-2209) w/ (.7) Reduction in FY15 Reorg
- (4) 2 Transferred from Fire Alarm (100-2209) w/ (.7) Reduction in FY15 Reorg

Building Maintenance

As part of the FY15 Fire Department reorganization, the Building Maintenance Division was consolidated with the Operation Support Services Division (100-2207).

Division Summary

Department: Fire Department **Division:** Building Maintenance **Account:** 100-22-08

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Administrative Services	875	870	0	0	0	0
Contractual Services	2,400	0	0	0	0	0
Maintenance and Repairs	83,500	85,900	0	0	0	0
Rentals	500	500	0	0	0	0
Supplies	21,000	21,000	0	0	0	0
Utilities	169,882	160,104	0	0	0	0
Total	278,157	268,374	0	0	0	0

Fire Alarm

As part of the FY15 Fire Department reorganization, the Fire Alarm Division was consolidated with the Operation Support Services Division (100-2207).

Division Summary

Department: Fire Department Division: Fire Alarm Account: 100-22-09

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	153,584	153,584	0	0	0	0
Benefits	1,800	1,800	0	0	0	0
Administrative Services	500	500	0	0	0	0
Maintenance and Repairs	27,540	27,615	0	0	0	0
Rentals	111,038	121,652	0	0	0	0
Supplies	32,215	32,140	0	0	0	0
Utilities	8,092	2,864	0	0	0	0
Total	334,769	340,155	0	0	0	0
Less Revenues	(62,850)	(64,701)	0	0	0	0
Net Division Total	271,919	275,454	0	0	0	0

Personnel Services Detail

Department: Fire

Division: Fire Alarm

Account: 100-22-09

Position	Funding Source	FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Fire Alarm Supervisor	100	1	52,250	0	0	0	0	0	0	0	0
Fire Alarm Tech	100	2	90,834	0	0	0	0	0	0	0	0
Overtime			10,500		0		0		0		0
(1) Notes											
Gross Personnel Services		3.0	153,584	0.0	0	0.0	0	0.0	0	0.0	0

Notes:

(1) (3) Positions Transfers in FY15 Fire Reorganization to Op Support Svcs (100-2207)

Islands

As part of the FY15 Fire Department reorganization, the Islands Division was consolidated with the Field Operations Division (100-22-03).

Division Summary

Department: Fire Department

Division: Islands

Account: 100-22-11

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Administrative Services	2,750	2,750	0	0	0	0
Contractual Services	10,800	10,800	0	0	0	0
Maintenance and Repairs	600	600	0	0	0	0
Rentals	10,000	10,001	0	0	0	0
Supplies	12,250	12,250	0	0	0	0
Utilities	4,275	4,480	0	0	0	0
Total	40,675	40,881	0	0	0	0

Department of Planning & Development

The Department of Planning and Development consists of three major Divisions: Housing and Community Development (includes Administration and Rehabilitation), Inspections Services, and Planning (includes Historic Preservation). In addition to the City funded Planning programs, this budget includes position CDBG expenditures, which are federally reimbursed.

The department's expenditure budget has increased by \$119,433, or 5.7%. This increase is predominantly due to increased wages, which includes a new Transportation Policy Analyst, a Deputy Director of Inspections and a transfer of the Bicycle/Pedestrian Program Coordinator from the Department of Public Services, offset by the State Street and High Street two-way traffic study funded in FY14.

The department's revenues have increased by \$241,238, or 10.0%, due to the estimated Building Permit revenue income in the Inspection Services division.

Department Summary

Department: Department of Planning & Development **Account:** 100-24

		FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown							
Payroll		1,755,167	1,708,470	1,926,712	1,962,871	1,962,871	1,962,871
Benefits		1,850	1,851	2,700	2,700	2,700	2,700
Administrative Services		19,200	30,261	42,815	36,815	36,815	36,815
Contractual Services		280,850	285,320	146,950	136,950	136,950	136,950
Rentals		8,500	12,501	12,700	20,700	20,700	20,700
Supplies		23,650	23,051	46,499	46,499	46,499	46,499
Utilities		6,990	6,111	9,105	9,105	9,105	9,105
Total		2,096,207	2,067,565	2,187,481	2,215,640	2,215,640	2,215,640
Summary by Division							
Administration	(24-01)	336,747	345,322	448,831	430,104	430,104	430,104
Inspection Services	(24-02)	599,852	617,576	698,189	697,689	697,689	697,689
Planning	(24-04)	884,930	855,507	770,809	823,195	823,195	823,195
Housing & Community Development	(24-05)	164,297	139,073	145,904	145,904	145,904	145,904
Historic Preservation	(24-06)	110,381	110,087	123,748	118,748	118,748	118,748
Total		2,096,207	2,067,565	2,187,481	2,215,640	2,215,640	2,215,640
Less Revenues		(2,401,547)	(2,351,637)	(2,426,880)	(2,642,785)	(2,642,785)	(2,642,785)
Net Department Total		(305,340)	(284,072)	(239,399)	(427,145)	(427,145)	(427,145)

Planning & Development Administration

The Administration division oversees all operations of the Department of Planning and Urban Development. A greater part of the expenditures are salaries that are included on the CDBG side of the budget.

Expenditures have increased \$93,357, or 27.7%, largely due to payroll expenses which include a new Transportation Policy Analyst and other staffing changes.

The revenue in this division reflects the HCD reimbursement for salaries, which has increased \$10,020 or 5.1%.

Division Summary

Department: Department of Planning & Development **Division:** Planning & Development Administration **Account:** 100-24-01

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	333,547	339,019	436,016	417,289	417,289	417,289
Administrative Services	1,800	4,860	7,015	7,015	7,015	7,015
Contractual Services	0	63	0	0	0	0
Supplies	500	500	4,900	4,900	4,900	4,900
Utilities	900	880	900	900	900	900
Total	336,747	345,322	448,831	430,104	430,104	430,104
Less Revenues	(196,177)	(151,673)	(206,197)	(206,197)	(206,197)	(206,197)
Net Division Total	140,570	193,649	242,634	223,907	223,907	223,907

Personnel Services Detail

Department: Department of Planning & Development

Division: Planning & Development Administration

Account: 100-24-01

Position	Funding Source		FY14 Approved		FY15 Submission		FY15 Manager's Recommendation		FY15 Finance Committee		FY15 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Dir of Planning/Development	85	15	1	96,291	1	103,128	1	103,128	1	103,128	1	103,128
HCD Service Director	100		1	67,397	1	69,646	1	69,646	1	69,646	1	69,646
(1) Transportation Policy Analyst	80	20	0	0	1	57,428	1	57,428	1	57,428	1	57,428
(2) Principal Financial Officer	90	10	1	56,823	1	60,889	0	0	0	0	0	0
(3) Principal Admin Officer	80	20	0	0	1	51,772	1	51,772	1	51,772	1	51,772
Senior Accountant	100		1	47,722	1	56,765	1	56,765	1	56,765	1	56,765
(4) HCD Program Manager	100		1	59,368	0.9	51,750	0.9	51,750	0.9	51,750	0.9	51,750
(5) Senior Executive Assistant	100		1	41,317	0	0	0	0	0	0	0	0
(6) Senior Admin Officer	100		0	0	0	0	1	42,162	1	42,162	1	42,162
HCD Office Assistant	100		1	32,643	1	33,653	1	33,653	1	33,653	1	33,653
Less HNS Charges				(68,014)		(49,015)		(49,015)		(49,015)		(49,015)
Gross Personnel Services			7.0	333,547	7.9	436,016	7.9	417,289	7.9	417,289	7.9	417,289

Notes:

- (1) 1 New Position Approved in FY15
- (2) (1) Position Replaced w/ Senior Admin Officer during FY14
- (3) 1 Position Replaced Senior Executive Asst during FY14
- (4) (.1) Hours Decrease in FY15
- (5) (1) Position Replaced w/ Principal Admin Officer during FY14
- (6) 1 Position Replaced Principal Financial Officer during FY14

Inspection Services

Inspections issues permits for construction of all types, and acts as the enforcement agency for building, housing, environmental, plumbing, electrical, mechanical, zoning, and land use rules and regulations.

The division prepares materials for the Board of Appeals, reviews, public markets, used car dealers, second hand dealers, beano, junk dealers, amusement, and massage establishments.

The division's expenditure budget has increased by \$97,837 or 16.3%, which includes the addition of the Deputy Director of Inspections position, technology equipment, and the code enforcement vehicle lease.

Revenues have increased by \$255,405 or 15.8%; Building Permits and other division Non-Business Licenses account for the vast majority of this increase.

Division Summary

Department: Department of Planning & Development **Division:** Inspection Services **Account:** 100-24-02

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	559,252	573,034	627,355	624,855	624,855	624,855
Benefits	1,600	1,601	2,450	2,450	2,450	2,450
Administrative Services	9,550	17,013	22,900	16,900	16,900	16,900
Contractual Services	10,100	7,481	10,100	10,100	10,100	10,100
Rentals	2,500	2,500	2,500	10,500	10,500	10,500
Supplies	11,700	11,656	26,579	26,579	26,579	26,579
Utilities	5,150	4,291	6,305	6,305	6,305	6,305
Total	599,852	617,576	698,189	697,689	697,689	697,689
Less Revenues	(1,616,000)	(1,606,867)	(1,655,500)	(1,871,405)	(1,871,405)	(1,871,405)
Net Division Total	(1,016,148)	(989,291)	(957,311)	(1,173,716)	(1,173,716)	(1,173,716)

Personnel Services Detail

Department: Department of Planning & Development

Division: Inspection Services

Account: 100-24-02

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Inspections Service Div Dir	100			1	67,977	1	72,011	1	72,011	1	72,011	72,011
(1) Deputy Director of Inspections	100			0	0	1	60,751	1	60,751	1	60,751	60,751
Zoning Administrator	100			1	69,244	1	69,940	1	69,940	1	69,940	69,940
Zoning Specialist	100			1	51,254	1	52,124	1	52,124	1	52,124	52,124
Code Enf Officer/Electrical	100			1	45,740	1	47,248	1	47,248	1	47,248	47,248
Code Enf Officer/Plan Reviewer	100			2	103,057	2	99,091	2	99,091	2	99,091	99,091
Certified Code Enforcement Off	100			3	132,708	3	133,104	3	133,104	3	133,104	133,104
Inspections Office Assistant	100			1	37,225	1	32,622	1	32,622	1	32,622	32,622
Admin Assistant (CEBA)	100			1	31,380	1	31,278	1	31,278	1	31,278	31,278
Charges from Planning					17,667		18,186		18,186		18,186	18,186
Temporary Help					0		5,000		5,000		5,000	5,000
Overtime					3,000		6,000		3,500		3,500	3,500
Gross Personnel Services				11.0	559,252	12.0	627,355	12.0	624,855	12.0	624,855	624,855

Notes:

(1) 1 New Position Approved during FY14

Planning

The division of Planning provides development review services for site plan, subdivision, historic preservation, D.E.P. site location and rezoning requests. Planning also provides comprehensive and long range planning services. These services include: the Bayside Brownfield Plan, neighborhood planning with a focus on Nasson's Corner / Brighton Avenue, Transportation Planning and Implementation, Open Space Plan and implementation of general and specific master plans, Historic District Boundaries Planning, the Arts and Culture Plan, and the Downtown Plan implementation (with a focus on streetscape improvements, Congress Street lighting, and Old Port lighting). Finally, the division is responsible for the preparation of the Capital Improvements Program, Congress Square Park project, the Shoreway Access and Portland Trails projects, and other urban design initiatives.

The Planning division's expenditure budget has decreased by \$61,735, or 7.0%. The FY15 decrease is due to the FY14 budget inclusion of the State Street and High Street two-way traffic study, offset by payroll increases, including the transfer of the Bicycle / Pedestrian Program Coordinator position from the Department of Public Services Transportation Operations. Planning revenues have remained flat.

Division Summary

Department: Department of Planning & Development **Division:** Planning **Account:** 100-24-04

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	593,090	553,666	610,619	668,005	668,005	668,005
Benefits	250	250	250	250	250	250
Administrative Services	6,200	6,491	8,000	8,000	8,000	8,000
Contractual Services	267,500	273,186	126,100	121,100	121,100	121,100
Rentals	6,000	10,001	10,200	10,200	10,200	10,200
Supplies	10,950	10,973	14,220	14,220	14,220	14,220
Utilities	940	940	1,420	1,420	1,420	1,420
Total	884,930	855,507	770,809	823,195	823,195	823,195
Less Revenues	(359,740)	(372,347)	(360,026)	(360,026)	(360,026)	(360,026)
Net Division Total	525,190	483,160	410,783	463,169	463,169	463,169

Personnel Services Detail

Department: Department of Planning & Development

Division: Planning

Account: 100-24-04

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Planning Division Director	75	25		1	92,215	1	94,419	1	94,419	1	94,419	94,419
Development Review Service Mg	100			1	68,153	1	72,246	1	72,246	1	72,246	72,246
Development Review Coord	100			1	58,845	1	60,645	1	60,645	1	60,645	60,645
Urban Designer	65	35		1	59,243	1	58,047	1	58,047	1	58,047	58,047
Senior Planner	68	32		2	128,569	2	118,259	2	118,259	2	118,259	118,259
(1) Planner	100			2.5	121,891	2.7	141,861	2.7	141,861	2.7	141,861	141,861
(2) Bicycle/Ped Prog Coord	100			0	0	0	0	1	57,386	1	57,386	57,386
Office Manager	100			1	46,507	1	46,956	1	46,956	1	46,956	46,956
Office Assistant	100			1	35,334	1	36,372	1	36,372	1	36,372	36,372
Less Inspections					(17,667)		(18,186)		(18,186)		(18,186)	(18,186)
Gross Personnel Services				10.5	593,090	10.7	610,619	11.7	668,005	11.7	668,005	668,005

Notes:

- (1) .2 Hours Increase in FY15
- (2) 1 Position Transfer from Public Services Transportation Operations (100-3135) in FY15

Housing & Community Development

Housing and Community Development is responsible for administering all of the City-assisted housing rehabilitation loan and grant programs, as well as homeownership efforts. Housing-related planning activities are also carried out by this division.

This portion of the Housing and Community Development budget is entirely funded by the Community Development Block Grant (CDBG), Home Grant, and Housing Development Fund (program income from CDBG loan paybacks). Therefore, any increase or decrease in the budget has no impact on the tax levy.

Division Summary

Department: Department of Planning & Development **Division:** Housing & Community Development **Account:** 100-24-05

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	164,297	139,112	145,904	145,904	145,904	145,904
Administrative Services	0	(26)	0	0	0	0
Contractual Services	0	(13)	0	0	0	0
Total	164,297	139,073	145,904	145,904	145,904	145,904
Less Revenues	(164,297)	(139,073)	(145,904)	(145,904)	(145,904)	(145,904)
Net Division Total	0	0	0	0	0	0

Personnel Services Detail

Department: Department of Planning & Development

Division: Housing & Community Development

Account: 100-24-05

Position	Funding Source	FY14 Approved		FY15 Submission		FY15 Manager's Recommendation		FY15 Finance Committee		FY15 Final Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Loan Officer	100	1	53,489	1	54,015	1	54,015	1	54,015	1	54,015
Rehabilitation Specialist	100	1	42,794	1	42,874	1	42,874	1	42,874	1	42,874
Charges from Admin			68,014		49,015		49,015		49,015		49,015
Gross Personnel Services		2.0	164,297	2.0	145,904	2.0	145,904	2.0	145,904	2.0	145,904

Historic Preservation

The Historic Preservation division provides services relating to the historic preservation ordinance. The staff works closely with the Historic Preservation Committee in enforcing and interpreting the City's historic preservation ordinance.

Expenses increased \$8,367, or 7.6%, in varied lines. Revenues decreased \$6,080, or 9.3%.

Division Summary

Department: Department of Planning & Development **Division:** Historic Preservation **Account:** 100-24-06

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	104,981	103,639	106,818	106,818	106,818	106,818
Administrative Services	1,650	1,923	4,900	4,900	4,900	4,900
Contractual Services	3,250	4,603	10,750	5,750	5,750	5,750
Supplies	500	(78)	800	800	800	800
Utilities	0	0	480	480	480	480
Total	110,381	110,087	123,748	118,748	118,748	118,748
Less Revenues	(65,333)	(81,677)	(59,253)	(59,253)	(59,253)	(59,253)
Net Division Total	45,048	28,410	64,495	59,495	59,495	59,495

Personnel Services Detail

Department: Department of Planning & Development

Division: Historic Preservation

Account: 100-24-06

Position	Funding			FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Historic Preservation Manager	45	35	20	1	69,244	1	69,940	1	69,940	1	69,940	1	69,940
Preservation Compliance Off	100			0.8	35,737	0.8	36,878	0.8	36,878	0.8	36,878	0.8	36,878
Gross Personnel Services				1.8	104,981	1.8	106,818	1.8	106,818	1.8	106,818	1.8	106,818

Information Technology

The Information Technology Department (IT) is responsible for the design, development and maintenance of a large, wide-area information network, managing all the technology hardware and software used by the City of Portland. The department is divided in four sections of expertise: Applications, Technical Services, Operations, and Geographic Information Systems (GIS).

The Applications support team develops software for specialized needs, and supports the software purchased by the City. The Technical Services team manages data and voice networks, including the Help Desk, which support our workforce of more than 1,000 technology users. The Operations team monitors and maintains AS400 systems for Public Administration and Public Safety, installing quarterly updates and semi-annual updates for applications. The Geographic Information Systems section maintains and updates the computerized mapping systems used by Public Administration and Public Safety. Additionally, this division is responsible for preserving the infrastructure that supports a combined Public Safety Answering Services (PSAP) for Portland, South Portland and Cape Elizabeth.

The department's expenditure budget has increased by \$34,192, or 1.63%. The Revenues received represent the reimbursement of costs and services provided to the Enterprise Funds and the PSAP, and have slightly decreased by \$1,978, or .9%.

Department Summary

Department: Information Technology **Account:** 100-29

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	958,471	958,046	1,002,553	1,002,553	1,002,553	1,002,553
Administrative Services	12,375	11,990	16,205	13,205	13,205	13,205
Contractual Services	23,920	30,049	30,950	30,950	30,950	30,950
Maintenance and Repairs	673,180	660,469	727,603	722,503	722,503	722,503
Rentals	3,600	3,875	12,231	12,231	12,231	12,231
Supplies	139,415	128,481	139,100	69,100	69,100	69,100
Utilities	282,614	268,342	279,671	277,225	277,225	277,225
Total	2,093,575	2,061,252	2,208,313	2,127,767	2,127,767	2,127,767
Less Revenues	(213,920)	(209,703)	(211,942)	(211,942)	(211,942)	(211,942)
Net Department Total	1,879,655	1,851,549	1,996,371	1,915,825	1,915,825	1,915,825

Personnel Services Detail

Department: Information Technologies

Division: Information Technologies Administration

Account: 100-29-01

Position	Funding Source		FY14 Approved		FY15 Submission		FY15 Manager's Recommendation		FY15 Finance Committee		FY15 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) IT Director	100		1	89,497	1	94,016	1	94,016	1	94,016	1	94,016
Asst IT Manager	100		1	67,490	1	76,724	1	76,724	1	76,724	1	76,724
Network Engineer	100		1	69,682	1	72,246	1	72,246	1	72,246	1	72,246
Applications Program Manager	100		1	59,670	1	62,786	1	62,786	1	62,786	1	62,786
MIS Coordinator	100		1	57,388	1	61,271	1	61,271	1	61,271	1	61,271
GIS Manager	100		1	65,656	1	69,786	1	69,786	1	69,786	1	69,786
Programmer-Analyst	68	32	1.8	97,328	1.8	102,302	1.8	102,302	1.8	102,302	1.8	102,302
Computer Operations Mgr	100		1	57,300	1	56,765	1	56,765	1	56,765	1	56,765
Technical Services Supervisor	100		1	61,835	1	62,459	1	62,459	1	62,459	1	62,459
Systems Coordinator	100		1	61,835	1	62,459	1	62,459	1	62,459	1	62,459
Network Operations Specialist	100		3	136,500	3	137,961	3	137,961	3	137,961	3	137,961
Web Master	100		1	46,507	1	46,956	1	46,956	1	46,956	1	46,956
Help Desk Specialist	100		1	45,435	1	46,284	1	46,284	1	46,284	1	46,284
Computer Operator	100		1	36,348	1	44,538	1	44,538	1	44,538	1	44,538
Overtime	100			6,000		6,000		6,000		6,000		6,000
Gross Personnel Services			16.8	958,471	16.8	1,002,553	16.8	1,002,553	16.8	1,002,553	16.8	1,002,553

Notes:

(1) Title Change from MIS Director during FY14

Public Services

The Public Services Director oversees the operations of thirteen (13) divisions within the General Fund, as well as the Street Openings and Sewer funds. The Director has an Assistant Director, five (5) Division Managers and an administrative support staff that provide day to day supervision for these functions. The Department is responsible for basic municipal services; wastewater - stormwater utilities, public infrastructure management, maintenance and development, citywide fleet management, and development and implementation of capital improvement plans. Department staff supports several city committees including the Transportation Sustainability and Energy Committee, Parks Commission, and Land Bank Commission, and is staffing a task force on funding for stormwater program obligations.

General Fund expenses decreased by \$585,456 or 3.5%, mainly due to savings in the Solid Waste division as a result of the elimination of the ecomaine assessment and the FY14 budgetary inclusion of the Recycling Cart Pilot Program. Revenues have increased \$104,503, or 2.1%, attributed to the chargebacks to the Enterprise Funds and School Department.

Department Summary

Department: Public Services

Account: 100-31

		FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown							
Payroll		7,992,971	7,777,806	8,576,525	8,127,697	8,127,697	8,127,697
Benefits		97,400	109,343	107,904	103,336	103,336	103,336
Administrative Services		61,050	58,161	66,834	52,634	52,634	52,634
Contractual Services		3,164,013	3,407,508	3,141,961	2,532,231	2,532,231	2,532,231
Maintenance and Repairs		1,190,425	1,346,688	1,263,000	1,250,500	1,250,500	1,250,500
Rentals		255,800	355,631	423,366	286,201	286,201	286,201
Supplies		2,798,750	2,897,488	3,146,717	2,661,112	2,661,112	2,661,112
Minor Capital Items		60,094	60,329	114,125	78,100	78,100	78,100
Utilities		1,284,976	1,266,004	1,242,512	1,239,512	1,239,512	1,239,512
Capital Outlay		11,300	11,300	0	0	0	0
Total		16,916,779	17,290,258	18,082,944	16,331,323	16,331,323	16,331,323
Summary by Division							
Public Services Administration	(31-01)	697,524	681,171	746,114	741,131	741,131	741,131
Cemeteries	(31-02)	589,617	557,376	670,472	586,028	586,028	586,028
Forestry and Horticulture	(31-04)	590,514	581,019	693,495	658,815	658,815	658,815
Districting	(31-12)	1,972,349	1,881,072	2,114,821	2,040,611	2,040,611	2,040,611
Solid Waste	(31-14)	3,921,318	4,091,524	3,739,746	2,952,070	2,952,070	2,952,070
Communications	(31-15)	141,304	137,537	147,507	146,852	146,852	146,852
Portland Downtown District	(31-16)	310,572	308,908	328,321	323,321	323,321	323,321
Construction	(31-21)	427,937	401,742	435,027	431,027	431,027	431,027
Transportation Operations	(31-35)	2,115,026	2,095,304	2,570,122	2,116,640	2,116,640	2,116,640
Engineering	(31-37)	705,743	644,633	771,285	713,767	713,767	713,767
Winter Operations	(31-38)	999,400	1,265,830	1,248,039	1,098,039	1,098,039	1,098,039
Fleet Services	(31-45)	3,885,128	4,048,588	4,015,718	3,954,448	3,954,448	3,954,448
Island Services	(31-46)	560,347	595,554	602,277	568,574	568,574	568,574
Total		16,916,779	17,290,258	18,082,944	16,331,323	16,331,323	16,331,323
Less Revenues		(4,976,553)	(4,894,296)	(5,031,056)	(5,081,056)	(5,081,056)	(5,081,056)
Net Department Total		11,940,226	12,395,962	13,051,888	11,250,267	11,250,267	11,250,267

Public Services Administration

The Administration division provides strategic planning and management for the department. Accounting, payroll, human resource functions, general office support, issuance of street-sidewalk and special events permits, and customer service are all integral components of this division. In addition, the department's Safety and Training program is managed through this division.

Expenses increased by \$43,607, or 6.3%, mostly due to payroll cost increases, which includes the addition of a half-time Events Assistant position. Revenues are up slightly by \$1,913, or 1.3%.

Division Summary

Department: Public Services **Division:** Public Services Administration **Account:** 100-31-01

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	633,844	623,388	678,064	676,481	676,481	676,481
Benefits	350	350	560	560	560	560
Administrative Services	16,000	14,960	16,550	16,550	16,550	16,550
Contractual Services	2,800	2,050	4,197	4,197	4,197	4,197
Maintenance and Repairs	7,000	6,750	7,500	7,500	7,500	7,500
Rentals	3,000	3,000	3,000	3,000	3,000	3,000
Supplies	17,300	13,673	16,155	12,755	12,755	12,755
Utilities	17,230	17,000	20,088	20,088	20,088	20,088
Total	697,524	681,171	746,114	741,131	741,131	741,131
Less Revenues	(147,385)	(140,610)	(149,298)	(149,298)	(149,298)	(149,298)
Net Division Total	550,139	540,561	596,816	591,833	591,833	591,833

Personnel Services Detail

Department: Public Services

Division: Public Services Administration

Account: 100-31-01

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Director of Public Services	69	31	1	101,049	1	106,157	1	106,157	1	106,157	1	106,157
Asst Director/Operations	50	50	1	87,009	1	87,887	1	87,887	1	87,887	1	87,887
Envir Resources/Open Space Mg	100		1	70,863	1	79,901	1	79,901	1	79,901	1	79,901
Principal Financial Officer	100		1	59,650	1	59,258	1	59,258	1	59,258	1	59,258
Principal Admin Officer	100		1	58,519	1	62,441	1	62,441	1	62,441	1	62,441
Safety & Training Administrator	100		1	55,692	1	58,211	1	58,211	1	58,211	1	58,211
Executive Assistant	100		1	40,346	1	43,038	1	43,038	1	43,038	1	43,038
Account Clerk II	50	50	2	73,710	2	75,295	2	75,295	2	75,295	2	75,295
Office Assistant	100		1	33,618	1	34,726	1	34,726	1	34,726	1	34,726
Lead Events Coordinator	100		1	52,013	1	52,530	1	52,530	1	52,530	1	52,530
(1) Events Assistant	100		0	0	0.5	15,537	0.5	15,537	0.5	15,537	0.5	15,537
Overtime				1,375		3,083		1,500		1,500		1,500
Gross Personnel Services			11.0	633,844	11.5	678,064	11.5	676,481	11.5	676,481	11.5	676,481

Notes:

(1) .5 New Position Approved in FY15

Cemeteries

Cemetery Operations is responsible for the care and maintenance of Evergreen and Forest City Cemeteries, the City's two active burial grounds. In addition to the care of grounds, the division is responsible for interments and disinterments, lot sales and other funeral-related services. The Cemetery crew maintains the two largest inactive cemeteries in the City, Eastern and Western Cemeteries, as well as the inactive Pine Grove Cemetery which is adjacent to the grounds of Evergreen Cemetery. Wilde Memorial Chapel, on the grounds of Evergreen Cemetery, may be rented through this division for weddings, funerals, and memorial services.

Expenses decreased by \$3,589 or .6%, mainly due to a reduction in contractual services work. Revenues decreased \$32,418, or 7.5%, primarily due to the estimated decrease in Perpetual Care Interest Income.

Division Summary

Department: Public Services Division: Cemeteries Account: 100-31-02

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	462,263	432,339	517,472	470,538	470,538	470,538
Benefits	3,875	3,875	4,410	3,875	3,875	3,875
Administrative Services	2,400	2,300	2,980	2,980	2,980	2,980
Contractual Services	36,300	34,100	46,604	21,604	21,604	21,604
Maintenance and Repairs	5,000	5,713	6,925	4,925	4,925	4,925
Rentals	2,150	2,150	2,170	2,170	2,170	2,170
Supplies	55,553	55,402	60,622	57,872	57,872	57,872
Minor Capital Items	14,297	14,297	21,825	14,600	14,600	14,600
Utilities	7,779	7,200	7,464	7,464	7,464	7,464
Total	589,617	557,376	670,472	586,028	586,028	586,028
Less Revenues	(433,380)	(393,600)	(400,962)	(400,962)	(400,962)	(400,962)
Net Division Total	156,237	163,776	269,510	185,066	185,066	185,066

Personnel Services Detail

Department: Public Services

Division: Cemeteries

Account: 100-31-02

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Parks & Cemeteries Coord	100		1	65,969	1	66,632	1	66,632	1	66,632	1	66,632
Parks Supervisor	100		1	48,230	1	47,778	1	47,778	1	47,778	1	47,778
Parks Foreman	100		1	46,453	1	46,898	1	46,898	1	46,898	1	46,898
Administrative Associate	100		1	41,320	1	41,730	1	41,730	1	41,730	1	41,730
Maintenance Worker III	100		1	40,934	2	77,438	1	41,350	1	41,350	1	41,350
Maintenance Worker I	100		1	38,834	1	39,208	1	39,208	1	39,208	1	39,208
Maintenance Worker	100		1	37,211	1	37,586	1	37,586	1	37,586	1	37,586
(1) Custodial Worker	100		1.5	49,462	1.5	50,888	1.5	50,888	1.5	50,888	1.5	50,888
Meal Allow/Standby Pay				3,400		3,384		3,384		3,384		3,384
Temporary Help				60,000		75,084		65,084		65,084		65,084
Overtime				30,450		30,846		30,000		30,000		30,000
Gross Personnel Services			8.5	462,263	9.5	517,472	8.5	470,538	8.5	470,538	8.5	470,538

Notes:

(1) Half-time Shared Positions (3) w/ Expo (33-08)

Forestry and Horticulture

The Forestry and Horticulture Section is responsible for the care of over 20,000 street trees throughout the City and nearly an equal number in the park areas. Routine maintenance trimming is done as necessary, and Forestry employees are on-call 24 hours a day to respond to emergencies such as fallen limbs that are blocking streets. The successful Community Garden program is run through this division, with over 270 plots in eight gardens. Forestry personnel respond to weather emergencies year round, and are assigned to winter operations.

The division actively seeks grant money from the State to increase the number of city trees planted each year. Forestry and Horticulture also promotes the "Tree Challenge" program, where individuals and businesses may donate funds to help plant additional trees in the City. Annual CDBG funds are sought to support tree replacements within eligible downtown and peninsula zones. The division helps to maintain the City's status as a "Tree City USA".

Expenses increased by \$68,301 or 11.6% mainly due to increased services provided to the School Department.

Division Summary

Department: Public Services

Division: Forestry and Horticulture

Account: 100-31-04

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	424,214	414,644	437,265	429,585	429,585	429,585
Benefits	3,625	3,625	3,760	3,760	3,760	3,760
Administrative Services	3,675	3,200	5,050	3,550	3,550	3,550
Contractual Services	111,700	111,200	169,870	159,870	159,870	159,870
Maintenance and Repairs	1,200	1,200	1,200	1,200	1,200	1,200
Supplies	45,000	46,190	75,270	59,770	59,770	59,770
Utilities	1,100	960	1,080	1,080	1,080	1,080
Total	590,514	581,019	693,495	658,815	658,815	658,815
Less Revenues	(32,700)	(32,718)	(95,798)	(95,798)	(95,798)	(95,798)
Net Division Total	557,814	548,301	597,697	563,017	563,017	563,017

Personnel Services Detail

Department: Public Services

Division: Forestry and Horticulture

Account: 100-31-04

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Parks Oper Mgr / City Arborist	100		1	67,237	1	69,907	1	69,907	1	69,907	1	69,907
Public Services Supervisor	100		2	100,573	2	101,548	2	101,548	2	101,548	2	101,548
Maintenance Worker III	100		1	40,955	1	41,350	1	41,350	1	41,350	1	41,350
Tree Trimmer III	100		2	86,898	2	87,738	2	87,738	2	87,738	2	87,738
Tree Trimmer II	100		2	80,701	2	82,009	2	82,009	2	82,009	2	82,009
Meal Allow/Standby Pay				13,650		13,686		13,686		13,686		13,686
Temporary Help				25,950		33,600		25,920		25,920		25,920
Overtime				8,250		7,427		7,427		7,427		7,427
Gross Personnel Services			8.0	424,214	8.0	437,265	8.0	429,585	8.0	429,585	8.0	429,585

Districting

The Districting division is a national award winning multi-tasking Public Service maintenance program comprised of five working crews. They are responsible for maintaining each of the five Districts within the City. Each crew consists of a supervisor and a group of highly trained maintenance workers capable of performing all aspects of work as it relates to municipal street, sidewalk, parks and grounds maintenance, including winter sidewalk snow removal operations.

Parks maintenance includes the year-round care of community and neighborhood parks and open spaces. Over 100 individual parks and open spaces are cared for. Districting also continues to perform the maintenance and reconstruction of brick, concrete and asphalt sidewalks, installation and repair of granite and bituminous curbing, street repair and reconstruction, and maintenance and repair of driveway aprons. Crew duties also include culvert replacement, grading and maintaining gravel roads, roadside mowing, and maintaining the general cleanliness of the City. The division participates in winter operations including plowing, sand and salt operations, snow removal, and repairing of all damage to streets, sidewalks and lawns due to winter damage. In addition, the division is responsible for several municipal programs, including sidewalk sweeping, spring cleanup, and weed control.

The Districting expense budget increased by \$68,262, or 3.5%, mainly due to the addition of the new Park Ranger position and increased supply costs. Revenues have decreased \$46,605, or 13.4%, primarily due to the division's lower anticipated school revenue chargebacks.

Division Summary

Department: Public Services	Division: Districting				Account: 100-31-12	
	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	1,675,440	1,585,305	1,742,844	1,706,134	1,706,134	1,706,134
Benefits	18,900	19,219	16,420	16,420	16,420	16,420
Administrative Services	1,025	1,025	1,025	1,025	1,025	1,025
Contractual Services	25,700	24,700	53,200	33,200	33,200	33,200
Rentals	2,000	2,000	7,000	7,000	7,000	7,000
Supplies	169,103	168,942	207,577	194,577	194,577	194,577
Minor Capital Items	16,097	16,097	22,800	18,300	18,300	18,300
Utilities	64,084	63,784	63,955	63,955	63,955	63,955
Total	1,972,349	1,881,072	2,114,821	2,040,611	2,040,611	2,040,611
Less Revenues	(346,884)	(342,953)	(300,279)	(300,279)	(300,279)	(300,279)
Net Division Total	1,625,465	1,538,119	1,814,542	1,740,332	1,740,332	1,740,332

Personnel Services Detail

Department: Public Services

Division: Districting

Account: 100-31-12

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
District Coordinator	80	20		1	69,244	1	69,940	1	69,940	1	69,940	69,940
Public Services Supervisor	80	20		5	244,690	5	247,080	5	247,080	5	247,080	247,080
Accountant	80	20		1	42,115	1	42,533	1	42,533	1	42,533	42,533
(1) Park Ranger	100			0	0	1	31,073	1	31,073	1	31,073	31,073
Maintenance Worker III	85	15		29	1,171,363	28	1,147,485	28	1,147,485	28	1,147,485	1,147,485
Maintenance Worker II	80	20		0	0	1	37,666	1	37,666	1	37,666	37,666
(2) Custodial Worker	100			0.5	17,108	0.5	17,566	0.5	17,566	0.5	17,566	17,566
Meal Allow/Standby Pay					12,700		12,908		12,908		12,908	12,908
Winter Stipends					15,000		15,000		15,000		15,000	15,000
Temporary Help					74,070		92,200		61,640		61,640	61,640
Overtime					29,150		29,393		23,243		23,243	23,243
Gross Personnel Services				36.5	1,675,440	37.5	1,742,844	37.5	1,706,134	37.5	1,706,134	1,706,134

Notes:

- (1) 1 New Position Approved in FY15
- (2) Half-time Shared Position (1) w/ Expo (33-08)

Solid Waste

The Solid Waste division provides weekly curbside collection of recyclables and a pay-as-you-throw trash collection system. The recycling program allows residents to commingle all of their recyclable materials in a single bin. This has allowed the department to utilize compactor trucks for recycling collection, reducing the recycling fleet from six to three trucks. The division also services 150+ trash receptacles within the Portland Downtown District, and the City's parks and open spaces.

City property owners may dispose up to ten bulky items annually at no charge using their electronic pass (E-Card). Items such as furniture, non-freon appliances, gas grills, bicycles, yard equipment (mowers), yard waste, and up to ten gallons of household hazardous waste can be brought to the Riverside Recycling Facility. Multifamily property owners receive one card. Not counted toward the ten item limit, residents also may bring in universal waste such as TV's, computer monitors, fluorescent tubes, batteries, and thermostats.

The Bulky Item Pick-up program was implemented in May of 2012. Residents must apply online and request stickers to attach to their approved items for disposal. Small items, less than 30 pounds, which will not fit in a City trash bag and can be lifted by one person, are free of charge to residents. Ten small items are allowed each year, and are picked up by city packer trucks on the same day as residential trash pick-up. A collection fee is charged to residents for items over 30 pounds.

Expenses decreased by \$969,248 or 24.7% mainly due to the elimination of the ecomaine assessment, the elimination of the FY14 budgeted Recycling Cart Pilot Program, and an anticipated transfer station ton credit. Expenditures for the year also include a trash and recycling study.

Revenues have increased \$52,132, or 2.5%, largely due to increased School Department reimbursements and anticipated sales of recycling carts.

Division Summary

Department: Public Services **Division:** Solid Waste **Account:** 100-31-14

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	899,103	762,210	999,568	878,202	878,202	878,202
Benefits	7,325	16,643	12,100	9,370	9,370	9,370
Administrative Services	5,200	5,089	5,780	5,780	5,780	5,780
Contractual Services	2,555,715	2,824,145	2,064,040	1,826,710	1,826,710	1,826,710
Maintenance and Repairs	3,000	2,000	3,000	3,000	3,000	3,000
Rentals	2,150	2,361	2,160	2,160	2,160	2,160
Supplies	447,025	476,200	648,298	225,048	225,048	225,048
Utilities	1,800	2,876	4,800	1,800	1,800	1,800
Total	3,921,318	4,091,524	3,739,746	2,952,070	2,952,070	2,952,070
Less Revenues	(2,067,375)	(1,992,781)	(2,119,507)	(2,119,507)	(2,119,507)	(2,119,507)
Net Division Total	1,853,943	2,098,743	1,620,239	832,563	832,563	832,563

Personnel Services Detail

Department: Public Services

Division: Solid Waste

Account: 100-31-14

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Solid Waste Coordinator	100		1	67,237	1	69,929	1	69,929	1	69,929	1	69,929
Solid Waste Supervisor	100		1	48,818	1	49,296	1	49,296	1	49,296	1	49,296
Solid Waste Foreman	100		1	38,430	1	40,768	1	40,768	1	40,768	1	40,768
Maint Worker II (Solid Waste)	100		15	563,554	15	565,147	15	565,147	15	565,147	15	565,147
Maintenance Worker	100		0	0	3	98,530	0	0	0	0	0	0
Sanitary Compliance Officer	100		1	43,017	1	44,525	1	44,525	1	44,525	1	44,525
Administrative Associate	100		1	37,947	1	38,337	1	38,337	1	38,337	1	38,337
Meal Allow/Standby Pay				200		200		200		200		200
Temporary Help				29,900		18,520		0		0		0
Overtime				70,000		74,316		70,000		70,000		70,000
Gross Personnel Services			20.0	899,103	23.0	999,568	20.0	878,202	20.0	878,202	20.0	878,202

Communications

The Communications Section encompasses a wide variety of services, including serving as the primary point of contact for customers calling in with requests, work order database management, and daily dispatch functions. This Section is involved with developing and overseeing departmental projects such as equipment logbook distribution, and communications with other departments and outside agencies. A large focus is supporting customer service throughout the department.

The Dispatch Center is staffed six days a week during the spring, summer and fall seasons for the daylight hours, and operates 24 hours a day / 7 days a week during the winter. The center participates in the "Radio Watch" program by notifying appropriate response personnel (Police, Fire and Medcu) of emergency situations occurring on the streets of Portland as reported by any Public Services employees. Dispatchers track work order requests for follow up and evaluation purposes. The Dispatch Center supports the operations of the department during emergency response events.

Expenses increased by \$5,548 or 3.9%, mainly due the centralized budgeting of personal protective equipment.

Division Summary

Department: Public Services **Division:** Communications **Account:** 100-31-15

	FY14 FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	97,704	94,381	98,173	97,966	97,966	97,966
Benefits	22,700	22,700	28,584	28,136	28,136	28,136
Administrative Services	1,500	1,656	1,614	1,614	1,614	1,614
Contractual Services	5,400	5,100	5,600	5,600	5,600	5,600
Maintenance and Repairs	500	600	500	500	500	500
Rentals	9,800	9,400	6,836	6,836	6,836	6,836
Supplies	3,700	3,700	6,200	6,200	6,200	6,200
Total	141,304	137,537	147,507	146,852	146,852	146,852
Less Revenues	(4,750)	(4,750)	(4,834)	(4,834)	(4,834)	(4,834)
Net Division Total	136,554	132,787	142,673	142,018	142,018	142,018

Personnel Services Detail

Department: Public Services

Division: Communications

Account: 100-31-15

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Public Services Dispatcher	90	10	1	48,493	1	48,340	1	48,340	1	48,340	1	48,340
Asst Dispatcher	100		1	43,036	1	43,451	1	43,451	1	43,451	1	43,451
Meal Allow/Standby Pay				100		100		100		100		100
Overtime				6,075		6,282		6,075		6,075		6,075
Gross Personnel Services			2.0	97,704	2.0	98,173	2.0	97,966	2.0	97,966	2.0	97,966

Portland Downtown District

The Portland Downtown District (PDD) is responsible for providing maintenance, cleaning services, and sidewalk snow removal to the downtown district. Revenue for this division is paid by the PDD Corporation for the services provided.

Expenses increased by \$12,749, or 4.1%, mainly due to increased temporary labor.

Division Summary

Department: Public Services **Division:** Portland Downtown District **Account:** 100-31-16

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	277,075	276,211	295,122	290,122	290,122	290,122
Benefits	3,275	3,275	3,275	3,275	3,275	3,275
Contractual Services	9,500	9,500	9,500	9,500	9,500	9,500
Maintenance and Repairs	500	500	500	500	500	500
Rentals	300	300	300	300	300	300
Supplies	16,100	15,300	13,750	13,750	13,750	13,750
Utilities	3,822	3,822	5,874	5,874	5,874	5,874
Total	310,572	308,908	328,321	323,321	323,321	323,321
Less Revenues	(300,850)	(300,132)	(309,200)	(309,200)	(309,200)	(309,200)
Net Division Total	9,722	8,776	19,121	14,121	14,121	14,121

Personnel Services Detail

Department: Public Services

Division: Portland Downtown District

Account: 100-31-16

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Public Services Supervisor	100		1	49,756	1	49,296	1	49,296	1	49,296	1	49,296
PDD Steward	100		1	43,004	1	43,430	1	43,430	1	43,430	1	43,430
Maintenance Worker III	100		3	123,665	3	125,403	3	125,403	3	125,403	3	125,403
Meal Allow/Standby Pay				900		900		900		900		900
Temporary Help				14,400		28,800		28,800		28,800		28,800
Overtime				45,350		47,293		42,293		42,293		42,293
Gross Personnel Services			5.0	277,075	5.0	295,122	5.0	290,122	5.0	290,122	5.0	290,122

Construction

The Construction Company has been involved in a myriad of projects including sidewalk and handicap ramp construction, sewer culvert and trench work, sewer maintenance support, winter operations, playground and track construction, traffic calming installation, relocation of City property, building repairs, and special assistance with Island Service needs. This Section is an important resource with its versatility and cost efficiency.

Expenses increased minimally by \$3,090, or 0.7%, mainly due to increased payroll expenditures.

Division Summary

Department: Public Services	Division: Construction				Account: 100-31-21	
	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	409,187	382,086	417,677	413,677	413,677	413,677
Benefits	3,850	6,156	3,850	3,850	3,850	3,850
Administrative Services	200	200	200	200	200	200
Rentals	1,200	900	1,000	1,000	1,000	1,000
Supplies	13,500	12,400	12,300	7,100	7,100	7,100
Minor Capital Items	0	0	0	5,200	5,200	5,200
Total	427,937	401,742	435,027	431,027	431,027	431,027

Personnel Services Detail

Department: Public Services

Division: Construction

Account: 100-31-21

Position	Funding Source	FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
		#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Construction Coordinator	100	1	61,835	1	62,459	1	62,459	1	62,459	1	62,459
Public Services Supervisor	100	2	98,574	2	99,540	2	99,540	2	99,540	2	99,540
Maintenance Worker III	100	6	238,278	6	245,086	6	245,086	6	245,086	6	245,086
Meal Allow/Standby Pay			100		100		100		100		100
Winter Stipends			950		950		950		950		950
Overtime			9,450		9,542		5,542		5,542		5,542
Gross Personnel Services		9.0	409,187	9.0	417,677	9.0	413,677	9.0	413,677	9.0	413,677

Transportation Operations

The Transportation Operations Division operates and maintains traffic and pedestrian signal systems and most street lighting. All electric utility costs for these systems are borne by this budget. The division also designs and makes its own signage throughout the City and is responsible for the installation and maintenance of all traffic control signage and road markings, including crosswalks and bike lanes. Traffic markings are installed by a contractor and supervised by staff from this Section. In addition, traffic calming, road closures, and detour requests are processed by this division, as well as transportation studies and pedestrian counts. The Transportation Operations Division supports the Planning Department's development process by providing comprehensive review of parking strategies and traffic impacts for incoming site plan and subdivision applications. The division works with MaineDOT on safety improvement projects and purchases of safety devices. The City also participates in a PACTS supported Regional Traffic Management System (RTMS), which is tasked with long term regional goals of traffic signal specifications and communications.

Expenses increased by \$1,614, or 0.1%. Changes include the transfer out of the Bicycle / Pedestrian Program Coordinator to the Planning division, anticipated decreases in street lighting costs, increases in pavement marking expenditures, and updated parking restriction signage.

Revenues increased \$23,851, or 10.9%, due to the combination of the elimination of the Street Occupancy fines incorporated in the FY14 budget and the FY15 expense offset related to the parking restriction signage.

Division Summary

Department: Public Services Division: Transportation Operations Account: 100-31-35

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	489,455	512,231	562,012	449,120	449,120	449,120
Benefits	2,500	2,500	2,660	2,500	2,500	2,500
Administrative Services	15,950	15,768	17,150	7,150	7,150	7,150
Contractual Services	275,548	255,000	632,050	342,150	342,150	342,150
Maintenance and Repairs	20,325	20,325	25,075	24,575	24,575	24,575
Rentals	5,500	5,500	1,500	1,500	1,500	1,500
Supplies	117,669	114,700	184,886	160,856	160,856	160,856
Minor Capital Items	15,200	15,200	21,500	5,500	5,500	5,500
Utilities	1,172,879	1,154,080	1,123,289	1,123,289	1,123,289	1,123,289
Total	2,115,026	2,095,304	2,570,122	2,116,640	2,116,640	2,116,640
Less Revenues	(218,373)	(281,279)	(192,224)	(242,224)	(242,224)	(242,224)
Net Division Total	1,896,653	1,814,025	2,377,898	1,874,416	1,874,416	1,874,416

Personnel Services Detail

Department: Public Services

Division: Transportation Operations

Account: 100-31-35

Position	Funding Source		FY14 Approved		FY15 Submission		FY15 Manager's Recommendation		FY15 Finance Committee		FY15 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Transporation Systems Engineer	95	5	1	69,451	1	74,385	1	74,385	1	74,385	1	74,385
Trans Policy & Reg Comp Mgr	100		1	60,041	1	60,645	1	60,645	1	60,645	1	60,645
(1) Bicycle/Ped Prog Coord	100		1	54,983	1	57,386	0	0	0	0	0	0
Traffic Signal Computer Oper	100		1	40,934	1	41,350	1	41,350	1	41,350	1	41,350
Traffic Supervisor	100		1	48,740	1	52,855	1	52,855	1	52,855	1	52,855
Traffic Operations Coordinator	100		0	0	1	48,555	0	0	0	0	0	0
Systems & Lighting Technician	100		2	100,187	2	105,306	2	105,306	2	105,306	2	105,306
Maintenance Worker III	100		2	81,869	2	82,701	2	82,701	2	82,701	2	82,701
Meal Allow/Standby Pay				6,800		6,960		6,960		6,960		6,960
Temporary Help				3,600		6,900		2,400		2,400		2,400
Overtime				22,850		24,969		22,518		22,518		22,518
Gross Personnel Services			9.0	489,455	10.0	562,012	8.0	449,120	8.0	449,120	8.0	449,120

Notes:

(1) (1) Position Transferred to Planning (100-2404) in FY15

Engineering

The Engineering division is of a team of professional and technical staff who provide a variety of civil and construction engineering services for the City. This team develops, designs, seeks (alternative) funding for, administers, and constructs transportation and some environmental infrastructure projects in addition to managing a variety of compliance programs and customer support services. Additional tasks include record-keeping, mapping, and reviewing and inspecting private development. Capital projects focus on roadway, sidewalk, traffic, bicycle network, trail systems, stormwater, and sewer systems.

Expenses increased by \$8,024 or 1.1%, mainly due to a combination of general wage salary increases and a reduction in architectural and engineering services. Revenues have increased \$25,473, or 3.2%, due to salary reimbursements and increased Local Road Assistance Program (LRAP) funding.

Division Summary

Department: Public Services	Division: Engineering				Account: 100-31-37	
	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	660,943	605,233	725,790	681,132	681,132	681,132
Benefits	900	900	1,050	890	890	890
Administrative Services	7,000	5,800	7,735	5,035	5,035	5,035
Contractual Services	17,900	17,900	16,550	6,550	6,550	6,550
Maintenance and Repairs	1,100	1,100	1,100	1,100	1,100	1,100
Rentals	800	800	780	780	780	780
Supplies	15,700	11,500	16,900	10,900	10,900	10,900
Minor Capital Items	0	0	0	6,000	6,000	6,000
Utilities	1,400	1,400	1,380	1,380	1,380	1,380
Total	705,743	644,633	771,285	713,767	713,767	713,767
Less Revenues	(790,156)	(792,395)	(815,629)	(815,629)	(815,629)	(815,629)
Net Division Total	(84,413)	(147,762)	(44,344)	(101,862)	(101,862)	(101,862)

Personnel Services Detail

Department: Public Services

Division: Engineering

Account: 100-31-37

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Engineering Manager	69	31	1	89,067	1	92,865	1	92,865	1	92,865	1	92,865
Deputy City Engineer	49	51	1	67,665	1	75,218	1	75,218	1	75,218	1	75,218
Senior Project Engineer	100		2	144,028	2	145,475	2	145,475	2	145,475	2	145,475
Asst Engineer	100		0	0	1	44,148	0	0	0	0	0	0
Project Engineer	100		1	63,643	1	66,116	1	66,116	1	66,116	1	66,116
Field Insp Coordinator	50	50	1	60,311	1	62,668	1	62,668	1	62,668	1	62,668
Mapping Technician	100		1	42,595	1	42,174	1	42,174	1	42,174	1	42,174
Transportation Technician	100		1	45,375	1	46,098	1	46,098	1	46,098	1	46,098
Associate Engineer	65	35	3	145,259	3	147,518	3	147,518	3	147,518	3	147,518
Overtime				3,000		3,510		3,000		3,000		3,000
Gross Personnel Services			11.0	660,943	12.0	725,790	11.0	681,132	11.0	681,132	11.0	681,132

Winter Operations

Winter Operations provides daily operations of sanding and salting streets, plowing, and snow and ice removal services throughout the City. Plowing city sidewalks along school routes and other designated areas helps to ensure safe mobility for pedestrians. The Public Services workforce unites to participate in Winter Operations, with the primary function being snow and ice removal during winter months to ensure the safety of the public.

Expenses increased by \$98,639, or 9.9%, in salary, equipment rental, and supply lines to better reflect winter spending activity. The revenue collections primarily represent chargebacks for plowing and snow removal of school properties and walking routes.

Division Summary

Department: Public Services **Division:** Winter Operations **Account:** 100-31-38

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	322,300	412,317	375,859	363,059	363,059	363,059
Administrative Services	2,000	2,000	2,500	2,500	2,500	2,500
Contractual Services	2,600	2,613	2,600	2,600	2,600	2,600
Maintenance and Repairs	9,000	9,000	9,000	9,000	9,000	9,000
Rentals	200,000	300,000	377,680	232,955	232,955	232,955
Supplies	462,900	539,300	479,800	487,325	487,325	487,325
Utilities	600	600	600	600	600	600
Total	999,400	1,265,830	1,248,039	1,098,039	1,098,039	1,098,039
Less Revenues	(172,000)	(178,500)	(211,084)	(211,084)	(211,084)	(211,084)
Net Division Total	827,400	1,087,330	1,036,955	886,955	886,955	886,955

Personnel Services Detail

Department: Public Services

Division: Winter Operations

Account: 100-31-38

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Meal Allow/Standby Pay	100			12,300		12,170		12,170		12,170		12,170
Temporary Help	100			0		52,800		0		0		0
Police Wages	100			17,950		18,257		18,257		18,257		18,257
Overtime	100			292,050		292,632		332,632		332,632		332,632
Gross Personnel Services				322,300		375,859		363,059		363,059		363,059

Fleet Services

The Fleet Services division purchases, repairs, and rebuilds the City-owned vehicles, and runs a preventative maintenance schedule to assure optimum equipment availability. The division serves Police, Fire, EMS, Administration, Public Services, Recreation and Facilities Management, and assists other users including the Fire Boat. The total number of vehicles and equipment in the fleet exceeds 800. Fleet Services provides for the cost of all parts, outside repairs, and fuel for all City equipment, supports the Fleet User Committee and maintains the vehicle replacement program Citywide.

Fleet Services is also responsible for the 82 Hanover Street building, which houses the winter equipment. The Weld & Fabrication Shop services the Jetport, Engineering, and other City departments, with two certified fabricators.

Expenses increased by \$69,320 or 1.8%, mainly due to a combination of payroll and vehicle fleet operational costs. The revenues decreased \$30,659, or \$6.7%, and represent reimbursements primarily from enterprise funds, the schools and outside agencies.

Division Summary

Department: Public Services	Division: Fleet Services				Account: 100-31-45	
	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	1,247,328	1,249,553	1,326,853	1,278,058	1,278,058	1,278,058
Benefits	27,100	27,100	28,235	27,700	27,700	27,700
Administrative Services	5,950	5,950	5,950	5,950	5,950	5,950
Contractual Services	4,650	5,000	4,530	4,530	4,530	4,530
Maintenance and Repairs	1,137,300	1,294,000	1,203,700	1,193,700	1,193,700	1,193,700
Rentals	28,900	28,900	20,940	28,500	28,500	28,500
Supplies	1,405,100	1,409,050	1,384,550	1,384,550	1,384,550	1,384,550
Minor Capital Items	14,500	14,735	38,000	28,500	28,500	28,500
Utilities	3,000	3,000	2,960	2,960	2,960	2,960
Capital Outlay	11,300	11,300	0	0	0	0
Total	3,885,128	4,048,588	4,015,718	3,954,448	3,954,448	3,954,448
Less Revenues	(456,700)	(428,578)	(426,041)	(426,041)	(426,041)	(426,041)
Net Division Total	3,428,428	3,620,010	3,589,677	3,528,407	3,528,407	3,528,407

Personnel Services Detail

Department: Public Services

Division: Fleet Services

Account: 100-31-45

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Fleet Manager	100		1	70,863	1	79,718	1	79,718	1	79,718	1	79,718
Vehicle Maintenance Supervisor	100		1	52,978	1	53,456	1	53,456	1	53,456	1	53,456
Plow Bay Foreman	100		1	50,371	1	50,838	1	50,838	1	50,838	1	50,838
Fire Equipment Specialist	100		1	56,493	1	56,950	1	56,950	1	56,950	1	56,950
Machine /Weld Shop Foreman	100		1	52,021	1	52,478	1	52,478	1	52,478	1	52,478
Public Services Parts Manager	100		1	48,781	1	49,248	1	49,248	1	49,248	1	49,248
Vehicle Maintenance Foreman	100		1	52,021	1	52,478	1	52,478	1	52,478	1	52,478
Autobody Repair Worker (ASE)	100		1	45,068	1	45,531	1	45,531	1	45,531	1	45,531
2nd Class Welder	100		1	39,080	1	40,359	1	40,359	1	40,359	1	40,359
Service Writer	100		1	53,021	1	52,478	1	52,478	1	52,478	1	52,478
Mechanic III	100		13	606,466	14	653,488	13	613,604	13	613,604	13	613,604
Account Clerk II	100		1	35,815	1	36,602	1	36,602	1	36,602	1	36,602
Meal Allow/Standby Pay				9,350		9,318		9,318		9,318		9,318
Overtime				75,000		93,911		85,000		85,000		85,000
Gross Personnel Services			24.0	1,247,328	25.0	1,326,853	24.0	1,278,058	24.0	1,278,058	24.0	1,278,058

Island Services

Island Services is responsible for all Public Services functions including roads, fences, earthwork, solid waste collection and normal maintenance for four islands: Cliff, Little Diamond, Great Diamond, and Peaks Island. Island Services also serves Cushing Island in a limited capacity. Island Services responds to requests from all City divisions for boat transportation and assists the Fire Department on all Portland islands.

Expenses increased by \$8,227 or 1.5%, mainly due to supplies.

Division Summary

Department: Public Services **Division:** Island Services **Account:** 100-31-46

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	394,115	427,908	399,826	393,623	393,623	393,623
Benefits	3,000	3,000	3,000	3,000	3,000	3,000
Administrative Services	150	213	300	300	300	300
Contractual Services	116,200	116,200	133,220	115,720	115,720	115,720
Maintenance and Repairs	5,500	5,500	4,500	4,500	4,500	4,500
Rentals	0	320	0	0	0	0
Supplies	30,100	31,131	40,409	40,409	40,409	40,409
Minor Capital Items	0	0	10,000	0	0	0
Utilities	11,282	11,282	11,022	11,022	11,022	11,022
Total	560,347	595,554	602,277	568,574	568,574	568,574
Less Revenues	(6,000)	(6,000)	(6,200)	(6,200)	(6,200)	(6,200)
Net Division Total	554,347	589,554	596,077	562,374	562,374	562,374

Personnel Services Detail

Department: Public Services

Division: Island Services

Account: 100-31-46

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Public Services Supervisor	100		1	56,964	1	50,244	1	50,244	1	50,244	1	50,244
Maintenance Worker III	100		7	288,651	7	293,669	7	293,669	7	293,669	7	293,669
Meal Allow/Standby Pay				7,150		14,345		14,345		14,345		14,345
Temporary Help				15,000		14,976		14,976		14,976		14,976
Overtime				26,350		26,592		20,389		20,389		20,389
Gross Personnel Services			8.0	394,115	8.0	399,826	8.0	393,623	8.0	393,623	8.0	393,623

Recreation & Facilities Management

The Recreation and Facilities Management Department consists of three major divisions: Facilities Management, Recreation, and Building Maintenance. The Facilities Management is responsible for scheduling and management of Merrill Auditorium, Hadlock Stadium, Portland Exposition Building, Ocean Gateway, and Maine State Pier. Recreation manages special events at various city parks and administers a variety of youth, adult, and senior recreation and aquatic programs. Lastly, the Building Maintenance responsibilities include the maintenance, repair and renovation of a variety of City and School buildings.

Expenditures and revenues have increased \$902,851 and \$1,070,591 respectively. The most notable increase relates to the transfer of the Golf Course restaurant from the Barron Center division, accounting for \$418,887 of both the expenditure and revenue increase.

Department Summary

Department: Recreation & Facilities Management

Account: 100-33

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	5,702,605	5,524,678	6,052,840	6,047,840	6,047,840	6,047,840
Benefits	50,010	43,305	40,950	40,950	40,950	40,950
Administrative Services	94,955	91,228	110,465	105,465	105,465	105,465
Contractual Services	780,265	814,517	949,400	910,400	910,400	910,400
Maintenance and Repairs	971,780	1,056,913	1,177,230	1,156,030	1,156,030	1,156,030
Rentals	189,946	190,085	201,105	200,105	200,105	200,105
Supplies	1,244,857	1,265,389	1,525,287	1,504,887	1,404,887	1,404,887
Minor Capital Items	0	0	67,400	42,950	42,950	42,950
Utilities	1,738,760	1,632,601	1,767,902	1,767,402	1,767,402	1,767,402
Capital Outlay	56,000	56,000	56,000	56,000	56,000	56,000
Total	10,829,178	10,674,716	11,948,579	11,832,029	11,732,029	11,732,029
Summary by Division						
Recreation & Facilities Administratio (33-00)	278,292	277,775	293,933	293,933	293,933	293,933
Trades (33-01)	970,066	934,078	983,335	982,335	982,335	982,335
Public Safety Buildings (33-02)	404,971	387,554	439,062	425,862	425,862	425,862
City Hall (33-03)	415,004	409,212	462,778	447,778	447,778	447,778
Merrill Auditorium (33-04)	422,924	412,658	446,227	430,777	430,777	430,777
Hadlock Stadium (33-05)	241,933	234,177	263,150	263,150	263,150	263,150
Other Public Buildings (33-06)	509,791	470,703	500,016	500,016	500,016	500,016
Ice Arena (33-07)	515,429	508,034	533,013	533,013	533,013	533,013
Exposition Building (33-08)	383,175	367,046	406,635	403,735	403,735	403,735
Waterfront Maintenance (33-09)	655,713	690,699	748,211	721,211	721,211	721,211
Public Assembly Facility (33-10)	648,218	669,838	691,595	687,595	687,595	687,595
Concessions (33-11)	269,742	278,466	293,611	293,111	293,111	293,111
School HVAC (33-12)	491,025	491,025	531,878	531,878	531,878	531,878
Athletic Facilities (33-13)	737,172	705,312	793,084	772,084	772,084	772,084
Recreation (33-14)	1,566,426	1,510,980	1,615,139	1,605,139	1,605,139	1,605,139
Aquatics (33-15)	394,007	379,852	404,512	404,512	404,512	404,512
School Maintenance (33-16)	1,073,000	1,073,000	1,173,776	1,173,776	1,073,776	1,073,776
Therapeutic Recreation (33-17)	157,763	153,778	159,168	159,168	159,168	159,168
Riverside Golf Course (33-18)	694,527	720,529	790,569	784,069	784,069	784,069
Golf Course Restaurant (33-19)	0	0	418,887	418,887	418,887	418,887
Total	10,829,178	10,674,716	11,948,579	11,832,029	11,732,029	11,732,029
Less Revenues	(7,797,204)	(7,928,013)	(8,748,618)	(8,917,795)	(8,867,795)	(8,867,795)
Net Department Total	3,031,974	2,746,703	3,199,961	2,914,234	2,864,234	2,864,234

Recreation & Facilities Administration

The Recreation and Facilities Management's Administrative division serves a large and extremely diverse department. Serving all three major sections, Facilities Management, Recreation and Building Maintenance, the Administration division oversees the numerous activities and challenges that transpire within the department. Functions include providing general administrative support, involving much of the centralized accounting and payroll duties.

The expenditure increase of \$15,641, or 5.6%, is attributed primarily to salary increases.

Division Summary

Department: Recreation & Facilities Management **Division:** Recreation & Facilities Administration **Account:** 100-33-00

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	257,292	257,636	272,403	272,403	272,403	272,403
Administrative Services	10,550	10,454	11,280	11,280	11,280	11,280
Contractual Services	8,050	7,285	7,850	7,850	7,850	7,850
Supplies	1,500	1,500	1,500	1,500	1,500	1,500
Utilities	900	900	900	900	900	900
Total	278,292	277,775	293,933	293,933	293,933	293,933

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Recreation & Facilities Administration

Account: 100-33-00

Position	Funding Source	FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Dir of Rec & Facilities Mgmt	100	1	101,760	1	107,087	1	107,087	1	107,087	1	107,087
Principal Financial Officer	100	1	58,520	1	63,921	1	63,921	1	63,921	1	63,921
Principal Admin Officer	100	1	55,692	1	59,665	1	59,665	1	59,665	1	59,665
Accountant	100	1	41,320	1	41,730	1	41,730	1	41,730	1	41,730
Notes											
Gross Personnel Services		4.0	257,292	4.0	272,403	4.0	272,403	4.0	272,403	4.0	272,403

Trades

The Trades division budget is comprised of a highly skilled workforce that maintains, repair and renovate the various City buildings. Services provided include carpentry, painting, electrical, plumbing, remodeling, and the maintenance of heating and ventilating systems.

Expenses have increased by \$12,269, or 1.3%, due to increased payroll costs.

Division Summary

Department: Recreation & Facilities Management **Division:** Trades **Account:** 100-33-01

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	928,166	891,182	940,435	940,435	940,435	940,435
Benefits	12,800	12,800	12,800	12,800	12,800	12,800
Administrative Services	10,800	10,800	10,800	10,800	10,800	10,800
Contractual Services	700	700	700	700	700	700
Rentals	600	600	600	600	600	600
Supplies	13,000	13,496	13,500	13,000	13,000	13,000
Utilities	4,000	4,500	4,500	4,000	4,000	4,000
Total	970,066	934,078	983,335	982,335	982,335	982,335
Less Revenues	(28,000)	(31,000)	(27,000)	(27,000)	(27,000)	(27,000)
Net Division Total	942,066	903,078	956,335	955,335	955,335	955,335

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Trades

Account: 100-33-01

Position	Funding Source		FY14 Approved		FY15 Submission		FY15 Manager's Recommendation		FY15 Finance Committee		FY15 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Director of Public Buildings	50	50	1	78,195	1	75,989	1	75,989	1	75,989	1	75,989
Director of Operations/Maint	100		1	68,946	1	71,782	1	71,782	1	71,782	1	71,782
Director of Operations	100		1	55,692	1	59,225	1	59,225	1	59,225	1	59,225
Project Manager	50	50	1	53,929	1	56,200	1	56,200	1	56,200	1	56,200
Plant Engineer Coordinator	100		1	61,118	1	61,726	1	61,726	1	61,726	1	61,726
HVAC Technician	100		2	96,867	2	100,174	2	100,174	2	100,174	2	100,174
Facilities Master Electrician	100		2	99,304	2	101,939	2	101,939	2	101,939	2	101,939
Facilities Master Plumber	100		1	49,858	1	51,867	1	51,867	1	51,867	1	51,867
(1) Sr Public Bldgs Supervisor	100		0	0	1	51,376	1	51,376	1	51,376	1	51,376
(2) Public Buildings Supervisor	100		1	47,320	0	0	0	0	0	0	0	0
Trades Worker III (Trades)	100		6	259,039	6	257,087	6	257,087	6	257,087	6	257,087
Administrative Associate	50	50	1	41,320	1	41,730	1	41,730	1	41,730	1	41,730
Less School Maint Chgs (33-16)				(86,722)		(86,960)		(86,960)		(86,960)		(86,960)
Temporary Help				80,300		80,300		80,300		80,300		80,300
Overtime				23,000		18,000		18,000		18,000		18,000
Gross Personnel Services			18.0	928,166	18.0	940,435	18.0	940,435	18.0	940,435	18.0	940,435

Notes:

- (1) 1 Reclass from Public Buildings Supervisor during FY14
- (2) (1) Reclass to Sr Public Buildings Supervisor during FY14

Public Safety Buildings

This division includes all the expenses for maintaining the City's Public Safety building, which houses the Police Department.

Expenses have increased by \$20,891, or 5.2%, primarily due to increases in building maintenance expenditures.

Division Summary

Department: Recreation & Facilities Management **Division:** Public Safety Buildings **Account:** 100-33-02

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	83,202	81,939	83,992	83,992	83,992	83,992
Benefits	1,320	1,320	1,320	1,320	1,320	1,320
Contractual Services	5,000	5,000	7,500	7,500	7,500	7,500
Maintenance and Repairs	49,000	49,000	77,600	67,400	67,400	67,400
Supplies	41,500	41,449	44,500	41,500	41,500	41,500
Utilities	224,949	208,846	224,150	224,150	224,150	224,150
Total	404,971	387,554	439,062	425,862	425,862	425,862

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Public Safety Buildings

Account: 100-33-02

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
PAF Operations Foreman	100		1	44,803	1	45,261	1	45,261	1	45,261	1	45,261
Custodial Worker	100		1	34,799	1	35,131	1	35,131	1	35,131	1	35,131
Overtime				3,600		3,600		3,600		3,600		3,600
Gross Personnel Services			2.0	83,202	2.0	83,992	2.0	83,992	2.0	83,992	2.0	83,992

City Hall

This division includes all the expenses for maintaining City Hall, which houses various administrative offices.

Expenditures have increased by \$33,774, or 7.9%, primarily due to building maintenance and utility expenses.

Division Summary

Department: Recreation & Facilities Management **Division:** City Hall **Account:** 100-33-03

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	117,033	113,351	118,835	118,835	118,835	118,835
Benefits	1,980	1,980	1,980	1,980	1,980	1,980
Contractual Services	4,400	4,400	4,400	4,400	4,400	4,400
Maintenance and Repairs	59,000	70,000	78,000	73,000	73,000	73,000
Rentals	0	0	4,000	4,000	4,000	4,000
Supplies	45,000	45,000	48,000	45,000	45,000	45,000
Minor Capital Items	0	0	7,000	0	0	0
Utilities	187,591	174,481	200,563	200,563	200,563	200,563
Total	415,004	409,212	462,778	447,778	447,778	447,778

Personnel Services Detail

Department: Recreation and Facilities Management

Division: City Hall

Account: 100-33-03

Position	Funding Source	FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
		#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
	City Fed Oth										
PAF Operations Foreman	100	1	45,739	1	46,197	1	46,197	1	46,197	1	46,197
Custodial Worker (Floating)	100	1	35,610	1	35,984	1	35,984	1	35,984	1	35,984
Custodial Worker	100	1	32,684	1	33,654	1	33,654	1	33,654	1	33,654
Overtime			3,000		3,000		3,000		3,000		3,000
Gross Personnel Services		3.0	117,033	3.0	118,835	3.0	118,835	3.0	118,835	3.0	118,835

Merrill Auditorium

This division includes all the expenses for maintaining Merrill Auditorium, a 1,900 seat performing arts venue, attached to City Hall. The theater hosts a variety of performances each year including opera, ballet, musical theater and concerts.

Expenditures have increased \$7,853, or 1.9%, due to the addition of monies for Phase I of the Sprinkler Head Replacements. Revenues have decreased slightly by \$7,850, or 1.5%.

Division Summary

Department: Recreation & Facilities Management **Division:** Merrill Auditorium **Account:** 100-33-04

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	211,118	206,493	209,742	209,742	209,742	209,742
Benefits	2,640	2,639	2,640	2,640	2,640	2,640
Contractual Services	26,540	26,748	29,395	29,395	29,395	29,395
Maintenance and Repairs	71,000	71,000	81,000	81,000	81,000	81,000
Rentals	1,000	1,000	1,000	1,000	1,000	1,000
Supplies	42,000	42,000	47,500	42,000	42,000	42,000
Minor Capital Items	0	0	9,950	0	0	0
Utilities	68,626	62,778	65,000	65,000	65,000	65,000
Total	422,924	412,658	446,227	430,777	430,777	430,777
Less Revenues	(515,330)	(506,717)	(507,480)	(507,480)	(507,480)	(507,480)
Net Division Total	(92,406)	(94,059)	(61,253)	(76,703)	(76,703)	(76,703)

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Merrill Auditorium

Account: 100-33-04

Position	Funding Source	FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
		#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
	City Fed Oth										
PAF Operations Supervisor	100	1	47,320	1	47,777	1	47,777	1	47,777	1	47,777
(1) Custodial Worker	100	1.5	49,070	1.5	50,282	1.5	50,282	1.5	50,282	1.5	50,282
Technical Director	100	1	54,580	1	55,107	1	55,107	1	55,107	1	55,107
Asst Technical Director	100	1.2	54,148	1.2	50,576	1.2	50,576	1.2	50,576	1.2	50,576
Overtime			6,000		6,000		6,000		6,000		6,000
Gross Personnel Services		4.7	211,118	4.7	209,742	4.7	209,742	4.7	209,742	4.7	209,742

Notes:

(1) Half-time Shared Position (1) w/ Ballfields (100-3313)

Hadlock Stadium

This division includes all the expenses for maintaining Hadlock Stadium, home of the Portland Sea Dogs.

Expenditures have increased \$21,217, or 8.8%, predominantly due to the replacement of the air conditioning in the locker rooms. Revenues remain fairly flat.

Division Summary

Department: Recreation & Facilities Management **Division:** Hadlock Stadium **Account:** 100-33-05

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Contractual Services	5,650	5,650	8,650	8,650	8,650	8,650
Maintenance and Repairs	35,500	35,500	55,500	55,500	55,500	55,500
Rentals	8,000	8,000	8,000	8,000	8,000	8,000
Supplies	27,500	27,500	27,500	27,500	27,500	27,500
Utilities	165,283	157,527	163,500	163,500	163,500	163,500
Total	241,933	234,177	263,150	263,150	263,150	263,150
Less Revenues	(310,683)	(307,845)	(309,100)	(309,100)	(309,100)	(309,100)
Net Division Total	(68,750)	(73,668)	(45,950)	(45,950)	(45,950)	(45,950)

Other Public Buildings

This division includes all the expenses for maintaining a variety of other City-owned buildings and structures.

Expenses have decreased by \$9,775, or 1.9%, due a reduction in utility costs, offset by varied other increases including the Cumming Center electrical upgrade and trail lighting. The revenue shown is misrepresented.

Division Summary

Department: Recreation & Facilities Management **Division:** Other Public Buildings **Account:** 100-33-06

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	38,610	38,484	39,336	39,336	39,336	39,336
Benefits	1,320	660	660	660	660	660
Contractual Services	12,150	12,150	17,150	17,150	17,150	17,150
Maintenance and Repairs	56,350	58,350	66,350	66,350	66,350	66,350
Supplies	58,000	62,174	62,500	62,500	62,500	62,500
Utilities	343,361	298,885	314,020	314,020	314,020	314,020
Total	509,791	470,703	500,016	500,016	500,016	500,016
Less Revenues	0	(7,200)	(9,450)	(9,450)	(9,450)	(9,450)
Net Division Total	509,791	463,503	490,566	490,566	490,566	490,566

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Other Public Buildings

Account: 100-33-06

Position	Funding Source	FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Custodial Worker (Floating)	100	1	36,610	1	37,336	1	37,336	1	37,336	1	37,336
Overtime			2,000		2,000		2,000		2,000		2,000
Gross Personnel Services		1.0	38,610	1.0	39,336	1.0	39,336	1.0	39,336	1.0	39,336

Ice Arena

The City-owned Portland Ice Arena, located next to the Portland Expo and Hadlock Field, provides rental of ice time to various community users including adult leagues, high school, middle school and youth hockey organizations, and to the public. Ice skating lessons are offered as well. The City also operates the Ice Arena concession operation.

The majority of the expenditure increase of \$17,584, or 3.4%, is a result a new water heater purchase. Revenues are estimated to increase \$11,365, or 2.0%, primarily due to new leased space income.

Division Summary

Department: Recreation & Facilities Management **Division:** Ice Arena **Account:** 100-33-07

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	252,475	249,526	256,703	256,703	256,703	256,703
Benefits	500	500	500	500	500	500
Administrative Services	4,005	970	1,070	1,070	1,070	1,070
Contractual Services	15,600	16,801	16,000	16,000	16,000	16,000
Maintenance and Repairs	15,930	17,525	21,280	21,280	21,280	21,280
Rentals	360	360	360	360	360	360
Supplies	42,250	38,950	37,150	37,150	37,150	37,150
Minor Capital Items	0	0	9,950	9,950	9,950	9,950
Utilities	184,309	183,402	190,000	190,000	190,000	190,000
Total	515,429	508,034	533,013	533,013	533,013	533,013
Less Revenues	(576,035)	(573,179)	(587,400)	(587,400)	(587,400)	(587,400)
Net Division Total	(60,606)	(65,145)	(54,387)	(54,387)	(54,387)	(54,387)

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Ice Arena

Account: 100-33-07

Position	Funding Source	FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
		#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
	City Fed Oth										
Ice Arena Manager	100	1	48,550	1	51,500	1	51,500	1	51,500	1	51,500
Facilities Coordinator	100	1	37,229	1	38,825	1	38,825	1	38,825	1	38,825
Account Clerk II	100	1	36,368	1	37,518	1	37,518	1	37,518	1	37,518
Recreation Programmer I	100	2	56,488	2	55,060	2	55,060	2	55,060	2	55,060
Temporary Help	100		67,840		67,800		67,800		67,800		67,800
Overtime	100		6,000		6,000		6,000		6,000		6,000
Gross Personnel Services		5.0	252,475	5.0	256,703	5.0	256,703	5.0	256,703	5.0	256,703

Exposition Building

This division includes all the expenses for maintaining and managing the Portland Exposition Building. Numerous events are held each year at this facility by profit and non-profit organizers, including many school related sport activities. The Portland Expo is also home to the Maine Red Claws, a NBA development league, which began playing in FY2010, or the 2009-2010 season.

Expenditures have increased in various line categories \$20,560, or 5.4%. Revenues have decreased \$17,300, or 5.5%, due to decreases in rental income.

Division Summary

Department: Recreation & Facilities Management **Division:** Exposition Building **Account:** 100-33-08

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	151,727	148,773	157,482	157,482	157,482	157,482
Benefits	3,360	2,640	2,640	2,640	2,640	2,640
Contractual Services	12,875	11,500	14,875	14,875	14,875	14,875
Maintenance and Repairs	29,600	32,000	32,400	32,400	32,400	32,400
Rentals	1,500	1,500	1,500	1,500	1,500	1,500
Supplies	41,000	41,004	51,900	49,000	49,000	49,000
Utilities	143,113	129,629	145,838	145,838	145,838	145,838
Total	383,175	367,046	406,635	403,735	403,735	403,735
Less Revenues	(312,450)	(277,269)	(280,150)	(295,150)	(295,150)	(295,150)
Net Division Total	70,725	89,777	126,485	108,585	108,585	108,585

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Exposition Building

Account: 100-33-08

Position	Funding Source	FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
PAF Operations Foreman	100	1	41,318	1	42,286	1	42,286	1	42,286	1	42,286
(1) Custodial Worker	100	3	103,909	3	105,196	3	105,196	3	105,196	3	105,196
Overtime			6,500		10,000		10,000		10,000		10,000
Gross Personnel Services		4.0	151,727	4.0	157,482	4.0	157,482	4.0	157,482	4.0	157,482

Notes:

(1) Half-time Shared Positions (4) w/ DPS:100-3102 (3) & 100-3112 (1)

Waterfront Maintenance

Waterfront Maintenance is responsible for the repair, maintenance, and operations of city-owned waterfront property which includes the Portland Ocean Terminal, Maine State Pier and Ocean Gateway.

Portland's 2013 cruise ship season comprised of fifty-nine ships carrying over 70,000 passengers. Seventy-three ships, thirty-five of which carry over 1,000 passengers, are currently scheduled for the summer / fall of FY15 with an expected 74,500+ visitors.

The Port Facilities Security Officer position is responsible for day-to-day operational security in the Port and acts as a liaison between the Police Department, Homeland Security, Jetport, Coast Guard, U.S. Customs, Harbor Master, Maine Emergency Management Agency (MEMA), and the Fire Department on port security issues.

The expense increase of \$65,498, or 10.0%, is due primarily to the projected increase in utility expense, also a revenue offset, and additional maintenance and repair costs. Revenues are anticipated to increase \$290,893, or 21.6%, due to the 2014 season return of ferry service to Nova Scotia, anticipated additional leased space income, and the projected increase in the number of cruise ship passengers.

Division Summary

Department: Recreation & Facilities Management **Division:** Waterfront Maintenance **Account:** 100-33-09

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	57,303	56,938	70,886	65,886	65,886	65,886
Benefits	350	350	350	350	350	350
Administrative Services	16,700	16,570	19,500	16,500	16,500	16,500
Contractual Services	212,900	220,317	227,790	221,790	221,790	221,790
Maintenance and Repairs	77,000	86,339	103,000	98,000	98,000	98,000
Rentals	9,275	9,025	9,025	8,525	8,525	8,525
Supplies	56,000	56,000	48,500	48,500	48,500	48,500
Minor Capital Items	0	0	7,500	0	0	0
Utilities	226,185	245,160	261,660	261,660	261,660	261,660
Total	655,713	690,699	748,211	721,211	721,211	721,211
Less Revenues	(1,349,000)	(1,406,476)	(1,414,816)	(1,589,893)	(1,639,893)	(1,639,893)
Net Division Total	(693,287)	(715,777)	(666,605)	(868,682)	(918,682)	(918,682)

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Waterfront Maintenance

Account: 100-33-09

Position	Funding Source	FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Port Facility Security Officer	100	1	48,553	1	49,686	1	49,686	1	49,686	1	49,686
Temporary Help	100		0		3,000		3,000		3,000		3,000
Holiday Payments	100		550		0		0		0		0
Overtime			8,200		18,200		13,200		13,200		13,200
Gross Personnel Services		1.0	57,303	1.0	70,886	1.0	65,886	1.0	65,886	1.0	65,886

Public Assembly Facility

The Public Assembly Facility (PAF) division handles the general management, marketing, booking, event coordination, and other miscellaneous staff and operational needs of the Facilities Management division functions of the department.

Expenditures have increased by \$39,377, or 6.1%, attributed to increased payroll costs, including minor staffing changes. Revenues are up \$134,300 due to the shift of event income, transferred from the Waterfront division in FY15.

Division Summary

Department: Recreation & Facilities Management **Division:** Public Assembly Facility **Account:** 100-33-10

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	610,258	631,137	652,045	652,045	652,045	652,045
Administrative Services	7,450	7,580	7,840	5,840	5,840	5,840
Contractual Services	3,250	3,243	3,250	3,250	3,250	3,250
Maintenance and Repairs	2,200	2,200	2,200	1,200	1,200	1,200
Rentals	2,300	2,300	2,300	2,300	2,300	2,300
Supplies	19,400	19,348	19,700	18,700	18,700	18,700
Utilities	3,360	4,030	4,260	4,260	4,260	4,260
Total	648,218	669,838	691,595	687,595	687,595	687,595
Less Revenues	(90,350)	(85,366)	(267,650)	(224,650)	(224,650)	(224,650)
Net Division Total	557,868	584,472	423,945	462,945	462,945	462,945

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Public Assembly Facility (PAF)

Account: 100-33-10

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Dir Public Assembly Facilities	100		1	61,147	1	65,239	1	65,239	1	65,239	1	65,239
Sales & Marketing Coord	100		1	56,219	1	56,764	1	56,764	1	56,764	1	56,764
Office Assistant	100		2	73,159	2	73,907	2	73,907	2	73,907	2	73,907
Lead Events Coordinator	100		4	186,906	4	191,782	4	191,782	4	191,782	4	191,782
Security Supervisor	100		0.5	16,549	0.5	16,711	0.5	16,711	0.5	16,711	0.5	16,711
(1) Event Staff	100		6	144,478	6.3	152,642	6.3	152,642	6.3	152,642	6.3	152,642
Temporary Help				64,300		85,000		85,000		85,000		85,000
Overtime				7,500		10,000		10,000		10,000		10,000
Gross Personnel Services			14.5	610,258	14.8	652,045	14.8	652,045	14.8	652,045	14.8	652,045

Notes:

(1) .3 Hours Increase during FY14

Concessions

The Concessions division manages the concessions and catering operations for Merrill Auditorium, Portland Exposition, Fitzpatrick Field and the Portland Ice Arena.

Expenditures have increased \$23,369, or 8.7%, mainly due to payroll, food expense, and contractual services. The concession revenues are also up \$40,000 or 12.7%.

Division Summary

Department: Recreation & Facilities Management **Division:** Concessions **Account:** 100-33-11

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	117,507	118,890	127,801	127,801	127,801	127,801
Benefits	200	200	200	200	200	200
Administrative Services	2,415	2,415	2,415	2,415	2,415	2,415
Contractual Services	500	2,627	5,655	5,655	5,655	5,655
Maintenance and Repairs	4,000	4,000	4,000	4,000	4,000	4,000
Rentals	500	500	500	0	0	0
Supplies	143,400	148,452	151,400	151,400	151,400	151,400
Utilities	1,220	1,382	1,640	1,640	1,640	1,640
Total	269,742	278,466	293,611	293,111	293,111	293,111
Less Revenues	(315,000)	(340,000)	(355,000)	(355,000)	(355,000)	(355,000)
Net Division Total	(45,258)	(61,534)	(61,389)	(61,889)	(61,889)	(61,889)

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Concessions

Account: 100-33-11

Position	Funding Source City Fed Oth	FY14 Approved		FY15 Submission		FY15 Manager's Recommendation		FY15 Finance Committee		FY15 Final Allowance	
		#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Food Service Manager	100	0	0	1	57,301	1	57,301	1	57,301	1	57,301
(2) Concessions Coordinator	100	1	46,507	0	0	0	0	0	0	0	0
Temporary Help			70,000		70,000		70,000		70,000		70,000
Overtime			1,000		500		500		500		500
Gross Personnel Services		1.0	117,507	1.0	127,801	1.0	127,801	1.0	127,801	1.0	127,801

Notes:

- (1) 1 Position Reclassed from Concessions Coordinator during FY14
- (2) (1) Position Reclassed to Food Service Manager during FY14

School HVAC

The School HVAC division is responsible for heating, ventilation and air conditioning maintenance for all twenty Elementary, Middle and High School buildings. All expenses are reimbursed by the School Department through interfund transfers.

Both expenditures and revenues are up \$40,853, or 8.3%.

Division Summary

Department: Recreation & Facilities Management **Division:** School HVAC **Account:** 100-33-12

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	154,845	108,694	153,998	153,998	153,998	153,998
Benefits	3,030	5,530	3,030	3,030	3,030	3,030
Administrative Services	2,500	2,500	2,500	2,500	2,500	2,500
Contractual Services	8,550	10,250	40,250	40,250	40,250	40,250
Maintenance and Repairs	175,000	235,000	185,000	185,000	185,000	185,000
Supplies	145,500	127,766	145,500	145,500	145,500	145,500
Utilities	1,600	1,285	1,600	1,600	1,600	1,600
Total	491,025	491,025	531,878	531,878	531,878	531,878
Less Revenues	(491,025)	(491,025)	(531,878)	(531,878)	(531,878)	(531,878)
Net Division Total	0	0	0	0	0	0

Personnel Services Detail

Department: Recreation and Facilities Management

Division: School HVAC

Account: 100-33-12

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
HVAC Technician	100			3	142,469	3	141,622	3	141,622	3	141,622	141,622
Standby Pay	100				2,376		2,376		2,376			2,376
Overtime	100				10,000		10,000		10,000			10,000
Gross Personnel Services				3.0	154,845	3.0	153,998	3.0	153,998	3.0	153,998	153,998

Athletic Facilities

The Athletic Facilities division is responsible for the care of all City-owned athletic facilities in Portland. This includes fourteen baseball / softball fields, two artificial surface soccer / football stadiums, and fifteen multi-purpose fields.

Expenditures have risen \$34,912, or 4.7%, primarily due to the addition of winter recreation grooming equipment and a sound system for Memorial Field. Revenues remain flat.

Division Summary

Department: Recreation & Facilities Management **Division:** Athletic Facilities **Account:** 100-33-13

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	484,970	462,568	492,384	492,384	492,384	492,384
Benefits	6,480	6,480	6,480	6,480	6,480	6,480
Administrative Services	4,000	3,926	3,900	3,900	3,900	3,900
Contractual Services	22,300	22,289	43,300	22,300	22,300	22,300
Maintenance and Repairs	33,500	33,237	30,500	30,500	30,500	30,500
Rentals	30,391	32,000	32,500	32,500	32,500	32,500
Supplies	88,200	90,304	94,200	94,200	94,200	94,200
Minor Capital Items	0	0	33,000	33,000	33,000	33,000
Utilities	67,331	54,508	56,820	56,820	56,820	56,820
Total	737,172	705,312	793,084	772,084	772,084	772,084
Less Revenues	(293,066)	(293,776)	(293,066)	(293,066)	(293,066)	(293,066)
Net Division Total	444,106	411,536	500,018	479,018	479,018	479,018

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Athletic Facilities

Account: 100-33-13

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Athletic Fac & Program Mgr	100		1	55,692	1	58,888	1	58,888	1	58,888	1	58,888
Athletic Facilities Supervisor	100		1	48,818	1	49,296	1	49,296	1	49,296	1	49,296
Parks Supervisor	100		1	47,320	1	47,778	1	47,778	1	47,778	1	47,778
Parks Facilities Technician	100		1	49,858	1	50,357	1	50,357	1	50,357	1	50,357
Parks Facilities Assistant	100		1	40,934	1	37,104	1	37,104	1	37,104	1	37,104
Maintenance Worker III	100		3	122,803	3	124,051	3	124,051	3	124,051	3	124,051
(1) Custodial Worker	100		0.5	16,203	0.5	16,370	0.5	16,370	0.5	16,370	0.5	16,370
Meal Allow/Standby Pay				1,000		1,000		1,000		1,000		1,000
Temporary Help				49,842		55,040		55,040		55,040		55,040
Overtime				52,500		52,500		52,500		52,500		52,500
Gross Personnel Services			8.5	484,970	8.5	492,384	8.5	492,384	8.5	492,384	8.5	492,384

Notes:

(1) Half-time Shared Position (1) w/ Merrill (100-3304)

Recreation

The Recreation division provides a wide range of programming / leagues and clinics for all age groups in the City, and operates community centers in the Riverton, Reiche, East End, the Cummings Center and Peaks Island. The Recreation division offers before-and-after school programs as well as summer camp programs for children in grades K-7 in all mainland elementary schools. This division also offers an extensive program for Senior Adults.

For the fifth year, the July 4th fireworks display will continue due to the generous donations and support of the community and local businesses.

Expenditures are up \$38,713, or 2.5%, primarily due to increased payroll costs, including staffing changes, and increases in the contractual services lines. Revenues are projected to increase \$66,296, or 5.3%, largely due to the income increase in the Before and After School Program.

Division Summary

Department: Recreation & Facilities Management **Division:** Recreation **Account:** 100-33-14

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	1,229,169	1,178,617	1,260,609	1,260,609	1,260,609	1,260,609
Benefits	3,750	3,750	3,750	3,750	3,750	3,750
Administrative Services	24,565	24,245	26,205	26,205	26,205	26,205
Contractual Services	156,770	158,349	173,010	163,010	163,010	163,010
Rentals	76,910	75,690	75,635	75,635	75,635	75,635
Supplies	51,000	52,255	55,030	55,030	55,030	55,030
Utilities	24,262	18,074	20,900	20,900	20,900	20,900
Total	1,566,426	1,510,980	1,615,139	1,605,139	1,605,139	1,605,139
Less Revenues	(1,239,774)	(1,291,985)	(1,289,970)	(1,306,070)	(1,306,070)	(1,306,070)
Net Division Total	326,652	218,995	325,169	299,069	299,069	299,069

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Recreation

Account: 100-33-14

Position	Funding Source	FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Recreation Division Manager	100	1	72,248	1	82,011	1	82,011	1	82,011	1	82,011
(1) Accountant	100	1	33,000	0	0	0	0	0	0	0	0
(2) Administrative Associate	100	1	39,877	2	74,878	2	74,878	2	74,878	2	74,878
Recreation Supervisor	100	2	103,044	2	104,068	2	104,068	2	104,068	2	104,068
Recreation Division Leader	100	3	135,613	3	131,927	3	131,927	3	131,927	3	131,927
Recreation Programmer II	100	10.9	380,151	10.9	374,557	10.9	374,557	10.9	374,557	10.9	374,557
(3) Recreation Programmer I	100	13.5	373,065	14.2	400,566	14.2	400,566	14.2	400,566	14.2	400,566
Admin Assistant (CEBA)	100	1	37,128	1	37,499	1	37,499	1	37,499	1	37,499
Temporary Help			46,903		46,903		46,903		46,903		46,903
Overtime			8,140		8,200		8,200		8,200		8,200
Gross Personnel Services		33.4	1,229,169	34.1	1,260,609	34.1	1,260,609	34.1	1,260,609	34.1	1,260,609

Notes:

- (1) (1) Position Replaced w/ Administrative Associate during FY14
- (2) 1 Position Replaced Accountant during FY14
- (3) .7 Hours Increase in FY15

Aquatics

The Aquatics division operates two indoor pools at the Riverton and Reiche Community Centers and a seasonal outdoor pool, the Kiwanis Pool on Douglas Street. The division offers swimming lessons and aquatic programming for all ages including an Adult Master's Program.

FY15 expenditures rose \$10,505, or 2.7%, mainly due to payroll cost increases. Revenues are projected to increase \$16,833 or 5.8%.

Division Summary

Department: Recreation & Facilities Management **Division:** Aquatics **Account:** 100-33-15

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	321,693	309,365	331,021	331,021	331,021	331,021
Benefits	1,200	1,200	1,200	1,200	1,200	1,200
Administrative Services	1,500	1,417	1,500	1,500	1,500	1,500
Contractual Services	26,450	26,341	26,450	26,450	26,450	26,450
Maintenance and Repairs	2,000	2,000	2,000	2,000	2,000	2,000
Rentals	200	200	200	200	200	200
Supplies	25,050	25,064	25,050	25,050	25,050	25,050
Utilities	15,914	14,265	17,091	17,091	17,091	17,091
Total	394,007	379,852	404,512	404,512	404,512	404,512
Less Revenues	(290,645)	(295,936)	(301,478)	(307,478)	(307,478)	(307,478)
Net Division Total	103,362	83,916	103,034	97,034	97,034	97,034

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Aquatics

Account: 100-33-15

Position	Funding Source	FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
		#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Asst Recreation Director	100	0	0	1	64,031	1	64,031	1	64,031	1	64,031
(2) Aquatic & Recreation Manager	100	1	57,916	0	0	0	0	0	0	0	0
Aquatic Supervisor	100	1	45,924	1	47,776	1	47,776	1	47,776	1	47,776
Recreation Programmer II	100	4.1	145,807	4.1	144,940	4.1	144,940	4.1	144,940	4.1	144,940
Recreation Programmer I	100	1.9	51,911	1.9	48,749	1.9	48,749	1.9	48,749	1.9	48,749
Temporary Help			19,635		25,025		25,025		25,025		25,025
Overtime			500		500		500		500		500
Gross Personnel Services		8.0	321,693	8.0	331,021	8.0	331,021	8.0	331,021	8.0	331,021

Notes:

- (1) 1 Reclassed from Aquatic & Recreation Mgr during FY14
- (2) (1) Reclassed to Asst Recreation Director during FY14

School Maintenance

The City assumed supervisory responsibility for the School Maintenance functions in FY11. This division is responsible for maintenance for all twenty Elementary, Middle and High School buildings. All expenses are reimbursed by the School Department through interfund transfers.

FY15 expenses and revenues increased minimally by \$776, or .1%.

Division Summary

Department: Recreation & Facilities Management **Division:** School Maintenance **Account:** 100-33-16

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	145,040	130,419	146,671	146,671	146,671	146,671
Benefits	8,080	304	0	0	0	0
Administrative Services	7,000	7,000	7,000	7,000	7,000	7,000
Contractual Services	220,880	243,277	278,105	278,105	278,105	278,105
Maintenance and Repairs	322,000	322,000	372,000	372,000	372,000	372,000
Supplies	314,000	314,000	314,000	314,000	214,000	214,000
Capital Outlay	56,000	56,000	56,000	56,000	56,000	56,000
Total	1,073,000	1,073,000	1,173,776	1,173,776	1,073,776	1,073,776
Less Revenues	(1,073,000)	(1,073,000)	(1,173,776)	(1,173,776)	(1,073,776)	(1,073,776)
Net Division Total	0	0	0	0	0	0

Personnel Services Detail

Department: Recreation and Facilities Management

Division: School Maintenance

Account: 100-33-16

Position	Funding Source		FY14 Approved		FY15 Submission		FY15 Manager's Recommendation		FY15 Finance Committee		FY15 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Director of Building Trades	100		1	57,384	1	59,711	1	59,711	1	59,711	1	59,711
Charges from Trades (33-01)	100			86,722		86,960		86,960		86,960		86,960
Overtime				934		0		0		0		0
Gross Personnel Services			1.0	145,040	1.0	146,671	1.0	146,671	1.0	146,671	1.0	146,671

Therapeutic Recreation

Therapeutic Recreation, previously a contracted service expense under the Recreation division prior to FY14, is now an in-house service comprised of three and one-half City positions.

Revenues are received mostly from nearby communities and school districts, with anticipated revenues to offset expenses by approximately 76%.

Division Summary

Department: Recreation & Facilities Management **Division:** Therapeutic Recreation **Account:** 100-33-17

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	149,363	147,730	150,593	150,593	150,593	150,593
Benefits	600	552	750	750	750	750
Administrative Services	1,900	1,781	1,285	1,285	1,285	1,285
Contractual Services	3,200	1,051	2,200	2,200	2,200	2,200
Maintenance and Repairs	200	273	400	400	400	400
Rentals	0	0	300	300	300	300
Supplies	2,500	1,971	2,800	2,800	2,800	2,800
Utilities	0	420	840	840	840	840
Total	157,763	153,778	159,168	159,168	159,168	159,168
Less Revenues	(121,675)	(125,479)	(120,382)	(120,382)	(120,382)	(120,382)
Net Division Total	36,088	28,299	38,786	38,786	38,786	38,786

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Therapeutic Recreation

Account: 100-33-17

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Therapeutic Recreation Program	100		1	53,040	1	57,954	1	57,954	1	57,954	1	57,954
Recreation Division Leader	100		1	37,050	1	39,351	1	39,351	1	39,351	1	39,351
(1) Recreation Programmer II	100		1	28,773	0	0	0	0	0	0	0	0
(2) Recreation Programmer I			0	0	1.5	46,788	1.5	46,788	1.5	46,788	1.5	46,788
Temporary Help				30,000		6,000		6,000		6,000		6,000
Overtime				500		500		500		500		500
Gross Personnel Services			3.0	149,363	3.5	150,593	3.5	150,593	3.5	150,593	3.5	150,593

Notes:

- (1) (1) Position Reclassed to Recreation Programmer I during FY14
- (2) 1 Reclassed from Rec Prgm II during FY14 & .5 Position Increase (Temporary to Perm Part-time Shift)

Riverside Golf Course

The City-owned Riverside Golf Course offers 27 holes, the 18-hole North course and the 9-hole South course. Amenities include lessons and clinics which are managed by the Golf-Pro, and a Pro Shop. Riverside is also home to several popular golf tournament events each year. The First Tee 3-hole junior course is a program whereby introducing and cultivating young people in the game and etiquette of golf. The First Tee is also available as a practice facility with a separate membership fee.

The latest CIP improvements include a new South Course clubhouse, which opened in July of 2013, and the more recent renovations to the main clubhouse.

Formally an Enterprise Fund, the Golf Course moved to the General Fund in FY14. FY15 Expenditures raised \$89,542, or 12.9%, which represents an increase of goods sold in the pro-shop, an update to the irrigation system software, and an increase in payroll expense. Revenues also rose, mostly attributed to the projected increases in Pro Shop sales.

Division Summary

Department: Recreation & Facilities Management **Division:** Riverside Golf Course **Account:** 100-33-18

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	392,834	392,936	404,112	404,112	404,112	404,112
Benefits	2,400	2,400	2,650	2,650	2,650	2,650
Administrative Services	1,570	1,570	2,820	2,820	2,820	2,820
Contractual Services	34,500	36,539	38,700	36,700	36,700	36,700
Maintenance and Repairs	39,500	38,489	61,500	61,500	61,500	61,500
Rentals	58,910	58,910	55,425	55,425	55,425	55,425
Supplies	88,057	117,156	150,242	145,742	145,742	145,742
Utilities	76,756	72,529	75,120	75,120	75,120	75,120
Total	694,527	720,529	790,569	784,069	784,069	784,069
Less Revenues	(791,171)	(821,760)	(861,135)	(861,135)	(861,135)	(861,135)
Net Division Total	(96,644)	(101,231)	(70,566)	(77,066)	(77,066)	(77,066)

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Golf Course Maintenance Operations

Account: 100-33-18

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Golf Course Manager	100		1	55,692	1	59,365	1	59,365	1	59,365	1	59,365
Golf Course Superintendent	100		1	62,537	1	65,563	1	65,563	1	65,563	1	65,563
Parks Supervisor	100		1	48,230	1	48,696	1	48,696	1	48,696	1	48,696
(1) Golf Pro (Contract)	100			30,000		0		0		0		0
Meal Allow/Standby Pay	100			150		0		0		0		0
Temporary Help	100			184,975		219,118		219,118		219,118		219,118
Overtime	100			11,250		11,370		11,370		11,370		11,370
Gross Personnel Services			3.0	392,834	3.0	404,112	3.0	404,112	3.0	404,112	3.0	404,112

Notes:

(1) Transferred from Contractual Services (Line 35-00) during FY14

Golf Course Restaurant

The new Riverside Municipal Golf Course restaurant, The Riverside Grill, opened its doors this past May. The new restaurant is currently managed in-house by the Recreation and Facilities Department and is operated by new and very experienced chefs. The restaurant serves both lunch and dinner in the newly renovated quarters, with supplementary outdoor seating overlooking the greens.

Formerly run by the Barron Center Food Service staff, the restaurant transferred to the Recreation and Facilities Department in the spring of 2014. Formally an Enterprise Fund, the Golf Course also transferred to the General Fund at the start of FY14.

The FY15 revenues and expenditures net to zero. For comparative purposes, not displayed below, budgeted expenditures increased \$212,325 over FY14, while revenues have a projected increase of \$238,157.

Division Summary

Department: Recreation & Facilities Management **Division:** Golf Course Restaurant **Account:** 100-33-19

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	0	0	183,792	183,792	183,792	183,792
Administrative Services	0	0	12,350	12,350	12,350	12,350
Contractual Services	0	0	4,170	4,170	4,170	4,170
Maintenance and Repairs	0	0	4,500	4,500	4,500	4,500
Rentals	0	0	9,760	9,760	9,760	9,760
Supplies	0	0	184,815	184,815	184,815	184,815
Utilities	0	0	19,500	19,500	19,500	19,500
Total	0	0	418,887	418,887	418,887	418,887
Less Revenues	0	0	(418,887)	(418,887)	(418,887)	(418,887)
Net Division Total	0	0	0	0	0	0

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Golf Course Restaurant

Account: 100-33-19

Position	Funding Source	FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Chef	100	0	0	1	45,000	1	45,000	1	45,000	1	45,000
(2) Sous Chef	100	0	0	1	35,000	1	35,000	1	35,000	1	35,000
Temporary Help			0		103,792		103,792		103,792		103,792
Gross Personnel Services		0.0	0	2.0	183,792	2.0	183,792	2.0	183,792	2.0	183,792

Notes:

- (1) 1 New Position Request in FY15
- (2) 1 New Position Request in FY15

Public Health

Public Health, a division of the Health and Human Services Department, is the State's most comprehensive municipal public health organization. Approximately 80% of the expense budget is supported by service revenue and Federal, State and private grants.

FY15 expenditures and revenues have decreased \$1,136,064 and \$1,225,539 respectively, predominantly due to the phase out of the Health Care for the Homeless division, a grant funded program which was awarded to another agency in January of 2014.

Department Summary

Department: Public Health

Account: 100-41

		FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown							
Payroll		4,842,023	4,278,888	3,763,326	3,449,727	3,713,957	3,713,957
Benefits		750	1,764	750	750	750	750
Administrative Services		19,526	12,708	21,451	21,451	21,451	21,451
Contractual Services		47,469	44,299	79,692	49,160	49,160	49,160
Maintenance and Repairs		750	750	750	750	750	750
Rentals		5,500	5,500	29,500	5,500	5,500	5,500
Supplies		116,125	102,425	104,511	104,511	104,511	104,511
Utilities		3,520	3,180	11,120	3,520	3,520	3,520
Total		5,035,663	4,449,514	4,011,100	3,635,369	3,899,599	3,899,599
Summary by Division							
Public Health Operations	(41-01)	381,249	378,122	391,889	391,889	391,889	391,889
Family Health	(41-02)	792,630	756,968	680,081	680,081	680,081	680,081
Chronic Disease Prevention	(41-03)	676,057	672,672	787,577	787,577	787,577	787,577
Health Care for the Homeless	(41-04)	1,434,449	970,074	0	0	264,230	264,230
India Street Clinic	(41-05)	1,128,198	1,082,734	1,136,578	1,136,578	1,136,578	1,136,578
Environmental Health & Safety	(41-07)	225,272	222,473	216,102	216,102	216,102	216,102
Health Equity & Research	(41-08)	397,808	366,471	798,873	423,142	423,142	423,142
Total		5,035,663	4,449,514	4,011,100	3,635,369	3,899,599	3,899,599
Less Revenues		(4,188,976)	(3,484,423)	(2,729,207)	(2,729,207)	(2,963,437)	(2,963,437)
Net Department Total		846,687	965,091	1,281,893	906,162	936,162	936,162

Public Health Operations

The Operation division provides support services to the Public Health division of Health and Human Services (HHS). These administrative services include grant financial management, contract management, non-taxed based reimbursement billing, data reporting assistance, as well as personnel and facilities management.

Division Summary

Department: Public Health **Division:** Public Health Operations **Account:** 100-41-01

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	354,199	351,514	364,839	364,839	364,839	364,839
Administrative Services	4,500	4,058	4,500	4,500	4,500	4,500
Contractual Services	12,500	12,500	12,500	12,500	12,500	12,500
Maintenance and Repairs	750	750	750	750	750	750
Rentals	500	500	500	500	500	500
Supplies	7,800	7,800	7,800	7,800	7,800	7,800
Utilities	1,000	1,000	1,000	1,000	1,000	1,000
Total	381,249	378,122	391,889	391,889	391,889	391,889
Less Revenues	(243,327)	(183,327)	(190,805)	(190,805)	(190,805)	(190,805)
Net Division Total	137,922	194,795	201,084	201,084	201,084	201,084

Personnel Services Detail

Department: Public Health

Division: Public Health Operations

Account: 100-41-01

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Public Health Administrator	68	32		1	80,964	1	85,683	1	85,683	1	85,683	85,683
Program Manager-PH	61	39		1	62,536	1	65,386	1	65,386	1	65,386	65,386
Senior Accountant	36	64		1	56,218	1	56,764	1	56,764	1	56,764	56,764
Office Manager	46	54		1	45,123	1	45,647	1	45,647	1	45,647	45,647
Accountant	31	69		2	76,850	2	78,267	2	78,267	2	78,267	78,267
Account Clerk II	29	71		1	32,508	1	33,092	1	33,092	1	33,092	33,092
Gross Personnel Services				7.0	354,199	7.0	364,839	7.0	364,839	7.0	364,839	364,839

Family Health

Family Health serves parents of young children through Maternal and Child Health (MCH) Home Visiting and students in four schools with School-Based Health Centers. More than 700 individuals are served through home visits, over 2,000 encounters in MCH group activities, and 900-plus students in four student health centers. The Children's Oral Health program provides oral health screening, education and sealants at all Portland elementary schools. Family Health also includes the federally-funded Defending Childhood initiative, which provides training, public awareness, and treatment to prevent and address children's exposure to violence.

Division Summary

Department: Public Health

Division: Family Health

Account: 100-41-02

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	786,681	750,005	669,511	669,511	669,511	669,511
Benefits	0	1,014	0	0	0	0
Administrative Services	2,100	2,100	2,800	2,800	2,800	2,800
Contractual Services	2,529	2,529	3,500	3,500	3,500	3,500
Supplies	900	900	3,850	3,850	3,850	3,850
Utilities	420	420	420	420	420	420
Total	792,630	756,968	680,081	680,081	680,081	680,081
Less Revenues	(533,085)	(507,080)	(433,674)	(433,674)	(433,674)	(433,674)
Net Division Total	259,545	249,888	246,407	246,407	246,407	246,407

Personnel Services Detail

Department: Public Health

Division: Family Health

Account: 100-41-02

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Program Manager-PH	67	33		1	61,308	1	65,532	1	65,532	1	65,532	65,532
(1) Program Coordinator	85	15		2	121,170	1	61,557	1	61,557	1	61,557	61,557
Program Coordinator (Proj)	12	88		2	99,731	2	107,032	2	107,032	2	107,032	107,032
Mid-Level Health Prac (Proj)		100		0.8	58,160	0.8	61,208	0.8	61,208	0.8	61,208	61,208
(2) Public Health Nurse	10	90		2.8	161,431	1.7	106,120	1.7	106,120	1.7	106,120	106,120
Dental Hygienist	54	46		1.1	64,995	1.1	64,704	1.1	64,704	1.1	64,704	64,704
(3) Dental Assistant	55	45		0.8	29,503	1.4	48,642	1.4	48,642	1.4	48,642	48,642
(4) Dental Assistant (Proj)	100			0.7	22,432	0	0	0	0	0	0	0
Comm Health Promo Spec	67	33		1	49,550	1	50,037	1	50,037	1	50,037	50,037
Comm Health Promo Spec (Proj)	67	33		0.7	31,488	0.7	32,742	0.7	32,742	0.7	32,742	32,742
Clinical Assistant		100		1.6	54,022	1.6	54,704	1.6	54,704	1.6	54,704	54,704
Clinical Assistant (Proj)	12	88		0.6	20,630	0.6	17,233	0.6	17,233	0.6	17,233	17,233
Temporary Help					12,261		0		0		0	0
Gross Personnel Services				15.1	786,681	12.9	669,511	12.9	669,511	12.9	669,511	669,511

Notes:

- (1) (1) Position Eliminated during FY14 (Grant Funding)
- (2) (1.1) Position Eliminated during FY14 (Grant Funding)
- (3) .6 Position Replaced Dental Assistant (Proj) during FY14
- (4) (.6) Position Replaced w/ Dental Assistant & (.1) Hours Decrease during FY14

Chronic Disease Prevention

The Chronic Disease Prevention Program implements evidenced-based community health interventions designed to improve the health of those who live, work and learn in Portland. The health issues addressed include tobacco, smoke-free living, physical activity, healthy eating, lead poisoning prevention and substance abuse prevention.

Division Summary

Department: Public Health **Division:** Chronic Disease Prevention **Account:** 100-41-03

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	670,887	667,502	780,407	780,407	780,407	780,407
Administrative Services	1,750	1,750	1,750	1,750	1,750	1,750
Contractual Services	1,750	1,750	4,250	4,250	4,250	4,250
Supplies	1,250	1,250	750	750	750	750
Utilities	420	420	420	420	420	420
Total	676,057	672,672	787,577	787,577	787,577	787,577
Less Revenues	(612,877)	(609,492)	(705,994)	(705,994)	(705,994)	(705,994)
Net Division Total	63,180	63,180	81,583	81,583	81,583	81,583

Personnel Services Detail

Department: Public Health

Division: Chronic Disease Prevention

Account: 100-41-03

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Program Manager-PH	100		1	62,536	1	65,440	1	65,440	1	65,440	1	65,440
(1) Program Coordinator (Proj)		100	5	257,268	4	220,811	4	220,811	4	220,811	4	220,811
(2) Comm Health Promo Spec (Proj)	3	97	5.7	240,030	6.8	296,851	6.8	296,851	6.8	296,851	6.8	296,851
(3) Registered Dietician (Contr)		100	1.6	75,153	3	144,787	3	144,787	3	144,787	3	144,787
Admin Assistant (CEBA)		100	1	35,900	1	37,191	1	37,191	1	37,191	1	37,191
(4) Admin Assistant (Proj)		100	0	0	0.5	15,327	0.5	15,327	0.5	15,327	0.5	15,327
Gross Personnel Services			14.3	670,887	16.3	780,407	16.3	780,407	16.3	780,407	16.3	780,407

Notes:

- (1) (1) Position Eliminated during FY14 (Grant Funding)
- (2) 1.1 New Positions Approved in FY15 (Grant Funded)
- (3) 1.4 New Positions Approved during FY14
- (4) .5 New Position Approved in FY15 (Grant Funded)

Health Care for the Homeless

For more than 20 years, the City has provided health care services for adults and teens experiencing homelessness in Portland. The Health Care for the Homeless Program (HCH) grew to become an integrated, interdisciplinary care environment that included a wide range of medical, dental, mental health, substance abuse treatment, and supportive services specifically modified to meet the needs of the more than 1,600 homeless individuals served in 2013.

Effective January 1, 2014, the federal Health Care for the Homeless grant was awarded to another agency and the City's HCH program will close by the end of the first half of FY2015. The medical program is scheduled to close before the start of FY2015. The dental and behavioral health programs will close no later than the end of November 2014. In addition to dental and behavioral health services, HCH staff will provide outreach and patient transfer services through the end of calendar year 2014. Outreach and transfer efforts will be focused on transitioning as many HCH patients to other health care providers as possible in an effort to minimize the impact of the City's program ending.

Division Summary

Department: Public Health **Division:** Health Care for the Homeless **Account:** 100-41-04

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	1,434,449	970,074	0	0	264,230	264,230
Total	1,434,449	970,074	0	0	264,230	264,230
Less Revenues	(1,402,161)	(857,110)	0	0	(234,230)	(234,230)
Net Division Total	32,288	112,964	0	0	30,000	30,000

Personnel Services Detail

Department: Public Health

Division: Health Care for the Homeless

Account: 100-41-04

Position	Funding Source		FY14 Approved		FY15 Submission		FY15 Manager's Recommendation		FY15 Finance Committee		FY15 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Program Manager-PH/SS (Proj)	100		1	62,536	0	0	0	0	0.5	32,848	0.5	32,848
Program Coordinator	100		0.9	50,153	0	0	0	0	0.3	18,991	0.3	18,991
Program Coordinator (Proj)	24	76	1	55,692	0	0	0	0	0	0	0	0
Mid-Level Health Prac (Proj)	100		1.8	130,686	0	0	0	0	0	0	0	0
License Drug/Alcohol Counselor	86	14	1	52,405	0	0	0	0	0	0	0	0
Lic Drug/Alcohol Counsel(Proj)	100		1	47,394	0	0	0	0	0.3	17,081	0.3	17,081
Public Health Nurse	51	49	1	56,073	0	0	0	0	0	0	0	0
Public Health Nurse (Proj)	100		1.8	90,008	0	0	0	0	0	0	0	0
Dental Hygienist	94	6	1.1	70,208	0	0	0	0	0.3	15,814	0.3	15,814
Dental Assistant	98	2	0.9	32,423	0	0	0	0	0.3	8,904	0.3	8,904
Clinical Social Worker	44	56	1	57,741	0	0	0	0	0	0	0	0
Clinical Social Worker (Proj)	97	3	1.5	82,110	0	0	0	0	0.5	32,254	0.5	32,254
Outreach Worker	100		1	43,582	0	0	0	0	0.3	14,998	0.3	14,998
Office Manager	100		1	45,123	0	0	0	0	0	0	0	0
(1) Office Assistant	100		0.7	22,971	0	0	0	0	0.6	21,257	0.6	21,257
Data Entry Clerk	100		3	96,681	0	0	0	0	0.5	15,923	0.5	15,923
Data Entry Clerk (Proj)	100		2	58,384	0	0	0	0	0.5	14,968	0.5	14,968
Medical Assistant (Proj)	100		3	91,931	0	0	0	0	0	0	0	0
Physician (Contract)	100		1	145,600	0	0	0	0	0	0	0	0
Dentist (Contract)	100		1	115,030	0	0	0	0	0.3	35,984	0.3	35,984
Psychiatrist (Contract)			0.2	37,440	0	0	0	0	0	0	0	0
Medical On-Call (PH)	100			9,360		0		0		0		0
(3) Less BC Nursing Chgs (43-21)				(19,082)		0		0		0		0
Temporary Help				0		0		0		35,208		35,208
(4) Notes												
Gross Personnel Services			26.9	1,434,449	0.0	0	0.0	0	4.4	264,230	4.4	264,230

Notes:

- (1) (.2) Position Transferred to India Street Clinic (100-4105) during FY14
- (3) Position Transferred to Barron Center (107-4321) during FY14
- (4) Homeless Healthcare Center Phase-out (Dec. 2014 Closure); (22.3) Positions Eliminated in FY15

India Street Clinic

Through the continual acquisition of new grants, the Infectious Disease budget supports over 5,000 residents. Programs and services include adult immunization and TB testing, and several sexually transmitted disease programs that provide testing, counseling, case management, prevention and education. Positive Health Care creates access and services for individuals living with HIV. HIV and Hepatitis prevention services include a Needle Exchange Program. In addition, the Portland Community Free Clinic is a collaboration of volunteers and the City's Health and Human Services (HHS) Public Health Division, providing comprehensive primary medical care and referral services for over 600 low-income adults lacking medical insurance and a medical provider.

Division Summary

Department: Public Health Division: India Street Clinic Account: 100-41-05

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	1,020,328	974,864	1,028,708	1,028,708	1,028,708	1,028,708
Contractual Services	22,320	22,320	22,320	22,320	22,320	22,320
Rentals	5,000	5,000	5,000	5,000	5,000	5,000
Supplies	80,550	80,550	80,550	80,550	80,550	80,550
Total	1,128,198	1,082,734	1,136,578	1,136,578	1,136,578	1,136,578
Less Revenues	(1,019,440)	(1,003,000)	(1,019,344)	(1,019,344)	(1,019,344)	(1,019,344)
Net Division Total	108,758	79,734	117,234	117,234	117,234	117,234

Personnel Services Detail

Department: Public Health

Division: India Street Clinic

Account: 100-41-05

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Program Manager-PH/SS (Proj)	23	77		1	65,656	1	70,356	1	70,356	1	70,356	70,356
(1) Program Coordinator (Proj)		100		1.6	88,527	1.7	92,381	1.7	92,381	1.7	92,381	92,381
Mid-Level Health Practitioner	88	12		0.7	52,780	0.7	53,300	0.7	53,300	0.7	53,300	53,300
(2) Mid-Level Health Prac (Proj)	89	11		0.8	57,852	0.7	47,437	0.7	47,437	0.7	47,437	47,437
(3) Public Health Nurse	98	2		1	56,121	1.9	102,901	1.9	102,901	1.9	102,901	102,901
(4) Public Health Nurse (Proj)	44	56		1.8	96,131	0.8	41,270	0.8	41,270	0.8	41,270	41,270
Comm Health Promo Spec		100		1	49,550	1	50,037	1	50,037	1	50,037	50,037
Comm Health Promo Spec (Proj)		100		2.8	127,056	2.8	132,166	2.8	132,166	2.8	132,166	132,166
Clinical Social Worker (Proj)		100		1	61,443	1	63,928	1	63,928	1	63,928	63,928
Laboratory Director	25		75	0.6	34,094	0.6	35,904	0.6	35,904	0.6	35,904	35,904
Laboratory Technician	100			1	39,117	1	39,507	1	39,507	1	39,507	39,507
Office Manager			100	0.9	42,115	0.9	43,262	0.9	43,262	0.9	43,262	43,262
Admin Assistant (CEBA)	50		50	1	34,164	1	34,515	1	34,515	1	34,515	34,515
(5) Admin Assistant (Proj)			100	0.5	15,865	0.7	21,636	0.7	21,636	0.7	21,636	21,636
Data Entry Clerk	50		50	1	29,092	1	30,107	1	30,107	1	30,107	30,107
(6) Office Assistant			100	0	0	0.2	8,472	0.2	8,472	0.2	8,472	8,472
Physician (Contract)		68	32	0.9	116,480	0.9	116,480	0.9	116,480	0.9	116,480	116,480
Medical On-Call (PH)	100				9,360		9,360		9,360		9,360	9,360
Temporary Help	27		73		44,925		35,689		35,689		35,689	35,689
Gross Personnel Services				17.6	1,020,328	17.9	1,028,708	17.9	1,028,708	17.9	1,028,708	1,028,708

Notes:

- (1) .1 Hours Increase in FY15
- (2) (.1) Hours Decrease during FY14
- (3) .9 Position Replaced Public Health Nurse (Proj) during FY14
- (4) (.9) Position Replaced w/ Public Health Nurse & (.1) Hours Decrease during FY14
- (5) .2 Hours Increase in FY15
- (6) .2 Position Transferred from Healthcare for the Homeless (100-4104) during FY14

Environmental Health & Safety

The Environmental Health & Safety program inspects food service establishments and prepares response efforts in the event of a biological public health crisis. Beginning in FY12, the Environmental Health & Safety program assumed responsibilities for food service establishment inspections. The risk of foodborne illness from food service establishments is decreased through the education of restaurant personnel and the enforcement of state laws and city ordinances by Health Inspectors. This program is partially funded by the U.S. Centers for Disease Control and Prevention's Public Health Preparedness and Response for Bioterrorism Cooperative Grant, distributed at the state level to the Maine Center for Disease Control and Prevention and then onto the City of Portland. This funding supports the planning and response for biological public health hazards in Southern Maine through the Cities Readiness Initiative.

Division Summary

Department: Public Health	Division: Environmental Health & Safety				Account: 100-41-07	
	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	188,387	203,548	193,836	193,836	193,836	193,836
Benefits	750	750	750	750	750	750
Administrative Services	3,800	3,300	4,525	4,525	4,525	4,525
Contractual Services	7,370	3,950	5,590	5,590	5,590	5,590
Supplies	24,125	10,425	10,561	10,561	10,561	10,561
Utilities	840	500	840	840	840	840
Total	225,272	222,473	216,102	216,102	216,102	216,102
Less Revenues	(123,733)	(96,625)	(102,483)	(102,483)	(102,483)	(102,483)
Net Division Total	101,539	125,848	113,619	113,619	113,619	113,619

Personnel Services Detail

Department: Public Health

Division: Environmental Health & Safety

Account: 100-41-07

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Program Manager-PH	48	52		1	62,537	1	65,632	1	65,632	1	65,632	65,632
Program Coordinator (Proj)		100		1	55,692	1	59,389	1	59,389	1	59,389	59,389
Health Inspector	100			1.5	63,457	1.5	63,815	1.5	63,815	1.5	63,815	63,815
Overtime	100				6,701		5,000		5,000		5,000	5,000
Gross Personnel Services				3.5	188,387	3.5	193,836	3.5	193,836	3.5	193,836	193,836

Health Equity & Research

The Health Equity and Research Program supports the Public Health Division with health services to minority populations, health assessments, and evaluation efforts. Specific activities include outreach to racial and ethnic minority groups, data analysis, and quality improvements initiatives. Health Equity and Research also manages the Cumberland District Public Health Council and publishes the Annual Report.

Division Summary

Department: Public Health **Division:** Health Equity & Research **Account:** 100-41-08

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	387,092	361,381	726,025	412,426	412,426	412,426
Administrative Services	7,376	1,500	7,876	7,876	7,876	7,876
Contractual Services	1,000	1,250	31,532	1,000	1,000	1,000
Rentals	0	0	24,000	0	0	0
Supplies	1,500	1,500	1,000	1,000	1,000	1,000
Utilities	840	840	8,440	840	840	840
Total	397,808	366,471	798,873	423,142	423,142	423,142
Less Revenues	(254,353)	(227,789)	(276,907)	(276,907)	(276,907)	(276,907)
Net Division Total	143,455	138,682	521,966	146,235	146,235	146,235

Personnel Services Detail

Department: Public Health

Division: Health Equity & Research

Account: 100-41-08

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Program Manager-PH	74	26	1	62,536	1	66,613	1	66,613	1	66,613	1	66,613
Program Coordinator	81	19	1	56,823	2	111,891	1	60,879	1	60,879	1	60,879
(1) Program Coordinator (Proj)	5	95	0	0	1	52,276	1	52,276	1	52,276	1	52,276
(2) Minority Health Prom Sp (PR)	10	91	0	0	1	55,107	1	55,107	1	55,107	1	55,107
(3) Comm Health Promo Spec	75	25	1	49,550	4	162,864	0	0	0	0	0	0
(4) Comm Health Promo Spec (Proj)	16	84	5	218,183	4	177,551	4	177,551	4	177,551	4	177,551
Public Health Nurse	100		0	0	2	99,723	0	0	0	0	0	0
Gross Personnel Services			8.0	387,092	15.0	726,025	8.0	412,426	8.0	412,426	8.0	412,426

Notes:

- (1) 1 Reclass from Comm Hlth Promo Spec (Proj) during FY14
- (2) 1 New Position Approved during FY14
- (3) (1) Position Eliminated during FY14
- (4) (1) Position Reclassed to Program Coordinator (Proj) during FY14

Social Services

The Social Services Division provides both financial assistance and support services for low-income Portland residents. Its purpose is to provide quality services that encourage dignity, self-respect and self-reliance in the transition from public assistance to self-sufficiency. Programs operated include General Assistance, homeless shelters for individuals and families, Refugee Services, Case Management and Representative Payee Services.

The City funds approximately 19.2% of this division's budget. The remaining 80.8% of expenditures is funded through federal and state grants. The FY15 budget illustrates an increase in demand for public assistance and an increase use in homeless shelters. FY15 expenditures are up over the previous year's budget by \$1,266,026 or 10.5%. Revenues have also increased by \$1,090,194, or 11.3%; FY15 revenue projections reflect an increase in General Assistance reimbursement from the State Department of Health and Human Services. Housing & Support Services is a new division in FY15, and incorporates programs previously included in the Administration and Shelter divisions.

Department Summary

Department: Social Services

Account: 100-42

		FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown							
Payroll		3,394,537	3,491,576	3,765,610	3,590,294	3,577,042	3,577,042
Benefits		3,000	3,000	3,000	2,500	2,500	2,500
Administrative Services		4,725	4,725	4,725	4,225	4,225	4,225
Client Expenses		7,591,325	8,288,985	8,557,485	8,557,485	8,557,485	8,557,485
Contractual Services		220,646	279,653	292,956	292,956	292,956	292,956
Maintenance and Repairs		22,868	8,593	26,618	21,118	21,118	21,118
Rentals		484,965	525,374	507,482	507,482	507,482	507,482
Supplies		179,940	169,729	195,100	191,600	191,600	191,600
Utilities		106,961	111,750	120,585	120,585	120,585	120,585
Total		12,008,967	12,883,385	13,473,561	13,288,245	13,274,993	13,274,993
Summary by Division							
Social Services Administration	(42-01)	751,297	700,081	423,125	419,625	419,625	419,625
Social Services General Assistance	(42-02)	8,241,309	9,000,458	9,303,025	9,236,629	9,236,629	9,236,629
Social Services Shelters	(42-03)	2,628,262	2,836,651	2,797,940	2,720,333	2,707,081	2,707,081
Refugee Services	(42-04)	388,099	346,195	382,333	344,520	344,520	344,520
Housing & Support Services	(42-05)	0	0	567,138	567,138	567,138	567,138
Total		12,008,967	12,883,385	13,473,561	13,288,245	13,274,993	13,274,993
Less Revenues		(9,638,972)	(10,242,397)	(10,763,166)	(10,763,166)	(10,729,166)	(10,729,166)
Net Department Total		2,369,995	2,640,988	2,710,395	2,525,079	2,545,827	2,545,827

Social Services Administration

The administrative unit is responsible for overall management of division programs. Administrative services include grant management, data/statistical analysis, payroll and human resources, accounts payable, receivables and other operational costs.

In FY15, programs previously incorporated in this division, transferred to the new division entitled Housing & Support Services; these programs include case management, representative payee and veteran's family services.

Division Summary

Department: Social Services **Division:** Social Services Administration **Account:** 100-42-01

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	652,565	570,941	309,668	309,668	309,668	309,668
Benefits	3,000	3,000	3,000	2,500	2,500	2,500
Administrative Services	3,875	3,875	3,875	3,375	3,375	3,375
Contractual Services	14,720	15,970	14,770	14,770	14,770	14,770
Maintenance and Repairs	3,000	1,526	3,000	2,500	2,500	2,500
Rentals	57,565	80,955	62,877	62,877	62,877	62,877
Supplies	9,475	12,524	18,275	16,275	16,275	16,275
Utilities	7,097	11,290	7,660	7,660	7,660	7,660
Total	751,297	700,081	423,125	419,625	419,625	419,625
Less Revenues	(462,751)	(421,789)	(114,826)	(114,826)	(114,826)	(114,826)
Net Division Total	288,546	278,292	308,299	304,799	304,799	304,799

Personnel Services Detail

Department: Social Services

Division: Social Services Administration

Account: 100-42-01

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Social Services Administrator	88	12		1	80,335	1	81,150	1	81,150	1	81,150	81,150
(1) Senior Human Service Counselor	100			1	46,078	0	0	0	0	0	0	0
(2) Senior Human Service Cr (Proj)	100			1	41,295	0	0	0	0	0	0	0
(3) Human Services Counselor		100		1	46,507	0	0	0	0	0	0	0
(4) Human Service Counselor (Proj)	33	67		3	115,288	0	0	0	0	0	0	0
(5) Human Services Elig Specialist		100		2	81,681	0	0	0	0	0	0	0
(6) Maintenance Worker III (Proj)		100		1	38,002	0	0	0	0	0	0	0
(7) Custodial Worker (Proj)		100		1	33,060	2	65,671	2	65,671	2	65,671	65,671
Senior Accountant	66	6	28	1	51,147	1	53,186	1	53,186	1	53,186	53,186
(8) Accountant	42	58		3.5	127,803	3	112,911	3	112,911	3	112,911	112,911
Account Clerk II	100			1	38,376	1	38,747	1	38,747	1	38,747	38,747
Administrative Assistant (NU)	100			1	33,845	1	30,786	1	30,786	1	30,786	30,786
Less SS Shelters Charges					(75,206)		(15,272)		(15,272)		(15,272)	(15,272)
Less SS Refugee Svcs Charges					(5,646)		0		0		0	0
Less SS H&SS Charges					0		(59,445)		(59,445)		(59,445)	(59,445)
Overtime					0		1,934		1,934		1,934	1,934
Gross Personnel Services				17.5	652,565	9.0	309,668	9.0	309,668	9.0	309,668	309,668

Notes:

- (1) (1) Position Transferred to Housing & Support Svcs (42-05) in FY15
- (2) (1) Position Transferred to Housing & Support Svcs (42-05) in FY15
- (3) (1) Position Transferred to Housing & Support Svcs (42-05) in FY15
- (4) (2) Transferred to Shelters (42-03) during FY14; (1) Transferred to H&SS (42-05) in FY15
- (5) (2) Positions Transferred to Housing & Support Svcs (42-05) in FY15
- (6) (1) Position Replaced w/ Custodial Worker (Proj) during FY14
- (7) 1 Position Replaced MW III (Project) during FY14
- (8) (.5) Position Transferred to Housing & Support Svcs (42-05) in FY15

Social Services General Assistance

State law requires municipalities to administer General Assistance (GA) which provides for immediate aid to individuals who meet eligibility requirements and are unable to provide basic necessities essential to maintaining themselves or their families. Maine laws state that municipalities have the responsibility to provide financial assistance to all eligible residents of their municipality, as well as non-residents who intend to reside in the municipality and have no other residence. GA provides basic needs in the areas of shelter, housing costs, utilities, food, medication, disposable diapers and hygiene items. All assistance authorized is issued in vouchers and no cash is provided. The GA program processes an average of 1,400 applications per month and provides assistance to 4,300 individuals per year (unduplicated number).

Division Summary

Department: Social Services	Division: Social Services General Assistance				Account: 100-42-02	
	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	363,301	354,198	419,322	354,426	354,426	354,426
Client Expenses	7,591,325	8,288,985	8,557,485	8,557,485	8,557,485	8,557,485
Contractual Services	143,775	190,238	159,375	159,375	159,375	159,375
Maintenance and Repairs	3,000	3,000	3,000	3,000	3,000	3,000
Rentals	105,216	121,655	115,095	115,095	115,095	115,095
Supplies	20,525	20,142	31,625	30,125	30,125	30,125
Utilities	14,167	22,240	17,123	17,123	17,123	17,123
Total	8,241,309	9,000,458	9,303,025	9,236,629	9,236,629	9,236,629
Less Revenues	(6,177,050)	(6,810,087)	(7,039,277)	(7,039,277)	(7,039,277)	(7,039,277)
Net Division Total	2,064,259	2,190,371	2,263,748	2,197,352	2,197,352	2,197,352

Personnel Services Detail

Department: Social Services

Division: Social Services General Assistance

Account: 100-42-02

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Social Services Program Mgr	100		1	71,604	1	72,325	1	72,325	1	72,325	1	72,325
(1) Financial Eligibility Spec	100		5	190,432	6	217,766	6	217,766	6	217,766	6	217,766
(2) Financial Elig Spec (Proj)	100		2	67,939	3	98,434	1	33,538	1	33,538	1	33,538
Admin Assistant (CEBA)	100		1	33,326	1	30,797	1	30,797	1	30,797	1	30,797
Gross Personnel Services			9.0	363,301	11.0	419,322	9.0	354,426	9.0	354,426	9.0	354,426

Notes:

- (1) 1 Position Reclassed from Financial Eligibility Spec (Proj) during FY14
- (2) (1) Position Reclassed to Financial Eligibility Spec during FY14

Social Services Shelters

The Social Services Division operates the Oxford Street Shelter & Community Overflow Shelter for adults and the Family Shelter. These shelters provide safe, temporary housing for homeless adults and families. Services provided include assistance with housing location, case management and crisis intervention. The Oxford Street Shelter has a capacity of 154 beds and also operates off-site Community Overflow Shelters at the Preble Street Resource Center and the General Assistance waiting room. The Family Shelter has a capacity of 94 beds. Shelter services are provided to over 2,000 adults and 275 families each year.

In FY15, programs including Home To Stay, Tenant Based Rental Housing Assistance (TBRA), employment assistance and job training transferred to a new division, Housing and Support Services.

Division Summary

Department: Social Services

Division: Social Services Shelters

Account: 100-42-03

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	2,040,589	2,271,343	2,134,944	2,062,337	2,049,085	2,049,085
Administrative Services	850	850	850	850	850	850
Contractual Services	62,151	73,445	118,811	118,811	118,811	118,811
Maintenance and Repairs	16,868	4,067	20,618	15,618	15,618	15,618
Rentals	278,990	278,676	285,723	285,723	285,723	285,723
Supplies	149,940	134,400	145,200	145,200	145,200	145,200
Utilities	78,874	73,870	91,794	91,794	91,794	91,794
Total	2,628,262	2,836,651	2,797,940	2,720,333	2,707,081	2,707,081
Less Revenues	(2,601,900)	(2,663,500)	(2,722,447)	(2,722,447)	(2,688,447)	(2,688,447)
Net Division Total	26,362	173,151	75,493	(2,114)	18,634	18,634

Personnel Services Detail

Department: Social Services

Division: Social Services Shelters

Account: 100-42-03

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Program Manager-Shelter Admin	18		82	1	62,537	1	65,483	1	65,483	1	65,483	65,483
(1) Program Coordinator	8	13	79	2	107,491	3	162,969	3	162,969	3	162,969	162,969
(2) Senior Human Service Counselor	12	32	56	4	177,318	3	139,167	3	139,167	3	139,167	139,167
(3) Senior Human Service Cr (Proj)		100		2	85,547	2	89,139	2	89,139	1	41,528	41,528
Clinical Social Worker (Proj)			100	1	53,750	1	61,201	1	61,201	1	61,201	61,201
Human Services Counselor		16	84	3	136,449	3	117,882	3	117,882	3	117,882	117,882
(4) Human Service Counselor (Proj)	19		81	4	155,692	5	191,992	4	155,507	4	155,507	155,507
(5) Human Services Specialist/SS		38	62	2	78,666	2	80,028	2	80,028	3	114,387	114,387
Human Services Specialist/SS (P			100	0	0	1	34,359	0	0	0	0	0
(6) Shelter Attendant	18		82	5.8	199,709	6.1	212,395	6.1	212,395	6.1	212,395	212,395
Shelter Attendant (Proj)	18		82	10	321,954	16	526,248	10	334,485	10	334,485	334,485
Facilities Manager	18		82	1	51,032	1	51,538	1	51,538	1	51,538	51,538
Maintenance Worker III	18		82	1	40,934	1	41,350	1	41,350	1	41,350	41,350
(7) Maintenance Worker I (Proj)	18		82	0	0	1	36,421	1	36,421	1	36,421	36,421
(8) Custodial Worker	19		81	1	30,936	0	0	0	0	0	0	0
Custodial Worker (Proj)	18		82	2	64,488	2	63,565	2	63,565	2	63,565	63,565
Admin Assistant (CEBA)	5	15	80	2	64,808	2	65,875	2	65,875	2	65,875	65,875
Charges from Social Svcs Admin					75,206		15,272		15,272		15,272	15,272
Temporary Help					305,822		131,380		321,380		321,380	321,380
Overtime					28,250		48,680		48,680		48,680	48,680
Gross Personnel Services				41.8	2,040,589	50.1	2,134,944	42.1	2,062,337	42.1	2,049,085	2,049,085

Notes:

- (1) 1 Position Reclassed From Senior Human Service Counselor during FY14
- (2) (1) Position Reclassed to Program Coordinator during FY14
- (3) (1) Position Replaced w/ Human Services Specialist in FY15
- (4) 2 Transfers from SS Admin (100-4201) during FY14 & (2) Transfers to Housing Support Svcs (100-4205)
- (5) 1 Position Replaced Senior Human Service Cr (Proj) in FY15
- (6) .3 Hours Increase during FY14
- (7) 1 Position Replaced Custodial Worker during FY14
- (8) (1) Position Replaced w/ MW I (Proj) during FY14

Refugee Services

The Refugee Services Program provides case management services and cultural skills training to secondary migrant refugees in Portland. Multi-lingual staff assists with short term crisis intervention and case work. Services provided include employment and job placement, housing location and life skills training. Refugee Services also operates the Services for Survivors of Torture Program which is funded through the federal office of Refugee Resettlement. This program provides clinical services, counseling and therapy for both refugees and asylum seekers who were victims of torture. The Refugee Services Program provides services to 1,000 individuals per year.

Division Summary

Department: Social Services

Division: Refugee Services

Account: 100-42-04

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	338,082	295,094	334,538	296,725	296,725	296,725
Rentals	43,194	44,088	43,787	43,787	43,787	43,787
Supplies	0	2,663	0	0	0	0
Utilities	6,823	4,350	4,008	4,008	4,008	4,008
Total	388,099	346,195	382,333	344,520	344,520	344,520
Less Revenues	(397,271)	(347,021)	(319,478)	(319,478)	(319,478)	(319,478)
Net Division Total	(9,172)	(826)	62,855	25,042	25,042	25,042

Personnel Services Detail

Department: Social Services

Division: Social Services Refugee Services

Account: 100-42-04

Position	Funding			FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Program Manager-PH/SS (Proj)	23	70	7	0	0	1	60,392	1	60,392	1	60,392	1	60,392
(2) Program Coordinator (Proj)		75	25	1	55,692	0	0	0	0	0	0	0	0
(3) Senior Human Service Cr (Proj)		100		2	94,986	1	50,880	1	50,880	1	50,880	1	50,880
(4) Human Services Counselor		80	20	2	82,886	0	0	0	0	0	0	0	0
(5) Human Service Counselor (Proj)		88	12	1.8	67,136	4.8	192,240	3.8	154,427	3.8	154,427	3.8	154,427
Admin Assistant (Proj)		87	13	1	31,746	1	31,026	1	31,026	1	31,026	1	31,026
Charges from Social Svcs Admin					5,636		0		0		0		0
Gross Personnel Services				7.8	338,082	7.8	334,538	6.8	296,725	6.8	296,725	6.8	296,725

Notes:

- (1) 1 Reclass From Program Coord (Proj) during FY14
- (2) (1) Position Reclass to Program Manager-PH/SS (Proj) during FY14
- (3) (1) Position Eliminated during FY14 (Grant Expired)
- (4) (2) Positions Replaced w/ Human Service Counselor (Proj) during FY14
- (5) 2 Positions Replaced Human Service Counselor during FY14

Housing & Support Services

The Housing and Support Services Division provides case management, employment assistance, representative payee services, veteran's services and housing assistance to homeless individuals in Portland. This Division also operates the Home To Stay program which is fully funded by a grant from the Maine State Housing Authority and the Tenant Based Rental Housing Assistance Program (TBRA). Home To Stay provides follow up case management services and housing subsidies to homeless individuals and families. The HUD Home funded TBRA program provides security deposits and first month rental assistance to homeless individuals and families.

The Housing and Support Services Division is a new division in FY15, incorporating programs previously housed in the Administration and Shelter divisions.

Division Summary

Department: Social Services	Division: Housing & Support Services				Account: 100-42-05	
	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	0	0	567,138	567,138	567,138	567,138
Total	0	0	567,138	567,138	567,138	567,138
Less Revenues	0	0	(567,138)	(567,138)	(567,138)	(567,138)
Net Division Total	0	0	0	0	0	0

Personnel Services Detail

Department: Social Services

Division: Social Services Housing & Support Services

Account: 100-42-05

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Program Coordinator (Proj)	14	86	0	0	1	51,007	1	51,007	1	51,007	1	51,007
(2) Senior Human Service Cr (Proj)	100		0	0	1	42,970	1	42,970	1	42,970	1	42,970
(3) Human Services Counselor	45	55	0	0	2	84,944	2	84,944	2	84,944	2	84,944
(4) Human Service Counselor (Proj)	43	57	0	0	5	197,158	5	197,158	5	197,158	5	197,158
(5) Human Services Elig Specialist		100	0	0	2	82,855	2	82,855	2	82,855	2	82,855
(6) Accountant	100		0	0	0.5	17,871	0.5	17,871	0.5	17,871	0.5	17,871
(7) Admin Assistant (Proj)	100		0	0	1	30,888	1	30,888	1	30,888	1	30,888
Charges from Social Svcs Admin			0	0	0	59,445	0	59,445	0	59,445	0	59,445
Gross Personnel Services			0.0	0	12.5	567,138	12.5	567,138	12.5	567,138	12.5	567,138

Notes:

- (1) 1 New Position Approved during FY14
- (2) 1 Position Transferred from SS Admin (100-4201) in FY15
- (3) 1 Transferred from 42-01 in FY15; 1 Transfer from 42-01 in FY15 & Reclassed from Sr HSC during FY14
- (4) 3 Transferred: 1 from 42-01 & 2 from 42-03 in FY15; 2 New Positions Approved during FY14
- (5) 2 Positions Transferred from SS Admin (100-4201) in FY15
- (6) .5 Position Transferred from SS Admin (100-4201) in FY15
- (7) 1 Position Approved during FY14

Barron Center

The Barron Center, a division of the Department of Health & Human Services, is the state's second largest long-term care nursing facility. The former Portland City Hospital serves the residents of Portland and the surrounding communities. The Barron Center's three major funding sources are the MaineCare (Medicaid) Program, the Medicare Program, and private insurances. The Barron Center consists of nine divisions.

The Barron Center's expenditure budget, as shown below, increased \$94,988 or .6%. The Golf Course Restaurant division, brought into the General Fund from an Enterprise Fund in FY14, transferred to the Recreation & Facilities Management Department in FY15. For comparative purposes, the expenditure increase without the Golf Course Restaurant is \$301,550 or 2.0%; wages account for \$286,754 of this increase. Department overall revenues are anticipated to increase \$70,496 or .4%, or \$251,226, or 1.4%, excluding the Golf Course Restaurant.

Department Summary

Department: Barron Center

Account: 107-43

		FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown							
Payroll		10,975,210	10,832,889	11,270,172	11,188,897	11,188,897	11,188,897
Benefits		28,195	28,416	27,985	27,985	27,985	27,985
Administrative Services		56,895	56,330	56,370	56,370	56,370	56,370
Client Expenses		32,015	26,004	32,015	32,015	32,015	32,015
Contractual Services		1,213,605	1,170,755	1,195,335	1,125,335	1,125,335	1,125,335
Maintenance and Repairs		130,295	144,578	145,195	145,195	145,195	145,195
Rentals		35,250	30,159	30,735	30,735	30,735	30,735
Supplies		2,318,711	2,270,340	2,273,155	2,254,230	2,254,230	2,254,230
Minor Capital Items		67,998	67,998	56,500	42,000	42,000	42,000
Utilities		390,295	395,006	440,695	440,695	440,695	440,695
Capital Outlay		0	0	37,000	0	0	0
Total		15,248,469	15,022,475	15,565,157	15,343,457	15,343,457	15,343,457
Summary by Division							
Barron Center Administration	(43-01)	1,775,220	1,757,006	1,841,706	1,828,081	1,828,081	1,828,081
Office of Elder Affairs	(43-15)	315,709	315,386	327,053	327,053	327,053	327,053
Therapeutic Recreation	(43-16)	223,670	226,042	261,477	261,477	261,477	261,477
Nursing Administration	(43-21)	1,102,820	1,064,939	1,197,802	1,135,044	1,135,044	1,135,044
Nursing Direct Care	(43-30)	6,379,464	6,338,882	6,485,308	6,485,308	6,485,308	6,485,308
Nutrition and Supply	(43-40)	3,075,641	3,071,936	3,175,533	3,113,516	3,113,516	3,113,516
Environmental Services	(43-70)	1,066,726	1,052,183	1,166,169	1,096,169	1,096,169	1,096,169
Housekeeping	(43-72)	623,817	523,117	622,815	609,515	609,515	609,515
Laundry Services	(43-73)	478,840	465,942	487,294	487,294	487,294	487,294
Golf Course Restaurant	(43-80)	206,562	207,042	0	0	0	0
Total		15,248,469	15,022,475	15,565,157	15,343,457	15,343,457	15,343,457
Less Revenues		(18,173,522)	(18,053,360)	(18,212,178)	(18,216,018)	(18,244,018)	(18,244,018)
Net Department Total		(2,925,053)	(3,030,885)	(2,647,021)	(2,872,561)	(2,900,561)	(2,900,561)

Barron Center Administration

Administration is responsible for the overall operations and administration of the Barron Center's 266.2 budgeted positions. Finance is responsible for the financial operations, which includes budgeting, payroll, accounts payable, accounts receivable, financial reporting, and financial projections. Labor Relations handles all personnel related issues and assists in contract negotiations. Social Services coordinates all resident admissions and provides for the psychosocial needs of the residents and their families. The medical director is responsible for staff physician services to residents and consultation with the administrator and nursing.

The Administration budget's increase of \$52,861, or 3.0%, is mainly attributed to a wages, which includes the addition of a part-time receptionist in the business office.

Division Summary

Department: Barron Center **Division:** Barron Center Administration **Account:** 107-43-01

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	730,995	750,474	784,421	784,421	784,421	784,421
Administrative Services	33,055	33,920	36,790	36,790	36,790	36,790
Contractual Services	929,990	893,990	914,500	914,500	914,500	914,500
Maintenance and Repairs	13,585	13,585	13,735	13,735	13,735	13,735
Rentals	4,450	3,989	4,450	4,450	4,450	4,450
Supplies	49,335	47,520	57,220	51,595	51,595	51,595
Minor Capital Items	0	0	16,000	8,000	8,000	8,000
Utilities	13,810	13,528	14,590	14,590	14,590	14,590
Total	1,775,220	1,757,006	1,841,706	1,828,081	1,828,081	1,828,081

Personnel Services Detail

Department: Barron Center

Division: Barron Center Administration

Account: 107-43-01

Position	Funding Source	City Fed Oth	FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
			Approved		Submission		Recommendation		Committee		Allowance	
			#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Director Health & Human Svcs	100		1	100,706	1	107,520	1	107,520	1	107,520	1	107,520
Long Term Care Administrator	100		1	81,627	1	86,461	1	86,461	1	86,461	1	86,461
Financial Administrator	100		1	62,487	1	66,880	1	66,880	1	66,880	1	66,880
Dir Social Services/Admissions	100		1	61,308	1	64,583	1	64,583	1	64,583	1	64,583
Principal Admin Officer	100		1	59,962	1	65,488	1	65,488	1	65,488	1	65,488
Senior Admin Officer	100		1	50,284	1	53,897	1	53,897	1	53,897	1	53,897
(1) Accountant	100		1	39,602	2	82,017	2	82,017	2	82,017	2	82,017
(2) Account Clerk II	100		1	38,376	0	0	0	0	0	0	0	0
Executive Assistant	100		1	42,178	1	43,970	1	43,970	1	43,970	1	43,970
Geriatric Social Worker	100		3	120,427	3	120,708	3	120,708	3	120,708	3	120,708
Switchboard Operator	100		2.1	65,238	2.1	66,127	2.1	66,127	2.1	66,127	2.1	66,127
(3) Receptionist	100		0	0	0.7	18,545	0.7	18,545	0.7	18,545	0.7	18,545
Temporary Help				2,540		2,525		2,525		2,525		2,525
Overtime				2,770		2,394		2,394		2,394		2,394
Holiday Payments				3,490		3,306		3,306		3,306		3,306
Gross Personnel Services			14.1	730,995	14.8	784,421	14.8	784,421	14.8	784,421	14.8	784,421

Notes:

- (1) 1 Reclass from Account Clerk II during FY14
- (2) (1) Reclass to Accountant during FY14
- (3) .7 New Position Approved during FY14

Office of Elder Affairs

The Office of Elder Affairs serves Portland's seniors in two specific ways: 1) The Elder Advocate which provides information and referral services, short term case management, and advocacy services; 2) The Adult Day Health I & II programs provide day health services to the frail elderly and the chronically ill who live in the community.

The Office of Elder Affairs expense budget increased \$11,344, or 3.6%, mainly due to wage increases.

Division Summary

Department: Barron Center **Division:** Office of Elder Affairs **Account:** 107-43-15

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	278,909	279,470	289,223	289,223	289,223	289,223
Administrative Services	2,200	2,000	2,200	2,200	2,200	2,200
Contractual Services	4,250	4,150	4,315	4,315	4,315	4,315
Supplies	29,150	28,566	30,115	30,115	30,115	30,115
Utilities	1,200	1,200	1,200	1,200	1,200	1,200
Total	315,709	315,386	327,053	327,053	327,053	327,053
Less Revenues	(280,652)	(267,065)	(275,920)	(279,760)	(279,760)	(279,760)
Net Division Total	35,057	48,321	51,133	47,293	47,293	47,293

Personnel Services Detail

Department: Barron Center

Division: Office of Elder Affairs

Account: 107-43-15

Position	Funding Source		FY14 Approved		FY15 Submission		FY15 Manager's Recommendation		FY15 Finance Committee		FY15 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Director of Elder Affairs	22	78	1	61,308	1	65,045	1	65,045	1	65,045	1	65,045
Adult Day Services Nurse	100		0.8	48,206	0.8	48,672	0.8	48,672	0.8	48,672	0.8	48,672
(1) Certified Nurse Aide (CNA)	100		5.3	168,895	4	136,636	4	136,636	4	136,636	4	136,636
(2) CNA (Proj)			0	0	1.3	38,370	1.3	38,370	1.3	38,370	1.3	38,370
Temporary Help				500		500		500		500		500
Gross Personnel Services			7.1	278,909	7.1	289,223	7.1	289,223	7.1	289,223	7.1	289,223

Notes:

- (1) (1.3) Positions Replaced w/ CNA (Proj) during FY13
- (2) 1.3 Positions Replaced CNA during FY13

Therapeutic Recreation

Recreation Therapy provides a broad variety of individual and group recreational activities for all residents and also oversees the 150 member volunteer program.

The Recreation Therapy budget increased \$37,807 or 16.9%. Payroll expenditures account for \$36,907 of this increase, which includes the addition of one new recreation therapy aide position for the Dementia unit known as Barron Center II.

Division Summary

Department: Barron Center **Division:** Therapeutic Recreation **Account:** 107-43-16

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	206,270	208,642	243,177	243,177	243,177	243,177
Administrative Services	800	800	1,200	1,200	1,200	1,200
Contractual Services	5,100	5,100	5,600	5,600	5,600	5,600
Supplies	11,500	11,500	11,500	11,500	11,500	11,500
Total	223,670	226,042	261,477	261,477	261,477	261,477

Personnel Services Detail

Department: Barron Center

Division: Therapeutic Recreation

Account: 107-43-16

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Dir Recreation/Comm Relations	100		1	57,916	1	60,743	1	60,743	1	60,743	1	60,743
(1) Recreation Assistant	100		4	144,304	5	178,289	5	178,289	5	178,289	5	178,289
Temporary Help	100			2,250		2,295		2,295		2,295		2,295
Overtime				432		280		280		280		280
Holiday Payments				1,368		1,570		1,570		1,570		1,570
Gross Personnel Services			5.0	206,270	6.0	243,177	6.0	243,177	6.0	243,177	6.0	243,177

Notes:

(1) 1 New Position Approved in FY15

Nursing Administration

Nursing Administration is responsible for the supervision and management of the Nursing Direct Care division in two buildings 24-hours per day, seven days a week. The division's 16.9 employees provide clinical nursing supervision and direction to the Barron Center's nursing staff on the five nursing units in the main building and the fifty bed Alzheimer's unit (Barron Center II). Staffing patterns on the six units are continually adjusted to meet the changing needs of the resident population and to meet State of Maine mandated minimum staffing ratios.

The Nursing Administration budget increased by \$32,224, or 2.9%, due to the increased wages costs.

Division Summary

Department: Barron Center	Division: Nursing Administration				Account: 107-43-21	
	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	1,014,605	987,584	1,113,127	1,056,869	1,056,869	1,056,869
Benefits	7,500	2,525	7,500	7,500	7,500	7,500
Administrative Services	13,030	11,800	13,030	13,030	13,030	13,030
Contractual Services	22,470	17,815	18,930	18,930	18,930	18,930
Supplies	32,215	32,215	32,215	32,215	32,215	32,215
Minor Capital Items	13,000	13,000	13,000	6,500	6,500	6,500
Total	1,102,820	1,064,939	1,197,802	1,135,044	1,135,044	1,135,044

Personnel Services Detail

Department: Barron Center

Division: Nursing Administration

Account: 107-43-21

Position	Funding	FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Director of Nursing	100	1	74,158	1	78,768	1	78,768	1	78,768	1	78,768
Asst Dir of Nursing Serv	100	1	61,308	1	64,997	1	64,997	1	64,997	1	64,997
Principal RN (BC)	100	4	236,498	4	239,176	4	239,176	4	239,176	4	239,176
(1) RSD	100	9.5	539,198	10.6	628,950	9.6	572,692	9.6	572,692	9.6	572,692
LPN	100	1	50,461	1	51,717	1	51,717	1	51,717	1	51,717
(2) Dental Hygienist	100	0	0	0.3	19,619	0.3	19,619	0.3	19,619	0.3	19,619
(3) Charges from Public Health	100		19,082		0		0		0		0
Temporary Help			6,080		2,080		2,080		2,080		2,080
Overtime			12,240		12,240		12,240		12,240		12,240
Holiday Payments			15,580		15,580		15,580		15,580		15,580
Gross Personnel Services		16.5	1,014,605	17.9	1,113,127	16.9	1,056,869	16.9	1,056,869	16.9	1,056,869

Notes:

- (1) .1 Hours Increase in FY15
- (2) .3 Position Transfer from Public Health (100-4104) in FY15
- (3) Dental Hygienist Transferred from Public Health in FY15 (Budget Neutral)

Nursing Direct Care

Nursing Direct Care is comprised of six nursing units: Zolov, 2 North, 2 South, 3 North, 3 South, and Barron Center (BC) II. Each nursing unit focuses in a specialized form of care:

- The Zolov Unit is located on the main floor of the facility, is a 25 bed unit for short-term rehabilitation and more intensive-care residents.
- 2 North is a 36 bed unit located on the second floor. The majority of the patients on 2 North have long-term skilled nursing needs requiring higher levels of professional staff to meet their clinical needs.
- 2 South is a 36 bed unit located on the second floor. The dementia residents on the 2 South unit (continuing care dementia) are the most labor intensive, and are often completely dependent on nursing care services as a result of their specific disease process.
- 3 North and 3 South are both 36 bed units located on the third floor, which are traditional long-term care units.
- BC II is a 50 bed unit, managed as five 10 bed "neighborhoods" which provide Alzheimer related / type services. Residents of BC II are highly mobile and require unique staffing considerations.

The Nursing Direct Care budget consists only of wages, and has increased \$105,844 or 1.7%.

Division Summary

Department: Barron Center **Division:** Nursing Direct Care **Account:** 107-43-30

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	6,379,464	6,331,066	6,485,308	6,485,308	6,485,308	6,485,308
Benefits	0	7,816	0	0	0	0
Total	6,379,464	6,338,882	6,485,308	6,485,308	6,485,308	6,485,308

Personnel Services Detail

Department: Barron Center

Division: Nursing Direct Care

Account: 107-43-30

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
RN	100		16.4	917,723	16.4	924,209	16.4	924,209	16.4	924,209	16.4	924,209
LPN	100		16.7	822,232	16.7	833,721	16.7	833,721	16.7	833,721	16.7	833,721
Certified Nurse Aide (CNA)	100		118.5	3,696,094	118.5	3,712,414	118.5	3,712,414	118.5	3,712,414	118.5	3,712,414
Unit Clerk	100		6	214,018	6	218,289	6	218,289	6	218,289	6	218,289
Temporary Help				194,397		198,290		198,290		198,290		198,290
Overtime				271,850		355,545		355,545		355,545		355,545
Holiday Payments				263,150		242,840		242,840		242,840		242,840
Gross Personnel Services			157.6	6,379,464	157.6	6,485,308	157.6	6,485,308	157.6	6,485,308	157.6	6,485,308

Nutrition and Supply

The Nutrition and Supply division consists of Resident Nutrition, Cafeteria / Catering, and Central Medical Supply. The Resident Nutrition program is responsible for the therapeutic and nutritional needs of the residents. The Cafeteria / Catering program provides food services for employees, residents, families, visitors, and operates The Clock Tower Cafe at City Hall. The catering services are for City functions, receptions, and celebrations. Central Medical Supply purchases, receives, stores and distributes routine medical supplies, over the counter drugs, and other supplies for several divisions.

Nutrition and Supply's budget increased \$37,875 or 1.2%. The expense increase is largely attributed to increased food supply expenses, wage costs, and an increase in paper product costs due to styrofoam being banned from use.

Division Summary

Department: Barron Center **Division:** Nutrition and Supply **Account:** 107-43-40

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	1,158,151	1,188,169	1,196,753	1,171,736	1,171,736	1,171,736
Benefits	13,120	10,500	13,380	13,380	13,380	13,380
Administrative Services	2,550	2,550	3,000	3,000	3,000	3,000
Client Expenses	32,015	26,004	32,015	32,015	32,015	32,015
Contractual Services	34,995	32,900	36,310	36,310	36,310	36,310
Maintenance and Repairs	11,320	13,150	13,500	13,500	13,500	13,500
Rentals	29,815	25,185	26,285	26,285	26,285	26,285
Supplies	1,780,177	1,759,980	1,805,290	1,805,290	1,805,290	1,805,290
Minor Capital Items	13,498	13,498	12,000	12,000	12,000	12,000
Capital Outlay	0	0	37,000	0	0	0
Total	3,075,641	3,071,936	3,175,533	3,113,516	3,113,516	3,113,516

Personnel Services Detail

Department: Barron Center

Division: Nutrition and Supply

Account: 107-43-40

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Dir Nutrition & Cen Med Supply	100		1	70,695	1	72,246	1	72,246	1	72,246	1	72,246
Asst Director Food Services	100		1	47,402	1	46,956	1	46,956	1	46,956	1	46,956
Materials Manager	100		1	41,320	1	41,730	1	41,730	1	41,730	1	41,730
Licensed Dietetic Technician	100		3	108,477	3	111,689	3	111,689	3	111,689	3	111,689
Cook II	100		1	42,939	1	43,368	1	43,368	1	43,368	1	43,368
Cook I	100		4	140,486	4.5	153,278	4	137,307	4	137,307	4	137,307
Cafeteria Cook	100		3	100,985	3	102,575	3	102,575	3	102,575	3	102,575
Support Team Worker	100		19	548,252	19.4	565,761	19	556,715	19	556,715	19	556,715
Overtime				29,577		28,788		28,788		28,788		28,788
Holiday Payments				28,018		30,362		30,362		30,362		30,362
Gross Personnel Services			33.0	1,158,151	33.9	1,196,753	33.0	1,171,736	33.0	1,171,736	33.0	1,171,736

Environmental Services

The Environmental Services division consists of Buildings and Ground Maintenance. The Buildings and Ground Maintenance program is responsible for the physical plant, grounds, utilities, and safety on the twelve-acre Brighton Avenue health care campus.

The Environmental Services budget increased \$29,443 or 2.8%. This increase is primarily attributed to increased utility costs, as well as a variety of other line item changes.

Division Summary

Department: Barron Center **Division:** Environmental Services **Account:** 107-43-70

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	303,736	273,548	317,429	317,429	317,429	317,429
Benefits	3,855	3,855	3,855	3,855	3,855	3,855
Administrative Services	150	150	150	150	150	150
Contractual Services	212,150	212,150	212,680	142,680	142,680	142,680
Maintenance and Repairs	94,840	106,702	108,610	108,610	108,610	108,610
Supplies	65,735	64,525	98,540	98,540	98,540	98,540
Minor Capital Items	26,000	26,000	0	0	0	0
Utilities	360,260	365,253	424,905	424,905	424,905	424,905
Total	1,066,726	1,052,183	1,166,169	1,096,169	1,096,169	1,096,169

Personnel Services Detail

Department: Barron Center

Division: Environmental Services

Account: 107-43-70

Position	Funding Source	FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
		#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Dir Environmental Services	100	1	61,308	1	62,774	1	62,774	1	62,774	1	62,774
Master Electrician	100	1	44,326	1	44,755	1	44,755	1	44,755	1	44,755
(1) Maintenance Worker III	100	3	124,883	4	174,985	4	174,985	4	174,985	4	174,985
(2) Maintenance Worker I	100	1	38,834	0	0	0	0	0	0	0	0
Temporary Help			8,000		8,000		8,000		8,000		8,000
Overtime			23,075		24,310		24,310		24,310		24,310
Holiday Payments			3,310		2,605		2,605		2,605		2,605
Gross Personnel Services		6.0	303,736	6.0	317,429	6.0	317,429	6.0	317,429	6.0	317,429

Notes:

- (1) 1 Reclass from MW I during FY14
- (2) (1) Reclass to MW III during FY14

Housekeeping

The goals and responsibilities of the Housekeeping staff are to provide a clean and appealing environment for all residents of the Barron Center.

The Housekeeping budget decreased \$14,302, or 2.3%. This is mostly attributed to savings in cleaning supply costs.

Division Summary

Department: Barron Center **Division:** Housekeeping **Account:** 107-43-72

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	431,853	346,008	434,370	434,370	434,370	434,370
Benefits	2,000	2,000	2,000	2,000	2,000	2,000
Contractual Services	3,000	3,000	3,000	3,000	3,000	3,000
Maintenance and Repairs	1,000	1,000	1,350	1,350	1,350	1,350
Supplies	170,464	155,609	166,595	153,295	153,295	153,295
Minor Capital Items	15,500	15,500	15,500	15,500	15,500	15,500
Total	623,817	523,117	622,815	609,515	609,515	609,515

Personnel Services Detail

Department: Barron Center

Division: Housekeeping

Account: 107-43-72

Position	Funding Source	FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
		#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Housekeeping Supervisor	100	1	40,292	1	41,917	1	41,917	1	41,917	1	41,917
Support Team Worker	100	13	346,036	13	348,958	13	348,958	13	348,958	13	348,958
Temporary Help			14,675		8,960		8,960		8,960		8,960
Overtime			16,015		19,320		19,320		19,320		19,320
Holiday Payments			14,835		15,215		15,215		15,215		15,215
Gross Personnel Services		14.0	431,853	14.0	434,370	14.0	434,370	14.0	434,370	14.0	434,370

Laundry Services

The Laundry division provides a clean and adequate supply of laundry to the residents. Personal laundry services are provided to nearly all of the residents. Laundry services are also provided to the City's Oxford Street Shelter for men and various Public Health Facilities run by City of Portland.

The Laundry budget increased by \$8,454 or 1.8%. This increase consists of mostly wage cost increases.

Division Summary

Department: Barron Center **Division:** Laundry Services **Account:** 107-43-73

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	398,160	394,381	406,364	406,364	406,364	406,364
Benefits	1,220	1,220	1,250	1,250	1,250	1,250
Maintenance and Repairs	7,250	7,841	8,000	8,000	8,000	8,000
Supplies	72,210	62,500	71,680	71,680	71,680	71,680
Total	478,840	465,942	487,294	487,294	487,294	487,294

Personnel Services Detail

Department: Barron Center

Division: Laundry Services

Account: 107-43-73

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Laundry Supervisor	100		1	46,508	1	46,956	1	46,956	1	46,956	1	46,956
Support Team Worker	100		7.8	226,634	7.8	232,813	7.8	232,813	7.8	232,813	7.8	232,813
Laborer	100		2	65,603	2	67,180	2	67,180	2	67,180	2	67,180
Temporary Help				33,815		27,415		27,415		27,415		27,415
Overtime				11,248		16,320		16,320		16,320		16,320
Holiday Payments				14,352		15,680		15,680		15,680		15,680
Gross Personnel Services			10.8	398,160	10.8	406,364	10.8	406,364	10.8	406,364	10.8	406,364

Golf Course Restaurant

The new Riverside Municipal Golf Course restaurant, The Riverside Grill, opened its doors this past May. The new restaurant is currently managed in-house by the Recreation and Facilities Department and is operated by new and very experienced chefs. The restaurant serves both lunch and dinner in the newly renovated quarters, with supplementary outdoor seating overlooking the greens.

Formerly run by the Barron Center Food Service staff, the restaurant transferred to the Recreation and Facilities Department in the spring of 2014. Formally an Enterprise Fund, the Golf Course Restaurant transferred to the General Fund at the start of FY14.

Division Summary

Department: Barron Center **Division:** Golf Course Restaurant **Account:** 107-43-80

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	73,067	73,547	0	0	0	0
Benefits	500	500	0	0	0	0
Administrative Services	5,110	5,110	0	0	0	0
Contractual Services	1,650	1,650	0	0	0	0
Maintenance and Repairs	2,300	2,300	0	0	0	0
Rentals	985	985	0	0	0	0
Supplies	107,925	107,925	0	0	0	0
Utilities	15,025	15,025	0	0	0	0
Total	206,562	207,042	0	0	0	0
Less Revenues	(180,730)	(180,730)	0	0	0	0
Net Division Total	25,832	26,312	0	0	0	0

Personnel Services Detail

Department: Barron Center

Division: Golf Course Restaurant

Account: 107-43-80

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Temporary Help	100			70,292		0		0		0		0
Overtime	100			2,775		0		0		0		0
(1) Notes						0		0		0		0
Gross Personnel Services				73,067		0		0		0		0

Notes:

(1) Golf Course Restaurant Transferred to Rec & Fac 100-3319-415 in FY15

Debt Service

The Debt Service account provides for the payment of the principal and interest on the City's outstanding General Obligation Bonds, as well as the cost for the current-year bond issuance. Revenue in this department is from bond costs, primarily for the enterprise funds and the School Department.

Department Summary

Department: Debt Service

Account: 100-47

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Contractual Services	828,850	881,850	860,100	860,100	860,100	860,100
Debt Service	32,576,922	32,332,165	34,308,603	34,308,603	34,308,603	34,308,603
Total	33,405,772	33,214,015	35,168,703	35,168,703	35,168,703	35,168,703
Less Revenues	(13,813,341)	(13,607,094)	(14,627,826)	(14,627,826)	(14,627,826)	(14,627,826)
Net Department Total	19,592,431	19,606,921	20,540,877	20,540,877	20,540,877	20,540,877

Library

The Portland Public Library is a general purpose library system that serves the Portland community by providing a diverse collection of books, media, programs, facilities, and electronic resources at four service locations along with access to resources nationwide. Its services encourage and support the educational, informational and recreational interests of all members of the community. As a regional library it shares its resources throughout Cumberland and York Counties. In addition, it participates in reciprocal service arrangements with other libraries nationwide.

The Portland Public Library is governed by a Board of Trustees which may include up to 21 members who may serve three-year staggered terms. The board currently consists of 16 trustees. As an independent and non-profit organization, the library is self-supporting through its own resources (endowment, fees, grants and annual fund) with additional grants from the City, Cumberland County, and the State of Maine. The City also owns the land and buildings in which the library operates.

In April of 2010, the Main Library, located on Congress Street and Monument Square, re-opened its doors upon completion of Phase I of its renovation project. The improvements include an enriched library atmosphere, featuring natural light and improved public space, with the goal to entice a broader spectrum of users to a more welcoming and contemporary library environment. Visitation, lending of materials, and use of resources have greatly increased as a result of the renovation. Phase II is still in the conceptual planning phase.

In FY12 the Library incorporated the findings of a comprehensive community survey for the implementation of the Portable Library concept in neighborhoods throughout the City. The Portable Library Program began in FY13, expanding services to all neighborhoods within the City.

Department Summary

Department: Library Account: 100-48

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	2,414,195	2,414,195	2,573,933	2,561,184	2,561,184	2,561,184
Benefits	381,254	381,254	385,000	385,000	385,000	385,000
Contributions	675,000	675,000	652,982	645,731	645,731	645,731
Total	3,470,449	3,470,449	3,611,915	3,591,915	3,591,915	3,591,915

Personnel Services Detail

Department: Public Library

Division: Public Library

Account: 100-48-00

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Library Executive Director	100		1	101,476	1	103,513	1	103,513	1	103,513	1	103,513
Library Associate Director	100		1	74,065	1	75,551	1	75,551	1	75,551	1	75,551
Library Dir of Human Resources	100		1	69,436	1	70,830	1	70,830	1	70,830	1	70,830
Library Director of Finance & Ope	100		1	69,436	1	70,830	1	70,830	1	70,830	1	70,830
(1) Library Development Manager	100		0.5	28,960	0.5	28,760	0.7	28,760	0.7	28,760	0.7	28,760
(2) Library Programming Manager	100		0.5	22,489	0.8	34,402	0.8	34,402	0.8	34,402	0.8	34,402
Library Asst to the Director	100		1	43,639	1	44,514	1	44,514	1	44,514	1	44,514
Library Finance / HR Specialist	100		1	44,971	1	45,866	1	45,866	1	45,866	1	45,866
(3) Librarian III	100		3	202,421	4	259,149	4	259,149	4	259,149	4	259,149
(4) Librarian II	100		5	240,515	4	196,714	4	196,714	4	196,714	4	196,714
(5) Librarian I	100		5	248,568	6	300,309	6	300,309	6	300,309	6	300,309
(6) Library Senior Tech Asst II	100		3.5	155,678	4.1	174,928	4.1	174,908	4.1	174,908	4.1	174,908
(7) Library Senior Tech Asst	100		8	348,298	8.4	339,876	8.6	347,125	8.6	347,125	8.6	347,125
(8) Library Tech Assistant	100		7.5	280,860	8.4	302,013	8.5	302,013	8.5	302,013	8.5	302,013
Library Supr Maint & Secuirty	100		1	40,178	1	40,995	1	40,995	1	40,995	1	40,995
(9) Library Maintenance / Security	100		3	95,576	2.1	62,732	2.1	62,732	2.1	62,732	2.1	62,732
(10) Library Maintenance	100		0.5	15,127	2.2	65,640	2.2	65,640	2.2	65,640	2.2	65,640
(11) Library Assistant II	100		4	132,667	4.4	144,114	4.4	144,114	4.4	144,114	4.4	144,114
Library Assistant	100		0.5	17,861	0.5	18,219	0.5	18,219	0.5	18,219	0.5	18,219
Separation Pay	100			5,000		7,500		7,500		7,500		7,500
53rd Pay Period Accrual	100			15,000		0		0		0		0
Temporary Help	100			151,974		155,000		155,000		155,000		155,000
Overtime	100			10,000		12,500		12,500		12,500		12,500
Gross Personnel Services			48.0	2,414,195	52.4	2,553,955	52.9	2,561,184	52.9	2,561,184	52.9	2,561,184

Notes:

- (1) .2 Hours Increase in FY15
- (2) .3 Hours Increase in FY15
- (3) 1 Upgrade from Librarian II in FY15
- (4) (1) Upgrade to Librarian III in FY15
- (5) 1 New Position Approved in FY15
- (6) .6 New Position Approved in FY15
- (7) .6 New Position Approved in FY15
- (8) 1 New Position Approved in FY15
- (9) (.9) Replaced w/ Library Maintenance in FY15
- (10) .9 Replaced Library Maintenance / Security & .8 New Position Approved in FY15
- (11) .4 Hours Increase in FY15

Pension

The City makes contributions for the future retirement of employees and disability payments.

The City has two separate defined benefit pension plans. Full retirement benefits are available to non-Public Safety employees with 25 years of service at age 60, and Public Safety employees with 25 years of service. There is also a plan covering grandfathered Public Safety employees with 20 years of service. Contributions to the Maine Public Employees Retirement System (MainePERS) are made by both the employee and the City. Generally, participants are vested after five creditable years of service.

Employees also have the choice of an International City Management Association Retirement Corporation (ICMA RC) 401(a) defined contribution plan.

Department Summary

Department: Pension

Account: 100-51

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Benefits	5,776,315	5,513,907	6,588,237	6,588,237	6,588,237	6,588,237
Total	5,776,315	5,513,907	6,588,237	6,588,237	6,588,237	6,588,237
Less Revenues	(1,072,890)	(1,062,821)	(1,287,010)	(1,287,010)	(1,287,010)	(1,287,010)
Net Department Total	4,703,425	4,451,086	5,301,227	5,301,227	5,301,227	5,301,227

Employee Benefits

The Employee Benefits account consists of the following divisions: Health Insurance Program, Workers' Compensation, Group Life Insurance, Unemployment, and FICA. Since all benefit costs for the City are budgeted for in one account, this budget is considered a non-departmental budget. The Department of Human Resources has oversight responsibility.

Department Summary

Department: Employee Benefits

Account: 100-52

		FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown							
Benefits		15,566,256	14,603,016	16,042,717	15,874,787	15,874,787	15,874,787
Administrative Services		954,794	1,073,167	1,142,928	939,578	939,578	939,578
Contractual Services		1,034,550	979,849	889,000	961,500	961,500	961,500
Rentals		10,380	10,200	10,500	10,500	10,500	10,500
Insurance		709,000	752,685	709,000	609,000	609,000	609,000
Utilities		1,420	1,420	1,420	1,420	1,420	1,420
Contributions		93,775	93,775	113,775	113,775	113,775	113,775
Total		18,370,175	17,514,112	18,909,340	18,510,560	18,510,560	18,510,560
Summary by Division							
Health Insurance Program	(52-02)	15,276,190	14,325,260	15,916,145	15,544,865	15,544,865	15,544,865
Workers' Compensation	(52-03)	1,787,325	1,875,488	1,656,775	1,629,275	1,629,275	1,629,275
Group Life Insurance	(52-05)	186,660	184,800	189,420	189,420	189,420	189,420
Unemployment	(52-06)	175,000	179,914	175,000	175,000	175,000	175,000
FICA	(52-07)	945,000	948,650	972,000	972,000	972,000	972,000
Total		18,370,175	17,514,112	18,909,340	18,510,560	18,510,560	18,510,560
Less Revenues		(4,834,810)	(4,796,237)	(4,993,371)	(5,000,584)	(5,000,584)	(5,000,584)
Net Department Total		13,535,365	12,717,875	13,915,969	13,509,976	13,509,976	13,509,976

Health Insurance Program

The Health Insurance account provides funding for the City's self-insured health plan. The City picks up the full cost of medical coverage for all full-time employees as well as the family costs for grandfathered employees. For all remaining employees, the City picks up 81% of employee and child(ren) costs, 77% of employee and adult costs and 70% of family costs. Claim payments are made by a third party administrator.

Division Summary

Department: Employee Benefits **Division:** Health Insurance Program **Account:** 100-52-02

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Benefits	14,259,596	13,289,652	14,706,297	14,538,367	14,538,367	14,538,367
Administrative Services	1,004,794	1,023,988	1,197,928	994,578	994,578	994,578
Rentals	10,380	10,200	10,500	10,500	10,500	10,500
Utilities	1,420	1,420	1,420	1,420	1,420	1,420
Total	15,276,190	14,325,260	15,916,145	15,544,865	15,544,865	15,544,865
Less Revenues	(4,506,268)	(4,569,462)	(4,756,643)	(4,763,856)	(4,763,856)	(4,763,856)
Net Division Total	10,769,922	9,755,798	11,159,502	10,781,009	10,781,009	10,781,009

Workers' Compensation

The City is self-insured under the provisions of the Maine Workers' Compensation Act. Our third-party administrator, Maine Municipal Association, processes all claims and maintains files and provides WC Board filing of notices. Monthly reports are received from MMA outlining payments made for medical, legal, indemnity and other expenditures on open claims. This account includes all the aforementioned payments as well as administration fees charged based on claims activity. This account also carries the debt payments on bonds purchased for the settlement of on-going WC claims. The Risk Prevention line, which funds the City's Drug and Alcohol Testing program, is also a function of this budget.

Division Summary

Department: Employee Benefits	Division: Workers' Compensation				Account: 100-52-03	
	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Administrative Services	(50,000)	49,179	(55,000)	(55,000)	(55,000)	(55,000)
Contractual Services	1,034,550	979,849	889,000	961,500	961,500	961,500
Insurance	709,000	752,685	709,000	609,000	609,000	609,000
Contributions	93,775	93,775	113,775	113,775	113,775	113,775
Total	1,787,325	1,875,488	1,656,775	1,629,275	1,629,275	1,629,275
Less Revenues	(247,822)	(150,876)	(156,030)	(156,030)	(156,030)	(156,030)
Net Division Total	1,539,503	1,724,612	1,500,745	1,473,245	1,473,245	1,473,245

Group Life Insurance

The Group Life Insurance account pays the full cost of this insurance for qualified retirees, Police, Fire and EMS. The City's contributions are based on the employee's actual wages. The wages are multiplied by the applicable insurance rate per \$1,000. This program is administered by the Maine Public Employees Retirement System (MainePERS).

All other City employees pay the entire cost of life insurance.

The revenues received are from inter-fund transfers to the Jetport for the cost of the group life insurance contributions paid on the public safety employees assigned to the Air Rescue Station and Jetport Security forces.

Division Summary

Department: Employee Benefits		Division: Group Life Insurance			Account: 100-52-05	
	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Benefits	186,660	184,800	189,420	189,420	189,420	189,420
Total	186,660	184,800	189,420	189,420	189,420	189,420
Less Revenues	(8,207)	(5,063)	(7,924)	(7,924)	(7,924)	(7,924)
Net Division Total	178,453	179,737	181,496	181,496	181,496	181,496

Unemployment

The Unemployment Insurance Program is mandated by state and federal law. The City is self-insured and reimburses the state for all benefits paid to eligible recipients as determined by the Maine Unemployment Security Commission.

Division Summary

Department: Employee Benefits Division: Unemployment Account: 100-52-06

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Benefits	175,000	179,914	175,000	175,000	175,000	175,000
Total	175,000	179,914	175,000	175,000	175,000	175,000

FICA

In 1986, the Internal Revenue Service began requiring employees covered by pension plans other than Social Security to contribute to Medicare. Therefore, employees hired after April 1, 1986, are required to contribute a percentage of their annual wages for Medicare coverage. The City must also make a matching contribution. The current rate is 1.45%.

Division Summary

Department: Employee Benefits	Division: FICA				Account: 100-52-07	
	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Benefits	945,000	948,650	972,000	972,000	972,000	972,000
Total	945,000	948,650	972,000	972,000	972,000	972,000
Less Revenues	(72,513)	(70,836)	(72,774)	(72,774)	(72,774)	(72,774)
Net Division Total	872,487	877,814	899,226	899,226	899,226	899,226

Contingency

The Contingency account provides funds which are set aside as a necessary provision for meeting unforeseen contingencies and emergencies which may arise during the year. Expenditures for contingencies arising in the implementation of the policies and work programs established by the City Council are authorized by the City Manager.

Department Summary

Department: Contingency

Account: 100-61

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Administrative Services	725	743	750	750	750	750
Contractual Services	174,275	174,257	174,250	124,250	124,250	124,250
Total	175,000	175,000	175,000	125,000	125,000	125,000

Liability Insurance

This account funds the City's self-insurance program, including the defense and/or settlement of claims against the City, and repair of damage to City property. Claims are processed in-house through Maine Municipal Association's (MMA) property and casualty pool. In addition, the City purchases insurance policies to cover property and liability exposures that could possibly exceed the liability limits set forth in the Maine Tort Claims Act.

Insurance premiums are charged to enterprise funds for buildings and contents, boiler, crime bond, and marine coverage. Revenue is also derived through subrogation to third parties for damage to City property.

Department Summary

Department: Liability Insurance

Account: 100-62

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Administrative Services	6,500	6,500	5,200	5,200	5,200	5,200
Contractual Services	40,000	20,000	20,000	20,000	20,000	20,000
Insurance	646,330	648,110	838,790	738,790	738,790	738,790
Total	692,830	674,610	863,990	763,990	763,990	763,990
Less Revenues	(160,211)	(160,068)	(162,435)	(162,435)	(162,435)	(162,435)
Net Department Total	532,619	514,542	701,555	601,555	601,555	601,555

County Tax

County tax is assessed to each municipality by the county in which it resides. Distribution of the tax burden is made on the basis of the valuation of a municipality as determined by the State Board of Equalization. Portland's share of Cumberland County tax has increased by \$211,619 or 4.4%.

	2013 State Certified Valuation	2013 Tax	2014 State Certified Valuation	2014 Tax	% Tax Change
Baldwin	\$147,250,000	\$92,762	\$145,100,000	\$95,482	2.93%
Bridgeton	968,850,000	610,333	945,550,000	622,208	1.95%
Brunswick	1,983,450,000	1,249,487	2,026,250,000	1,333,350	6.71%
Cape Elizabeth	1,685,400,000	1,061,728	1,685,300,000	1,108,992	4.45%
Casco	616,450,000	388,337	614,800,000	404,562	4.18%
Chebeague Island	198,800,000	125,235	195,900,000	128,910	2.93%
Cumberland	1,056,700,000	665,675	1,057,800,000	696,073	4.57%
Falmouth	2,097,800,000	1,321,522	2,091,550,000	1,376,320	4.15%
Freeport	1,362,450,000	858,284	1,335,900,000	879,073	2.42%
Frye Island	162,600,000	102,431	161,050,000	105,977	3.46%
Gorham	1,409,850,000	888,144	1,420,400,000	934,677	5.24%
Gray	847,150,000	533,667	845,000,000	556,042	4.19%
Harpswell	1,791,200,000	1,128,378	1,797,900,000	1,183,087	4.85%
Harrison	491,550,000	309,655	477,250,000	314,049	1.42%
Long Island	142,250,000	89,611	140,100,000	92,191	2.88%
Naples	703,500,000	443,174	685,950,000	451,381	1.85%
New Gloucester	485,300,000	305,718	455,750,000	299,901	-1.90%
North Yarmouth	433,400,000	273,023	425,100,000	279,732	2.46%
Portland	7,552,150,000	4,757,524	7,551,450,000	4,969,143	4.45%
Pownal	184,350,000	116,132	189,200,000	124,501	7.21%
Raymond	996,600,000	627,814	938,400,000	617,503	-1.64%
Scarborough	3,482,500,000	2,193,823	3,579,450,000	2,355,415	7.37%
Sebago	384,750,000	242,376	375,800,000	247,291	2.03%
South Portland	3,516,250,000	2,215,084	3,537,700,000	2,327,942	5.09%
Standish	1,001,000,000	630,586	978,750,000	644,055	2.14%
Westbrook	1,810,550,000	1,140,567	1,804,400,000	1,187,364	4.10%
Windham	1,751,900,000	1,103,620	1,721,650,000	1,132,912	2.65%
Yarmouth	1,426,850,000	898,853	1,436,350,000	945,173	5.15%
	\$38,690,850,000	\$24,373,543	\$38,619,800,000	\$25,413,305	4.27%

Department: County Tax

Account: 100-63

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Contributions	4,757,524	4,757,524	4,964,398	4,969,143	4,969,143	4,969,143
Total	4,757,524	4,757,524	4,964,398	4,969,143	4,969,143	4,969,143

Memberships/Other

The Memberships account provides for City membership in various professional and governmental organizations whose purpose is to provide services and information to the City. A significant portion of this budget is comprised of the Metro subsidy.

Department Summary

Department: Memberships/Other

Account: 100-65

		FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown							
Contractual Services		50,000	48,867	50,000	50,000	50,000	50,000
Contributions		2,929,769	2,929,769	2,941,424	2,991,424	2,991,424	2,991,424
Total		2,979,769	2,978,636	2,991,424	3,041,424	3,041,424	3,041,424
Summary by Division							
Transit District (Metro)	(65-02)	2,439,138	2,439,138	2,511,910	2,511,910	2,511,910	2,511,910
Regional Transportation	(65-06)	188,981	188,981	145,514	145,514	145,514	145,514
Memberships - Misc	(65-07)	351,650	350,517	334,000	384,000	384,000	384,000
Total		2,979,769	2,978,636	2,991,424	3,041,424	3,041,424	3,041,424

Transit District (Metro)

The Transit District account provides subsidy support to the Greater Portland Transit District, better known as Metro.

The Greater Portland Transit District is a shared venture to provide public transportation services to the residents of the municipalities it serves. In April 2009, the Town of Falmouth joined the City of Portland and the City of Westbrook, Maine as members. The district is managed by a Board of Directors selected by the municipal officers of each participating municipality. The Board of Directors has responsibility for budgeting and financing. The district's operating and capital expenditures, including debt service, are financed by state and federal grants received directly by the district, fares, and assessments of member communities. The City of Portland's share of the local operating subsidy is approximately 82%. The Metro budget has increased by \$72,772 or 3.0%.

Division Summary

Department: Memberships/Other **Division:** Transit District (Metro) **Account:** 100-65-02

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Contributions	2,439,138	2,439,138	2,511,910	2,511,910	2,511,910	2,511,910
Total	2,439,138	2,439,138	2,511,910	2,511,910	2,511,910	2,511,910

Regional Transportation

The Regional Transportation Program provides para-transit services to the City on a contractual basis, for individuals unable to use public transportation (METRO), in accordance with the American with Disabilities Act (ADA). RTP has a contract with the cities of Portland, South Portland, and Westbrook, with the cost apportioned based on ridership.

The Regional Transportation budget has decreased by \$43,467 or 23.0%.

Division Summary

Department: Memberships/Other **Division:** Regional Transportation **Account:** 100-65-06

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Contributions	188,981	188,981	145,514	145,514	145,514	145,514
Total	188,981	188,981	145,514	145,514	145,514	145,514

Memberships - Miscellaneous

The Memberships account provides for City membership in various professional and governmental organizations whose purpose is to provide services and information to the City. This year's budget includes funding for the Peaks Island Council, Greater Portland Council of Governments, the Maine Municipal Association, Community Television Network, HOME Team, Community Counseling for TIP Program, and the Board of Harbor Commissioners.

Division Summary

Department: Memberships/Other **Division:** Memberships - Miscellaneous **Account:** 100-65-07

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Contractual Services	50,000	48,867	50,000	50,000	50,000	50,000
Contributions	301,650	301,650	284,000	334,000	334,000	334,000
Total	351,650	350,517	334,000	384,000	384,000	384,000

Wage Adjustment

The Wage Adjustment account provides a wage reserve, which may result from scheduled union contract negotiations or other personnel compensation agreements. The FY15 negative value represents primarily an adjustment to the COLAs (cost of living adjustment) calculated in the department wages at the time of the original budget request.

Department Summary

Department: Wage Adjustment

Account: 100-67

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	(400,000)	0	0	(205,000)	(237,000)	(237,000)
Total	(400,000)	0	0	(205,000)	(237,000)	(237,000)

Capital

The Capital budget consolidates the normal operating annual capital expenses into one comprehensive budget, rather than incorporating these expenses in the individual department budgets. This presentational format, which began in FY12, is designed to better assess yearly changes on a budgetary level, and to serve as a useful tool in managing capital needs.

Department Summary

Department: Capital

Account: 100-70

		FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown							
Capital Outlay		487,000	619,460	0	375,000	375,000	375,000
Total		487,000	619,460	0	375,000	375,000	375,000
Summary by Division							
Parking	(70-18)	0	0	0	105,000	105,000	105,000
Police	(70-21)	38,000	32,396	0	0	0	0
Fire	(70-22)	34,000	222,104	0	60,000	60,000	60,000
Public Services	(70-31)	280,000	160,840	0	95,000	95,000	95,000
Rec & Facilities Mgmt	(70-33)	135,000	204,120	0	115,000	115,000	115,000
Total		487,000	619,460	0	375,000	375,000	375,000

Street Openings

The Street Opening program and budget are governed by state law, and must be kept separate from the general fund. Each time one of the City's roads or sidewalks is excavated, the Street Opening program provides the services for permitting, inspection, and enforcement of the work. To fully fund the program, the City collects fees for services and to provide for the permanent restoration of excavations made by private contractors. The fee structure is based on the actual costs of administering the program.

In addition to administering and monitoring the excavations made by private contractors and utility companies, this fund also provides for some of the services required by state tort liability laws.

Department Summary

Department: Public Services

Account: 247-31

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	163,738	150,001	196,885	196,885	196,885	196,885
Benefits	52,384	57,371	65,588	65,588	65,588	65,588
Administrative Services	1,600	1,200	1,270	1,270	1,270	1,270
Contractual Services	1,200	1,200	2,000	2,000	2,000	2,000
Maintenance and Repairs	1,500	1,522	1,650	1,650	1,650	1,650
Supplies	3,700	3,376	5,555	5,555	5,555	5,555
Utilities	1,125	1,530	3,720	3,720	3,720	3,720
Capital Outlay	227,500	270,322	336,396	336,396	336,396	336,396
Total	452,747	486,522	613,064	613,064	613,064	613,064
Less Revenues	(452,747)	(486,522)	(613,064)	(613,064)	(613,064)	(613,064)
Net Department Total	0	0	0	0	0	0

Personnel Services Detail

Department: Public Services

Division: Street Openings

Account: 247-31-00

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Charges from Admin	100			42,615		39,808		39,808		39,808		39,808
Charges from Engineering (GF)	100			69,744		88,379		88,379		88,379		88,379
Charges from Communications	100			4,849		4,834		4,834		4,834		4,834
Charges from Sewer Engineering	100			27,205		27,733		27,733		27,733		27,733
Overtime				19,325		36,131		36,131		36,131		36,131
Gross Personnel Services				163,738		196,885		196,885		196,885		196,885

Portland, Maine



Yes. Life's good here.

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Key Revenues and Expenses

Revenues

FISH PIER

The Fish Pier Authority is a segregated budget that maintains the Portland Fish Pier and keeps its own fund balance. Administered by the Fish Pier Authority board, this fund receives revenues from leases and parking on the pier. Revenue generated by fish pier operations is required to be used to support the pier maintenance and capital improvements, as well as supporting the Portland Fish Exchange auction.

SEWER FUND

100% of the revenues generated by the Sewer Fund are from sewer user fees. The Portland Water District bills the City's residents and businesses for water and sewer. The sewer portion is based upon water volume.

On July 1, 2014, the sewer user fee increased 5.5%, from \$8.35 to \$8.81 per hundred cubic feet. The City has been making improvements to its combined sewer overflows. The second tier of projects was completed in 2013, and 2014 begins the third tier of CSO projects, totaling over \$170 million over 15 years.

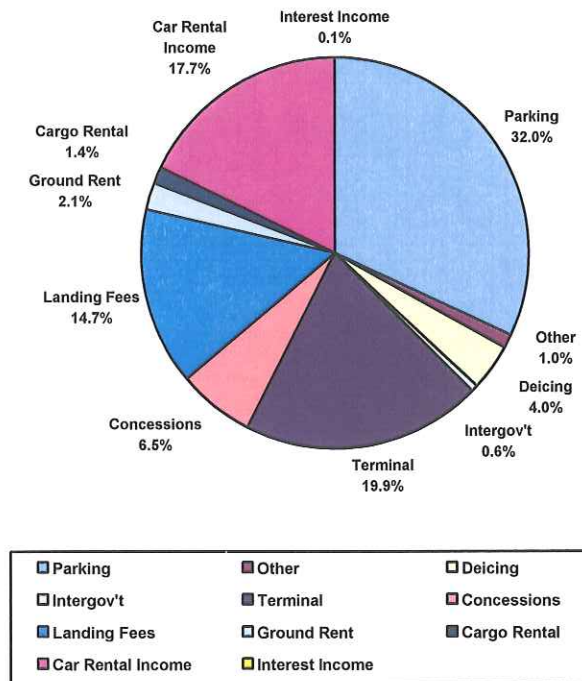
In FY15, approximately 77.2% is paid out for debt service and assessment fees to the Water District.

JETPORT

The Jetport is ranked by the Federal Aviation Administration as the 96th largest airport in the United States based on enplanements. In calendar year 2013, a total of 1,675,978 passengers flew into and out of the Jetport. The Jetport is served by Delta, JetBlue, Southwest Airlines, United Airlines and US Air, along with their regional partners.

Airlines pay terminal rental and landing fees based on Jetport cost center expenses. Airline revenues account for approximately 33% of the Jetport's total FY15 revenue, with parking, rental cars, concessions ground rent, and miscellaneous revenue providing the other 67%.

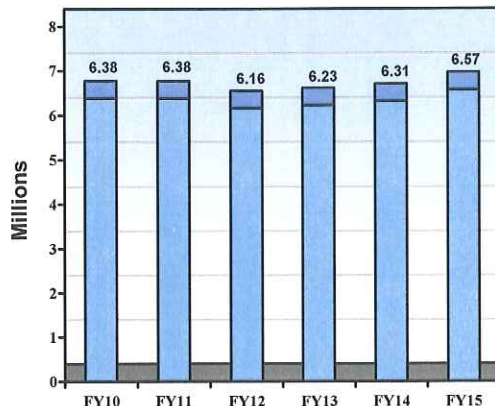
Jetport Revenues



Note: Due to rounding, totals may not equal 100%

Rental cars are provided on-site by Alamo, Avis, Budget, Dollar, Enterprise, Hertz, and National. Each agency pays a commission to the Jetport based on gross sales. In FY15, car rental agency income is expected to draw 26% of the non-airline revenue. Parking, representing 48% of non-airline revenue, is contracted out to a private management company which pays the Jetport a monthly fee based on total net revenue earned.

Jetport Parking Division Income



Note: FY14 and FY15 are estimated amounts

The Airfield Deicing Facility is a net zero cost operation, with all costs initially paid by the Jetport and then reimbursed by airlines for services rendered.

All revenues generated by the Jetport are dedicated, meaning that any excess of revenue after expenses have been paid at year-end must remain in the Jetport fund to be used for future expansion or major capital improvement needs.

Expenditures

Enterprise Fund accounting is used to account for operations that are financed and operated in a manner similar to private business enterprises. The intent of the governing body is that the costs of providing goods and services to the public be financed primarily through user charges. There are three enterprise funds administered by three departments of the City. A brief description of each of these operations follows.

FISH PIER

The Fish Pier Authority is a segregated budget that maintains the Portland Fish Pier and keeps its own fund balance. The Fish Pier falls under the direction of the Department of Recreation and Facilities Management. The Pier was deeded to the City in 1984 by the State to use in support of commercial fishing activities.

SEWER FUND

The principal function of the Sewer Fund is to account for the sewer services to the City residents and business establishments. The City is also served by the Portland Water District (PWD), a wholly separate quasi-municipal entity, whose operations are not part of the City for treatment of its wastewater. The City owns and maintains the infrastructure sewer lines and is responsible for the cost of their maintenance, improvements and expansion. The PWD owns and operates a treatment plant for sewage delivered to the plant by the City, for which the City pays a monthly fee. The City is responsible for the entire debt service required to finance the PWD's treatment plant in Portland.

JETPORT

The City of Portland's Department of Aviation and Transportation is responsible for the operation and maintenance of the Portland Jetport. The Jetport serves as a vital transportation link to the City of Portland and the entire southern region of Maine. Passenger enplanements have increased from approximately 250,111 passengers annually in 1980 to 832,034 for calendar year 2013.

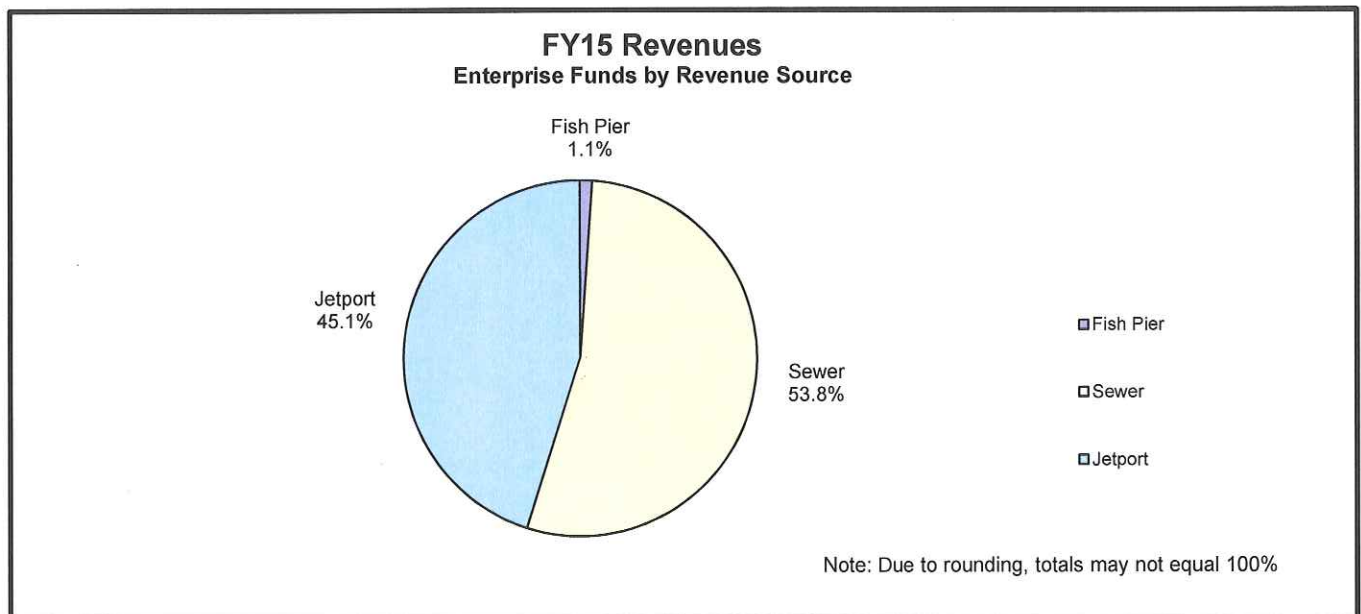
The Jetport completed a 165,000 square foot addition to the terminal building in October of 2011. The terminal expansion improvements include new ticketing areas, a skybridge connecting the parking garage to the terminal, additional airline gates, additional security screening lanes, an inline baggage handling system, and additional concession areas.

City of Portland, Maine
Comparative Statement of Revenues
For Enterprise Funds

Activity/Element/Object	Account Title	Actual Revenues FY13	Estimated Revenues FY14	Projected Revenues FY14	Estimated Revenues FY15
Fish Pier Fund:					
341-0000	Misc. Charges for Services	42,605	39,800	39,800	13,970
341-5500	Berthing Income	31,847	32,484	32,484	29,376
363-1500	Parking Income	271,042	299,787	286,007	294,420
363-2500	Ground Rent	149,032	155,152	155,152	158,447
391-0000	Operating Transfers In	14,801	0	0	0
394-0000	Fund Balance Appropriation	0	(270,408)	(255,878)	(217,868)
Total Fish Pier Fund:		\$509,327	\$256,815	\$257,565	\$278,345
Golf Course Fund:					
341-0000	Misc. Charges for Services	3,626	0	0	0
346-0100	Daily Play	225,982	0	0	0
346-0200	Gift Certificates	7,434	0	0	0
346-0300	Passholders	244,306	0	0	0
346-0400	Pro Shop	78,265	0	0	0
346-0600	Tournaments	53,838	0	0	0
346-0700	Lockers	3,255	0	0	0
346-0800	Cart Rentals	117,898	0	0	0
346-1300	League Fees	21,721	0	0	0
346-1400	Combo Specials	137,111	0	0	0
346-9910	Credit Redemptions	(81)	0	0	0
363-0400	Food Service	164,132	0	0	0
396-0000	School Department Charges	3,000	0	0	0
Total Golf Course Fund:		\$1,060,487	\$0	\$0	\$0
Sewer Fund:					
321-0400	Sewer Connects	18,870	12,900	17,000	34,900
327-0000	Misc. Licenses and Permits	2,050	3,250	42,000	4,750
331-2000	Federal Pass Thru Grants	70,124	0	0	0
341-0000	Misc. Charges for Services	3,096	5,000	4,000	18,000
341-7000	Lien and Foreclosure Cost	14,165	11,000	11,139	0
344-1000	Residential Sewer Fees	12,728,152	13,647,500	13,225,000	13,952,375
344-2000	Commercial Sewer Fees	6,503,204	6,726,500	6,800,000	7,140,000
344-3000	Industrial Sewer Fees	1,494,445	1,752,600	1,520,915	1,581,665
344-4000	Governmental Sewer Fees	774,371	831,700	775,000	813,750
344-5000	Commercial Surcharge Inc.	128,956	150,500	110,000	115,000
344-6000	Industrial Surcharge Inc.	328,243	325,000	300,000	300,000
361-0000	Interest Income	26,208	14,000	28,000	28,000
361-3000	Interest / Penalty Delinquencies	22,941	25,000	25,000	25,000
394-0000	Fund Balance Appropriation	0	974,811	1,135,820	147,850
397-0000	Spec Rev / Endow Fd Chgs	19,257	18,136	18,136	27,733
Total Sewer Fund:		\$22,134,082	\$24,497,897	\$24,012,010	\$24,189,023

City of Portland, Maine
Comparative Statement of Revenues
For Enterprise Funds

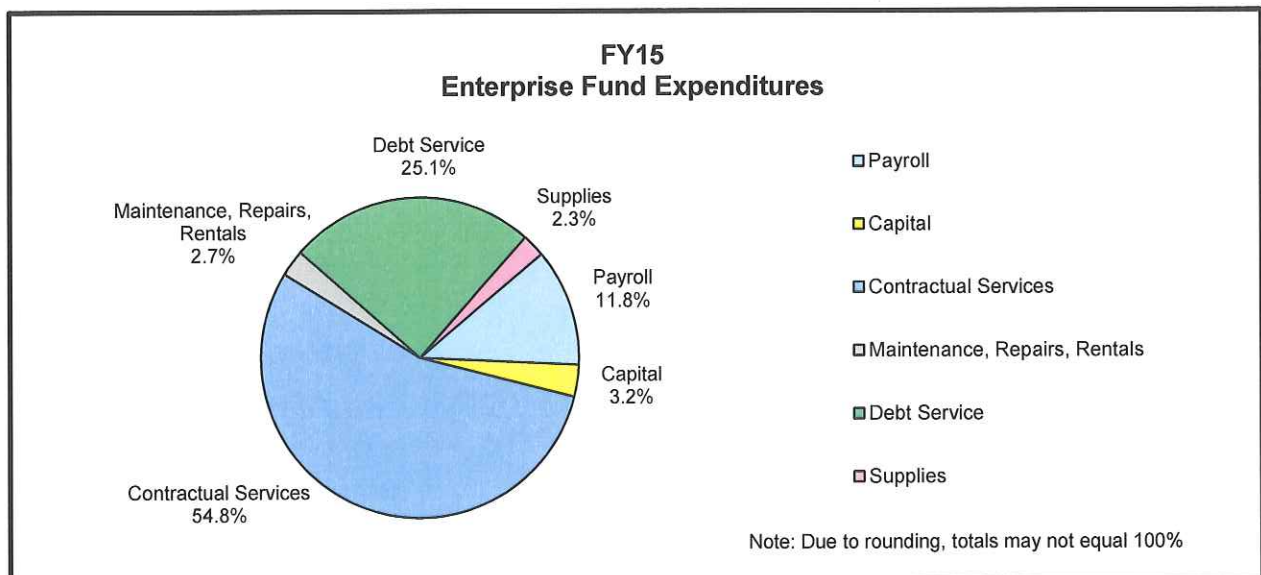
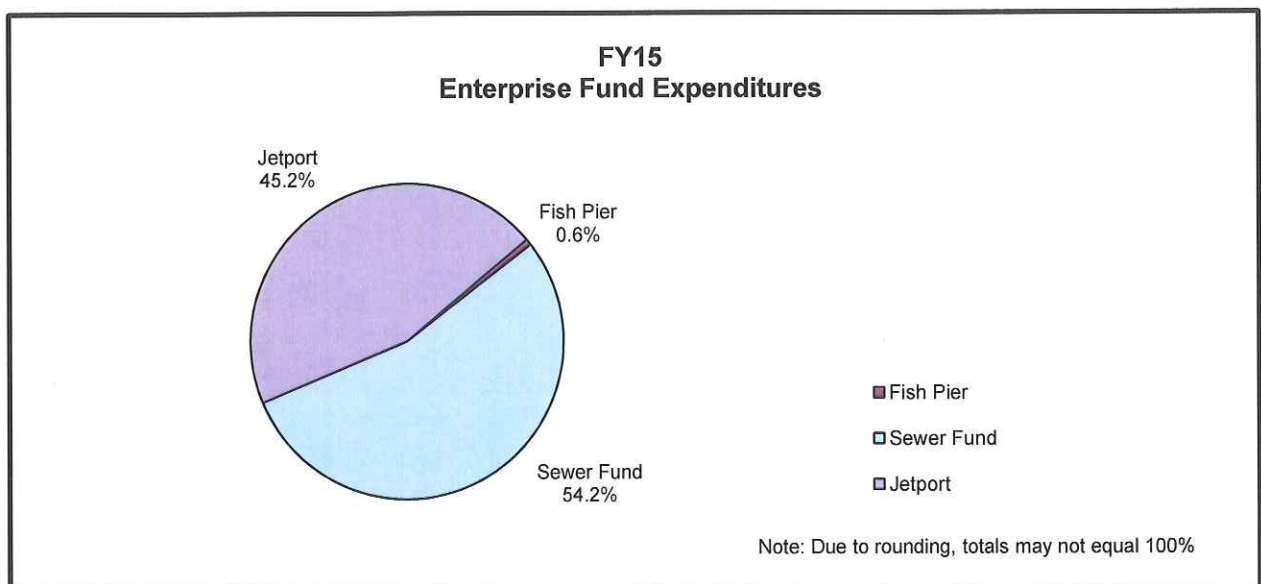
Activity/Element/Object	Account Title	Actual Revenues FY13	Estimated Revenues FY14	Projected Revenues FY14	Estimated Revenues FY15
Ice Arena Fund:					
341-0000	Misc. Charges for Services	44,968	0	0	0
346-1000	Vendoring	11,290	0	0	0
346-1600	Advertising	7,800	0	0	0
346-2000	Concessions	21,572	0	0	0
346-5000	Ice Rentals	458,478	0	0	0
Total Ice Arena Fund:		\$544,108	\$0	\$0	\$0
Jetport Fund:					
322-0000	Business Licenses	112,135	96,400	103,620	104,350
331-2000	Federal Pass Thru Grants	218,852	113,880	116,800	116,800
335-0000	State of Maine	19,478	0	0	0
341-0000	Misc. Charges for Services	1,083,015	849,348	825,761	908,869
361-0000	Interest Income	24,134	14,000	26,000	20,000
363-1500	Parking Income	6,104,938	6,189,761	6,190,154	6,448,529
363-2000	Concessions	1,255,683	1,273,863	1,281,035	1,304,861
363-2500	Ground Rent	388,375	399,988	399,988	420,255
363-3000	Landing Fees	2,486,491	2,993,076	2,973,174	2,973,573
363-3500	Terminal Rental	3,710,633	4,044,213	3,807,808	4,013,804
363-4000	Commissions - Car Rentals	3,493,809	3,227,962	3,260,856	3,422,712
363-4500	Car-Service Facility	30,807	31,383	31,383	31,563
363-4700	Car Rental - Terminal Use	123,238	123,238	123,238	123,238
363-4800	Cargo Revenue	274,692	320,764	277,492	274,441
391-0000	Operating Transfers In	(480,792)	0	0	0
398-4500	Salary Reimbursements	55,546	0	0	0
399-2025	Bond Sale Proceeds / Refunding Premium	3,105,166	0	0	0
Total Jetport Fund:		\$22,006,200	\$19,677,876	\$19,417,309	\$20,162,995
TOTAL ENTERPRISE FUND REVENUES:		\$46,254,204	\$44,432,588	\$43,686,884	\$44,630,363



**CITY OF PORTLAND, MAINE
FY15 Annual Budget**

Departmental Budget Summary By Expenditure Category

Account Number	Account Title	Payroll	Contractual Services	Maint. / Repairs & Rentals	Supplies	Capital	Debt Service	Total
530	Fish Pier	32,000	61,587	54,850	15,500	40,000	74,408	278,345
570	Sewer Fund	2,510,522	14,142,482	207,450	277,437	200,000	6,851,132	24,189,023
583	Jetport	2,734,195	10,261,822	940,976	747,827	1,203,414	4,274,761	20,162,995
Total Enterprise Funds:		\$5,276,717	\$24,465,891	\$1,203,276	\$1,040,764	\$1,443,414	\$11,200,301	\$44,630,363



Fish Pier Authority

The Fish Pier Authority, a quasi-municipal corporation, was created in 1989 to operate the eighteen-acre site. The pier is home to the City owned Portland Fish Exchange, the first public auction site for fresh seafood in the nation.

The bylaws of the Fish Pier Authority require that all revenue generated from the Fish Pier operations must stay with the Authority.

As an Enterprise Fund, expenditures and revenues net to zero.

Department Summary

Department: Recreation & Facilities Management

Account: 530-33

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	32,000	32,000	32,000	32,000	32,000	32,000
Benefits	1,200	1,200	1,200	1,200	1,200	1,200
Administrative Services	6,979	6,979	11,629	11,629	11,629	11,629
Contractual Services	23,900	23,578	24,619	24,619	24,619	24,619
Maintenance and Repairs	44,850	44,850	54,850	54,850	54,850	54,850
Insurance	12,454	12,370	11,768	11,768	11,768	11,768
Supplies	15,500	15,500	15,500	15,500	15,500	15,500
Utilities	12,371	13,527	12,371	12,371	12,371	12,371
Capital Outlay	30,000	30,000	40,000	40,000	40,000	40,000
Debt Service	77,561	77,561	74,408	74,408	74,408	74,408
Total	256,815	257,565	278,345	278,345	278,345	278,345
Less Revenues	(256,815)	(257,565)	(278,345)	(278,345)	(278,345)	(278,345)
Net Department Total	0	0	0	0	0	0

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Fish Pier

Account: 530-33-31

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Charges from Trades (33-01)				24,000		24,000		24,000		24,000		24,000
Overtime				8,000		8,000		8,000		8,000		8,000
Gross Personnel Services				32,000		32,000		32,000		32,000		32,000

Sewer Fund

The principal function of this fund is to account for the sewer services provided to City residents and business establishments. The Portland Water District (not a city department) owns and operates the wastewater treatment plant for which the Sewer Fund pays a monthly fee. The City owns and maintains the infrastructure sewer lines and is responsible for the costs of maintenance, improvements, and expansion.

All users of the system pay monthly or quarterly fees, based upon water volume, to support the expenses of the fund.

Department Summary

Department: Public Services

Account: 570

		FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown							
Payroll		2,395,244	2,163,121	2,595,522	2,510,522	2,510,522	2,510,522
Benefits		690,546	672,443	733,669	733,669	733,669	733,669
Administrative Services		11,214,622	11,091,884	11,479,791	11,478,791	11,478,791	11,478,791
Contractual Services		1,617,128	1,684,544	2,179,494	1,839,494	1,839,494	1,839,494
Maintenance and Repairs		233,445	231,045	211,650	199,650	199,650	199,650
Rentals		7,800	7,788	7,800	7,800	7,800	7,800
Insurance		62,826	40,699	25,648	25,648	25,648	25,648
Supplies		251,950	239,382	241,537	277,437	277,437	277,437
Utilities		72,564	72,264	75,880	64,880	64,880	64,880
Capital Outlay		1,097,600	1,097,668	60,000	200,000	200,000	200,000
Debt Service		6,854,172	6,711,172	6,851,132	6,851,132	6,851,132	6,851,132
Total		24,497,897	24,012,010	24,462,123	24,189,023	24,189,023	24,189,023
Summary by Division							
Sewer Finance	(15-03)	109,592	89,982	88,645	88,645	88,645	88,645
Sewer Public Svcs Administration	(31-01)	253,323	191,220	272,191	272,191	272,191	272,191
Sewer Districting	(31-12)	1,582,559	1,630,105	1,426,681	1,398,181	1,398,181	1,398,181
Sewer Communications	(31-15)	65,343	62,200	67,215	67,215	67,215	67,215
Sewer Engineering	(31-37)	902,119	873,369	934,085	899,085	899,085	899,085
Stormwater Management	(31-40)	2,438,532	2,324,709	1,923,046	1,713,446	1,713,446	1,713,446
Sewer Debt Service	(31-55)	7,272,022	7,129,022	7,607,401	7,607,401	7,607,401	7,607,401
Sewer Fringe Benefits	(31-56)	1,044,509	1,005,279	1,080,389	1,080,389	1,080,389	1,080,389
PWD Assessment	(31-58)	10,829,898	10,706,124	11,062,470	11,062,470	11,062,470	11,062,470
Total		24,497,897	24,012,010	24,462,123	24,189,023	24,189,023	24,189,023
Less Revenues		(24,497,897)	(24,012,010)	(24,462,123)	(24,189,023)	(24,189,023)	(24,189,023)
Net Department Total		0	0	0	0	0	0

Sewer Finance

This division's services are provided by the City's Finance Department. Finance provides billing and collection services, as well as lien processing for delinquent accounts. The Finance Department also maintains the financial records for the Sewer Fund and the computer network system.

Division Summary

Department: Finance **Division:** Sewer Finance **Account:** 570-15-03

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	73,932	71,987	68,170	68,170	68,170	68,170
Administrative Services	6,437	6,881	7,300	7,300	7,300	7,300
Contractual Services	15,123	9,414	11,375	11,375	11,375	11,375
Maintenance and Repairs	12,000	0	0	0	0	0
Supplies	2,100	1,700	1,800	1,800	1,800	1,800
Total	109,592	89,982	88,645	88,645	88,645	88,645

Personnel Services Detail

Department: Finance Sewer

Division: Sewer Finance

Account: 570-15-03

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Finance - Budget/Accounting	100			29,964		27,222		27,222		27,222		27,222
Finance - Treasury	100			43,968		40,948		40,948		40,948		40,948
Gross Personnel Services				73,932		68,170		68,170		68,170		68,170

Sewer Public Services Administration

The Sewer Administration division accounts for the associated costs incurred by the Department of Public Services administrative staff for sewer related activities.

Expenses increased by \$18,868 or 7.4%, predominantly due to the addition of an Asset and Information Management Specialist position, offset by reductions in supplies and capital outlay.

Division Summary

Department: Public Services **Division:** Sewer Public Services Administration **Account:** 570-31-01

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	198,573	137,441	249,501	249,501	249,501	249,501
Benefits	250	250	250	250	250	250
Administrative Services	3,300	3,000	3,420	3,420	3,420	3,420
Contractual Services	4,400	5,729	4,400	4,400	4,400	4,400
Maintenance and Repairs	6,250	6,250	6,750	6,750	6,750	6,750
Supplies	16,250	14,250	3,250	3,250	3,250	3,250
Utilities	4,300	4,300	4,620	4,620	4,620	4,620
Capital Outlay	20,000	20,000	0	0	0	0
Total	253,323	191,220	272,191	272,191	272,191	272,191

Personnel Services Detail

Department: Public Services Sewer

Division: Sewer Public Services Administration

Account: 570-31-01

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Water Resources Manager	100		1	80,000	1	80,000	1	80,000	1	80,000	1	80,000
(1) Asset & Information Mgmt Spec	100		0	0	1	48,555	1	48,555	1	48,555	1	48,555
Accountant	100		1	44,103	1	44,520	1	44,520	1	44,520	1	44,520
Charges from Admin (GF)				73,820		75,790		75,790		75,790		75,790
Overtime				650		636		636		636		636
Gross Personnel Services			2.0	198,573	3.0	249,501	3.0	249,501	3.0	249,501	3.0	249,501

Notes:

(1) 1 New Position Approved in FY15

Sewer Districting

The Sewer Districting division is responsible for the maintenance and repair of the City's sanitary sewer and stormwater systems including pump station operations and maintenance, catch basin cleaning, right of way inspections and maintenance and sewer inspections and investigations.

Division expenses have decreased by \$184,378, or 11.7%, primarily as a result of the decline in capital outlay expenditures. Contractual service expenditures have increased rather significantly due to the addition of CMOM (Capacity Management, Operations & Maintenance) funding, which includes sewer line television inspection services, as well as monies for OSHA mandated confined space rescue.

Division Summary

Department: Public Services **Division:** Sewer Districting **Account:** 570-31-12

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	595,800	566,412	602,126	602,126	602,126	602,126
Benefits	7,825	7,825	7,795	7,795	7,795	7,795
Administrative Services	15,050	14,750	12,050	12,050	12,050	12,050
Contractual Services	101,400	175,646	486,400	486,400	486,400	486,400
Maintenance and Repairs	127,200	136,000	121,500	114,500	114,500	114,500
Rentals	3,000	2,988	3,000	3,000	3,000	3,000
Supplies	115,220	109,720	123,750	113,250	113,250	113,250
Utilities	67,064	66,764	70,060	59,060	59,060	59,060
Capital Outlay	550,000	550,000	0	0	0	0
Total	1,582,559	1,630,105	1,426,681	1,398,181	1,398,181	1,398,181

Personnel Services Detail

Department: Public Services Sewer

Division: Sewer Districting

Account: 570-31-12

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Wastewater Facilities Coord	100		1	65,969	1	66,632	1	66,632	1	66,632	1	66,632
Public Services Supervisor	100		1	48,818	1	49,296	1	49,296	1	49,296	1	49,296
Wastewater Technician	100		1	45,004	1	45,552	1	45,552	1	45,552	1	45,552
Sewer Inspector	100		3	150,532	3	152,039	3	152,039	3	152,039	3	152,039
Sewer Facilities Technician	100		1	40,934	1	41,350	1	41,350	1	41,350	1	41,350
Maintenance Worker III	100		8	326,856	8	330,803	8	330,803	8	330,803	8	330,803
Meal Allow/Standby Pay	100			23,800		23,829		23,829		23,829		23,829
Winter Stipends	100			4,500		4,500		4,500		4,500		4,500
Less Stormwater Mgmt Chgs	100			(155,413)		(157,124)		(157,124)		(157,124)		(157,124)
Overtime				44,800		45,249		45,249		45,249		45,249
Gross Personnel Services			15.0	595,800	15.0	602,126	15.0	602,126	15.0	602,126	15.0	602,126

Sewer Communications

The Public Services Sewer Communications division accounts for the associated costs incurred for sewer related functions including service requests, street flooding and Dig Safe requests.

Expenses increased by \$1,872 or 2.9%.

Division Summary

Department: Public Services **Division:** Sewer Communications **Account:** 570-31-15

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	54,368	51,225	54,871	54,871	54,871	54,871
Benefits	4,825	4,825	5,260	5,260	5,260	5,260
Administrative Services	300	300	300	300	300	300
Rentals	1,500	1,500	1,500	1,500	1,500	1,500
Supplies	4,350	4,350	5,284	5,284	5,284	5,284
Total	65,343	62,200	67,215	67,215	67,215	67,215

Personnel Services Detail

Department: Public Services Sewer

Division: Sewer Communications

Account: 570-31-15

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Senior Operations Dispatcher	100		1	48,818	1	49,296	1	49,296	1	49,296	1	49,296
Meal Allow/Standby Pay				100		100		100		100		100
Overtime				5,450		5,475		5,475		5,475		5,475
Gross Personnel Services			1.0	54,368	1.0	54,871	1.0	54,871	1.0	54,871	1.0	54,871

Sewer Engineering

The environmental engineering component of the Engineering division concentrates on sewer and storm water systems and compliance programs. Services include sanitary sewer and storm water system construction and rehabilitation, separation of sewage and storm water systems, investigation of drainage complaints and system failures, various environmental permitting, and enforcement of City ordinances and technical standards for sewage, stormwater and industrial waste discharge. This group is also responsible for implementing the Combined Sewer Overflow (CSO) abatement program and industrial pretreatment program, both federally mandated by the Clean Water Act.

Expenses decreased slightly by \$3,034, or 0.3%, mainly due to reductions in capital and supply lines. Expenditure decreases are offset by increases in payroll costs and contractual increases related to aerial mapping and environmental investigations.

Division Summary

Department: Public Services	Division: Sewer Engineering				Account: 570-31-37	
	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	704,269	681,569	719,752	719,752	719,752	719,752
Benefits	1,000	1,000	1,950	1,950	1,950	1,950
Administrative Services	19,500	19,700	21,410	21,410	21,410	21,410
Contractual Services	67,750	65,300	140,850	105,850	105,850	105,850
Maintenance and Repairs	6,400	7,200	7,900	7,900	7,900	7,900
Rentals	800	800	800	800	800	800
Supplies	41,200	36,532	30,223	30,223	30,223	30,223
Utilities	1,200	1,200	1,200	1,200	1,200	1,200
Capital Outlay	60,000	60,068	10,000	10,000	10,000	10,000
Total	902,119	873,369	934,085	899,085	899,085	899,085

Personnel Services Detail

Department: Public Services Sewer

Division: Sewer Engineering

Account: 570-31-37

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Senior Project Engineer	100		1	72,014	1	72,738	1	72,738	1	72,738	1	72,738
Project Engineer	100		2	127,386	2	128,670	2	128,670	2	128,670	2	128,670
Asst Engineer	100		1	48,846	1	48,242	1	48,242	1	48,242	1	48,242
Senior Wastewater Technician	100		1	50,408	1	51,874	1	51,874	1	51,874	1	51,874
Associate Engineer	100		2	90,680	2	92,443	2	92,443	2	92,443	2	92,443
Senior Surveyor	100		1	52,130	1	53,653	1	53,653	1	53,653	1	53,653
Surveyor	100		2	96,810	2	99,255	2	99,255	2	99,255	2	99,255
Senior Engineering Tech	100		1	43,973	1	44,421	1	44,421	1	44,421	1	44,421
Water Quality Technician	100		1	42,892	1	43,388	1	43,388	1	43,388	1	43,388
Admin Assistant (CEBA)	100		1	35,900	1	36,484	1	36,484	1	36,484	1	36,484
Charges from Eng (GF)				60,553		65,469		65,469		65,469		65,469
Less Stormwater Mgmt Chgs				(24,423)		(24,121)		(24,121)		(24,121)		(24,121)
Overtime				7,100		7,236		7,236		7,236		7,236
Gross Personnel Services			13.0	704,269	13.0	719,752	13.0	719,752	13.0	719,752	13.0	719,752

Stormwater Management

The Stormwater division represents the costs to operate and maintain this critical infrastructure system, and to meet or exceed the Stormwater Management requirements of the Clean Water Act. The activities supported by this budget include proportional amounts of catch basin cleaning, ditch clearing, drainage system maintenance, materials disposal, fleet maintenance, and minor structural system repairs that are attributed to the stormwater versus the sewer system. This budget also includes the personnel and consulting service costs for "Small Municipal Separate Storm Sewer System" (MS4) compliance program development and administration, as well as the ongoing participation in the regional Interlocal Stormwater Working Group (ISWG) and anticipated payments towards the Long Creek Watershed Management Plan.

The Sweeping division removes materials such as litter, winter sand, leaves, debris and small particles from City streets. They perform street flushing, and clean up after special events (parades, New Year's celebration, etc.). Their efforts promote cleanliness and help the City comply with stormwater quality regulations. Most Sweeping personnel work from 11:00 PM to 7:00 AM. The division provides for daytime sweeping in Parkside, in addition to the longstanding daytime operations on Munjoy Hill.

Expenses decreased by \$725,086 or 29.7%, mainly due to the large reductions in contractual services and capital outlay. Decreases are somewhat offset by payroll and supply increases related to the FY15 modified sweeping program plan.

Division Summary

Department: Public Services	Division: Stormwater Management				Account: 570-31-40	
	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	768,302	654,487	901,102	816,102	816,102	816,102
Benefits	3,050	3,050	3,064	3,064	3,064	3,064
Administrative Services	32,050	32,042	33,450	32,450	32,450	32,450
Contractual Services	1,010,605	1,010,605	780,200	475,200	475,200	475,200
Maintenance and Repairs	81,595	81,595	75,500	70,500	70,500	70,500
Rentals	2,500	2,500	2,500	2,500	2,500	2,500
Supplies	72,830	72,830	77,230	123,630	123,630	123,630
Capital Outlay	467,600	467,600	50,000	190,000	190,000	190,000
Total	2,438,532	2,324,709	1,923,046	1,713,446	1,713,446	1,713,446

Personnel Services Detail

Department: Public Services Sewer

Division: Stormwater Management

Account: 570-31-40

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Stormwater Coordinator	100		1	59,916	1	60,645	1	60,645	1	60,645	1	60,645
Public Services Supervisor	100		1	51,134	1	50,648	1	50,648	1	50,648	1	50,648
Maintenance Worker III	100		5	207,488	5	209,789	5	209,789	5	209,789	5	209,789
Charges from Districting (GF)	100			248,628		251,358		251,358		251,358		251,358
Charges from Sewer Districting	100			155,413		157,124		157,124		157,124		157,124
Charges from Sewer Engineering	100			24,423		24,121		24,121		24,121		24,121
Meal Allow/Standby Pay	100			1,400		1,400		1,400		1,400		1,400
Winter Stipends	100			300		300		300		300		300
Overtime	100			19,600		145,717		60,717		60,717		60,717
Gross Personnel Services			7.0	768,302	7.0	901,102	7.0	816,102	7.0	816,102	7.0	816,102

Sewer Debt Service

The Debt Service account provides for the sewer fund's portion of the principal and interest on the City's outstanding general obligation bonds.

Division Summary

Department: Public Services	Division: Sewer Debt Service				Account: 570-31-55	
	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Contractual Services	417,850	417,850	756,269	756,269	756,269	756,269
Debt Service	6,854,172	6,711,172	6,851,132	6,851,132	6,851,132	6,851,132
Total	7,272,022	7,129,022	7,607,401	7,607,401	7,607,401	7,607,401

Sewer Fringe Benefits

The Fringe Benefits account provides for the sewer fund's portion of the employees' fringe benefit costs as well as its share of the administrative services provided by the staff departments in the City.

Division Summary

Department: Public Services Division: Sewer Fringe Benefits Account: 570-31-56

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Benefits	673,596	655,493	715,350	715,350	715,350	715,350
Administrative Services	308,087	309,087	339,391	339,391	339,391	339,391
Insurance	62,826	40,699	25,648	25,648	25,648	25,648
Total	1,044,509	1,005,279	1,080,389	1,080,389	1,080,389	1,080,389

PWD Assessment

The Assessment account provides for the monthly assessment from the Portland Water District (PWD) for the filtration plant operations.

Division Summary

Department: Public Services	Division: PWD Assessment					Account: 570-31-58
	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Administrative Services	10,829,898	10,706,124	11,062,470	11,062,470	11,062,470	11,062,470
Total	10,829,898	10,706,124	11,062,470	11,062,470	11,062,470	11,062,470

Jetport

The Portland International Jetport provides commercial air service to over a million and a half passengers a year and also provides a general aviation facility for private aircraft and an air cargo terminal. The Jetport is a dedicated fund, which means that all revenues generated remain with the airport to fund both normal airport operations as well as capital improvements. No tax dollars are used to support the Jetport. In order to balance the fund for budgetary purposes, the projected revenue excess over projected expenditures is budgeted under Administrative Services as the anticipated surplus.

Since the completion of the expansion of the terminal building in FY12, the airport has focused on completing minor capital improvement projects and is beginning to work on a new Airport Master Plan, providing guidance through the next 10–20 years.

The Jetport's overall expenditure budget (excluding surplus) reflects an increase of \$638,665 or 3.4%. Revenues have also increased, by \$485,119, or 2.5%.

Department Summary

Department: Aviation & Transportation

Account: 583-28

		FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown							
Payroll		2,559,544	2,480,678	2,734,195	2,734,195	2,734,195	2,734,195
Benefits		1,485,143	1,481,070	1,606,797	1,606,797	1,606,797	1,606,797
Administrative Services		1,616,261	1,297,910	1,304,265	1,376,709	1,376,709	1,376,709
Contractual Services		3,741,918	3,769,291	4,140,323	4,133,273	4,133,273	4,133,273
Maintenance and Repairs		1,064,783	1,050,970	926,464	926,464	926,464	926,464
Rentals		14,550	13,575	14,512	14,512	14,512	14,512
Insurance		136,374	133,623	135,846	135,846	135,846	135,846
Supplies		676,472	697,934	747,827	747,827	747,827	747,827
Minor Capital Items		5,000	5,000	0	0	0	0
Utilities		1,132,841	1,100,012	1,185,152	1,185,152	1,185,152	1,185,152
Contributions		1,862,094	1,835,604	1,845,205	1,824,045	1,824,045	1,824,045
Capital Outlay		1,108,904	1,277,650	1,203,414	1,203,414	1,203,414	1,203,414
Debt Service		4,273,992	4,273,992	4,274,761	4,274,761	4,274,761	4,274,761
Total		19,677,876	19,417,309	20,118,761	20,162,995	20,162,995	20,162,995
Summary by Division							
Jetport Administration	(28-01)	771,193	727,799	845,811	845,811	845,811	845,811
Jetport Field	(28-02)	2,512,828	2,511,375	2,897,820	2,897,820	2,897,820	2,897,820
General Aviation	(28-03)	69,168	61,180	39,168	39,168	39,168	39,168
Jetport Fringe and Indirect Costs	(28-04)	3,189,082	3,158,188	3,277,367	3,277,367	3,277,367	3,277,367
Jetport Security Division	(28-05)	1,654,319	1,604,336	1,698,107	1,669,897	1,669,897	1,669,897
Terminal Division	(28-06)	4,620,464	4,820,595	4,913,714	4,913,714	4,913,714	4,913,714
Jetport Surplus	(28-07)	1,051,374	738,061	825,384	897,828	897,828	897,828
Jetport Marketing	(28-08)	585,425	577,730	567,975	567,975	567,975	567,975
Jetport Parking Division	(28-09)	4,493,915	4,481,830	4,239,296	4,239,296	4,239,296	4,239,296
Airfield Deicing Facility	(28-10)	730,108	736,215	814,119	814,119	814,119	814,119
Total		19,677,876	19,417,309	20,118,761	20,162,995	20,162,995	20,162,995
Less Revenues		(19,677,876)	(19,417,309)	(20,118,761)	(20,162,995)	(20,162,995)	(20,162,995)
Net Department Total		0	0	0	0	0	0

Jetport Administration

The Jetport's Administration division is responsible for the day-to-day management of the Jetport and planning future operations. Divisional services include payroll, accounts payable and accounts receivable, budgeting and human resources functions. The Administration division also manages taxi permitting for the City of Portland.

The Administration budget has increased by \$74,618 or 9.7%. The greater part of the increase is due to the inclusion of funds to prepare an updated Master Plan for the airport and a vehicle capital purchase.

Division Summary

Department: Aviation & Transportation **Division:** Jetport Administration **Account:** 583-28-01

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	475,801	436,289	488,818	488,818	488,818	488,818
Administrative Services	45,708	45,375	46,566	46,566	46,566	46,566
Contractual Services	197,968	197,307	204,267	204,267	204,267	204,267
Maintenance and Repairs	9,963	9,976	14,033	14,033	14,033	14,033
Rentals	3,180	3,180	3,180	3,180	3,180	3,180
Supplies	17,088	17,264	17,787	17,787	17,787	17,787
Utilities	21,485	18,408	18,160	18,160	18,160	18,160
Capital Outlay	0	0	53,000	53,000	53,000	53,000
Total	771,193	727,799	845,811	845,811	845,811	845,811

Personnel Services Detail

Department: Aviation & Transportation

Division: Jetport Administration

Account: 583-28-01

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Airport Manager	100			1	98,481	1	100,746	1	100,746	1	100,746	100,746
Airport Deputy Director	100			1	87,477	1	86,619	1	86,619	1	86,619	86,619
Financial Administrator	100			1	62,606	1	67,078	1	67,078	1	67,078	67,078
Marketing & Comm Coord	100			1	60,040	1	60,645	1	60,645	1	60,645	60,645
Senior Admin Officer	100			2	92,157	2	97,968	2	97,968	2	97,968	97,968
Account Clerk II	100			1	38,376	1	38,747	1	38,747	1	38,747	38,747
Admin Assistant (CEBA)	100			1	34,164	1	34,515	1	34,515	1	34,515	34,515
Overtime	100				2,500		2,500		2,500		2,500	2,500
Gross Personnel Services				8.0	475,801	8.0	488,818	8.0	488,818	8.0	488,818	488,818

Jetport Field

The Jetport Field division maintains the runways, taxiways and all other surfaces inside the security fence at the airport, keeping them safe for arriving and departing aircraft.

The budget has increased by \$384,992 or 15.3%. Budgetary increases include the addition of a new Operations Supervisor position and capital items, along with increases in utilities, airfield pavement markings, and runway snow removal.

Division Summary

Department: Aviation & Transportation **Division:** Jetport Field **Account:** 583-28-02

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	788,300	777,631	866,075	866,075	866,075	866,075
Benefits	10,350	9,592	9,500	9,500	9,500	9,500
Administrative Services	44,995	44,658	13,970	13,970	13,970	13,970
Contractual Services	363,558	366,111	541,104	541,104	541,104	541,104
Maintenance and Repairs	493,353	485,410	334,864	334,864	334,864	334,864
Rentals	6,633	6,554	6,620	6,620	6,620	6,620
Supplies	536,941	574,601	570,524	570,524	570,524	570,524
Minor Capital Items	5,000	5,000	0	0	0	0
Utilities	122,935	92,877	168,249	168,249	168,249	168,249
Capital Outlay	140,763	148,941	386,914	386,914	386,914	386,914
Total	2,512,828	2,511,375	2,897,820	2,897,820	2,897,820	2,897,820

Personnel Services Detail

Department: Aviation & Transportation

Division: Jetport Field

Account: 583-28-02

Position	Funding			FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Asst Airport Manager	100			1	83,952	1	87,466	1	87,466	1	87,466	1	87,466
Airport Operations Manager	100			1	74,275	1	77,541	1	77,541	1	77,541	1	77,541
Asst Airport Operations Mgr	100			1	60,549	1	62,942	1	62,942	1	62,942	1	62,942
Airport Maintenance Supervisor	100			2	96,970	2	99,243	2	99,243	2	99,243	2	99,243
(1) Airport Operations Supervisor	100			0	0	1	39,499	1	39,499	1	39,499	1	39,499
Airport Airfield Electrician	100			1	51,353	1	51,868	1	51,868	1	51,868	1	51,868
Airport Maint Worker III	100			9	379,673	9	381,052	9	381,052	9	381,052	9	381,052
Airport Maint Worker II	100			3	109,748	3	109,684	3	109,684	3	109,684	3	109,684
Less Jetport Gen'l Aviation Chgs	100				(1,000)		(1,000)		(1,000)		(1,000)		(1,000)
Less Jetport Terminal Chgs	100				(160,000)		(160,000)		(160,000)		(160,000)		(160,000)
Less Jetport Parking Charges	100				(15,000)		(10,000)		(10,000)		(10,000)		(10,000)
Less Airfield Deicing Fac Chgs	100				(3,000)		(3,000)		(3,000)		(3,000)		(3,000)
Meal Allow/Standby Pay	100				6,280		6,280		6,280		6,280		6,280
Overtime	100				104,500		124,500		124,500		124,500		124,500
Gross Personnel Services				18.0	788,300	19.0	866,075	19.0	866,075	19.0	866,075	19.0	866,075

Notes:

(1) 1 New Position Approved in FY15

General Aviation

The Jetport General Aviation division (GA) includes the maintenance of the Jetport field area designed for use by private pilots, including the pavement and surrounding fencing. In FY11, the General Aviation division began collecting landing fee revenues from the smaller aircraft that use the General Aviation area similar to the ones charged to the commercial airlines. These revenues help lower costs for the commercial airlines that serve the Jetport.

The General Aviation budget has decreased by \$30,000, or 43.4%, due to the public aircraft viewing area paving expense included in the FY14 budget.

Division Summary

Department: Aviation & Transportation **Division:** General Aviation **Account:** 583-28-03

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	2,000	250	2,000	2,000	2,000	2,000
Contractual Services	18,538	15,168	20,168	20,168	20,168	20,168
Maintenance and Repairs	17,130	12,362	17,000	17,000	17,000	17,000
Supplies	1,500	1,000	0	0	0	0
Capital Outlay	30,000	32,400	0	0	0	0
Total	69,168	61,180	39,168	39,168	39,168	39,168

Personnel Services Detail

Department: Aviation & Transportation

Division: General Aviation

Account: 583-28-03

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Charges from Jetport Field	100			1,000		1,000		1,000		1,000		1,000
Charges from Jetport Terminal	100			1,000		1,000		1,000		1,000		1,000
Gross Personnel Services				2,000		2,000		2,000		2,000		2,000

Jetport Fringe and Indirect Costs

The Jetport's Fringe and Indirect Costs division reimburses the City's General Fund for expenses incurred for their services, including Police and Fire employee benefits, general liability insurance, the Fire Department's cost of firefighting and EMS services, and chargebacks on City-provided services including Executive, Finance, Legal, Human Resources and Information Technology.

This division's expenditures have increased by \$88,285 or 2.8%, mostly due to increased pension and health insurance expenses, offset by a decrease in chargebacks / indirect costs of City-provided general fund department services.

Division Summary

Department: Aviation & Transportation **Division:** Jetport Fringe and Indirect Costs **Account:** 583-28-04

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Benefits	1,465,893	1,464,240	1,589,397	1,589,397	1,589,397	1,589,397
Administrative Services	358,079	358,079	327,355	327,355	327,355	327,355
Insurance	136,374	133,623	135,846	135,846	135,846	135,846
Contributions	1,228,736	1,202,246	1,224,769	1,224,769	1,224,769	1,224,769
Total	3,189,082	3,158,188	3,277,367	3,277,367	3,277,367	3,277,367

Jetport Security Division

The Security division performs all administrative and operational activities related to security, including federally-mandated Jetport Security enhancements. The division maintains all security related equipment including cameras and monitors, computer equipment, and security doors and gates. This division is also responsible for processing employee background checks and issuing employee ID badges. The Communication Center provides communications and technical support to all areas of the airport, as well as monitoring flight information and providing a point of contact for the public. The costs of the police officers which serve at the Jetport are also paid from this division.

The Security division's budget has increased by \$15,578, or 0.9%, primarily due to the cost increase of payroll and maintaining the Jetport's security system, offset by decreases in the Police Department chargebacks.

Division Summary

Department: Aviation & Transportation **Division:** Jetport Security Division **Account:** 583-28-05

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	441,347	419,876	464,985	464,985	464,985	464,985
Benefits	2,000	1,629	2,000	2,000	2,000	2,000
Administrative Services	22,735	19,526	23,020	23,020	23,020	23,020
Contractual Services	460,934	446,229	493,394	486,344	486,344	486,344
Maintenance and Repairs	20,150	19,769	14,000	14,000	14,000	14,000
Supplies	30,987	26,391	28,750	28,750	28,750	28,750
Utilities	11,340	10,340	11,522	11,522	11,522	11,522
Contributions	633,358	633,358	620,436	599,276	599,276	599,276
Capital Outlay	31,468	27,218	40,000	40,000	40,000	40,000
Total	1,654,319	1,604,336	1,698,107	1,669,897	1,669,897	1,669,897

Personnel Services Detail

Department: Aviation & Transportation

Division: Security Division

Account: 583-28-05

	Funding	FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
Position	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Airport Sec & Comm Center Mgr	100	1	51,742	1	59,293	1	59,293	1	59,293	1	59,293
Airport Security Coordinator	100	1	54,581	1	55,745	1	55,745	1	55,745	1	55,745
(1) Lead Airport Comm Spec	100	0	0	1	41,267	1	41,267	1	41,267	1	41,267
(2) Airport Comm/Security Spec (40)	100	7	279,240	6	247,463	6	247,463	6	247,463	6	247,463
Standby Pay	100		7,516		8,000		8,000		8,000		8,000
Temporary Help	100		11,268		13,217		13,217		13,217		13,217
Overtime	100		37,000		40,000		40,000		40,000		40,000
Gross Personnel Services		9.0	441,347	9.0	464,985	9.0	464,985	9.0	464,985	9.0	464,985

Notes:

- (1) 1 Position Replaced Airport Comm/Security Spec (40) during FY14
- (2) (1) Position Replaced w/ Lead Airport Comm Spec during FY14

Terminal Division

The Terminal division oversees all of the activities involving the supervision of the passenger terminal, including interior and exterior terminal cleaning and maintenance. The terminal division's Engineering section is responsible for the planning, design and management of major terminal improvements.

The Terminal division's budget has increased by \$293,250 or 6.3%. The FY15 budget includes the addition of a Laborer position to maintain the outbound baggage system, various increases in contractual services including terminal cleaning services, jet bridges and the baggage handling system maintenance costs, terminal roadway pavement markings, landscaping and external information technology support, and lastly, an increase in capital requests.

Division Summary

Department: Aviation & Transportation **Division:** Terminal Division **Account:** 583-28-06

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	816,886	826,249	886,017	886,017	886,017	886,017
Benefits	6,900	5,609	5,900	5,900	5,900	5,900
Administrative Services	22,340	23,635	13,895	13,895	13,895	13,895
Contractual Services	1,448,795	1,494,348	1,594,000	1,594,000	1,594,000	1,594,000
Maintenance and Repairs	473,326	474,485	472,091	472,091	472,091	472,091
Rentals	4,212	3,343	4,212	4,212	4,212	4,212
Supplies	82,425	71,271	106,430	106,430	106,430	106,430
Utilities	894,478	888,135	885,556	885,556	885,556	885,556
Capital Outlay	362,739	525,157	433,500	433,500	433,500	433,500
Debt Service	508,363	508,363	512,113	512,113	512,113	512,113
Total	4,620,464	4,820,595	4,913,714	4,913,714	4,913,714	4,913,714

Personnel Services Detail

Department: Aviation & Transportation

Division: Terminal Division

Account: 583-28-06

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Airport Deputy Director	100			1	81,724	1	85,589	1	85,589	1	85,589	85,589
Asst Transportation Fac Mgr	100			1	70,200	1	71,077	1	71,077	1	71,077	71,077
Project Engineer	100			1	60,041	1	60,974	1	60,974	1	60,974	60,974
Airport Asst Engineer	100			1	48,598	1	50,555	1	50,555	1	50,555	50,555
Facilities Tech Coordinator	100			1	56,219	1	56,765	1	56,765	1	56,765	56,765
Airport Maintenance Supervisor	100			1	50,816	1	51,304	1	51,304	1	51,304	51,304
Airport Facilities Technician	100			3	155,684	3	157,212	3	157,212	3	157,212	157,212
(1) Airport Fac Tech Asst II	100			1	40,955	2	82,448	2	82,448	2	82,448	82,448
(2) Airport Facilities Tech Asst	100			1	36,746	0	0	0	0	0	0	0
(3) Laborer	100			1	29,910	2	63,550	2	63,550	2	63,550	63,550
Charges from Jetport Field	100				160,000		160,000		160,000		160,000	160,000
Less Jetport Gen'l Aviation Chgs	100				(1,000)		(1,000)		(1,000)		(1,000)	(1,000)
Less Jetport Parking Charges	100				(10,000)		(2,500)		(2,500)		(2,500)	(2,500)
Standby Pay	100				9,493		9,493		9,493		9,493	9,493
Temporary Help	100				0		8,050		8,050		8,050	8,050
Overtime	100				27,500		32,500		32,500		32,500	32,500
Gross Personnel Services				12.0	816,886	13.0	886,017	13.0	886,017	13.0	886,017	886,017

Notes:

- (1) 1 Position Replaced Airport Fac Tech Asst during FY14
- (2) (1) Position Replaced w/ Airport Fac Tech Asst II during FY14
- (3) 1 New Position Approved in FY15

Jetport Surplus

The Jetport surplus is determined annually by calculating total revenues minus total expenses, including capital purchases.

The FY15 surplus has decreased by \$153,546 or 14.6%.

Division Summary

Department: Aviation & Transportation		Division: Jetport Surplus			Account: 583-28-07	
	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Administrative Services	1,051,374	738,061	825,384	897,828	897,828	897,828
Total	1,051,374	738,061	825,384	897,828	897,828	897,828

Jetport Marketing

The Marketing division provides marketing, advertising and promotional services for the Jetport.

The Marketing budget has decreased by \$17,450, or 3.0%, due to projected decreases in advertising expenditures.

Division Summary

Department: Aviation & Transportation **Division:** Jetport Marketing **Account:** 583-28-08

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	3,960	2,100	8,050	8,050	8,050	8,050
Administrative Services	62,715	60,261	53,595	53,595	53,595	53,595
Contractual Services	518,750	515,369	504,830	504,830	504,830	504,830
Supplies	0	0	1,500	1,500	1,500	1,500
Total	585,425	577,730	567,975	567,975	567,975	567,975

Personnel Services Detail

Department: Aviation & Transportation

Division: Marketing

Account: 583-28-08

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Temporary Help	100		3,960		8,050		8,050		8,050		8,050	
Gross Personnel Services			3,960		8,050		8,050		8,050		8,050	

Jetport Parking Division

The Parking division oversees the parking maintenance of the Jetport's parking garage and surface lots. The Jetport contracts with a parking management company, and receives parking revenues net of the company's operational costs and management fee.

Expenditures have decreased by \$254,619 or 5.7% for FY15, attributable predominantly to decreased capital requests.

Division Summary

Department: Aviation & Transportation **Division:** Jetport Parking Division **Account:** 583-28-09

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	27,750	17,783	15,000	15,000	15,000	15,000
Administrative Services	8,315	8,315	480	480	480	480
Contractual Services	92,720	93,360	74,806	74,806	74,806	74,806
Maintenance and Repairs	47,511	44,904	69,276	69,276	69,276	69,276
Rentals	525	498	500	500	500	500
Supplies	7,531	7,407	22,836	22,836	22,836	22,836
Utilities	0	0	3,750	3,750	3,750	3,750
Capital Outlay	543,934	543,934	290,000	290,000	290,000	290,000
Debt Service	3,765,629	3,765,629	3,762,648	3,762,648	3,762,648	3,762,648
Total	4,493,915	4,481,830	4,239,296	4,239,296	4,239,296	4,239,296

Personnel Services Detail

Department: Aviation & Transportation

Division: Jetport Parking Division

Account: 583-28-09

Position	Funding		FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Charges from Jetport Field	100			15,000		10,000		10,000		10,000		10,000
Charges from Terminal Division	100			10,000		2,500		2,500		2,500		2,500
Overtime	100			2,750		2,500		2,500		2,500		2,500
Gross Personnel Services				27,750		15,000		15,000		15,000		15,000

Airfield Deicing Facility

The Airfield Deicing Facility allows for the collection and recycling of the used deicing fluid by a contracted vendor, thus preventing these chemicals from seeping into the ground. The Jetport pays the costs of this operation and receives revenue from the airlines to offset the expenditures incurred, thus creating a "net zero" impact on the Jetport's overall budget.

Expenditures for the Airfield Deicing Facility have increased by \$84,011 or 11.5% over FY14, mainly due to the increased contracted cost in running the facility, as well as projected electricity expense increases.

Division Summary

Department: Aviation & Transportation **Division:** Airfield Deicing Facility **Account:** 583-28-10

	FY14 Approp.	FY14 Projected Expend.	FY15 Department Submission	FY15 Manager's Recomm.	FY15 Finance Comm.	FY15 Final Allowance
Classification Breakdown						
Payroll	3,500	500	3,250	3,250	3,250	3,250
Contractual Services	640,655	641,399	707,754	707,754	707,754	707,754
Maintenance and Repairs	3,350	4,064	5,200	5,200	5,200	5,200
Utilities	82,603	90,252	97,915	97,915	97,915	97,915
Total	730,108	736,215	814,119	814,119	814,119	814,119
Less Revenues	(730,108)	(736,215)	(814,119)	(814,119)	(814,119)	(814,119)
Net Division Total	0	0	0	0	0	0

Personnel Services Detail

Department: Aviation & Transportation

Division: Airfield Deicing Facility

Account: 583-28-10

Position	Funding			FY14		FY15		FY15 Manager's		FY15 Finance		FY15 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Charges from Jetport Field					3,000		3,000		3,000		3,000		3,000
Overtime					500		250		250		250		250
Gross Personnel Services					3,500		3,250		3,250		3,250		3,250

Key Revenues and Expenditures

Revenues

The Housing and Community Development Program or HCD is a special revenue fund that is supported by several federal and local funding sources.

- 1. Community Development Block Grant (CDBG) Program:** The Community Development Block Grant (CDBG) is funded by the federal government under the Housing and Community Development Act of 1974. For Program year 2014-2015 the City allocated \$2,209,577, which is comprised of \$1,815,577 in direct allocation from HCD, \$119,000 from program income, and \$275,000 from re-programmed funds. These funds are used to ensure decent affordable housing, to provide services to the most vulnerable in our communities, and to create jobs through the expansion and retention of businesses.
- 2. Home Investment Partnership Program (HOME):** The HOME funds are available for a broad range of housing activities benefiting low and moderate income households. For 2014-2015, the City proposes to utilize \$913,178 of HOME funds and \$210,000 of Program Income for a HOME Consortium between the City (\$743,341) and County (\$379,837) for the development of new rental housing, single family and multi-family rehabilitation, tenant based rental assistance and assistance to special non-profit agencies called Community Housing Development Organizations (CHDOs) to develop affordable housing.
- 3. Emergency Solutions Grant Program (ESG):** The ESG funds can be used by the City to fund the rehabilitation, operation and support services of providers and facilities assisting Portland's homeless

population. The City proposes to use its 2014-2015 ESG entitlement allocation of \$150,336 to purchase supplies for the Homeless Health Clinic, and to provide case management and homeless prevention services through City Family Shelter programs administered by the Department of Health and Human Services.

- 4. Portland Development Fund:** Originally established in 1986, the goal of the Portland Development Fund is to respond to the need for 1) housing that is affordable to low and moderate income families, and 2) commercial and industrial development opportunities to further strengthen the local economy and generate jobs, particularly in downtown Portland.

Originally there was approximately \$1 million in the Portland Development Fund for both housing and economic development activities. Sources of funding include Urban Development Action Grant (UDAG) miscellaneous revenue, CDBG program income, CDBG entitlement allocations from previous years, and loan repayments and interest generated. In 1990 the fund was split into Housing, administered by the Housing & Community Development Division, and Economic Development, administered by the Economic Development Department.

The Housing portion of these funds is appropriated for several activities, including the development of new affordable rental housing, single and multi-family rehabilitation, and lead paint abatement. UDAG funds administered by the Economic Development Department, which is now approximately \$900,000, are used for loans and investments by the Portland Development Corporation.

Expenditures

The three expenditure categories utilized by the CDBG Program are: Social Services, Development Activity Funding, and Program Planning and Administration. A brief description of the services provided for the 2014-2015 fiscal year under each of these categories follows. A more comprehensive source of information on these programs can be found in the 2010-2015 Consolidated Housing or the 2014-2015 Annual Action Plan issued by the Department of Planning and Development.

SOCIAL SERVICES

1. Basic Needs Services includes Opportunity Alliance Heat and Food Program, and Preble Street: Day Shelter, Teen Shelter, Women's Shelter and Food Programs.
2. Safe Neighborhood programs include the Amistad Support and Recovery Center, Health and Human Service's Behavioral Health Program, the Police Department's Community Policing Program, and the Wayside Food Programs.
3. Work and Shop Programs include the Catherine Morrill Day Nursery / Youth and Family Outreach Child Care Aid Program.

DEVELOPMENT ACTIVITY FUNDING

1. Mobility and Accessibility projects include the Public Services Department's North Boyd Street Multiuse Trail, St. John / Valley Streetscape, and the Oxford / Elm Street Crossing.
2. Safe Neighborhood projects include Public Service's Big Belly Solar Waste Compactor Deployment, Milestone, Inc. Air Quality Improvement and Shelter Bathroom Renovation, and the Preble Street Resource Center & HCH Clinic Floor Replacement.
3. Work and Shop projects include the Living with Peace Microenterprise Program,

Learning Works Office Renovations at 181 Brackett Street, and the Portland the Food Co-op Grocery Store Job Creation Program.

PROGRAM PLANNING & ADMINISTRATION

The following are reimbursements to general operating accounts for program administration services:

1. The Department of Planning & Development provides Administration, Planning, Housing & Community Development, Historic Preservation, and Citizen Participation services which are reimbursable under the HCD guidelines.
2. The City receives reimbursement for a portion of the annual audit cost associated with auditing the HCD Program.
3. The City may receive reimbursement for a portion of the fringe benefits associated with the positions funded with HCD monies. However, the fringe benefit reimbursement along with all of the administrative costs must not exceed the 20% cap set by CDBG guidelines.

City of Portland, Maine
Housing and Community Development Program
FY15

Programs	Yr. XXXVIII Allocation	Yr. XXXIX Request	Council Approval	Final Approval
Program Activities:				
I. Social Services	\$639,276	\$927,097	\$633,359	\$633,359
II. Development Activity Funding	1,037,162	2,669,037	1,166,703	1,166,703
III. Program Planning and Administration	394,110	393,910	409,515	409,515
Total CDBG Budget	\$2,070,549	\$3,990,044	\$2,209,577	\$2,209,577

Sources of Funds:	FY14	FY15
Entitlement Grant	\$1,850,549	\$1,815,577
Program Income	120,000	119,000
Surplus Funds	100,000	275,000
Total Sources of Funds	\$2,070,549	\$2,209,577
Administrative Cap	\$394,110	\$409,515
Social Services Cap	\$639,277	\$633,359

I. Social Services

A. Basic Needs

1. City of Portland (COP) After Hours Emergency Assistance Program	\$28,628	\$34,000	\$0	\$0
2. Frannie Peabody Center HIV Client Services	0	40,000	0	0
3. Opportunity Alliance Access to Basic Needs: Winter Heat & Summer Food)	0	62,400	62,400	62,400
4. Preble Street (Joe Kreisler Teen Shelter)	0	30,000	30,000	30,000
5. Preble Street Day Shelter Services (Resource Center)	35,118	45,000	45,000	45,000
6. Preble Street Emergency Food Program	43,538	50,000	50,000	50,000
7. Preble Street Women's Shelter (Florence House)	26,698	30,000	30,000	30,000
Total Basic Needs	\$133,982	\$291,400	\$217,400	\$217,400

B. Housing

1. Southern Maine Agency on Aging (Elderly/Disabled Social Svc. Support)	\$0	\$20,116	\$0	\$0
Total Housing	\$0	\$20,116	\$0	\$0

C. Safe Neighborhoods

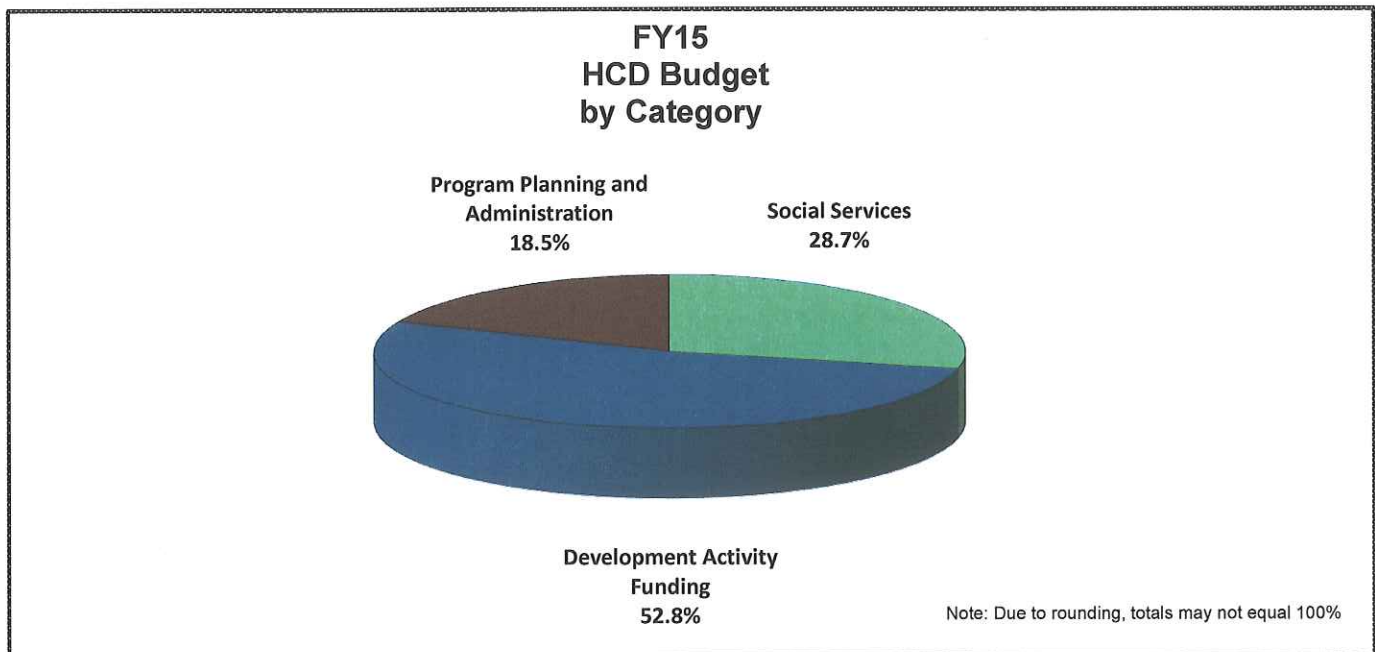
1. Amistad Peer / Support and Recovery Center	\$23,330	\$30,000	\$30,000	\$30,000
2. City of Portland Behavioral Health Program	101,149	111,149	21,527	21,527
3. COP Community Policing (Parkside, Bayside, Munjoy Hill, West End)	126,300	150,000	150,000	150,000
4. Milestone, Inc. HOME Team (2 Year Application)	75,000	75,000	0	0
5. Wayside Food Programs	22,488	25,000	25,000	25,000
Total Safe Neighborhoods	\$348,267	\$391,149	\$226,527	\$226,527

City of Portland, Maine
Housing and Community Development Program
FY15

Programs	Yr. XXXVIII Allocation	Yr. XXXIX Request	Council Approval	Final Approval
D. Work and Shop				
1. Catherine Morrill Day Nursery / Child Care Aid Program	\$76,750	\$89,432	\$89,432	\$89,432
2. Community Financial Literacy (Financial Education for Refugees & Immigrar	0	35,000	0	0
3. Maine Center for Deafness / Community Rehab Provider	51,732	0	0	0
4. Opportunity Alliance / Parkside Neighborhood Center	28,545	0	0	0
Total Work and Shop	\$157,027	\$124,432	\$89,432	\$89,432
E. Economic Development				
1. Coastal Enterprises, Inc. Job Creation Application	\$0	\$100,000	\$100,000	\$100,000
Total Economic Development	\$0	\$100,000	\$100,000	\$100,000
Total Social Services	\$639,276	\$927,097	\$633,359	\$633,359
II. Development Activity Funding				
A. Housing				
1. Machigonne Community Land Trust	\$0	\$30,000	\$0	\$0
Total Housing	\$0	\$30,000	\$0	\$0
B. Mobility and Accessibility				
1. Anderson Street Neighborhood Byway	\$245,608	\$0	\$0	\$0
2. City of Portland / ADA Curb Ramps	0	48,000	0	0
3. City of Portland / Cumberland Ave. Sidewalk and Street Lighting	233,170	0	0	0
4. City of Portland / Handicap Ramp Upgrades and Construction	51,100	0	0	0
5. City of Portland / Libbytown - Park Avenue Pedestrian Accessibility	0	238,325	0	0
6. City of Portland / Monument Square ADA Accessibility Improvements	0	64,000	0	0
7. City of Portland / North Boyd Street Multiuse Trail Phase II	0	110,000	110,000	110,000
8. City of Portland / Oxford Street Crossing & Elm Street Sidewalk	0	248,375	248,375	248,375
9. City of Portland / Portland Streetscape Forest to Brattle	0	245,000	0	0
10. City of Portland / St. John St. / Valley St. Streetscape Phase III	0	210,504	210,504	210,504
11. City of Portland / West Commercial St. Trail (Beach St. to Harborview Park)	0	171,050	0	0
12. Iris Network / Build Up! Phase III, HVAC System	99,000	0	0	0
Total Mobility and Accessibility	\$628,878	\$1,335,254	\$568,879	\$568,879
C. Safe Neighborhoods				
1. Bramhall Square Park Renovations	\$0	\$0	\$0	\$0
2. City of Portland / Big Belly Solar Waste Compactor Deployment	48,828	50,000	56,197	56,197
3. City of Portland / Congress Street Lightng & Bike Climbing Lane	0	210,000	0	0
4. Committee to Restore the Abyssinian Meeting House	0	250,000	0	0
5. Milestone, Inc. Air Quality Improvement	0	9,656	9,656	9,656
6. Milestone, Inc. Shelter Bathroom Renovation	0	21,778	21,778	21,778
7. Neighborhood Tree Planting	15,000	15,000	0	0
8. Portland Housing Authority / Sagamore Village Playground	45,750	0	0	0
9. Preble Street HCH Clinic Floor Replacement & Resource Center Rehab	0	173,060	64,493	64,493
Total Safe Neighborhoods	\$109,578	\$729,494	\$152,124	\$152,124

City of Portland, Maine
Housing and Community Development Program
FY15

Programs	Yr. XXXVIII Allocation	Yr. XXXIX Request	Council Approval	Final Approval
D. Work and Shop				
1. Catherine Morrill Day Nursery Frontage Restoration Project	\$0	\$85,389	\$0	\$0
2. City of Portland / Economic Development Div. Façade Improvement	100,000	0	0	0
3. City of Portland / Portland Business Assistance Job Creation	100,000	0	0	0
4. Learning Works Renovation of Historic Property (181 Brackett St.)	0	70,700	70,700	70,700
5. Living with Peace Portland Microenterprise	0	15,000	15,000	15,000
6. Park Medical Building Owner's Association	0	43,200	0	0
7. Portland Food Co-op Grocery Store	0	60,000	60,000	60,000
8. Youth and Family Outreach Program Expansion	71,520	0	0	0
Total Work and Shop	\$271,520	\$274,289	\$145,700	\$145,700
E. Economic Development				
1. Coastal Enterprises, Inc. Job Creation Application Support Services	\$0	\$240,000	\$240,000	\$240,000
2. Coastal Enterprises, Inc. Portland Microenterprise Assistance	27,186	60,000	60,000	60,000
Total Economic Development	\$27,186	\$300,000	\$300,000	\$300,000
Total Development Activity Funding	\$1,037,162	\$2,669,037	\$1,166,703	\$1,166,703
III. Program Planning and Administration				
1. Housing & Neighborhood Services (*FY14: Citizen Participation Included)	\$242,697	\$223,313	\$240,784	\$240,784
2. Planning Division	117,355	116,435	114,252	114,252
3. Historic Preservation Division	29,058	31,162	31,479	31,479
4. Citizen Participation (*FY14: Included in HNS)	0	18,000	18,000	18,000
5. Finance Department & Audit	5,000	5,000	5,000	5,000
6. Fringe Benefits	0	0	0	0
7. Unallocated Funds	0	0	0	0
Total Program Planning and Administration	\$394,110	\$393,910	\$409,515	\$409,515



Portland, Maine



Yes. Life's good here.

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City of Portland, Maine

School Committee

Sarah J. Thompson
School Committee Chair
At Large
(2015)

Jenna Vendil
District 1
(2015)

Marnie Morrione
District 5
(2014)

Holly Seeliger
District 2
(2015)

Pious Ali
At Large
(2016)

Laurie Davis
District 3
(2016)

Elizabeth Brooks
At Large
(2014)

Justin Costa
District 4
(2014)

Anna Trevorrow
At Large
(2016)

Key Revenues and Expenditures

In 2007, the State Legislature passed a bill that required both consolidation of School districts and a referendum vote on every school budget. The Portland School Department, because of its size, did not have to consolidate with any other district. Portland is, however, still required to have a referendum vote on their budget. After approval by the City Council, the FY2015 School budget was approved by the voters May 13, 2014.

Revenues

The funding sources for Education, other than Property Taxes, are summarized into four major categories - General Fund, Adult Education, Food Service, and Other Revenue. The property tax funds 76.3% of the FY15 Education budget.

State Subsidy

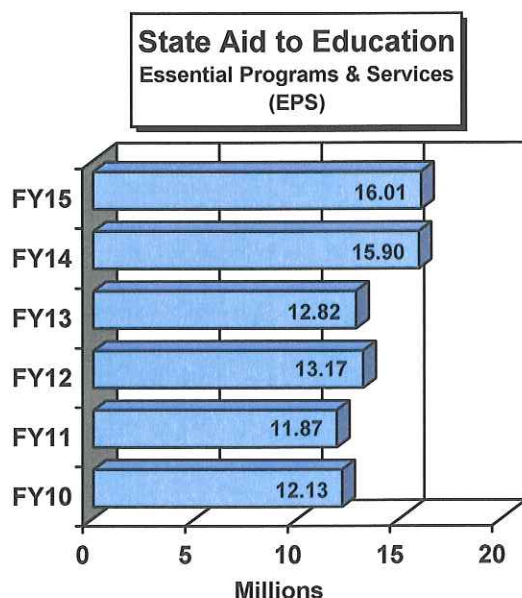
The second largest School-funding source is State Aid to Education. The State subsidy funding formula was amended by the Essential Programs and Services Funding Act of 2003.

The portion of State Aid for Essential Programs and Services (EPS) accounts for 15.8% of the School's FY15 Budget. The chart represents the State Aid to Education EPS revenue history over the past six years.

Expenditures

The City operates its educational program for grades K through 12, Adult Education, and for applied technology education under its own supervision. Article III of the City's Charter, as amended, provides that the Department of Education for the City be administered by a School Committee comprised of nine members. The School Committee performs all duties and functions regarding the care and management of the public schools in the City.

For presentation in the City's Municipal Budget, the Education budget is broken down into three categories: (1) Salaries and Benefits, (2) Services, Supplies and Other Costs, and (3) Capital Equipment. For a more comprehensive report, the School Department issues an annual Education Budget Report.



Note: FY14 and FY15 are estimated amounts.

City of Portland, Maine
Comparative Statement of Revenues
School Department

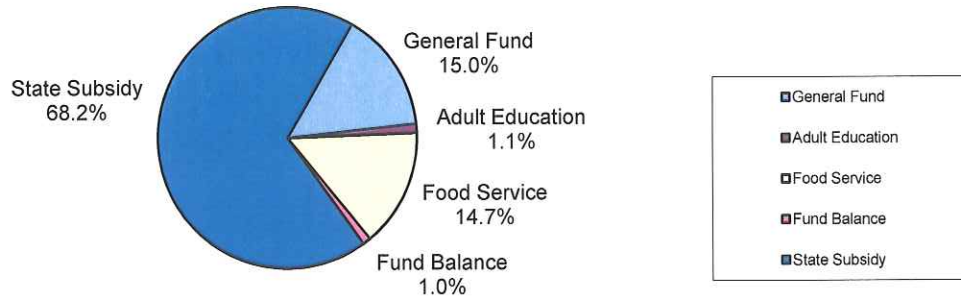
	FY13 Actual	FY14 Estimate	FY15 Estimate
General Fund			
1313 Tuition - Individuals Reg 9-12	13,243	4,000	4,000
1322 Tuition - Public K-8	105,311	100,000	100,000
1324 Tuition - Public 9-12 (Long Island, GBSD)	75,425	80,000	65,000
1328 Tuition - CTE Oher Units	181,577	145,000	160,000
1363 Tuition - Summer School 9-12	19,892	17,000	17,000
1380 PATHS - Part I & II Assessment	1,915,889	1,713,381	1,802,042
1440 Transportation - Other Organizations	95,013	100,000	100,000
1510 Interest - Russell Trust Fund	3,000	3,000	3,000
1712 Admissions 9-12	35,233	35,000	35,000
1910 Custodian Service - Building Rentals	56,836	45,000	45,000
1960 Miscellaneous Local Revenue	85,957	75,000	75,000
1991 Miscellaneous Sales & Refunds	1,085	1,000	1,000
3120 Tuition - State Agency Client	372,435	390,000	390,000
3150 Nat'l Board - Prof Teaching Salary Supplement	18,750	18,750	26,125
4340 Federal Reimb - Telecom Services (E-Rate)	80,357	65,000	65,000
4585 MaineCare Medicaid Reimbursement	0	400,000	700,000
4810 Federal Impact Aid	45,457	35,000	30,000
5203 Special Revenue Transfer	27,525	0	0
5305 Proceeds Disposal of Property	1,500	1,000	1,000
Total General Fund	\$3,134,485	\$3,228,131	\$3,619,167
Adult Education			
1317 Tuition - Individual / Enrichment	\$118,148	\$195,000	\$140,000
1319 Tuition - Individual & Voc	107,070	95,000	88,000
1359 Tuition - Other (Academic)	27,880	40,000	30,000
1960 Miscellaneous	556	0	0
Total Adult Education	\$253,654	\$330,000	\$258,000
TOTAL GENERAL FUND REVENUE (Including Adult Education)	\$3,388,140	\$3,558,131	\$3,877,167

City of Portland, Maine
Comparative Statement of Revenues
School Department

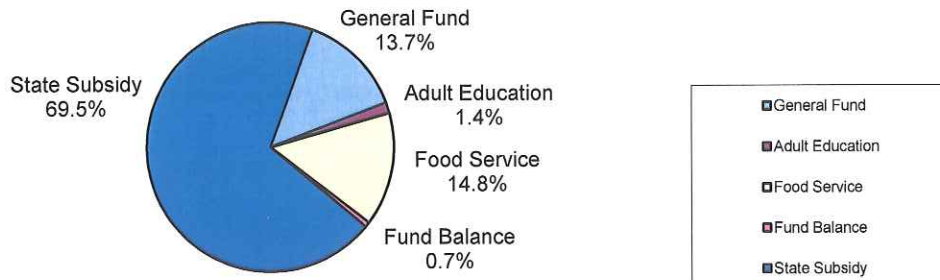
	FY13 Actual	FY14 Estimate	FY15 Estimate
Food Service			
1611 Daily Sales - Lunch Program	\$297,046	\$424,804	\$406,707
1620 Daily Sales - a la Carte & Adults	273,791	328,719	229,375
1630 Special Functions	14,550	52,000	58,000
1996 Refunds - School Nutrition	3,030	10,000	10,000
3250 State Funds - School Meal Reimbursement	44,724	37,800	37,869
4370 Federal Reimbursement - After School Snack	14,602	5,616	79,040
4380 Federal Reimbursement Summer Food Program	15,010	18,356	33,101
4550 Federal Performance - Based Lunch	29,828	38,457	41,225
4551 School Lunch - Regular	182,800	185,419	174,571
4552 School Lunch - Reduced Rate	62,774	61,341	70,830
4553 School Lunch - Free	1,236,551	1,350,980	1,375,651
4554 School Breakfast	655,860	716,845	773,269
4557 Federal Non-Food Assistance	4,575	0	0
4558 Federal Subsidy	164,358	171,156	171,771
4559 Fresh Fruits & Vegetables Grant	70,640	77,000	77,000
Total Food Service	\$3,070,140	\$3,478,493	\$3,538,409
TOTAL LOCAL REVENUE	\$6,458,280	\$7,036,624	\$7,415,576
Other Revenues			
3111 State Subsidy - EPS	\$12,822,173	\$15,895,407	\$16,011,147
3240 State Subsidy - Adult Education	494,321	485,000	446,935
Total State Subsidy - General Fund	\$13,316,494	\$16,380,407	\$16,458,082
5000 Fund Balance Carry Forward (General Fund)	\$0	\$155,329	\$250,000
Total Fund Balance Carry Forward	\$0	\$155,329	\$250,000
TOTAL OTHER REVENUE	\$13,316,494	\$16,535,736	\$16,708,082
GRAND TOTAL ALL REVENUE	\$19,774,774	\$23,572,360	\$24,123,658

Portland School Department Comparison of Non-Tax Revenues by Source

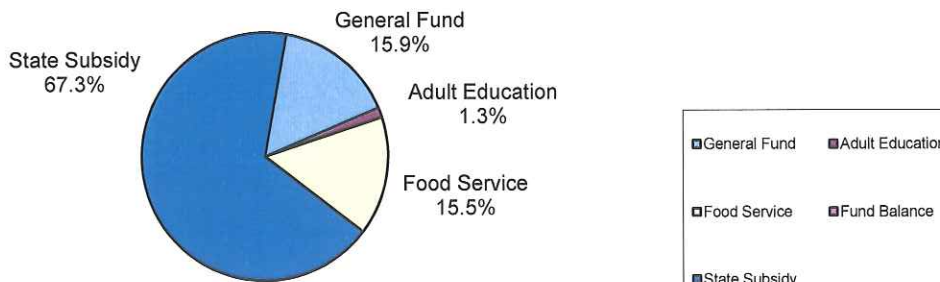
**FY15
School Non-Tax Revenues by Source
Estimate**



**FY14
School Non-Tax Revenues by Source
Estimate**



**FY13
School Non-Tax Revenues by Source
Actual**



Note: Due to rounding, totals may not equal 100%

City of Portland, Maine
Comparative Budget Summary
School Department

	FY13 Actual	FY14 Budget	FY15 Budget
I. SALARIES & BENEFITS			
Salaries - Regular			
1010 Professional Salary	\$38,862,150	\$40,759,396	\$40,778,699
1020 Instructional Aide / Asst	4,511,481	4,481,836	4,367,441
1040 Administrators	4,625,571	4,886,724	5,048,938
1180 Regular Support Staff	7,918,570	8,014,227	8,218,333
Total Regular Salaries	\$55,917,772	\$58,142,183	\$58,413,411
Salaries - Temporary			
1200 Temporary Salary	\$637,979	\$582,207	\$747,408
1210 Tutor	27,924	65,912	67,889
1230 Substitute	1,004,879	987,127	991,748
1310 Teacher Additional Pay	110,311	93,610	85,460
1320 Aide / Asst Overtime	926	0	0
1380 Regular Support Overtime	122,258	126,400	126,400
1410 Professional Sabbatical	27,296	15,565	49,873
1500/10/60 Stipends / Differentials	1,280,875	1,319,480	1,512,611
1501 Stipend - Retirement Sick	412,497	629,948	629,948
1590 Stipend / Other	1,864	21,400	13,042
Total Temporary Salaries	\$3,626,809	\$3,841,649	\$4,224,379
Benefits			
20-22xx Flex Benefits, LTD, Medicare	\$11,469,122	\$12,665,762	\$13,253,255
23xx Retirement - MePERS / ICMA	684,063	1,960,612	2,167,355
25xx Tuition Reimbursement - Coursework	151,306	208,330	208,330
2700 Workers' Compensation	511,950	580,000	580,000
2900 Life Insurance - MePERS PLD	5,390	25,000	25,000
9000 Unemployment Compensation	49,393	100,000	100,000
9500 Retirement Incentive	720,576	284,713	113,001
Total Benefits	\$13,591,800	\$15,824,417	\$16,446,941
Total Salaries & Benefits	\$73,136,381	\$77,808,249	\$79,084,731

II. SERVICES, SUPPLIES & OTHER

Contractual Services

3000 Purchased Professional & Technical Services	\$1,904,758	\$2,178,529	\$2,358,068
3300 Employee Training & Development Services	37,400	93,542	265,930
3400 Other Professional Services	16,378	59,500	63,000
3401 Security	112,270	131,975	139,601
3402 Alarm Calls	4,800	5,000	5,000
3420 Architectural & Engineering Services	39,820	5,000	20,000

City of Portland, Maine
Comparative Budget Summary
School Department

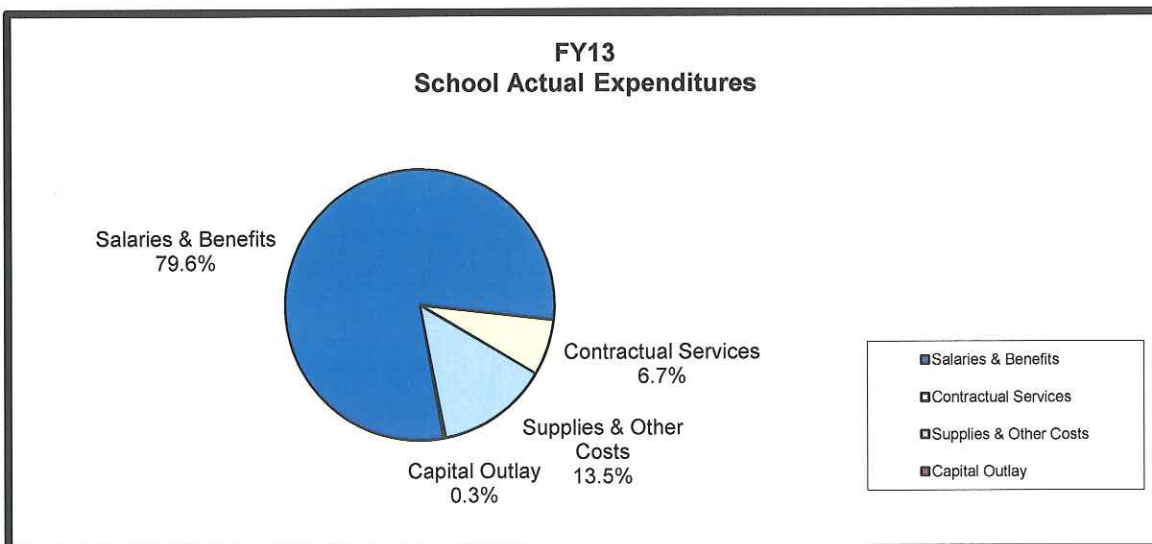
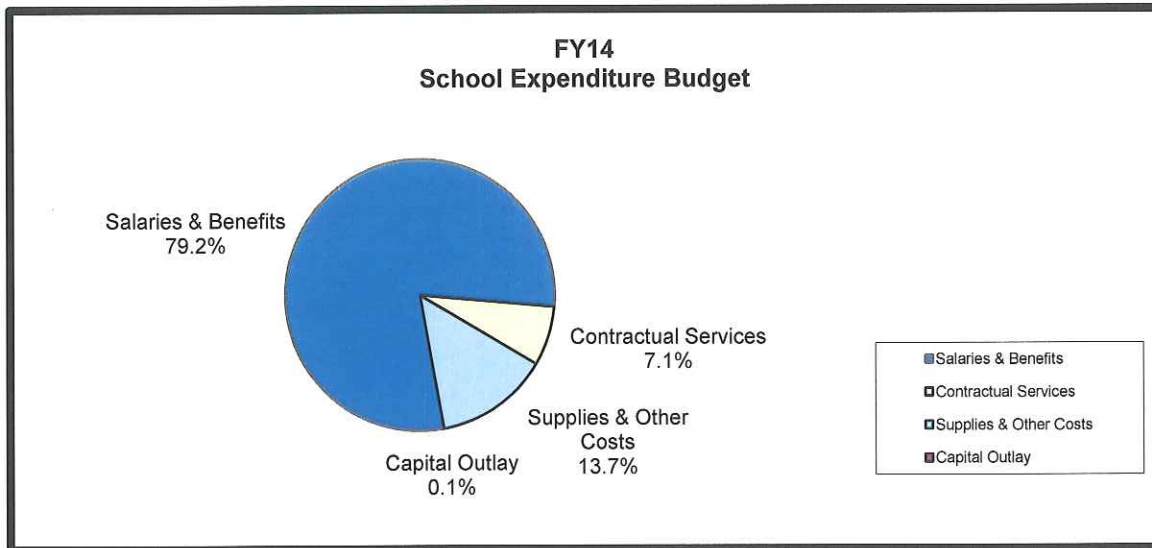
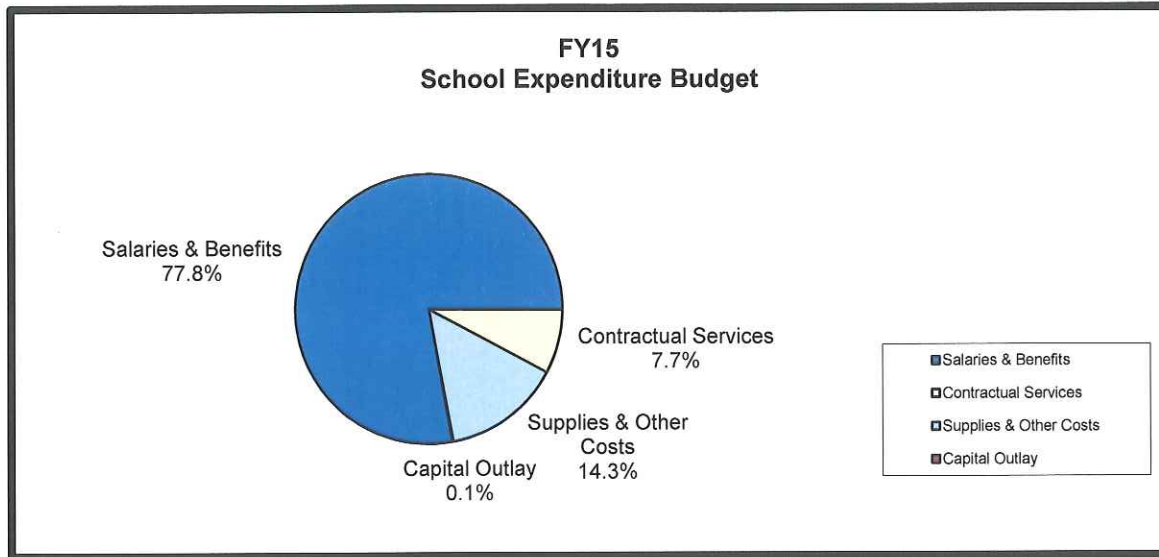
	FY13 Actual	FY14 Budget	FY15 Budget
3430 Adult Ed Contracted Services	788	10,187	10,187
3440 Special Education Contracted Services	214,348	240,000	247,200
3450 Legal Services	276,945	142,555	180,000
4110 Water	37,598	42,820	48,100
4120 Sewer	96,898	113,300	116,300
4300 Repair & Maintenance Services	376,743	362,870	401,849
4301 HVAC Maintenance	501,919	536,000	575,000
4302 Mowing / Plowing / Field Maintenance	322,763	370,000	430,000
4304 Vehicle & Equipment Repair	6,505	8,000	13,000
4305 Waste Disposal Services	154,811	168,800	175,900
4306 Recycling Services	21,031	22,000	55,000
4308 Pest Management Services	12,567	13,500	15,000
4400 Rentals	308,287	250,233	344,285
4420 Equipment & Vehicle Lease	25,609	13,000	13,000
4445 Copier Lease	142,800	142,800	100,000
4450 Leases-Not DOE Approved	37,985	38,000	40,000
5000 Other Purchased Services	1,403	1,201	1,201
5100 Student Transport Services	10,176	9,301	0
5130 Room & Board	0	0	20,000
5140 Student Transport Purchased - Private	85,682	96,000	156,000
5160 Charter School Transportation Allocation	0	2,403	4,556
5200 Insurance / General Liability	256,067	302,266	327,672
5310 Postage	62,077	80,249	85,011
5320 Telephone	125,565	111,434	121,291
5330 Internet Connectivity	0	31,000	36,000
5340 E-Books & On-Line Subscriptions	780	8,900	10,055
5400 Advertising	40,054	75,700	75,700
5510 Printing & Binding	47,430	70,240	83,729
5520 Photocopying	86,899	89,978	93,316
5630 Tuition to Private Source	719,636	903,000	811,000
5660 Tuition to Charter School	0	122,941	234,401
5690 Tuition - Other (Post-Secondary)	7,153	11,500	11,500
5800 Staff Travel	75,681	126,970	171,803
5804 Travel - Island	69	0	0
5810 Travel for Professional Development	0	1,900	1,900
5830 Adult Ed Travel - State Meeting	67	100	100
Total Contractual Services	\$6,171,761	\$6,992,694	\$7,861,655
Supplies			
6000 General Supplies	\$328,127	\$429,436	\$389,850
6040 Custodial Supplies	266,095	240,000	265,000
6100 Instructional Supplies	631,884	556,817	755,691
6210 Natural Gas	621,061	892,000	1,000,000
6220 Electricity	933,749	1,031,900	969,500
6230 Bottled Gas	12,913	15,000	13,000

City of Portland, Maine
Comparative Budget Summary
School Department

	FY13 Actual	FY14 Budget	FY15 Budget
6240 Heating Oil	260,696	323,000	254,000
6260 Gasoline	140,432	176,000	172,000
6300 Food	1,356,867	1,619,440	1,640,646
6310 Non-Food Supplies	132,530	99,271	144,007
6400 Books & Periodicals	153,928	256,444	414,327
6401 Textbooks / Curriculum Update	238,825	150,000	150,000
6500 Tech-Related Supplies	115,482	123,912	124,849
6501 Software Licenses	337,743	250,365	282,220
6600 Audiovisual Supplies	25,088	24,160	18,090
Total Supplies	\$5,555,419	\$6,187,745	\$6,593,180
Other Costs			
8100 Dues & Fees	\$93,789	\$95,000	\$129,553
8110 Bank Fees	5,006	8,500	11,000
8120 Maine State Billing Fees	47,334	44,000	44,000
8160 Charter School Commission Fee	0	3,917	7,469
*8310/20 Technology Lease / Purchase	0	0	1,077,700
8310/20-1 Debt Service	5,822,385	6,270,522	5,979,624
*8310/20-2 Bus Lease / Purchase	461,916	238,808	125,676
8310/20-3 Asbestos Loan	10,247	10,250	0
8500 Field Trip Transportation	330,680	338,332	335,916
8900 Miscellaneous Expenditures	442	24,500	12,200
9000 Other Items	673	197,515	197,515
9100/10 Fund Transfers Out	46,040	0	0
Total Other Costs	\$6,818,512	\$7,231,344	\$7,920,653
Total Services, Supplies & Other	\$18,545,691	\$20,411,783	\$22,375,488
III. CAPITAL EQUIPMENT			
7300 Equipment (Over \$10,000)	\$219,464	\$37,000	\$85,000
7340 Tech-Related Equipment (Over \$10,000)	3,885	10,100	47,450
7360 Student Transportation Vehicles	20,030	8,229	0
Total Equipment	\$243,379	\$55,329	\$132,450
TOTAL SCHOOL EXPENDITURES	\$91,925,450	\$98,275,361	\$101,592,669

* Beginning in FY15, Debt Service for Technology and School Buses Separated Out into Technology Lease / Purchase and Bus Lease / Purchase.

Portland School Department Expenditures by Category



Note: Due to rounding, totals may not equal 100%

Portland, Maine



Yes. Life's good here.

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Budget Overview

Background Information

The City of Portland is located on the southern coast of the State of Maine in the southeastern section of the County of Cumberland, the State's most populous county. The City is approximately 108 miles north-northeast of Boston, Massachusetts and 60 miles southwest of the City of Augusta, the State's capital. Portland is bordered by the Town of Falmouth on the northeast and the City of Westbrook on the west, with the Presumpscot River forming a portion of this border. The Fore River separates Portland from the City of South Portland for a major portion of its southern border. The Atlantic Ocean forms Portland's eastern border as well as Portland Harbor and Casco Bay.

As the hub of Maine's southern region convenient access to Portland is provided by Exits 44, 45, 46, 47, and 48 of U.S. Interstate Route 95 (the Maine Turnpike) which intersects the City's western plain in a north-south direction, and the U.S. Interstate Route 295 spur which bisects the City through its interior. U.S. Route 1 follows the coastal plain of the City, also in a north-south direction. The Portland International Jetport, located in the City, provides air traffic for the region. The Casco Bay Island Transit District provides commuter and tour boat service to the major islands in Casco Bay. Bus transit, by major carriers operating two terminals in the City, provides regularly scheduled interstate and intra-state transportation. The Amtrak Downeaster passenger railroad service runs between Portland and Boston, offering additional stops along the 114 mile journey in Maine, New Hampshire and Massachusetts during the approximate 2 1/2 hour trip. The Maine Central Railroad, Boston & Maine Corporation and the St. Lawrence & Atlantic Railroad Company provides the greater Portland area with rail links to all of Maine, the continental United States and Canada.

The area embracing Portland was first settled in 1632 and called "Machigonne", the Micmac Indian name meaning "shaped like a

great knee". The area was then referred to as Casco but subsequently incorporated as Old Falmouth in 1718, formed of the area now encompassing the cities of Portland, South Portland, and Westbrook and the towns of Cape Elizabeth and Falmouth. Portland separated from Old Falmouth and incorporated as a town on July 4, 1786, taking its present name. Portland was chartered as a city on March 26, 1832, and annexed the City of Deering (formerly the Town of Stroudwater which included the present limits of Westbrook plus Deering, Deering being further set off as a city in 1871) on February 6, 1899. Portland was the site of the 1819 Constitutional Convention when Maine broke away from the Commonwealth of Massachusetts to become a separate state in 1820. The City served as the first capital from 1820 until its removal to Augusta in 1831.

The metropolitan area is clustered on the "Peninsula" which is surrounded on its sides by Back Cove, Casco Bay and the Fore River with the Eastern and Western Promenades at its opposite ends. Once confined geographically to this narrow peninsula the City added greatly to its territory with the annexation of Deering and now consists of 19.15 square miles of land area. The sections of the City are: Brighton, Casco Bay Islands, Deering, East Deering, the Peninsula, North Deering, Riverton, Stroudwater, Woodfords and Morrills.

Portland is the largest city in Maine, the seat of government for the County of Cumberland and is the region's leading industrial, commercial and cultural center. With one of the finest deep water harbors on the Atlantic Coast, Portland is closer to Europe than any other transatlantic port in the United States. The City enjoys numerous parks, monuments, historical sites, several hotels and restaurants. Portland is home of the University of Southern Maine, University of New England, the Portland Museum of Art, the Maine College of Art and the Cumberland County Civic Center. Two major medical centers, Maine Medical Center and Mercy Hospital, are also located in the City.

Budget Overview

Purpose of the Budget

The annual budget serves three principle purposes:

The budget serves as a tool for the City Manager and department heads in planning the work programs to be performed and the services to be provided by the departments and divisions of the City government.

The budget enables the City Council to determine the amount of available revenues and the manner in which it is to be allocated to various governmental programs in accordance with the needs of the community.

The budget serves as an instrument of control for governmental spending by making available at all times the relative position of actual expenditures to appropriated amounts of departments and divisions and the progress of work being accomplished.

The budget document is the financial plan of the City government. When adopted by the City Council, it reflects the proposed expenditures of the various departments and divisions and the method of financing these expenditures.

Phases of Budgeting

Municipal budgeting consists of three phases:

1. budget preparation
2. review and adoption
3. execution

Budget Calendar

Dec	Jan	Feb
Revenue Base Budget	Expenditure Base Budget	Budget Compilation
Mar	Apr	May
City Manager Budget Review	Finance Committee Review	City Council Deliberations, Public Hearings & Adoption

Budget Preparation

The budget is prepared in two stages -- revenue estimation and expenditure budgets.

Revenue Estimate

The City's budget process begins with revenue estimation for a very simple reason, the City can appropriate no more than it expects to have in resources. This very simple fact makes the accuracy of revenue estimates critical. Unrealistically high estimates assure that at some point in the budget year, an expenditure freeze will be required. On the other hand, with the fiscal constraints that exist in the public sector, significantly understating revenues can negatively impact the tax levy by increasing taxes unnecessarily.

Besides historical data, which is very important, factors such as inflationary and unemployment trends, interest rates, sales and general economic factors are taken into consideration by the departments.

In early November, an automated revenue package is made available to the departments. The departments must provide the following information for the revenues that are their responsibility:

Budget Overview

1. projected collection estimates for the current fiscal year with explanations for projections substantially different than estimate
2. an estimate for the upcoming fiscal year with the method and/or calculations behind the estimate

If a department is proposing a fee increase, a memo outlining pertinent information including action necessary to establish the fee, administrative mechanism for collections, reasonableness, and the new revenue capability is included in the submitted revenue package.

Completed revenue packages are submitted to the Budget Office by mid-December.

Expenditure Budgets

The second phase of the process begins in early January. The departments prepare their budgets from the instructions given, such as wage guidelines and target figures. Budget packages are submitted to the Budget Office in late January.

Review and Adoption

During the month of March, the City Manager reviews the budgets through a series of budget hearings with the departments. The City Manager then formulates his recommendations. Prior to April 1 of each year, the City Manager's proposed budget for the following fiscal year is then submitted to the City Council. An accurate summary of this budget is made available no later than two (2) weeks after its submission to the City Council.

The City Council then refers the City Manager's budget to the Finance Committee for review and consideration. During the month of April, the Finance Committee holds budget hearings with all the City departments and the School department. Upon completion

of these hearings, the Finance Committee formulates their recommendations and presents the budget to the City Council. The school department budget, under the new school consolidation law passed in 2007, is required to conduct a referendum to approve the budget.

The City Council holds a public hearing on the City's Finance Committee's recommended budget at least ten days prior to the final passage of the appropriation resolve, which must be on or before June 30. A budget workshop is scheduled for the City Council to discuss the budget after the initial public hearing. Final action is taken by the City Council at the second reading of the budget which as previously stated must be before June 30th.

Execution

Amounts are appropriated for general City purposes and one amount for school purposes, the total of which cannot exceed estimated revenues.

Budgets for the general fund and the enterprise funds are legally adopted each year through the passage of an appropriation resolve. Special revenue funds and capital projects funds do not have legally appropriated budgets but have adopted project budgets.

Total expenditures for the year may not exceed total appropriations for the period. The City Council may, by resolution, appropriate additional amounts only up to the amount of excess revenues and unencumbered budget surplus remaining after the purpose of the original appropriation has been satisfied. At the end of the fiscal year, all unencumbered appropriations lapse unless specifically continued by resolution of the City Council.

With the passage of the budget and appropriation resolve, the control phase of the fiscal program begins. Throughout the fiscal year, the budget acts as a control on expenditures, and on programs and activities of the City. The fact that funds are budgeted to a department and activity is not itself a final

Budget Overview

justification for the expenditure of money; constant review and control must be maintained throughout the year. Responsibility for this control is shared by the City Manager, the department heads, and the Budget Office. Final responsibility lies with the City Manager.

No payment voucher shall be processed until the Budget Office has certified that funds are available under the proper account for the department initiating the payment request.

Accounting System

Fund Accounting: The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self balancing accounts that comprise its assets, liabilities, reserves, fund equity/retained earnings, revenues and expenditures, or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The following funds are represented in the budget report.

Governmental Funds

General Fund: Transactions related to revenues and expenditures for delivery of those services traditionally provided by municipal governments, which are not accounted for in other funds, are accounted for in the General Fund. These services include, among others, general government, public safety, recreation and facilities management, public services, health and human services, library, pension and employee insurance, county tax and Metro, debt service, and education.

Capital Projects Funds: Transactions related to revenues obtained and used for the

acquisition, construction or improvement of capital facilities are accounted for in Capital Projects Funds. Such resources are derived principally from proceeds of general obligation bond issues.

Special Revenue Funds: Transactions related to revenues and expenditures under certain federal and state grants and from other sources, upon which legal restrictions are imposed, are accounted for in Special Revenue Funds.

The special revenue fund presented in the budget document is the Community Development Block Grants. It accounts for grants received from the federal government under the Housing and Community Development Act of 1974, as amended. These funds are used to repair streets, sidewalks and maintain parks in neighborhoods that qualify under the regulations. Qualified external human service organizations also share in these funds.

Proprietary Funds

Enterprise Funds: Transactions related to City facilities and services which are intended to be supported primarily through user charges, or where management has decided that determination of net income is appropriate, are accounted for in Enterprise Funds.

The operations classified as Enterprise Funds in FY15 are: Fish Pier, Sewer Fund and Jetport.

Basis of Accounting and Budgeting

Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus.

Budget Overview

All proprietary funds are accounted for on a flow of economic resources measurement focus.

The modified accrual basis of accounting is used by all governmental fund types. Under the modified accrual basis of accounting, expenditures are recorded when the related fund liability is incurred and revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available).

"Measurable" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The City considers property taxes as available if they are collected within 60 days after year end. Revenues susceptible to accrual are property taxes, special assessments, licenses, interest revenue and charges for services. Fines, permits and parking meter revenues are not susceptible to accrual because generally they are not measurable until received in cash.

The accrual basis of accounting is utilized by proprietary fund types. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

Basis of Budgeting

The City follows certain accounting principles for General Fund budgetary reporting purposes that differ from GAAP; the most significant of which are encumbrances treated as expenditures for budgetary purposes, and interfund and interdepartmental transfers under generally accepted accounting principles treated as revenues and/or expenditures for budgetary reporting purposes. In addition, the City's budgetary reporting for insurance claims, compensated absences, and investment income is done in accordance with the cash basis method of accounting, as opposed to the modified accrual method required by generally accepted accounting principles.

Glossary of Terms

Activity: A segment of the account number that identifies the type and purpose of the account. The two activity classifications used in budgeting are: 300's - Revenues and 400 & 500's - Expenditures.

Ad Valorem Tax: Property taxes levied on the assessed value of real or personal property.

Administrative Services: The element classification which includes the cost of memberships to professional organizations, literature, licenses, travel, training, and postage.

Appropriation: An authorization made by the City Council which permits the City to incur obligations and to make expenditures of resources.

Assessed Valuation: A value that is established for real and personal property for use as a basis for levying property taxes.

Assets: Property owned by a government which has a monetary value.

Authorized Positions: The approved list of positions that an organization may hire to fill.

Balanced Budget: A budget in which planned resources equal planned expenditures.

Benefits: The element classification for employee related costs such as health insurance, pension, FICA, unemployment, and tool allowance.

Bond: A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation, revenue bonds, and special improvement district bonds. These are most frequently used for construction of large capital projects such as buildings, streets and sewers.

Budget: A financial plan for a specified period of time (fiscal year).

Budget Adjustment: A procedure to revise a budget appropriation.

Budget Calendar: The schedule of key dates that a government follows in the preparation and adoption of the budget.

Budget Document: The official written statement prepared by the Budget Office and supporting staff which presents the approved budget by the City Council.

Budget Message: The opening section of the budget which provides the City Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and recommendations made by the City Manager.

Budgetary Control: The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of authorized appropriations and available revenues.

Capital Assets: Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.

Glossary of Terms

Capital Equipment: Tangible property or equipment used for operations, expected to have a service life of more than a year and a cost of more than \$10,000.

Capital Improvements Budget: A plan of proposed capital expenditures and the means of financing them. The capital budget normally is based on a capital improvement program (CIP).

Capital Improvement Program (CIP): A plan for capital improvements to be implemented each year over a fixed period of years to meet capital needs arising from the long-term work effort. It sets forth each project or other contemplated expenditures in which the government is to have a part and specified the full resources estimated to be available to finance the projected expenditures.

Capital Outlays: The element classification for an expenditure which results in the acquisition of or addition to fixed assets.

Cash Basis: The method of accounting under which revenues are recorded when received in cash and expenditures are recorded when paid.

Client Expenses: The element classification generally associated with the costs of the Social Services General Assistance Program such as food, housing, prescriptions, and utility expenses.

Contingency Account: A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for.

Contractual Services: The element classification which accounts for the purchase of services such as consulting, advertising, temporary services, and printing.

Contributions: The element classification for monies contributed to organizations to help fund their program costs.

Debt Service: Payment of interest and repayment of principal to holders of a government's debt instruments.

Deficit: The excess of an entity's liabilities over its assets (see Fund Balance).

Delinquent Taxes: Taxes remaining unpaid on and after the date on which a late payment penalty is assessed.

Department: A segment of the account number that identifies the highest level in the formal City organization in which a specific activity is carried out.

Depreciation: 1. Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence. 2. That portion of the cost of a capital asset which is charged as an expense during a particular period.

Division: A segment of the account number identifying the second level in the formal City organization in which a specific activity is carried out; several divisions may comprise a single department.

Glossary of Terms

Element: A segment of the account number that distinguishes types of expenditures. The major classifications used by the City of Portland are: Payroll, Benefits, Administrative Services, Client Expenses, Contractual Services, Maintenance and Repairs, Rental, Insurance, Supplies, Minor Capital, Utilities, Contributions, Capital Outlay, and Debt Service.

Encumbrance: The legal commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.

Enterprise Fund: A fund established to account for operations financed in a manner similar to a private business enterprise, i.e., where the costs of providing goods and services to the public are financed or recovered through user charges.

Estimated Revenue: The amount of projected revenue to be collected during the fiscal year.

Expenditure/Expense: This term refers to the outflow of funds paid for an asset, goods, or services obtained.

Final Allowance: The final budget amounts approved by the City Council.

Fiscal Year (FY): The time period designated by the City signifying the beginning and ending period for recording financial transactions. The City of Portland has specified July 1 to June 30 as its fiscal year.

Fixed Assets: Assets of long-term character which are intended to continue to be held or used, such as land, buildings, machinery, furniture and other equipment.

Fund: An accounting entity which has a set of self-balancing accounts and records all financial transactions for specific activities or government functions. Eight commonly used fund types in public accounting are: general fund, special revenue funds, debt service funds, capital project funds, enterprise funds, trust and agency funds, internal service funds, and special assessment funds.

Fund Balance: Fund balance is the excess of assets over liabilities and reserves, and is therefore also known as surplus funds.

Generally Accepted Accounting Principles (GAAP): Uniform minimum standards of/and guidelines for financial accounting and reporting. They govern the form and content of the basic financial statements of an entity. GAAP encompass the conventions, rules, and procedures necessary to define accepted accounting practices as a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provides a standard by which to measure financial presentations.

General Fund: The largest fund within the City, the general fund accounts for most of the financial resources of the government not specifically accounted for in other funds. General fund revenues include general property and other taxes, licenses and permits, fines, forfeits and penalties, use of money and property, intergovernmental charges, service charges, interdepartmental charges, and reimbursements. General Fund expenditures are categorized as general government, public safety, recreation and facilities management, public services, health and human services, public library, county tax, metro, and debt service.

Glossary of Terms

General Obligation Bonds: Bonds that finance a variety of public projects such as streets, buildings, and improvements; the repayment of these bonds is usually made from property taxes, and these bonds are backed by the full faith and credit of the issuing government.

Grant: A contribution of assets (usually cash) by one governmental unit or other organization to another. Typically, these contributions are made to local governments from the state and federal governments. Grants are usually made for specified purposes. Grants may be classified as either categorical or block depending upon the amount of discretion allowed the grantee.

HUD: The abbreviation for Housing and Urban Development.

Holiday Payments: The wages paid to union employees for holidays according to the stipulations of the union contract.

Housing and Community Development Program (HCD): The Special Revenue Fund used to account for the expenditures and revenues received under the Housing and Urban Development's Community Development Block Grant (CDBG).

Insurance: The element classification which accounts for insurance expenses including general liability, workers' compensation, and self-insurance.

Intergovernmental Revenue: Funds received from Federal, State and other local government sources, such as grants and shared revenues.

Liability: Debt or other legal obligations arising out of transactions in the past that must be paid or refunded at some future date, not including encumbrances.

Line-Item Budget: A budget which lists each expenditure category (salary, materials, telephone service, travel, etc.) separately, along with the dollar amount budgeted for each specified category.

Maintenance and Repairs: The element classification associated with up-keep of the city's tangible assets such as buildings, equipment, and land.

Maturities: The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.

Measurement Focus: The accounting convention which determines (1) which assets and which liabilities are included on an entity's balance sheet and (2) whether its operating statement presents "financial flow" information (revenues and expenditures) or "capital maintenance" information (revenues and expenses).

Mill: The property tax rate which is based on the valuation of property. A tax rate of one mill produces one dollar of taxes on each \$1,000 of property valuation.

Minor Capital Items: The element classification used for tangible property or equipment used for operations having a cost between \$5,000 and \$10,000 per single item.

Glossary of Terms

Modified Accrual Basis: The accrual basis of accounting where revenues are recognized when they become both "measurable" and "available" to finance expenditures of the current period. All governmental funds and Expandable Trust Funds are accounted for using the modified accrual basis of accounting.

Net Budget: The legally adopted budget less all interfund transactions. Those amounts in the budget representing transfers and interfund reimbursements which in effect are double counted in from the perspective of the entire budget are subtracted from the legally adopted budget amount.

Object Classification: A basis for distinguishing types of expenditures in conjunction with the element. The major expense classifications used by the City of Portland are: Payroll, Benefits, Administrative Services, Client Services, Contractual Services, Maintenance and Repair, Rental, Insurance, Supplies, Minor Capital, Utilities, Contributions, Capital Outlay, and Debt Service.

Operating Budget: The portion of the budget which pertains to daily operations that provide basic governmental services. The operating budget contains appropriations for such expenditures as personnel, contractual services, maintenance and repairs, utilities, and supplies.

Operating Transfers Out: The element classification for interfund transfers or expense activity between funds.

Ordinance: A formal legislative enactment by the governing body of a municipality having the full force and effect of law within the boundaries of the municipality to which it applies, provided it does not conflict with a higher form of law such as a state statute.

Payroll: The element classification for the cost of employees' wages including salaries, overtime, temporary help, and termination pay.

PDC: The abbreviation for the Portland Development Corporation, a local development corporation, organized by the City in 1991 for the purposes of implementation and administration of economic development programs that enhance and create business and employment opportunities, and the enhancement and coordination of the provision of services to the City's downtown business district.

PDD: The abbreviation for Portland Downtown District.

Rental: The element classification used for rental expenses of land, buildings, vehicles and equipment.

Reserve: An account used to indicate that a portion of a fund's assets are legally restricted for a specific purpose and is, therefore, not available for general appropriation.

Resolution: An order of a legislative body requiring less legal formality than an ordinance or statute.

Revenue: Funds which the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income.

Glossary of Terms

Revenue Estimate: A formal estimate of how much revenue will be earned from a specific revenue source for some future period; typically, a future fiscal year.

Risk Management: An organized attempt to protect a government's assets against accidental loss in the most economical method.

Self Insurance: The underwriting of one's own insurance instead of obtaining coverage from a private provider.

Source of Revenue: Revenues are classified according to their source or point of origin.

Special Assessment: A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

Special Revenue Fund: A fund created to account for transactions related to revenues and expenditures under certain federal and state grants and from other sources, upon which legal restrictions are imposed.

Supplies: The element classification relating to the purchase of materials, provisions, and other tangible goods.

Tax Levy: The total amount to be raised by general property taxes.

Tax Lien: The legal method for collecting delinquent real estate taxes.

Tax Rate: The amount of taxes (mills) levied for each \$1,000 of assessed valuation.

Termination: The final wage payment for accrued vacation and sick time, if applicable, upon an employee's termination with the City.

Utilities: The element classification which includes expenses for electricity, fuel, telephone, and water and sewer.

Wage Adjustment: A wage reserve account for changes which may result from scheduled union contract negotiations.

Portland, Maine



Yes. Life's good here.

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City of Portland Maine

Municipal Budget

July 1, 2015 ~ June 30, 2016

City of Portland, Maine

FY16 Municipal Budget

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City of Portland, Maine

City Council

Michael F. Brennan

Mayor

(2015)

Kevin J. Donoghue

District 1

(2015)

David Brenerman

District 5

(2017)

David A. Marshall

District 2

(2015)

Jill C. Duson

At Large

(2017)

Edward J. Suslovic

District 3

(2016)

Jon Hinck

At Large

(2016)

Justin Costa

District 4

(2017)

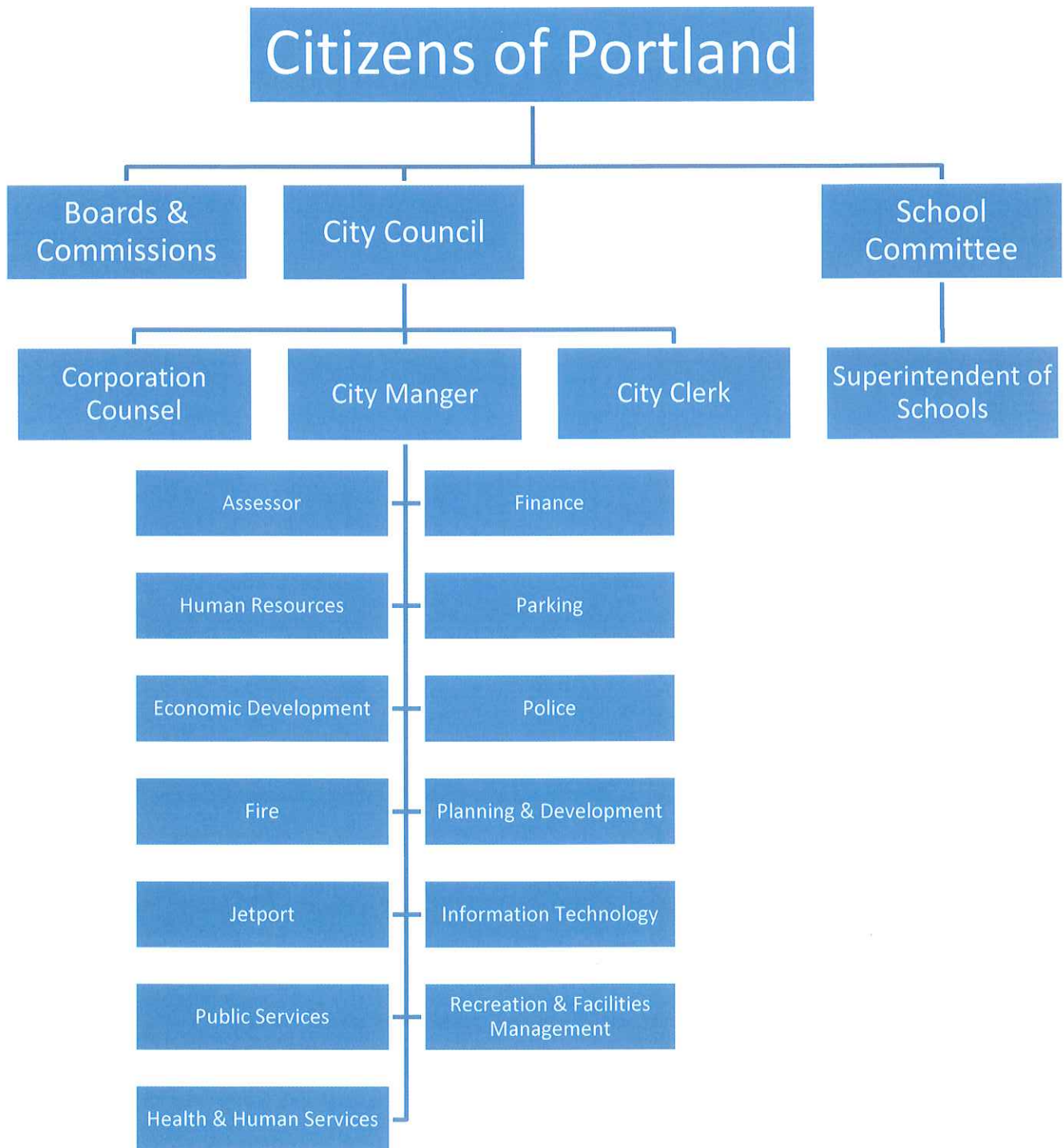
Nicholas M. Mavodones, Jr.

At Large

(2015)

City of Portland, Maine

Organizational Chart



City of Portland, Maine

Administrative Staff

City Manager

Jon Jennings

Deputy City Manager

Anita LaChance

Department	Department Head
Assessor	Rick Blackburn
Aviation & Transportation	Paul Bradbury
City Clerk	Katherine Jones
Economic Development	Gregory Mitchell
Finance	Brendan O'Connell
Fire	Chief Jerome LaMoria
Health & Human Services	Dawn Stiles
Human Resources	Gina Tapp
Information Technology	Dan Boutilier
Legal	Danielle West-Chuhta
Planning & Development	Jeffrey Levine
Police	Chief Michael Sauschuck
Public Services	Michael Bobinsky
Recreation & Facilities	Sally Deluca (Acting)

Portland, Maine



Yes. Life's good here.

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City of Portland, Maine
Tax Rate Computation
FY16

	General Fund	Enterprise Funds	TOTAL MUNICIPAL	School Dept	GRAND TOTAL
Total Expenditures	\$178,524,521	\$46,512,005	\$225,036,526	\$102,776,657	\$327,813,183
Less: Revenues	(96,999,319)	(47,429,855)	(144,429,174)	(24,288,446)	(168,717,620)
Surplus	(500,000)	917,850	417,850	(415,000)	2,850
Tax Levy	\$81,025,202	\$0	\$81,025,202	\$78,073,211	\$159,098,413
Tax Levy %			50.9%	49.1%	100.0%

Valuation	7,712,000,000
------------------	----------------------

Tax Rate:

FY16	\$10.51	\$0.00	\$10.51	\$10.12	\$20.63
FY15	\$9.89	\$0.00	\$9.89	\$10.11	\$20.00
\$ Increase	\$0.62	\$0.00	\$0.62	\$0.01	\$0.63
% Increase	6.2%	0.0%	6.2%	0.1%	3.1%

City of Portland, Maine
Comparative Tax Levy by Budget Category
FY16 Budget verses FY15 Budget

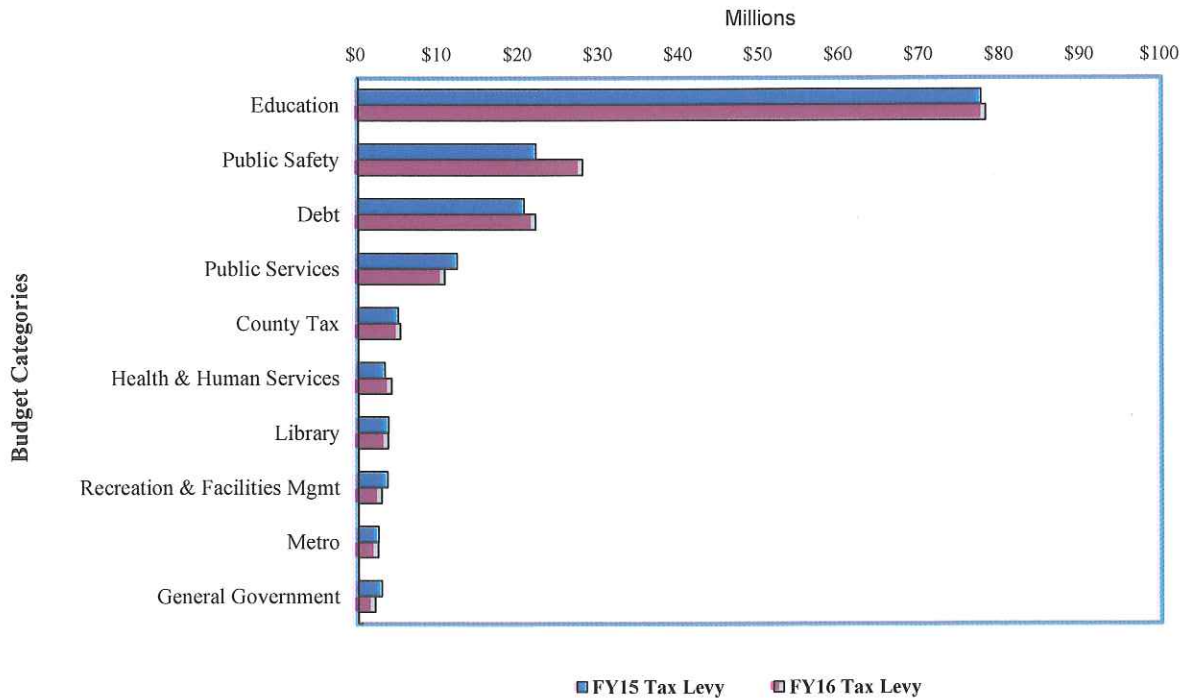
Department	FY15 Tax Levy	FY16 Tax Levy	\$ Change	% Change	FY15 Tax Rate	% of Taxes	FY16 Tax Rate	% of Taxes
Education	\$77,469,011	\$78,073,211	\$604,200	0.8%	\$10.11	50.6%	\$10.12	49.1%
Public Safety	\$21,980,514	\$27,814,140	\$5,833,626	26.5%	\$2.87	14.3%	\$3.61	17.5%
Debt	\$20,540,877	\$21,938,037	\$1,397,160	6.8%	\$2.68	13.4%	\$2.84	13.8%
Public Services	\$12,213,045	\$10,708,268	(\$1,504,777)	-12.3%	\$1.59	8.0%	\$1.39	6.7%
County Tax	\$4,969,143	\$5,240,009	\$270,866	5.5%	\$0.65	3.2%	\$0.68	3.3%
Health & Human Services	\$3,298,693	\$4,141,307	\$842,614	25.5%	\$0.43	2.2%	\$0.54	2.6%
Library	\$3,725,869	\$3,681,713	(\$44,156)	-1.2%	\$0.49	2.4%	\$0.48	2.3%
Recreation & Facilities Mgmt	\$3,628,733	\$2,912,092	(\$716,641)	-19.7%	\$0.47	2.4%	\$0.38	1.8%
Metro	\$2,511,910	\$2,485,115	(\$26,795)	-1.1%	\$0.33	1.6%	\$0.32	1.6%
General Government	\$2,885,460	\$2,104,521	(\$780,939)	-27.1%	\$0.38	1.9%	\$0.27	1.3%
Total:	\$153,223,254	\$159,098,413	\$5,875,159	3.8%	\$20.00	100.0%	\$20.63	100.0%

Note: Due to rounding, totals may not equal 100%

Notes:

- The pension and insurance costs have been proportionately allocated to the budgets.
- Non-department specific revenues are allocated to all departments

Tax Levy By Budget Category
FY16 and FY15 Comparison
Tax Levy in Millions



CITY OF PORTLAND, MAINE
Annual Expenditure Budget
Comparative Budget Summary - General Fund and Enterprise Funds

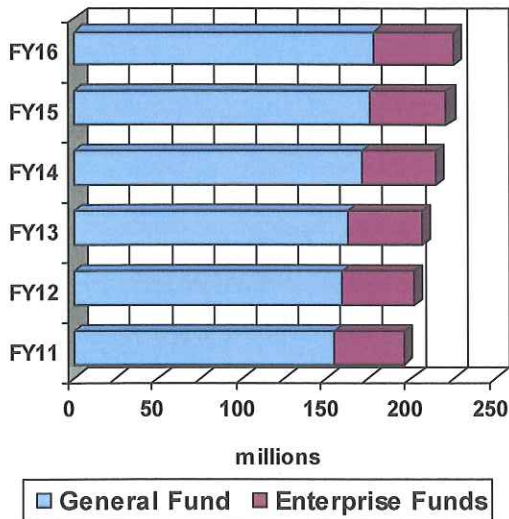
Department		FY14 Actual	FY15 Budget	FY15 Projection	FY16 Budget
100-11-00	City Council	\$289,825	\$331,195	\$328,961	\$333,503
100-12-00	City Clerk	494,676	532,585	507,569	576,338
100-13-00*	City Manager	763,841	877,488	818,611	1,217,340
100-14-00	Assessor	301,821	325,352	320,261	333,139
100-15-00	Finance	1,547,304	1,711,565	1,637,218	1,676,971
100-16-00	Legal	426,979	498,493	490,620	511,850
100-17-00	Human Resources	774,929	802,801	703,863	1,041,392
100-18-00	Parking	1,908,454	2,043,717	2,006,940	2,173,971
100-19-00*	Economic Development	245,667	264,926	262,753	273,906
100-21-00	Police	13,587,747	14,365,678	14,492,881	14,581,063
100-22-00	Fire	16,080,098	16,760,643	16,521,285	16,565,037
100-24-00	Planning & Development	1,944,441	2,215,640	1,959,544	2,232,899
100-29-00	Information Technology	1,999,423	2,147,017	2,022,557	2,135,846
100-31-00	Public Services	17,091,628	16,331,323	15,939,394	15,906,948
100-33-00*	Recreation & Facilities Management	10,225,399	11,732,029	11,494,095	11,903,094
100-41-00	Public Health	4,640,280	3,899,599	3,831,789	3,833,413
100-42-00	Social Services	12,792,034	13,274,993	12,600,744	12,151,143
100-43-00*	Barron Center	14,472,281	15,343,457	15,041,515	15,678,017
100-47-00	Debt Service	33,222,948	35,168,703	35,167,601	35,669,850
100-48-00	Library	3,470,449	3,591,915	3,591,915	3,681,713
100-51-00	Pension	5,456,362	6,588,237	6,549,034	7,177,477
100-52-00	Employee Benefits	17,410,165	18,510,560	17,847,473	18,940,704
100-61-00	Contingent	237,339	125,000	124,992	611,000
100-62-00	Liability Insurance	715,720	763,990	862,152	775,003
100-63-00	County Tax	4,757,524	4,969,143	4,969,143	5,240,009
100-65-00	Memberships & Contributions	3,025,128	3,041,424	3,038,618	3,039,722
100-67-00	Wage Adjustment	0	(237,000)	0	(111,827)
100-70-00	Capital	641,511	375,000	135,850	375,000
Total General Fund Expenditures:		\$168,523,973	\$176,355,473	\$173,267,378	\$178,524,521
530-33-00	Fish Pier	\$198,940	\$278,345	\$288,532	\$336,795
570-31-00	Sewer	22,894,142	24,189,023	23,474,032	22,987,251
571-31-00	Stormwater	0	291,860	0	2,434,898
583-28-00	Jetport	18,293,206	20,162,995	20,292,517	20,753,061
Total Enterprise Funds:		\$41,386,288	\$44,922,223	\$44,055,081	\$46,512,005
Total General & Enterprise Funds:		\$209,910,261	\$221,277,696	\$217,322,459	\$225,036,526

*** Notes:**

- Stormwater Separated from the Sewer Fund in FY16
- Stormwater Start-up Cost Mid-Year Appropriation (Jan. 2015)
- Golf Course Restaurant transferred from the Barron Center to Recreation & Facilities Mgmt in FY15

Budget Highlights

**General Fund & Enterprise Funds
FY11 - FY16 Appropriations**



General Fund Expenditures

The 2015-2016 General Fund budget totals \$178,524,521, an increase of \$2,169,048 or 1.2% over the 2014-2015 budget. The major changes in the FY16 budget include:

City Wages	\$ 1,700,359
Benefits	\$ 949,263
Pension Bond	\$ 728,339
County Tax	\$ 270,866
Contingency Legal Services (GA)	\$ 250,000
Workers' Compensation Insurance	\$ 150,980
Stormwater Utility Charges	\$ 131,000
Electricity	\$ 102,410
Street Lighting	\$ 96,701
Library	\$ 89,798
Public Health EMR System	\$ 81,763
Lab & Medical	\$ (86,787)
Travel & Training	\$ (154,155)
Minor Equipment / Minor Capital	\$ (156,349)
Debt Interest & Principal	\$ (275,292)
Vehicle Fuel	\$ (353,930)
Social Services Client Expense	\$ (1,406,719)

Enterprise Funds Expenditures

The 2015-2016 Enterprise Funds budget totals \$46,512,005, an increase of \$1,589,782 or 3.5% over the 2014-2015 budget.

The Stormwater Fund, separating from the Sewer Fund in FY2016, has an expenditure budget of \$2,434,898. A start-up allocation of \$291,860 for this endeavor was approved mid-year FY15, resulting in a fund increase of \$2,143,038 in FY16.

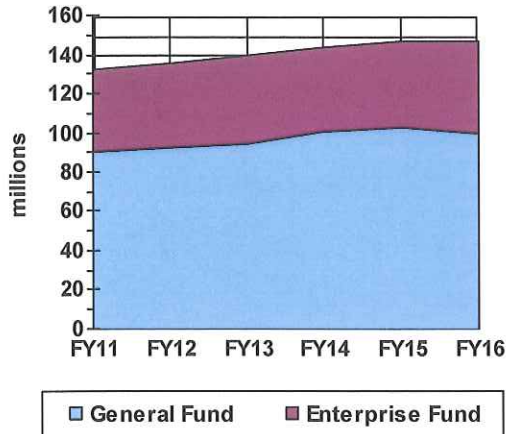
The Jetport expenditure budget increased \$959,251 or 5.0% (or \$590,066 or 2.9% including surplus). The more significant Jetport budgetary changes include the following:

Capital Outlay	\$ 436,429
Indirect Costs	\$ 185,911
Benefits	\$ 94,653
Wages	\$ 92,200
Utilities	\$ 65,438
Supplies All Other	\$ 63,641
Building Cleaning Services	\$ 54,207
Building Maintenance & Repair	\$ 43,143
Deicing Fluid Collection/Recycling/Operations	\$ (84,670)
Anticipated Surplus	\$ (369,185)

The Sewer Fund expenses decreased 5.0%, or \$1,201,772. These changes include:

Wages	\$ 279,288
PWD Assessment	\$ 193,371
Benefits	\$ 109,095
Indirect Costs	\$ 105,752
Contractual Services Misc.	\$ 86,175
Capital	\$ 78,004
Maintenance & Repair Other Equipment	\$ 49,500
Architecture & Engineering Services	\$ (37,000)
Debt Service	\$ (357,736)
Stormwater Division	\$ (1,713,446)

**General Fund & Enterprise Funds
Non-Tax Revenue Estimates
FY11-FY16**



General Fund Revenues

The 2015-2016 General Fund non-tax revenues are estimated at \$99,051,224, a decrease of \$3,384,070, or 3.3%, over the 2014-2015 budget. The significant revenue changes are comprised of the following:

Barron Center Patient Receipts	\$ 1,028,969
Debt Service Operating Transfers	\$ 657,722
Housing Safety Division	\$ 435,000
Recycling Program	\$ 423,521
Waterfront Charges for Services	\$ 347,320
Parking Garages & Lots	\$ 319,032
Social Services Grant Reimbursements	\$ 289,667
Sale of City Property	\$ 180,000
Rec. & Facilities Management Rentals (Tenant, Commercial & Non-Commercial)	\$ 165,320
Street Occupancy	\$ 160,165
Public Health Division	\$ 157,244
Excise Tax	\$ 143,500
Parking Meters	\$ 135,000
Cemetery Division	\$ 108,867
Interest & Penalties	\$ 107,117
Police Dispatch Cost Share Reimb.	\$ 67,700
MECA Reimbursement	\$ (103,563)
Fire Confined Space	\$ (124,900)
Local Road Assistance Program	\$ (135,500)
Fringe Benefits	\$ (140,816)

SS Medicaid State Reimbursement	\$ (164,488)
Riverside Recycling	\$ (183,970)
Building Permits	\$ (209,030)
Waterfront Rental Income	\$ (330,328)
SAFER Grant	\$ (466,075)
Emergency Medical Services (EMS)	\$ (495,215)
School Fund Debt Service Charges	\$ (1,126,456)
SS State Social Service (GA)	\$ (4,619,564)

Enterprise Funds Revenues

The Enterprise Funds 2015-2016 revenue estimates are \$47,429,855, an increase of \$2,729,474 or 6.1%.

The major changes in the revenue estimates include the following:

Stormwater User Fees	\$ 2,562,157
Sewer Stormwater Chargebacks	\$ 296,669
Jetport Landing Fees	\$ 275,151
Jetport Car Rental Commission	\$ 175,406
Jetport Terminal Rental	\$ 170,228
Sewer User Fees	\$ (726,622)

Housing & Community Development Program (HCD)

The final 2015-2016 HCD program totals \$1,905,564, a decrease of \$304,013, or 13.8% from the 2014-2015 program. The Entitlement Grant decreased 1.4% or \$24,513, and Program Income decreased 3.8% or \$4,500. The use of Surplus Funds decreased 100.0% or \$275,000.

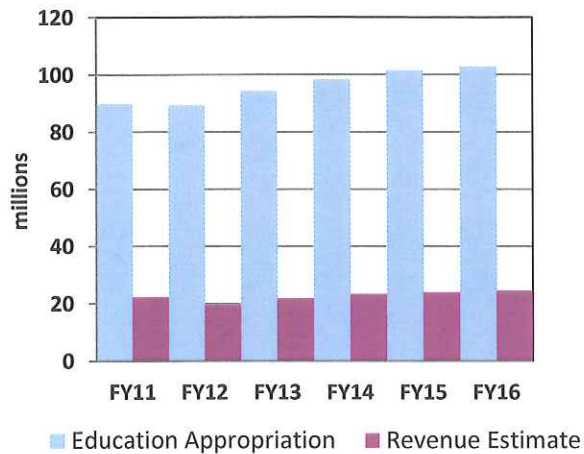
Education

The Education budget for 2015-2016 is \$102,776,657, an increase of \$1,183,988 or 1.2%. A brief summary of the changes in school expenditures include:

Salaries	\$ 1,239,743
Benefits	\$ 925,488

Employee Training & Dev. Services	\$ (68,464)
Electricity	\$ (89,314)
Copier Lease	\$ (100,000)
Tuition to Charter School	\$ (234,401)
Debt Service	\$ (501,475)

**Education Appropriations &
Non-Tax Revenue Estimates
FY11-FY16**



The total non-tax revenue estimate for Education is \$24,703,446, an increase of \$579,788 or 2.4%. A summary of the revenue changes are as follows:

State Subsidy - EPS	\$ 722,953
Use of Surplus	\$ 165,000
PATHS Part I & Part II Assessment	\$ 58,617
Tuition CTE Other Units	\$ 30,000
Federal Reimb. Telecom Service E-Rate	\$ 25,000
Tuition – State Agency Client	\$ (20,000)
Misc. Local Revenue	\$ (65,000)
MaineCare Medicaid Reimbursement	\$ (125,000)
Food Service Revenue	\$ (217,502)

City of Portland
Authorized Employees
FY11-FY16

Department	FY11	FY12	FY13	FY14	FY15	FY16
General Fund:						
City Clerk	9.0	9.2	9.6	9.2	9.2	8.9
City Manager	13.0	14.0	13.0	9.0	10.0	15.0
Assessor	4.9	4.9	4.9	4.9	4.9	4.9
Finance	40.6	40.6	26.0	25.0	26.0	24.3
Legal	5.8	5.7	5.7	5.5	6.0	6.0
Human Resources	9.8	10.0	10.0	10.0	10.0	10.0
Parking	29.7	29.7	29.6	29.6	29.6	29.6
Economic Development	-----	-----	-----	3.0	3.0	3.0
Police	216.5	219.0	221.0	220.5	225.3	223.3
Fire	222.0	222.0	234.0	235.0	235.7	228.1
Planning & Development	32.5	33.0	33.0	32.3	35.4	34.7
Information Technology	-----	-----	16.6	16.8	17.3	17.0
Public Services	149.0	150.0	150.0	152.0	152.5	148.5
Recreation & Facilities Mgmt	105.0	105.7	107.2	118.1	121.6	120.0
Health & Human Services:						
Public Health	89.9	101.0	80.8	92.4	70.0	62.3
Social Services	59.0	56.7	65.7	76.1	79.4	90.7
Barron Center	261.3	261.3	262.3	264.1	266.2	266.7
Total HHS:	410.2	419.0	408.8	432.6	415.6	419.7
General Fund Subtotal:	1,248.0	1,262.8	1,269.4	1,303.5	1,302.1	1,293.0

***Notes:**

- City Manager new Housing Safety Division in FY16
- Customer Service Specialist transferred from City Manager to IT during FY15
- Golf Course Restaurant transferred from the Barron Center to Recreation & Facilities Mgmt in FY15
- Public Health phase-out of city operated Homeless Healthcare Center during FY14
- Economic Development (& DPC) transferred from the City Manager's department in FY14
- Ice Arena & Golf Course Maintenance Operations transferred from the Enterprise Fund to Recreation & Facilities Mgmt in FY14
- Recreation & Facilities Mgmt new Therapeutic Division in FY14
- Finance Department's Management Information Systems (MIS) division transferred to the Information Technology department in FY13
- Public Health's Portland Community Health Center begins separation from the City in FY13
- Police Dispatch Merger w/ South Portland employee hire transition begins during FY12
- Fire Department receives SAFER Grant during FY12
- Public Health Contracted Chief Executive Officer adjusted from Temporary Help in FY12

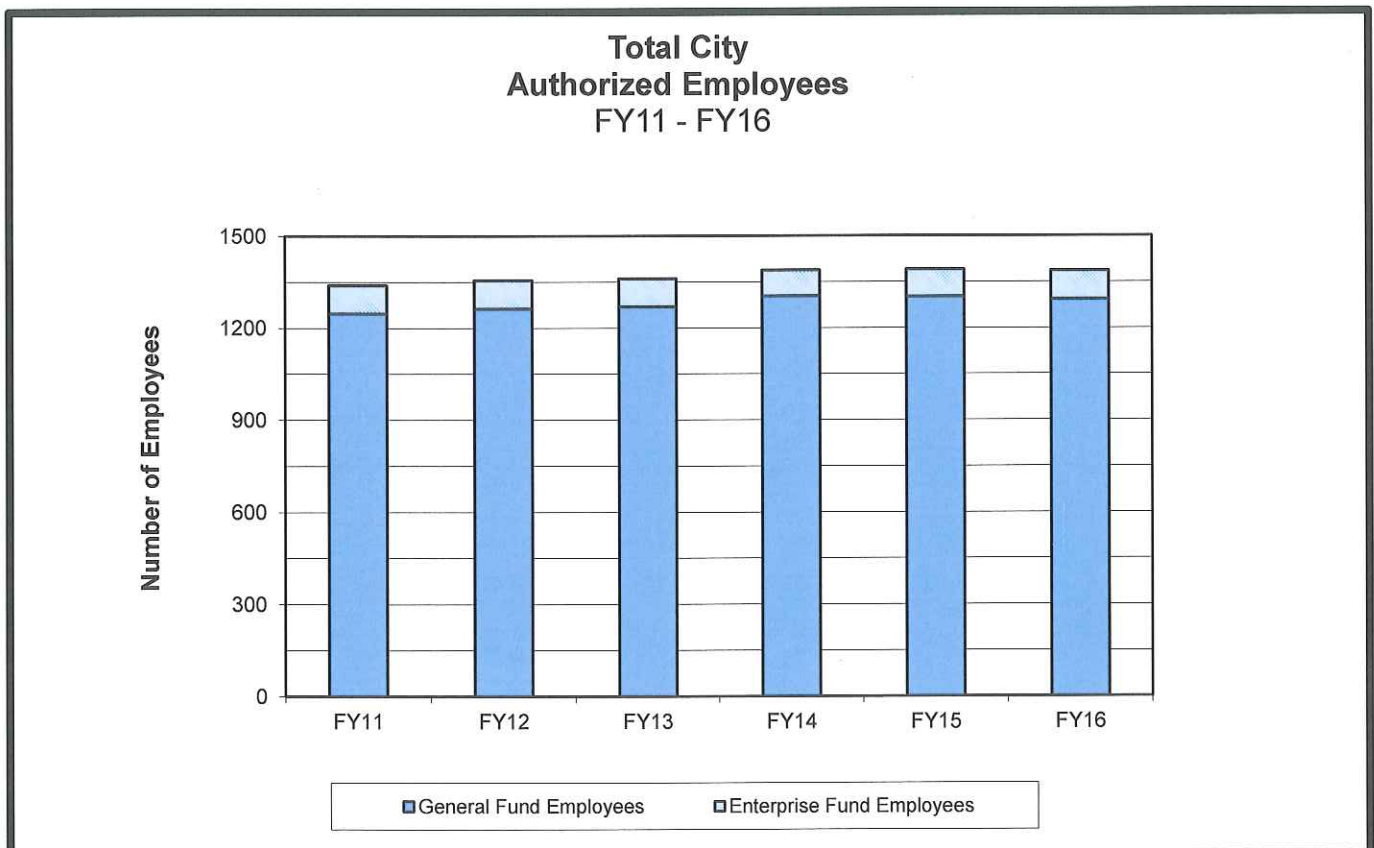
City of Portland
Authorized Employees
FY11-FY16

Department	FY11	FY12	FY13	FY14	FY15	FY16
Enterprise Funds:						
Golf Course	4.0	4.0	3.0	-----	-----	-----
Sewer Fund	37.0	37.0	37.0	38.0	39.0	32.0
Stormwater Fund	-----	-----	-----	-----	-----	11.5
Ice Arena	5.0	5.0	5.0	-----	-----	-----
Jetport	45.0	46.9	47.0	47.0	49.0	49.5
Enterprise Funds Subtotal:	91.0	92.9	92.0	85.0	88.0	93.0

***Notes:**

- Sewer Stormwater Management transferred to new Stormwater Fund in FY16; FY15 Mid-Year Appropriation Increase
- Ice Arena & Golf Course Maintenance Operations transferred to General Fund Recreation & Facilities Mgmt in FY14

Total City Employees:	1,339.0	1,355.7	1,361.4	1,388.5	1,390.1	1,386.0
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City of Portland, Maine
Approved Capital Expenditures
FY16

Department	Description	Amount	Total
GENERAL FUND:			
Parking	Spring Street Garage Ticket Dispenser	\$45,000	
	Elm Street Garage Ticket Dispenser	\$15,000	
	Total Parking		\$60,000
Fire	Peaks Island Exhaust Removal System	\$30,000	
	Total Fire		\$30,000
IT	Virtualization Storage Software	\$65,000	
	Phone Mail System Replacement	\$45,000	
	Total Information Technology		\$110,000
Public Services	City-Wide Vehicle Replacement Needs	\$105,000	
	Western Promenade Walkways	\$50,000	
	Cemetery Dead House Restoration Completion	\$20,000	
	Total Public Services		\$175,000
Rec & Fac Mgmt	School Maintenance 1 Ton Rack Truck	\$56,000	
	Total Recreation & Facilities Mgmt		\$56,000
Total General Fund Approved Capital Expenditures:			\$431,000

City of Portland, Maine
Approved Capital Expenditures
FY16

Department	Description	Approved	Total
ENTERPRISE FUNDS:			
Sewer	Wastewater Server	\$50,000	
	Sewer Districting 3/4 Ton Extended Cab Pickup	\$40,000	
	Total Sewer		\$90,000
Stormwater	Neighborhood Stormwater Drainage	\$200,000	
	Greenleaf Street Stormwater Facilities	\$85,000	
	Total Stormwater		\$285,000
Jetport	Parking Garage Maintenance & Repair (Year 1 of 20)	\$494,500	
	Runway Incursion Warning System	\$125,000	
	North GA Ramp Improvements (AIP Local Share)	\$110,062	
	Master Plan Update (AIP Local Share)	\$91,700	
	Belly Freight Office Construction	\$75,000	
	Airfield Maintenance Facility Siding Replacement	\$60,000	
	Roadways & Parking Lots Lighting Improvements	\$60,000	
	ARFF Building Reskinning	\$50,000	
	North Parking Lot Revenue Control Equipment	\$50,000	
	Energy Management System Upgrades Phase I	\$45,000	
	Stand Pipe & Sprinkler Main Replacement	\$39,000	
	Operations SUV Replacement	\$35,000	
	Airfield Snowblower (AIP Local Share)	\$30,081	
	"Old" Terminal New Signage	\$30,000	
	Facilities Crew Pickup Replacement	\$30,000	
	Jet Bridges Repainting Phase I	\$30,000	
	Jetport Roadways Directional Signage	\$25,000	
	Server Replacement	\$25,000	
	Aircraft Deicing Fluid Glycol Recovery Vehicle (AIP Local Share)	\$22,500	
	"Old" Hold Room Restroom Renovations	\$20,000	
	Airline Gate Podium Replacement (3)	\$20,000	
	Central Terminal Membrane Roof Maintenance	\$20,000	
	Citiworks Work Order Software Upgrades	\$20,000	
	Curtain Wall Maintenance / Sealants	\$20,000	
	Jetport Field Apron & Ramps Pavement Repairs	\$20,000	
	Various Terminal Spaces Carpet Replacement	\$16,500	
	"Meet & Greet" Area Replacement Seating	\$15,000	
	Terminal Rotary Door Removal (1)	\$15,000	
	FIDS System Upgrades	\$13,500	
	Jetway #3 Flooring Repairs	\$12,000	
	ARFF Building Mezzanine Construction (1)	\$10,000	
	Old Restaurant Drain Lines Repair / Replacement	\$10,000	
	Total Jetport		\$1,639,843
Total Enterprise Funds Approved Capital Expenditures:			\$2,014,843

Key Revenues and Expenditures

Revenues

The operating budget categorizes revenues into seven distinct sources. A brief explanation of the revenue source is provided as well as significant changes in their estimates.

1. GENERAL AND OTHER EXCISE TAXES

Real Estate and Personal Property Tax

The principal tax of the City is the tax on real and personal property. A single tax applies for each fiscal year to the assessed value of the taxable real or personal property. The City's Tax Collector receives the tax commitment from the City Assessor, with assessed values as of April 1 of each year. Property taxes are collected in two installments, September and March.

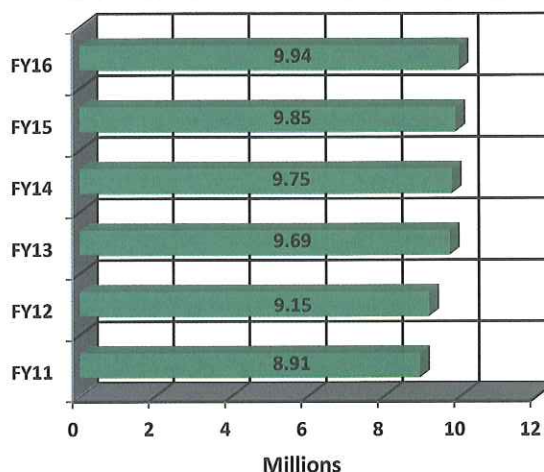
Collection of real estate taxes is ordinarily enforced in the City by the "tax lien" procedure as provided in the Maine Revised Statutes, as amended, to the collection of delinquent real estate taxes. Real Estate Tax Liens are recorded against the individual property at the County Registry of Deeds. This lien has priority over all mortgages, liens, attachments and encumbrances of any nature, subject to any paramount federal tax lien and subject to bankruptcy and insolvency laws. If the account is not satisfied within 18 months, the property becomes tax acquired and may be disposed of by the City.

The last property revaluation was phased in over two years: FY2006 and FY2007. The previous revaluation was done in 1992.

Automobile Excise Taxes

Excise Taxes are another major revenue source in this category. Vehicles are assessed a sum equal to a stated mill rate on each dollar of the manufacturer's suggested list price. The mill rate starts at 24 mills for a current year model and declines to 4 mills for the 6th and succeeding years.

Excise Tax Collections



Note: FY15 and FY16 are estimated amounts.

Excise tax collections appear to be back on the rise after the low in FY11.

2. LICENSES AND PERMITS

Many of the licenses and permits are established by the City Council and set forth in the Code of Ordinances. However, there are a number of fees established by the City pursuant to state law.

Building Permits



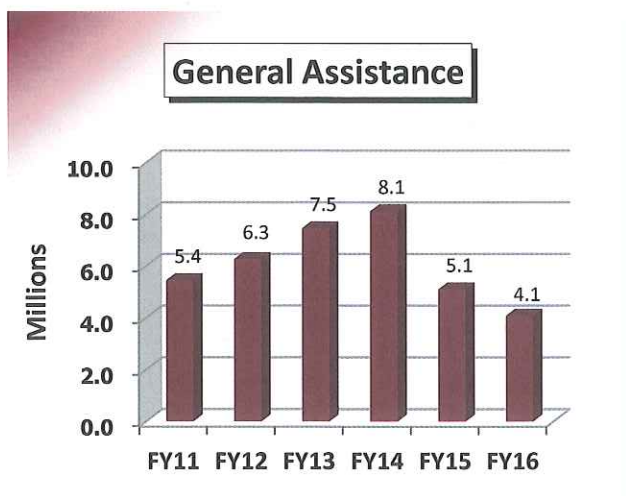
Note: FY15 and FY16 are estimated amounts.

Licenses and permits found in this category include street occupancy permits, business licenses, police & protective licenses, professional / occupational licenses, and non-business licenses. Building Permits, Business Licenses, and the Cable TV Franchise are the largest sources of revenues in this category.

3. OTHER GOVERNMENTAL AGENCIES

Reimbursements are received from the state, other governmental agencies or individuals generally to compensate either in part or in full for services rendered by the City of Portland.

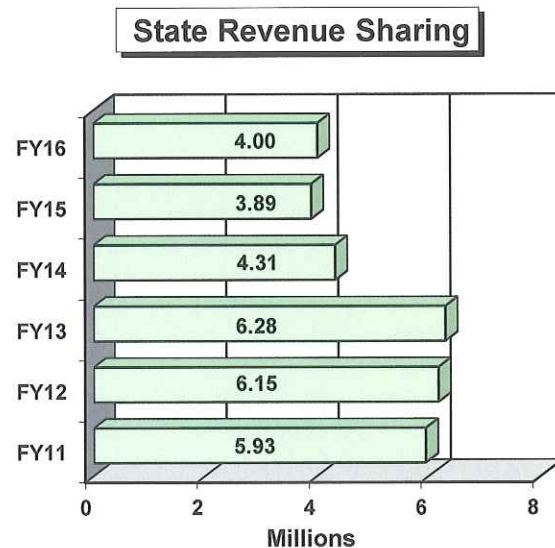
General Assistance (GA) reimbursement was by far the largest revenue in this category. In FY16, the State of Maine GA reimbursement rate changes from a tiered percentage reimbursement rate (50% / 90%) to a flat seventy percent (70.0%) reimbursement rate based on the City's eligible program expenditures. The city's lower than anticipated FY15 GA revenue collections and the FY16 revenue estimate reflect a recent change by the state in the GA reimbursement eligibility guidelines, excluding certain immigrants. The Social Services division is continually striving to assist its clients to achieve self-sufficiency through its various programs funded by state and federal grants.



Note: FY15 and FY16 are City estimated amounts.

An additional major source of revenue in this category is State Revenue Sharing.

Traditionally the State set aside 5% of all the sales, corporate, and personal income tax revenues it receives, creating a Revenue Sharing pool. The Revenue Sharing pool is then shared amongst 493 municipalities and unorganized townships in Maine, and distributed monthly. The total amount received by each municipality is based on two formulas: Revenue Sharing I and Rev-II.



Note: FY15 and FY16 are City estimated amounts

Revenue Sharing I is based on the following formula:

$$\frac{\text{population of town} \times \text{assessment (tax levy)}}{\text{state valuation for municipality}} = \text{the town's number}$$

All numbers are added together to come up with a statewide total. From the statewide total, each municipality is assigned a percentage of the total. The resulting percentage is then multiplied by the pool amount.

Rev-II distributions are based on this calculation:

- assessment / state valuation = mil. rate
- (mil. Rate - .01) x population = the town's number

The State's FY16 budget, enacted June 30, 2015, temporarily reduces the Revenue Sharing distribution pool from 5.0% of all state sales, corporate, and personal income tax revenues to 2.0% for the next four years (FY2016 - FY2019). This reduction replaces the previous FY2014 and FY2015 reduction, which capped Revenue Sharing at \$62.5m.

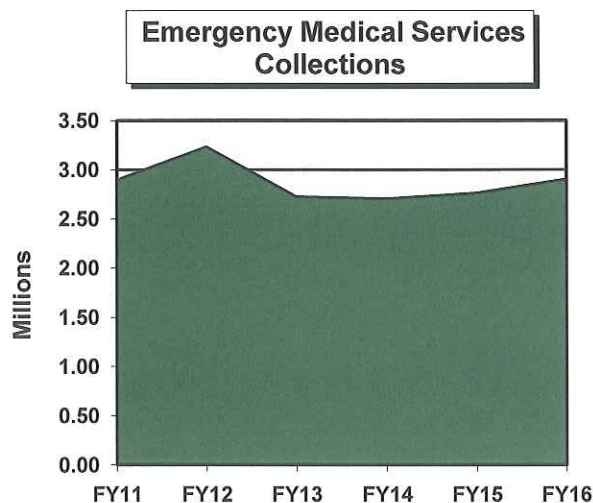
In FY2016, the State's Revenue Sharing projected share for Portland is 6.1%.

This category also includes the Local Road Assistance Program (LRAP). This state program provides equitable financial assistance to communities for improving local roads, maintaining state roads in urban areas, and assisting the State in making capital improvements to state aid minor collector highways.

4. CHARGES FOR SERVICES

Also called user fees, these charges are voluntary payments for direct, measurable consumption of services provided by the municipality.

Major sources of revenue come from Patient Receipts (Barron Center), Cultural / Recreation Services, Emergency Medical Services (EMS), Health Insurance Reimbursements, and Recycling.

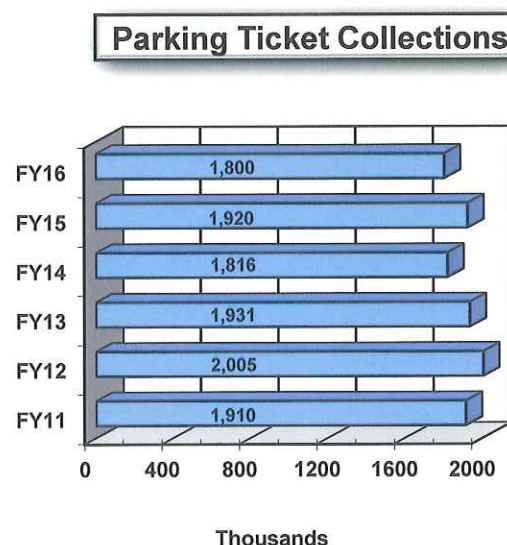


Note: FY15 and FY16 are estimated amounts.

5. FINES, FORFEITS & PENALTIES

This revenue type includes receipts from fines and penalties imposed for the commission of statutory offenses, violation of lawful administrative rules and regulations, and for neglect of official duty. Fines include district court fines and violations of local ordinance such as parking fines and building code violations.

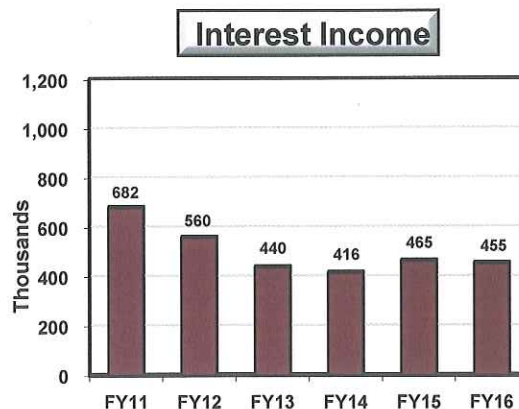
Parking violations contribute to the majority of the revenues found under Fines, Forfeits & Penalties.



Note: FY15 and FY16 are estimated amounts.

6. USE OF MONEY AND PROPERTY

This revenue type includes revenues received from parking facilities, rental income, and interest earnings.



Note: FY15 and FY16 are estimated amounts.

7. OTHER FINANCING RESOURCES

These revenues include reimbursements both from internal and external sources.

Reimbursements for expenditures incurred by staff departments, fringe benefit accounts, and departments providing direct services to the enterprise funds, cemetery endowments, library, and School department are known as interfund charges. It also includes State Grants, Housing and Community Development Grants, Federal Grants and Other Agency Revenues.

The biggest source of interfund revenue is the debt service chargebacks to the Enterprise Funds and School department. Other large revenue sources include chargebacks to the Enterprise Funds for benefits such as pension, workers' comp and medical insurance.

The Police and Fire departments charge the Jetport for direct services as well as administrative services provided. The direct services encompass 24-hour air rescue and security operations at the Jetport. The Jetport is also charged a minimal portion of each department's administrative cost.

The sale of City property and surplus activity are also found in this category.

Expenditures

Although the General Fund budget presents expenditure information by department, the City of Portland categorizes spending activities by nine areas. The following will provide a brief summary explanation of each of these expenditure types.

1. GENERAL GOVERNMENT

General governmental expenditures include the legislative and administrative functions for the benefit of the public and municipal agency as a whole. This includes expenditures for City Council, City Clerk, City Manager, Assessor, Finance, Legal, Human Resources, Parking, Economic Development, Planning, Information

Technology, Pension, Insurances, Contingency, and Memberships / Other.

2. PUBLIC SAFETY

The Public Safety category includes the Police and Fire / EMS operations. The Public Safety function is the largest tax supported service provided by the City of Portland, aside from the School Department.

Police

The Police Department is the largest municipal law enforcement agency in the state. The department provides a complete spectrum of services, from an active and diverse patrol force to the most advanced investigative services. The department's mission is enhanced by closely integrating field operations with community expectations through the application of the community policing philosophy. A highly trained professional workforce is supplemented by an advanced technology infrastructure. The marriage of the best people and the best tools enables high quality service in an ever more challenging police environment and economic slowdown.

Fire

The Fire Department provides for fire suppression, emergent medical care response and transport. Additional responsibilities include Emergency Management and Homeland and Port Security oversight. Areas of unique responsibility include Hazmat/WMD Technical Response Team, Confined Space Rescue, Fire and Emergency Medical service to the Casco Bay Islands, Air Rescue Fire Fighting at the Jetport, Marine Fire Fighting for Portland Harbor, Fire Prevention, and Fire Inspection, which includes plan review and property safety inspections. The Fire Department is also responsible for a municipal fire alarm system and the maintenance of a city wide 800 MHz radio system.

The department maintains ten fire stations and the Spring Street Fire Museum. A minimum

of Forty-six firefighters and paramedics staff each shift on 17 pieces of apparatus, which include: five engine companies, four ladder companies, five ambulances, one heavy rescue company, one air rescue unit, and one marine unit. Each piece of apparatus is equipped with advanced life support equipment 24 hours a day, seven days a week.

3. PUBLIC SERVICES

The Department of Public Services is responsible for providing many of the essential services, as well as some specialized community services, to City of Portland residents throughout the year. Public Services is responsible for the operations of the Riverside Recycling Facility under a contract arrangement, and has a comprehensive solid waste program which includes trash collection, residential curbside recycling services, and a fall leaf collection program. In FY12, a revamped version of the popular Heavy Item Pickup program (HIP) was restored. The Bulky Collection Program uses a fee based tag system, with residents paying a fee to have large bulky items hauled away from their properties. The Public Services department provides for the construction and maintenance of streets and sidewalks, the City's sewer collection and interceptor system, stormwater maintenance, and technical support for annual Capital Improvements, environmental program support, and survey / records. The department is also responsible for the removal of snow and ice from city streets and sidewalks, maintaining the Portland Downtown District, maintenance and repair of all City vehicles and equipment, traffic management which includes traffic control, traffic calming, and street lighting, as well as providing core public works services to four adjacent islands in Casco Bay.

The City of Portland has managed Portland's open spaces since the nineteenth century beginning with a Cemeteries and Public Grounds Committee. Today Public Services is responsible for the day to day management and care of the parks and open spaces in the City. Serving people of all ages and

contributing to healthy lifestyles and leisure activities of the community, this department reaches out to many citizens and visitors through over 100 individual parks and 9.2 miles of trails. All of this encompasses a geographical area of over 1,200 acres. Public Services also maintains a wide variety of City trees as well as providing new plantings, and also manages two active cemeteries (Evergreen and Forest City) and several inactive cemeteries.

4. HEALTH AND HUMAN SERVICES

This department undertakes the planning and coordination of health and human service activities in Portland, often in collaboration with non-profit agencies and the state and federal government. The department consists of the following operational divisions: Public Health Division, Social Services Division, the Barron Center and the Office of Elder Affairs.

The majority of the funding for the Public Health and Social Services divisions is derived from state and federal grants and reimbursement for direct services. The largest funding source for long-term care services at the Barron Center is MaineCare (Medicaid), followed by Medicare and private insurance.

The Office of Elder Affairs is focused on advocacy and non-institutional community based services.

5. RECREATION AND FACILITIES MANAGEMENT

This department is responsible for maintenance of all city and school buildings, including the school HVAC systems, and the waterfront properties. The department also oversees the marketing and events management at the Expo, Merrill Auditorium, Ocean Gateway, Hadlock Field, and Fitzpatrick Stadium.

Recreation offers a vast array of services and leisure activities including recreation programs, before and after school care, center for therapeutic recreation, pools, special events,

operations of the ice arena, golf course, and golf course restaurant, and the maintenance and scheduling of athletic fields.

6. LIBRARY

The Portland Public Library is governed by a Board of Trustees. As an independent and non-profit organization, the Library is self-supporting through its own resources with additional grants from the City, Cumberland County and the State of Maine. The amount appropriated represents approximately 82.9% of the Library's estimated expenditures. The City also owns the land and building in which the Library operates.

The expenditures under this category are for the City's contribution to the Portland Public Library.

7. METRO

The Greater Portland Transit District, a quasi-municipal organization better known as Metro, is a shared venture to provide public transportation services to the residents of each of its three participating communities. The Town of Falmouth joined the City of Portland and the City of Westbrook, Maine as members in April of 2009. The District is managed by a Board of Directors selected by the municipal officers of each participating municipality. The Board of Directors has responsibility for budgeting and financing. The District's operating and capital expenditures, including debt service, are financed by state and federal grants received directly by the District, fares and assessments of member communities.

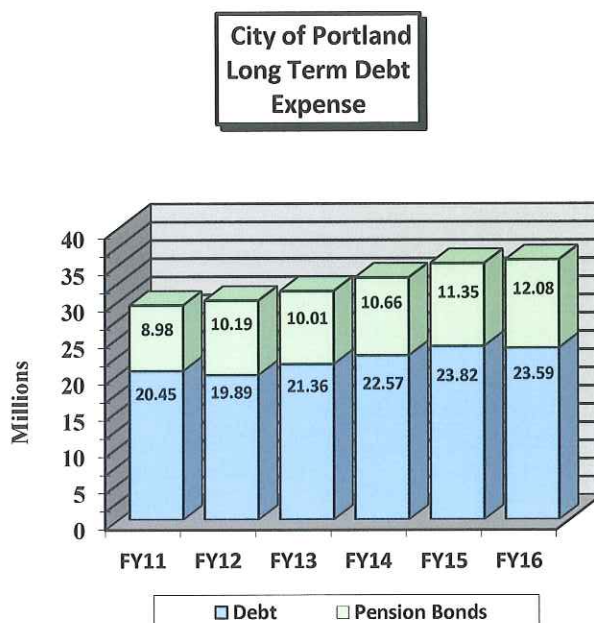
The appropriation found under this division represents the City of Portland's assessment for the upcoming fiscal year. The City's portion of the annual assessment is \$2,485,054 or 81.6%.

8. COUNTY TAX

This expenditure is paid to finance Portland's share of the cost of county government, including debt repayment. This is

determined by the ratio of the City's equalized State Valuation to the County's total equalized State Valuation. At January 1, 2015, the City's equalized State Valuation of \$7,707,200,000 was 19.6% of the County's total equalized State Valuation of \$39.4 billion, resulting in a FY16 assessment to the City of Portland of \$5,240,009.

9. LONG TERM DEBT



Note: FY15 and FY16 are estimated amounts.

Debt Service expenditures repay principal and interest on the City's general obligation bonds, as well as the administration cost of the current and past year bond issuances. The primary reason for borrowing funds is for financing of Capital improvements, some of which are for Schools and Enterprise Funds.

The City's debt source is the single largest item of expense in the City budget. For fiscal year 2016, the gross debt budget is \$35,669,850, or 20.0% of the City's general fund budget; the School Department and Enterprise Funds reimburse the general fund \$12,549,319 of this expense. The FY16 net cost of debt service to the City general fund is \$21,938,037.

City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Activity/Element/Object	Account Title	Actual Revenues FY14	Estimated Revenues FY15	Projected Revenues FY15	Estimated Revenues FY16
I. Property and Excise Taxes					
311-0000	Current Year's Assessment	143,450,923	153,223,254	150,015,367	159,098,413
311-1000	Less: TIF Refunds	(3,138,296)	(2,569,064)	(2,934,764)	(2,051,905)
311-2000	Less: School Tax Allocation	(74,703,001)	(77,469,011)	(77,469,011)	(78,073,211)
312-0000	Prior Year's Assessment	1,169,275	0	1,875,000	0
313-1000	Automobile Excise	9,746,397	9,805,000	9,850,000	9,943,500
313-2000	Boat Excise	38,683	38,000	34,041	38,000
313-3000	Aircraft Excise	90,604	90,000	90,000	95,000
314-0000	Payments in Lieu of Taxes	619,284	545,000	545,000	545,000
319-0000	Interest and Penalties	287,453	99,000	300,000	206,117
Total Property and Excise Taxes		\$77,561,322	\$83,762,179	\$82,305,633	\$89,800,914
II. Licenses and Permits					
321-0000	Street Occupancy	318,664	150,705	234,410	310,870
322-0000	Business Licenses	855,807	841,636	840,636	1,335,543
322-1000	Reinspections	0	0	0	3,500
323-0000	Police and Protective	2,128	2,055	1,983	2,200
325-1000	Solid Waste Control	10,410	13,500	11,530	13,500
326-0000	Non-Business Licenses	991,140	833,430	640,793	773,492
326-0300	Building Permits	1,248,923	1,709,030	1,255,813	1,500,000
326-0400	Electrical Permits	59,791	58,000	60,702	60,000
326-0500	Plumbing Permits	45,832	55,000	45,010	55,000
326-0600	Certificate of Occupancy	28,650	29,000	30,525	32,000
326-0700	Zoning Determination	9,000	8,000	8,665	10,050
326-0800	Board of Appeals	6,050	8,000	4,845	7,000
326-2000	Dog Agent Fees	1,795	2,280	2,169	2,069
326-2100	Hunting and Fishing	936	1,010	998	946
326-2200	Marriages	35,960	34,128	34,128	33,984
Total Licenses and Permits		\$3,615,086	\$3,745,774	\$3,172,207	\$4,140,154
III. Intergovernmental Revenue					
335-0300	Social Services	8,118,080	8,694,628	5,093,389	4,075,064
335-1000	Revenue Sharing	4,313,430	3,955,032	3,887,503	4,000,897
335-2000	Local Road Assistance Prgm (LRAP)	635,502	635,500	496,600	500,000
335-2500	Medicaid	1,673,512	1,836,290	1,675,871	1,671,802
335-3000	Snowmobile Registrations	1,403	1,500	1,500	1,500
335-4000	Tree Growth Reimbursement	1,976	2,000	2,002	2,000
335-5000	Veterans Real Estate Reimb.	42,301	40,000	41,541	40,000
335-6000	Camping Fees	5,014	4,900	4,900	5,000
335-8000	Homestead Tax Relief	866,076	0	884,496	0
335-8500	Business Personal Property Tax Relief	1,230,688	0	1,816,461	0
Total Intergovernmental Revenue		\$16,887,982	\$15,169,850	\$13,904,263	\$10,296,263

City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Activity/Element/Object	Account Title	Actual Revenues FY14	Estimated Revenues FY15	Projected Revenues FY15	Estimated Revenues FY16
IV. Charges for Services					
340-0000	Charges for Services PDD	307,248	309,200	328,000	328,000
341-0000	Misc. Charges for Services	4,133,569	4,484,335	4,462,880	4,625,996
341-4000	Auto Registration	89,450	99,000	101,670	100,000
341-5000	Program Income	22,750	20,500	19,250	19,000
341-5500	Berthing Income	153,372	166,160	184,340	167,130
341-5800	Passenger Fees	751,936	717,800	942,286	1,076,925
341-5900	Fresh Water	40,162	32,000	34,947	28,000
341-8000	Parking	43,693	50,000	46,000	46,000
342-0000	Public Safety	3,084,536	3,715,165	3,380,563	3,219,950
342-0100	Witness Fees	52,602	44,000	70,921	55,500
342-0200	Cruiser Use	80,143	57,250	91,988	69,250
342-1000	Peer Review Reimbursement (Eng.)	134,672	120,000	128,622	114,725
342-1100	Development Application Fee	49,736	30,000	28,500	30,000
342-1200	Development Review (Planners)	26,801	40,000	40,000	45,000
342-1300	Inspection / Review (DRC)	53,501	69,750	71,960	72,000
342-1400	Site Alteration Review	1,200	1,600	1,400	1,600
343-0000	Recycling Program	1,552,217	1,616,664	1,600,000	2,040,185
343-1500	Taxable Sales	19,200	29,228	32,674	29,106
343-2000	Riverside Recycling	320,554	351,630	351,630	167,660
343-2500	Heavy Item Stickers	1,736	3,360	3,360	3,360
343-3000	Peaks Island Transfer Station	5,468	10,000	7,329	7,135
345-0800	STD Clinic	13,243	16,000	15,027	15,000
345-1200	Clinic Fees	53,365	80,000	56,265	37,907
345-2000	Medicaid Reimbursement	79,511	75,000	95,123	216,797
345-6500	Patient Receipts	16,838,100	17,453,261	17,795,666	19,056,234
345-6600	Non-Patient Receipts	548,808	587,942	564,290	558,978
345-9900	Less: Returns / Allowances	(1,560,126)	(1,251,155)	(1,379,355)	(1,448,913)
346-0100	Golf Course Daily Play	298,041	360,000	330,763	361,300
346-0200	Golf Course Gift Certificates	4,726	0	0	0
346-0300	Golf Course Passholders	206,358	245,000	216,418	225,000
346-0400	Golf Course Pro Shop	35,464	65,000	50,063	52,000
346-0600	Golf Course Tournaments	63,775	61,215	52,191	52,500
346-0700	Golf Course Lockers	3,120	3,020	3,757	4,145
346-0800	Golf Course Cart Rentals	116,399	120,000	156,105	160,290
346-1000	Ice Arena Vending	15,246	15,000	13,617	14,000
346-1600	Ice Arena Advertising	5,950	9,200	9,200	9,200
346-2000	Ice Arena Concessions	26,891	26,000	26,000	26,000
346-5000	Ice Rentals	541,181	510,000	502,784	529,365
346-9900	Golf Course Credit Redemptions	21,547	0	4,769	0
347-0000	Cultural / Recreation	147,475	133,370	138,795	140,143
347-0100	Burials	150,930	146,417	140,000	190,887
347-0200	Foundations	17,618	24,225	22,000	20,550
347-0400	Annual Care	340	100	100	100
347-0500	Plants	1,560	1,750	2,500	1,925
347-0600	Vault Cover Placements	19,337	20,155	20,180	21,955
347-0700	Lot Sales	51,115	49,000	49,244	51,200
347-0800	Swimming	218,675	245,058	209,735	234,487
347-1000	Camps	234,780	230,000	243,985	246,000

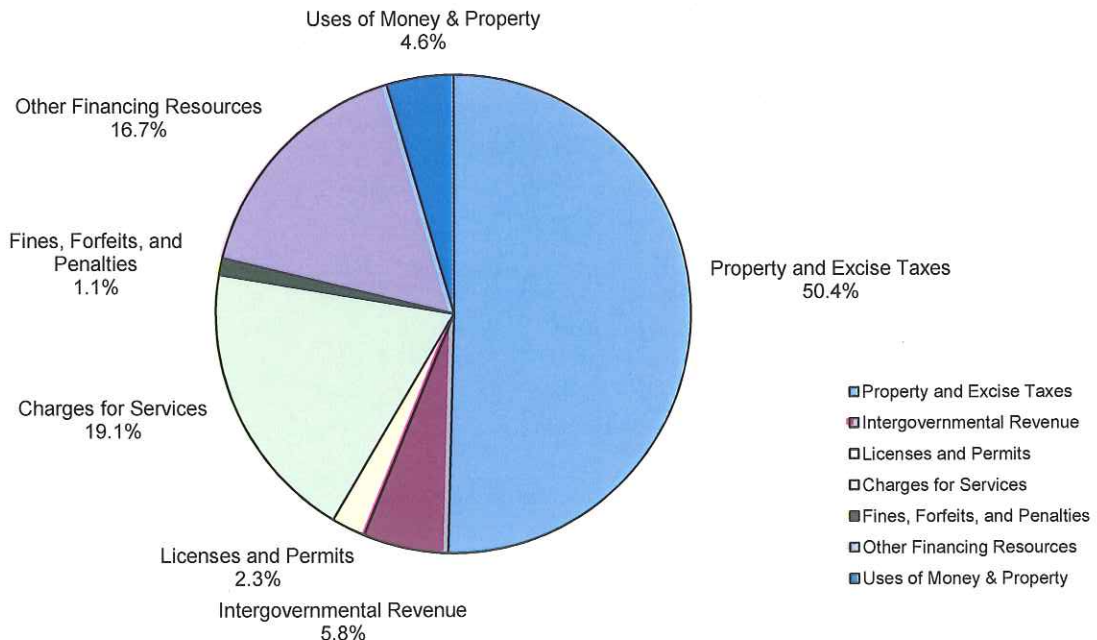
City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Activity/Element/Object	Account Title	Actual Revenues FY14	Estimated Revenues FY15	Projected Revenues FY15	Estimated Revenues FY16
IV. Charges for Services <i>Continued</i>					
347-2000	Before & After School Program	897,097	860,000	900,294	900,000
347-3000	East End Boat Launch	19,354	21,440	18,191	18,550
348-0000	Donations	51,599	51,597	51,597	44,561
Total Charges for Services		\$30,046,025	\$32,126,237	\$32,237,624	\$33,986,683
V. Fines, Forfeits, and Penalties					
351-0000	Code Violations	87,689	120,475	90,128	108,005
351-1000	Denver Boot	90,150	95,000	95,000	95,000
351-2000	Parking Tickets	1,816,125	1,850,000	1,920,000	1,800,000
351-7000	Solid Waste	590	0	221	0
Total Fines, Forfeits, and Penalties		\$1,994,554	\$2,065,475	\$2,105,349	\$2,003,005
VI. Uses of Money & Property					
361-0000	Interest Income	416,398	450,000	465,034	455,000
361-2000	Kehoe Trust Fund	15,526	15,100	13,660	13,660
363-0000	Rental Income	177,565	293,910	217,946	222,910
363-0100	Primary Tenant	371,756	367,600	367,400	391,420
363-0200	Commercial	309,275	258,700	298,354	310,700
363-0300	Non-Commercial	267,227	243,500	294,795	333,000
363-0400	Food Service	479,392	757,787	650,100	720,100
363-0500	Merchandising	6,239	7,050	7,390	7,550
363-0700	Advertising	47,504	50,000	50,000	50,000
363-0800	Vending	13,359	15,000	15,000	15,000
363-0900	Box Office	45,074	41,480	48,423	57,200
363-1500	Parking Income	7,680	7,680	4,575	4,360
363-2500	Ground Rent	264,887	441,278	185,810	189,270
363-3300	Civic Center Office Rent	(2,525)	37,765	0	0
363-3400	94 Free Street Lease	16,200	15,912	22,816	23,045
364-0000	Garages, Lots, Meters	849,085	770,000	820,000	894,000
364-0100	Hourly Parking	713,366	675,000	708,000	715,000
364-0200	Monthly Parking	855,736	890,920	966,472	980,952
364-0300	Library	18,288	12,500	16,500	16,500
364-0500	Thames Street Lot	103,244	89,000	125,000	140,000
364-0600	Angelos Acre	0	0	0	10,000
364-1000	Parking Meters	2,217,898	2,165,000	2,231,000	2,300,000
364-2000	Parking Annual Lot Rentals	1,000	1,000	1,000	1,000
364-2500	Snow Tow Lot	49,122	79,200	79,200	79,200
367-0000	Cultural / Recreation	181,027	192,500	153,325	171,325
Total Uses of Money & Property		\$7,424,323	\$7,877,882	\$7,741,800	\$8,101,192

City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Activity/Element/Object	Account Title	Actual Revenues FY14	Estimated Revenues FY15	Projected Revenues FY15	Estimated Revenues FY16
VII. Other Financing Resources					
391-0000	Operating Transfers In	873,096	755,099	676,246	1,520,075
392-0000	Sale of City Property	73,221	50,000	50,000	230,000
393-0000	HCD Charges	512,012	488,879	444,239	517,538
394-0000	Fund Balance Appropriation	0	735,000	0	500,000
395-0000	Enterprise Fund Charges	12,158,519	12,858,105	12,651,162	12,852,349
396-0000	School Department Charges	8,732,885	10,005,291	9,963,386	8,835,783
397-0000	Spec Rev / Endow Fd Chgs	150,896	165,411	170,114	171,531
398-0000	Misc. Reimbursements	876,825	810,108	810,043	840,203
398-0100	Fringe Benefits	505,317	415,826	397,937	275,010
398-0200	Non-State Social Service	117,411	91,000	34,044	40,000
398-1000	Other General Fund Accts	369,476	374,383	539,215	386,498
398-4000	Grant Reimbursements	5,430,617	4,858,974	4,715,795	4,027,323
Total Other Financing Resources		\$29,800,275	\$31,608,076	\$30,452,181	\$30,196,310
TOTAL GENERAL FUND REVENUES:		\$167,329,567	\$176,355,473	\$171,919,057	\$178,524,521

FY16 Revenues
General Fund by Revenue Source



Note: Due to rounding, totals may not equal 100%

**CITY OF PORTLAND, MAINE
FY16 Annual Budget**

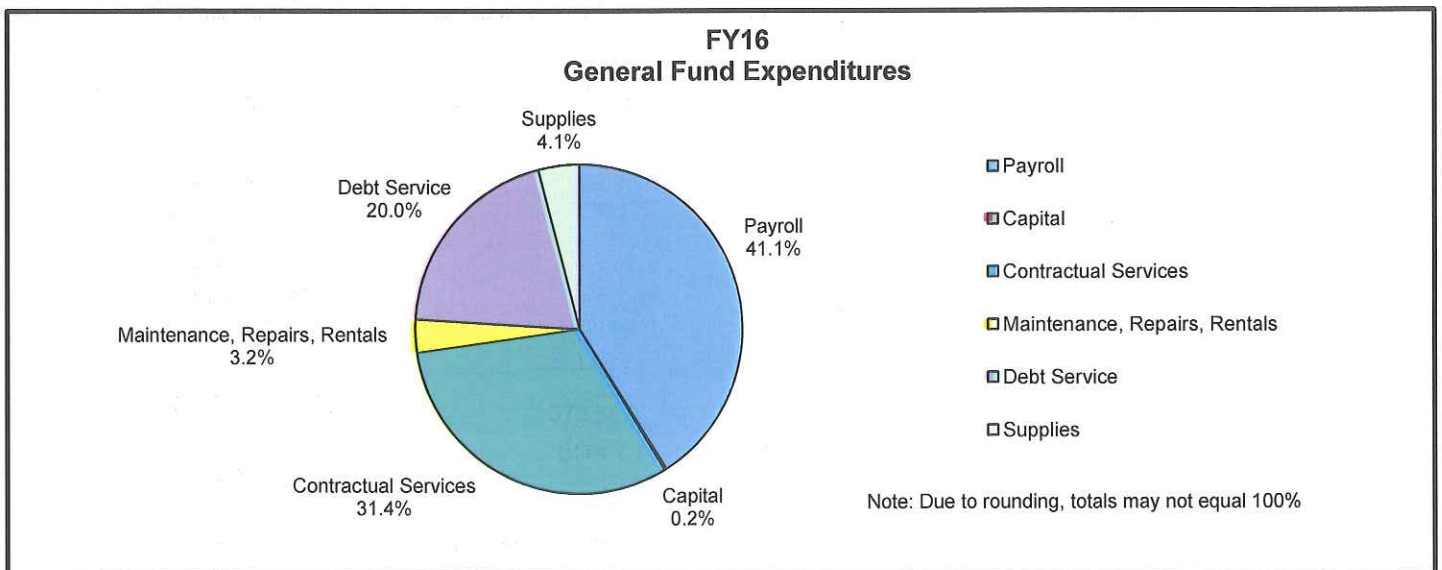
Departmental Budget Summary By Expenditure Category

Account Number	Account Title	Payroll	Contractual Services	Maint. / Repairs & Rentals	Supplies	Capital	Total
11-00	Council	120,508	209,245	0	3,750	0	333,503
12-00	City Clerk	488,844	70,176	11,718	5,600	0	576,338
13-00	City Manager	1,128,970	68,920	1,800	17,650	0	1,217,340
14-00	Assessor	310,744	16,875	1,620	3,900	0	333,139
15-00	Finance	1,320,183	329,715	3,596	23,477	0	1,676,971
16-00	Legal	476,710	29,340	100	5,700	0	511,850
17-00	Human Resources	679,764	348,488	3,640	9,500	0	1,041,392
18-00	Parking	1,417,762	449,432	263,957	42,820	0	2,173,971
19-00	Economic Development	221,769	44,987	2,400	4,750	0	273,906
21-00	Police	13,758,579	392,625	224,337	205,522	0	14,581,063
22-00	Fire	14,407,221	803,279	824,780	529,757	0	16,565,037
24-00	Planning & Development	2,017,029	165,520	12,700	37,650	0	2,232,899
29-00	Information Technology	1,022,557	307,906	746,783	58,600	0	2,135,846
31-00	Public Services	8,203,426	3,857,210	1,582,954	2,263,358	0	15,906,948
33-00	Recreation & Facilities Management	6,228,141	2,848,266	1,336,940	1,433,747	56,000	11,903,094
41-00	Public Health	3,509,593	164,793	38,101	120,926	0	3,833,413
42-00	Social Services	3,865,245	7,558,456	553,542	173,900	0	12,151,143
43-00	Barron Center	11,652,592	1,529,360	176,803	2,319,262	0	15,678,017
48-00	Library	2,646,000	1,035,713	0	0	0	3,681,713
51-00	Pension	0	7,177,477	0	0	0	7,177,477
52-00	Employee Benefits	0	18,929,904	10,800	0	0	18,940,704
61-00	Contingent	0	611,000	0	0	0	611,000
62-00	Liability Insurance	0	775,003	0	0	0	775,003
63-00	County Tax	0	5,240,009	0	0	0	5,240,009
65-00	Memberships & Contr.	0	3,039,722	0	0	0	3,039,722
67-00	Wage Adjustment	(111,827)	0	0	0	0	(111,827)
70-00	Capital	0	0	0	0	375,000	375,000

Subtotal General Fund Expenditures: \$73,363,810 \$56,003,421 \$5,796,571 \$7,259,869 \$431,000 \$142,854,671

47-00 Debt Service \$35,669,850

Total General Fund Expenditures: \$178,524,521



**CITY OF PORTLAND, MAINE
FY16 Annual Budget**

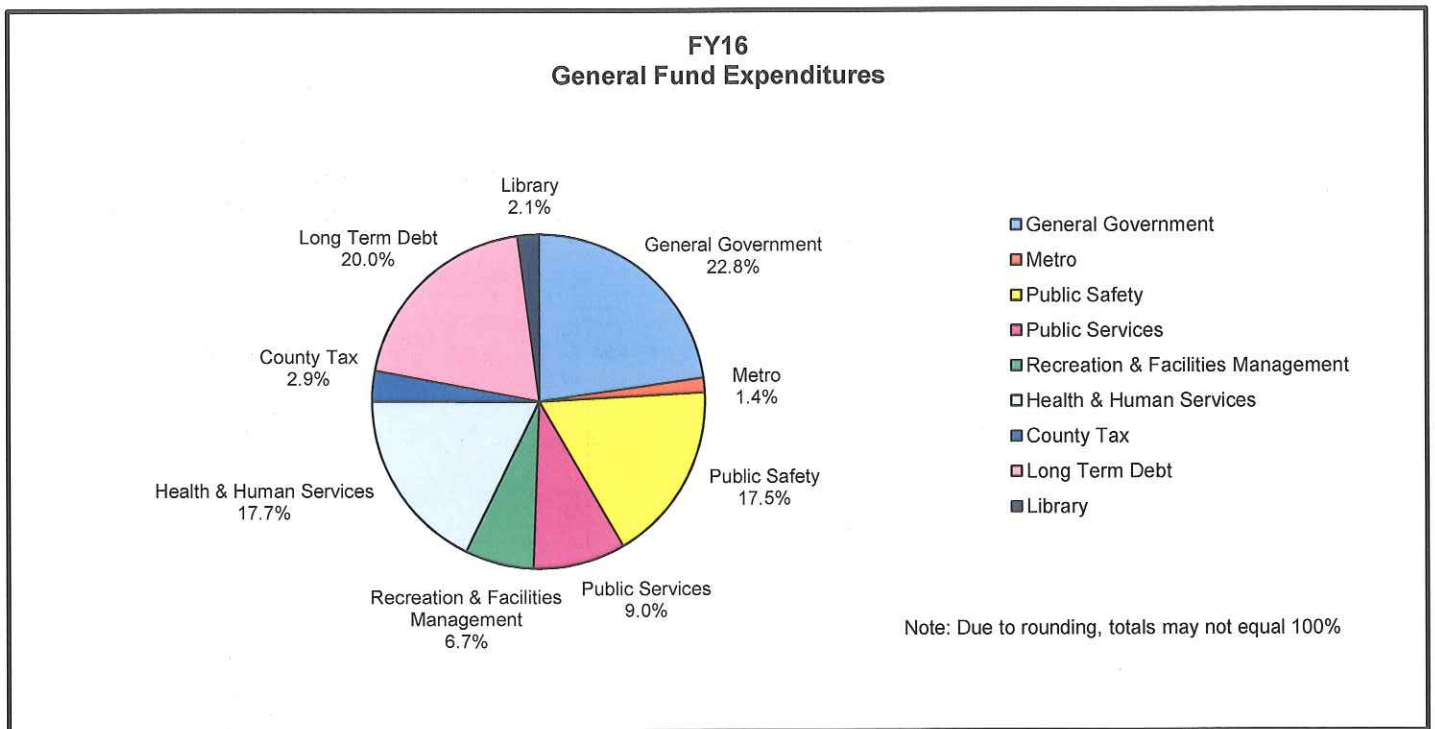
Categorical Budget Summary By Expenditure Category

Account Title	Payroll	Contractual Services	Maint. / Repairs & Rentals	Supplies	Capital	Total
General Government	9,093,013	30,088,595	1,059,114	213,397	170,000	40,624,119
Public Safety	28,165,800	1,195,904	1,049,117	735,279	30,000	31,176,100
Public Services	8,203,426	3,857,210	1,582,954	2,263,358	175,000	16,081,948
Recreation & Facilities Management	6,228,141	2,848,266	1,336,940	1,433,747	56,000	11,903,094
Health & Human Services	19,027,430	9,252,609	768,446	2,614,088	0	31,662,573
Library	2,646,000	1,035,713	0	0	0	3,681,713
County Tax	0	5,240,009	0	0	0	5,240,009
Metro	0	2,485,115	0	0	0	2,485,115

Subtotal General Fund Expenditures: \$73,363,810 \$56,003,421 \$5,796,571 \$7,259,869 \$431,000 \$142,854,671

Long Term Debt \$35,669,850

Total Categorical Expenditures: \$178,524,521



City Council

The City of Portland operates under a charter which was amended on November 02, 2010. In mid-FY12, the City elected a Mayor for a four year term. In addition to the Mayor, the City Council is comprised of five district Council members and three members elected from the registered voters of the entire City-at-Large. The Council members are elected for three-year staggered terms.

The charter grants to the City Council all powers to enact, amend or repeal rules, ordinances and resolutions relating to the City's property, affairs and government, to preserve the public peace, health and safety, to establish personnel policies and authorize the issuance of debt. The council adopts an annual budget and provides for an annual audit. The Mayor has the authority to veto the annual budget, however the veto may be overridden by six members of the City Council.

In addition to formally meeting two times each month, the Council meets frequently in subcommittees and workshops in order to more fully grasp the dimensions of urban problems.

The revenues received by this department are from Housing & Community Development (HCD) grant funds for a portion of the annual audit costs.

Department Summary

Department:	City Council				Account:	100-11
	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	117,000	116,350	120,508	120,508	120,508	120,508
Administrative Services	49,880	45,458	54,680	38,680	38,680	38,680
Contractual Services	159,000	162,138	169,000	169,000	169,000	169,000
Supplies	3,750	3,450	3,750	3,750	3,750	3,750
Utilities	1,565	1,565	1,565	1,565	1,565	1,565
Total	331,195	328,961	349,503	333,503	333,503	333,503
Less Revenues	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
Net Department Total	326,195	323,961	344,503	328,503	328,503	328,503

Personnel Services Detail

Department: City Council

Division: City Council

Account: 100-11-00

Position	Funding	FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Mayor	100	1	68,386	1	70,434	1	70,434	1	70,434	1	70,434
City Councilor	100	8	48,614	8	50,074	8	50,074	8	50,074	8	50,074
Gross Personnel Services		9.0	117,000	9.0	120,508	9.0	120,508	9.0	120,508	9.0	120,508

City Clerk

The Department of City Clerk has four major functions: Elections, Business Licenses, Vital Records, and City Records maintenance. The City Clerk oversees the operation of these functions and acts as Clerk of the City Council by recording and keeping all its official acts. The Principal Administrative Officer, the Clerk's Deputy, is charged with ensuring the City Clerk's Office runs in accordance with the Clerk's directives and obligations.

The Election Administrator is charged with facilitating municipal and state elections. The City Clerk's office is responsible for all election preparation, including preparing ballots, nomination papers, training election officials, testing the election scanners to certify their accuracy, and absentee voting. The Clerk's Office is also responsible for tallying election results and securing voted ballots. Three elections are budgeted for FY16: the Nov. 2015 State & Municipal Election, the May 2016 School Budget Validation and the June 2016 Primary. Voter Registration is part of the election process and involves maintaining voter lists, certifying election nomination papers and citizen initiative petitions, processing peoples veto papers, and generating reports from the Central Voter Registration system (CVR). This is a statewide system designed to standardize and centralize voter registration.

The Business License Administrator and an Assistant maintain and process over 2,000 licenses annually as required by the City Code. The Licensing Administrator provides license applications and coordinates all interdepartmental approvals pursuant to licensing ordinances.

The Vital Records Clerks are responsible for recording and issuing vital records such as the births, deaths and marriages that occur in Portland. An account has been created to facilitate donations for the preservation of these records, which are in poor condition; these records must be maintained forever. In addition, Clerks are responsible for performing marriages, the licensing of dogs, the sale of fish and game licenses, domestic partnership registrations, genealogy request searches, and providing Notary and Dedimus Justice services.

City record keeping involves indexing and binding Council minutes, responding to research requests, and the storage of the audio/video recordings of several boards and committees.

Department Summary

Department: City Clerk

Account: 100-12

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	471,387	446,770	512,154	488,844	488,844	488,844
Administrative Services	5,269	5,177	4,549	1,580	1,580	1,580
Contractual Services	36,671	36,637	67,816	67,816	67,816	67,816
Maintenance and Repairs	1,650	1,400	2,750	2,750	2,750	2,750
Rentals	8,718	8,718	8,968	8,968	8,968	8,968
Supplies	8,110	8,087	5,600	5,600	5,600	5,600
Utilities	780	780	780	780	780	780
Total	532,585	507,569	602,617	576,338	576,338	576,338
Less Revenues	(1,090,923)	(1,083,931)	(1,111,848)	(1,131,848)	(1,131,848)	(1,131,848)
Net Department Total	(558,338)	(576,362)	(509,231)	(555,510)	(555,510)	(555,510)

Personnel Services Detail

Department: City Clerk

Division: City Clerk

Account: 100-12-00

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
City Clerk	100		1	75,231	1	79,794	1	79,794	1	79,794	1	79,794
(1) Principal Admin Officer	100		1	58,793	0.8	52,826	0.8	52,826	0.8	52,826	0.8	52,826
Business License Admin	100		1	44,483	1	47,134	1	47,134	1	47,134	1	47,134
(2) Business License / Election Asst	100		0	0	1	33,624	1	33,624	1	33,624	1	33,624
Election Administrator	100		1	46,010	1	43,518	1	43,518	1	43,518	1	43,518
(3) Election Assistant	100		1.3	43,566	0.7	21,700	0.2	3,390	0.2	3,390	0.2	3,390
Vital Records Clerk	100		3.9	132,794	3.9	137,070	3.9	137,070	3.9	137,070	3.9	137,070
(4) Temporary Help	100			55,140		79,668		74,668		74,668		74,668
(5) Overtime	100			15,370		16,820		16,820		16,820		16,820
Gross Personnel Services			9.2	471,387	9.4	512,154	8.9	488,844	8.9	488,844	8.9	488,844

Notes:

- (1) (.2) Hours Decrease during FY15
- (2) 1 Reclassed from Election Asst to Full-Time during FY15
- (3) (1) Reclassed to Business License / Election Asst during FY15; (.1) Hours Decrease in FY16
- (4) FY16: 3 Elections (FY15: 2 Elections)
- (5) FY16: 3 Elections (FY15: 2 Elections)

City Manager

This department consists of the City Manager and support staff. The FY16 budget also includes the creation of the Housing Safety division under this Department.

Appointed by the City Council, the City Manager serves as the Chief Executive Officer of the City. In addition to the City Manager, the administrative staff also includes other key staff members necessary for the success in providing high quality services. As the largest municipality in Maine, the staff works diligently toward being involved and pro-active in the Portland community, as well as in the broader local and state community.

Department Summary

Department: City Manager

Account: 100-13

		FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown							
Payroll		785,498	740,333	764,485	1,128,970	1,128,970	1,128,970
Benefits		2,400	1,260	0	0	0	0
Administrative Services		26,350	26,120	27,200	17,200	17,200	17,200
Contractual Services		44,200	33,200	44,200	44,200	44,200	44,200
Rentals		1,800	1,478	1,800	1,800	1,800	1,800
Supplies		11,400	10,380	11,400	17,650	17,650	17,650
Utilities		5,840	5,840	5,840	7,520	7,520	7,520
Total		877,488	818,611	854,925	1,217,340	1,217,340	1,217,340
Summary by Division							
City Manager Administration	(13-01)	877,488	818,611	854,925	881,557	881,557	881,557
Housing Safety	(13-10)	0	0	0	335,783	335,783	335,783
Total		877,488	818,611	854,925	1,217,340	1,217,340	1,217,340
Less Revenues		(1,074,645)	(884,039)	(968,881)	(1,582,381)	(1,403,881)	(1,403,881)
Net Department Total		(197,157)	(65,428)	(113,956)	(365,041)	(186,541)	(186,541)

City Manager Administration

The Administration division is responsible for the executive management of the City of Portland. Responsibilities include preparation and administration of council agendas and orders; coordination and administration of City departments, services, and programs; developing and enforcing administrative policies; handling of citizen inquiries and complaints, public relations and communication functions, affirmative action; neighborhood, waterfront, and island liaison efforts; local and state government liaison efforts; and preparation of the annual Capital Improvement Plan.

The Waterfront Coordinator position is funded through revenue from the Waterfront Tax Increment Financing District.

Division Summary

Department: City Manager	Division: City Manager Administration				Account: 100-13-01	
	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	785,498	740,333	764,485	801,117	801,117	801,117
Benefits	2,400	1,260	0	0	0	0
Administrative Services	26,350	26,120	27,200	17,200	17,200	17,200
Contractual Services	44,200	33,200	44,200	44,200	44,200	44,200
Rentals	1,800	1,478	1,800	1,800	1,800	1,800
Supplies	11,400	10,380	11,400	11,400	11,400	11,400
Utilities	5,840	5,840	5,840	5,840	5,840	5,840
Total	877,488	818,611	854,925	881,557	881,557	881,557
Less Revenues	(1,074,645)	(884,039)	(968,881)	(968,881)	(968,881)	(968,881)
Net Division Total	(197,157)	(65,428)	(113,956)	(87,324)	(87,324)	(87,324)

Personnel Services Detail

Department: City Manager

Division: City Manager Administration

Account: 100-13-01

Position	Funding Source	FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
City Manager	100	1	149,531	1	152,506	1	152,506	1	152,506	1	152,506
Deputy City Manager	100	1	128,798	1	142,448	1	142,448	1	142,448	1	142,448
(1) Chief of Staff	100	0	0	0	0	1	99,485	1	99,485	1	99,485
(2) Asst to the City Manager	100	1	59,236	1	62,853	0	0	0	0	0	0
City Communications Director	100	1	69,184	1	75,731	1	75,731	1	75,731	1	75,731
Island/Neighborhood Admin	100	1	69,314	1	73,528	1	73,528	1	73,528	1	73,528
Dir EO & Multicultural Affairs	100	1	67,883	1	72,041	1	72,041	1	72,041	1	72,041
Waterfront Coordinator	100	1	74,352	1	78,879	1	78,879	1	78,879	1	78,879
(3) Arts and Equity Director	100	1	51,597	0	0	0	0	0	0	0	0
Senior Executive Assistant	100	2	93,603	2	99,299	2	99,299	2	99,299	2	99,299
Temporary Help	100		20,000		7,200		7,200		7,200		7,200
Overtime	100		2,000		0		0		0		0
(4) Notes											
Gross Personnel Services		10.0	785,498	9.0	764,485	9.0	801,117	9.0	801,117	9.0	801,117

Notes:

- (1) 1 New Position Approved in FY16
- (2) (1) Position Eliminated in FY16
- (3) (1) Position Eliminated during FY15 (Grant Term Ended)
- (4) 311 Customer Service Rep Transferred to IT (100-2901) during FY15 (FY15 Jan. Start: 0.5 FTE)

Housing Safety

Housing Safety is a new division of the City Manager's Office and is intended to be a cross-cutting division that coordinates inspection activities from multiple departments as it relates to rental housing safety. The purpose of the program is to inspect the approximately 17,000 rental units in the city for life safety issues. The budget for this division includes the creation of a new mandatory rental housing inspection program funded by the revenue collected from an annual registration fee on rental units. The program includes the creation of five new positions.

Division Summary

Department: City Manager Division: Housing Safety Account: 100-13-10

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	0	0	0	327,853	327,853	327,853
Supplies	0	0	0	6,250	6,250	6,250
Utilities	0	0	0	1,680	1,680	1,680
Total	0	0	0	335,783	335,783	335,783
Less Revenues	0	0	0	(613,500)	(435,000)	(435,000)
Net Division Total	0	0	0	(277,717)	(99,217)	(99,217)

Personnel Services Detail

Department: City Manager

Division: Housing Safety

Account: 100-13-10

Position	Funding	FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Housing Safety Officer	100	0	0	0	0	1	75,000	1	75,000	1	75,000
Education Officer (Fire)	100	0	0	0	0	1	55,000	1	55,000	1	55,000
Project Manager	100	0	0	0	0	1	62,853	1	62,853	1	62,853
Inspector	100	0	0	0	0	3	135,000	3	135,000	3	135,000
(1) Notes											
Gross Personnel Services		0.0	0	0.0	0	6.0	327,853	6.0	327,853	6.0	327,853

Notes:

(1) FY16 New Division / Program: 6 New Positions Approved in FY16

Assessor

The Department of the Assessor is responsible for the creation and maintenance of the tax roll. Additionally, it maintains records on over 1,300 exempt real estate accounts. The distribution of taxes is accomplished by assigning taxable assessed values to approximately 22,600 real estate accounts and 4,200 personal property accounts. Among the documents that must be accurately maintained by this department are real property records, property maps, ownership records, property sales information and personal property records. Computerization and web site development of department records and tasks continue as an enhancement to the assessment and data processing functions of this office.

Department Summary

Department: Assessor

Account: 100-14

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	298,777	294,900	310,744	310,744	310,744	310,744
Administrative Services	8,845	9,774	8,845	4,895	4,895	4,895
Contractual Services	12,210	10,474	11,980	11,980	11,980	11,980
Rentals	1,620	1,576	1,620	1,620	1,620	1,620
Supplies	3,900	3,537	3,900	3,900	3,900	3,900
Total	325,352	320,261	337,089	333,139	333,139	333,139
Less Revenues	(1,300)	(2,520)	(2,520)	(2,520)	(2,520)	(2,520)
Net Department Total	324,052	317,741	334,569	330,619	330,619	330,619

Personnel Services Detail

Department: Assessor

Division: Assessor

Account: 100-14-00

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Tax Assessor	100		1	100,671	1	105,854	1	105,854	1	105,854	1	105,854
Tax Assessment Analyst	100		1	69,401	1	71,467	1	71,467	1	71,467	1	71,467
Senior Appraiser	100		1	54,015	1	55,634	1	55,634	1	55,634	1	55,634
Office Assistant	100		1.9	74,690	1.9	77,789	1.9	77,789	1.9	77,789	1.9	77,789
Gross Personnel Services			4.9	298,777	4.9	310,744	4.9	310,744	4.9	310,744	4.9	310,744

Finance

The Department of Finance consists of Administration and Treasury. The Finance Director and two division managers oversee the efficient operations of these functions.

The FY16 division expenditures decreased \$34,594 or 2.0%. The revenues reflected have increased by \$190,283 or 3.6%. The revenue increases are due in part to higher anticipated collections related to Interest & Penalties and Sale of City Property.

Department Summary

Department: Finance

Account: 100-15

		FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown							
Payroll		1,328,948	1,285,602	1,379,614	1,320,183	1,320,183	1,320,183
Administrative Services		201,778	186,334	203,665	185,395	185,395	185,395
Contractual Services		146,669	132,422	147,268	142,268	142,268	142,268
Maintenance and Repairs		500	353	3,000	500	500	500
Rentals		3,096	3,028	3,096	3,096	3,096	3,096
Supplies		28,750	27,848	23,477	23,477	23,477	23,477
Utilities		1,824	1,631	2,052	2,052	2,052	2,052
Total		1,711,565	1,637,218	1,762,172	1,676,971	1,676,971	1,676,971
Summary by Division							
Finance Administration	(15-01)	1,029,191	1,001,579	1,074,983	1,034,988	1,034,988	1,034,988
Treasury	(15-02)	682,374	635,639	687,189	641,983	641,983	641,983
Total		1,711,565	1,637,218	1,762,172	1,676,971	1,676,971	1,676,971
Less Revenues		(5,264,536)	(5,288,736)	(5,327,837)	(5,454,819)	(5,454,819)	(5,454,819)
Net Department Total		(3,552,971)	(3,651,518)	(3,565,665)	(3,777,848)	(3,777,848)	(3,777,848)

Finance Administration

Finance Administration oversees all financial operations of the City.

Finance Administration responsibilities include payroll, accounts payable, grant accounting, and general and enterprise fund accounting for all City departments. Payroll processes weekly payroll for approximately 1,700 full-time, part-time, temporary, on-call and seasonal employees, maintains earnings and reduction records, and reports federal and state taxes and provides extensive earnings research for Maine State Retirement System. Accounts Payable processes all City requests for payments to vendors, and is responsible for sorting all incoming City Hall mail. The Accounting staff also maintains the City's general ledger.

Budget is responsible for monitoring expenditure activity for the City, providing a monthly analysis of expenditures and revenues, reviewing all payment documents, processing departmental requests for transfers between operating accounts, and administering the annual budget process.

Purchasing assists City departments in obtaining goods and services. Purchasing is responsible for issuing bids, obtaining price quotations, and resolving differences with vendors. Purchasing also works closely with the Legal Department to develop procurement contracts.

Division Summary

Department: Finance	Division: Finance Administration				Account: 100-15-01	
	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	916,152	895,694	961,944	935,694	935,694	935,694
Administrative Services	92,675	84,021	91,495	77,750	77,750	77,750
Contractual Services	5,744	6,971	6,244	6,244	6,244	6,244
Rentals	1,296	1,291	1,296	1,296	1,296	1,296
Supplies	11,500	11,971	11,952	11,952	11,952	11,952
Utilities	1,824	1,631	2,052	2,052	2,052	2,052
Total	1,029,191	1,001,579	1,074,983	1,034,988	1,034,988	1,034,988
Less Revenues	(453,265)	(357,702)	(437,599)	(462,599)	(462,599)	(462,599)
Net Division Total	575,926	643,877	637,384	572,389	572,389	572,389

Personnel Services Detail

Department: Finance

Division: Finance Administration

Account: 100-15-01

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Finance Director	100		1	108,406	1	110,310	1	110,310	1	110,310	1	110,310
Asst Finance Director	100		1	86,384	1	91,661	1	91,661	1	91,661	1	91,661
Controller	100		1	74,691	1	79,236	1	79,236	1	79,236	1	79,236
Purchasing Manager	100		1	72,640	1	77,101	1	77,101	1	77,101	1	77,101
Budget Analyst	100		1	69,777	1	73,916	1	73,916	1	73,916	1	73,916
Financial Specialist	100		2	128,959	2	136,831	2	136,831	2	136,831	2	136,831
Senior Accountant	68	32	1	45,749	1	48,548	1	48,548	1	48,548	1	48,548
Asst Purchasing Manager	100		1	52,068	1	54,710	1	54,710	1	54,710	1	54,710
Senior Admin Officer	74	26	1	48,395	1	51,346	1	51,346	1	51,346	1	51,346
Accountant	100		2	77,298	2	80,187	2	80,187	2	80,187	2	80,187
(1) Account Clerk II	100		2	73,349	2	76,343	1.3	50,093	1.3	50,093	1.3	50,093
(2) Executive Assistant	100		1	40,444	2	81,755	2	81,755	2	81,755	2	81,755
(3) Administrative Assistant (NU)	100		1	37,992	0	0	0	0	0	0	0	0
Gross Personnel Services			16.0	916,152	16.0	961,944	15.3	935,694	15.3	935,694	15.3	935,694

Notes:

- (1) (.7) Position Eliminated in FY16
- (2) 1 Reclassed from Admin Asst (NU) during FY14
- (3) (1) Reclassed to Executive Asst during FY14

Treasury

The Treasury division is responsible for the collection of all monies into the City. This includes the collection of real estate taxes, personal property taxes, delinquent sewer user fees, and vehicle excise taxes and registration fees, as well as issuance of license plates. Treasury also collects parking ticket revenues and miscellaneous receivables, processes boat and utility trailer registrations, and issues island vehicle and golf cart registrations and Metro bus passes. All cash receipts for the City are processed in Treasury.

Residents may visit the Treasury Office in City hall for these services. There are also electronic options for residents:

- (a) Treasury offers an electronic funds transfer (ACH) monthly debit from citizen accounts to conveniently pay taxes.
- (b) Online options are available for residents to re-register vehicles through the State of Maine website <https://www1.maine.gov/online/bmv/rapid-renewal/>.
- (c) Parking tickets can also be paid online through the website <http://www.informe.org/ppt/>.

The Treasury general fund expenditures decreased by \$40,391, or 5.9%, largely due to the elimination of a Cashier Clerk position. Non-tax revenue projections include an anticipated increase in Interest and Penalties.

Division Summary

Department: Finance	Division: Treasury				Account: 100-15-02	
	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	412,796	389,908	417,670	384,489	384,489	384,489
Administrative Services	109,103	102,313	112,170	107,645	107,645	107,645
Contractual Services	140,925	125,451	141,024	136,024	136,024	136,024
Maintenance and Repairs	500	353	3,000	500	500	500
Rentals	1,800	1,737	1,800	1,800	1,800	1,800
Supplies	17,250	15,877	11,525	11,525	11,525	11,525
Total	682,374	635,639	687,189	641,983	641,983	641,983
Less Revenues	(4,811,271)	(4,931,034)	(4,890,238)	(4,992,220)	(4,992,220)	(4,992,220)
Net Division Total	(4,128,897)	(4,295,395)	(4,203,049)	(4,350,237)	(4,350,237)	(4,350,237)

Personnel Services Detail

Department: Finance

Division: Treasury

Account: 100-15-02

Position	Funding Source		FY15 Approved		FY16 Submission		FY16 Manager's Recommendation		FY16 Finance Committee		FY16 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Treasurer	100		1	75,989	1	76,385	1	76,385	1	76,385	1	76,385
Asst Treasurer	100		1	54,392	1	58,869	1	58,869	1	58,869	1	58,869
Financial Admin Asst	50	50	2	81,896	2	76,799	2	76,799	2	76,799	2	76,799
(1) Cashier Clerk	100		6	199,519	6	204,617	5	171,436	5	171,436	5	171,436
Overtime	100			1,000		1,000		1,000		1,000		1,000
Gross Personnel Services			10.0	412,796	10.0	417,670	9.0	384,489	9.0	384,489	9.0	384,489

Notes:

(1) (1) Position Eliminated in FY16

Legal

The goal of the Legal Department is to provide competent and cost-effective legal advice, services and representation to the City Council, its officials, boards and commissions, department heads and City staff. The department is under the direction of Corporate Counsel, who manages a staff of three attorneys. One paralegal / insurance claims administrator and a paralegal / legal assistant provide support services to the legal staff.

The department provides a full range of legal services for the City and maintains a high level of expertise in areas of particular importance to municipal government such as tax collections, contracts, economic development, assessments, planning, zoning, Rule 80B appeals, administrative law, general assistance, construction law, transportation, personnel, municipal finance, code enforcement, liability claims and statutory and ordinance drafting and interpretation. In addition, the department staffs and/or provides legal advice to all City standing and special committees and Boards.

The majority of the revenues received by the department are from charge backs for legal services provided by the attorneys for the Jetport, Fish Pier, and Sewer funds. The department also receives revenue for various ordinance code violations.

Department Summary

Department: Legal

Account: 100-16

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	460,153	434,429	476,710	476,710	476,710	476,710
Administrative Services	19,803	19,699	21,403	18,203	18,203	18,203
Contractual Services	11,537	30,142	11,137	11,137	11,137	11,137
Maintenance and Repairs	500	250	100	100	100	100
Supplies	6,500	6,100	5,700	5,700	5,700	5,700
Total	498,493	490,620	515,050	511,850	511,850	511,850
Less Revenues	(137,488)	(138,688)	(78,443)	(78,443)	(78,443)	(78,443)
Net Department Total	361,005	351,932	436,607	433,407	433,407	433,407

Personnel Services Detail

Department: Legal

Division: Legal

Account: 100-16-00

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Corporate Counsel	100		1	114,447	1	119,009	1	119,009	1	119,009	1	119,009
Associate Corporate Counsel	100		3	253,676	3	260,914	3	260,914	3	260,914	3	260,914
Paralegal / Ins Claims Admin	100		1	52,607	1	54,957	1	54,957	1	54,957	1	54,957
Paralegal / Legal Assistant	100		1	39,423	1	41,830	1	41,830	1	41,830	1	41,830
Gross Personnel Services			6.0	460,153	6.0	476,710	6.0	476,710	6.0	476,710	6.0	476,710

Human Resources

The Department of Human Resources provides many services to all City departments, including recruitment and hiring oversight, civil service program administration, labor relations, organizational development and education, employee health and benefits administration, and safety and risk management.

The Human Resources budget remains virtually flat in FY16, with the exception of the travel & training increase. In budget preparation to reduce costs, the FY16 travel & training lines were initially condensed and allocated to Human Resources; during the fiscal year, fiscal management of this reduced travel & training allocation is assigned back to the various departments. The revenues received by this department are from charge backs for the services provided by the Human Resources staff for the Sewer and Jetport funds.

Department Summary

Department: Human Resources

Account: 100-17

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	641,547	569,973	679,764	679,764	679,764	679,764
Benefits	500	500	500	500	500	500
Administrative Services	11,914	8,475	11,914	252,288	252,288	252,288
Contractual Services	133,200	108,838	128,200	93,200	93,200	93,200
Maintenance and Repairs	1,000	1,000	1,000	1,000	1,000	1,000
Rentals	2,640	2,640	2,640	2,640	2,640	2,640
Supplies	9,500	9,937	9,500	9,500	9,500	9,500
Utilities	2,500	2,500	2,500	2,500	2,500	2,500
Total	802,801	703,863	836,018	1,041,392	1,041,392	1,041,392
Less Revenues	(45,656)	(45,656)	(125,272)	(125,272)	(125,272)	(125,272)
Net Department Total	757,145	658,207	710,746	916,120	916,120	916,120

Personnel Services Detail

Department: Human Resources

Division: Human Resources Administration

Account: 100-17-01

Position	Funding Source	FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
		#	Approved	#	Submission	#	Recommendation	#	Committee	#	Allowance
	City Fed Oth		Amount		Amount		Amount		Amount		Amount
Director of Human Resources	100	1	97,464	1	102,505	1	102,505	1	102,505	1	102,505
Labor Relations Manager	100	1	77,474	1	82,186	1	82,186	1	82,186	1	82,186
Benefits Manager	100	1	81,291	1	86,310	1	86,310	1	86,310	1	86,310
WC & Safety Program Manager	100	1	68,151	1	72,308	1	72,308	1	72,308	1	72,308
Principal Admin Officer	100	1	65,707	1	69,045	1	69,045	1	69,045	1	69,045
Employee Assistance Coord	100	1	63,165	1	66,843	1	66,843	1	66,843	1	66,843
Human Resources Associate	100	1	56,082	1	60,694	1	60,694	1	60,694	1	60,694
Safety/Training Officer	100	1	54,429	1	57,740	1	57,740	1	57,740	1	57,740
Human Resources Assistant	100	1	43,347	1	46,875	1	46,875	1	46,875	1	46,875
Administrative Assistant (NU)	100	1	34,437	1	35,258	1	35,258	1	35,258	1	35,258
Gross Personnel Services		10.0	641,547	10.0	679,764	10.0	679,764	10.0	679,764	10.0	679,764

Parking

Parking falls under the direction of the Executive Department. The Parking Division manages both on-street and off-street parking in the City and administers the School Crossing Guide program. Parking Control Officers enforce on-street signage and the City's parking ordinance to encourage turnover parking and provide public safety throughout the City. When requested, Parking Control Officers also assist the Police Department with traffic control during fire emergencies, accidents, and other matters of public safety.

The Parking Division also maintains and collects revenue from 1,547 metered spaces throughout the City, 500 of which have been converted to multi space meters that accept credit cards. The City anticipates converting additional single space meters to multi space meters in the 2016 fiscal year.

Finally, the Parking Division administers, operates, and/or oversees four parking garages and four parking lots. The division provides budgets, physical oversight, staffing, and revenue collection for these facilities.

FY16 expenses are up 6.4%, primarily in Administration due to the contractual operational costs associated with the web meters, as well as Elm & Spring garage utility costs. The estimated FY16 revenues are up by \$373,700 or 5.6%, due to anticipated increases in garage and meter income.

Department Summary

Department: Parking

Account: 100-18

		FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown							
Payroll		1,377,207	1,339,836	1,417,762	1,417,762	1,417,762	1,417,762
Benefits		5,800	5,854	5,800	5,800	5,800	5,800
Administrative Services		36,256	36,810	36,857	31,197	31,197	31,197
Contractual Services		254,715	264,838	315,611	315,611	315,611	315,611
Maintenance and Repairs		141,225	131,929	141,200	141,200	141,200	141,200
Rentals		122,565	122,560	122,757	122,757	122,757	122,757
Supplies		36,970	36,523	42,820	42,820	42,820	42,820
Utilities		66,819	66,430	94,664	94,664	94,664	94,664
Contributions		2,160	2,160	2,160	2,160	2,160	2,160
Total		2,043,717	2,006,940	2,179,631	2,173,971	2,173,971	2,173,971
Summary by Division							
Parking Administration	(18-01)	1,183,259	1,167,933	1,281,812	1,276,152	1,276,152	1,276,152
Crossing Guides	(18-02)	130,200	122,065	129,200	129,200	129,200	129,200
Elm Street Garage	(18-03)	237,269	241,180	242,647	242,647	242,647	242,647
Spring Street Garage	(18-04)	385,439	368,176	417,796	417,796	417,796	417,796
Temple Street Garage	(18-05)	107,550	107,586	108,176	108,176	108,176	108,176
Total		2,043,717	2,006,940	2,179,631	2,173,971	2,173,971	2,173,971
Less Revenues		(6,688,472)	(6,992,253)	(6,952,172)	(7,062,172)	(7,062,172)	(7,062,172)
Net Department Total		(4,644,755)	(4,985,313)	(4,772,541)	(4,888,201)	(4,888,201)	(4,888,201)

Parking Administration

Parking Administration includes the management of on-street parking, the parking meter operation, the Parking Control Officers, and the issuance of residential parking stickers. This division also handles the administration of the Temple Street and Casco Bay parking garages.

Expenses have increased \$92,893, or 7.9%, due largely to the cost of cell phone connection and credit card fees for the multi space meters and wage increases. The FY16 revenues have risen \$146,300, or 3.4%, primarily due to multi space parking meter projected increases.

Division Summary

Department: Parking **Division:** Parking Administration **Account:** 100-18-01

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	830,663	798,441	860,564	860,564	860,564	860,564
Benefits	3,800	3,800	3,800	3,800	3,800	3,800
Administrative Services	13,706	14,224	13,681	8,021	8,021	8,021
Contractual Services	182,240	198,900	244,450	244,450	244,450	244,450
Maintenance and Repairs	1,025	1,234	1,000	1,000	1,000	1,000
Rentals	122,365	122,360	122,657	122,657	122,657	122,657
Supplies	24,920	25,033	31,120	31,120	31,120	31,120
Utilities	2,380	1,781	2,380	2,380	2,380	2,380
Contributions	2,160	2,160	2,160	2,160	2,160	2,160
Total	1,183,259	1,167,933	1,281,812	1,276,152	1,276,152	1,276,152
Less Revenues	(4,285,900)	(4,458,225)	(4,372,200)	(4,432,200)	(4,432,200)	(4,432,200)
Net Division Total	(3,102,641)	(3,290,292)	(3,090,388)	(3,156,048)	(3,156,048)	(3,156,048)

Personnel Services Detail

Department: Parking

Division: Parking Administration

Account: 100-18-01

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Parking Div Director	100		1	80,168	1	85,116	1	85,116	1	85,116	1	85,116
Parking Division Supervisor	100		1	69,225	1	71,133	1	71,133	1	71,133	1	71,133
Parking Meter Supervisor	100		1	47,778	1	49,234	1	49,234	1	49,234	1	49,234
Senior Parking Control Officer	100		1	45,630	1	44,187	1	44,187	1	44,187	1	44,187
Maintenance Worker III	100		1	41,350	1	42,598	1	42,598	1	42,598	1	42,598
Parking Meter Technician	100		1	42,146	1	43,418	1	43,418	1	43,418	1	43,418
Parking Control Officer	100		10.6	368,014	10.6	382,714	10.6	382,714	10.6	382,714	10.6	382,714
Parking Office Assistant	100		1	38,955	1	38,699	1	38,699	1	38,699	1	38,699
Customer Service Rep	100		2	65,397	2	70,658	2	70,658	2	70,658	2	70,658
Holiday Payments	100			0		807		807		807		807
Overtime				32,000		32,000		32,000		32,000		32,000
Gross Personnel Services			19.6	830,663	19.6	860,564	19.6	860,564	19.6	860,564	19.6	860,564

Crossing Guides

The Parking Division administers the School Crossing Guide program to help ensure the safety of Portland children who walk to school. Crossing Guides staff twenty-nine intersections near Portland elementary schools.

Division Summary

Department: Parking **Division:** Crossing Guides **Account:** 100-18-02

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	129,000	121,000	128,000	128,000	128,000	128,000
Supplies	1,200	1,065	1,200	1,200	1,200	1,200
Total	130,200	122,065	129,200	129,200	129,200	129,200

Personnel Services Detail

Department: Parking

Division: Crossing Guides

Account: 100-18-02

Position	Funding Source City Fed Oth	FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
		#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Temporary Help	100		129,000		128,000		128,000		128,000		128,000
Gross Personnel Services			129,000		128,000		128,000		128,000		128,000

Elm Street Garage

The Elm Street Garage is a City-owned parking facility adjacent to Portland High School, and is operated and staffed by the Parking division. The Elm Street Garage provides hourly parking for people wishing to visit downtown businesses and the Merrill Auditorium / Portland Public Library area, as well as providing monthly parking spaces for employees of Portland High School, area businesses, some City Hall employees, and private citizens. The Elm Street Garage participates in the Park & Shop program.

Expenses are up \$5,378 or 2.3%. Revenues are up \$44,240, or 11.0%, mostly due to increased number of monthly parkers.

Division Summary

Department: Parking	Division: Elm Street Garage				Account: 100-18-03	
	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	184,319	186,020	184,804	184,804	184,804	184,804
Benefits	1,000	1,000	1,000	1,000	1,000	1,000
Contractual Services	22,015	22,674	22,771	22,771	22,771	22,771
Maintenance and Repairs	7,450	9,146	7,450	7,450	7,450	7,450
Rentals	100	100	0	0	0	0
Supplies	4,800	4,400	4,450	4,450	4,450	4,450
Utilities	17,585	17,840	22,172	22,172	22,172	22,172
Total	237,269	241,180	242,647	242,647	242,647	242,647
Less Revenues	(403,300)	(432,060)	(447,540)	(447,540)	(447,540)	(447,540)
Net Division Total	(166,031)	(190,880)	(204,893)	(204,893)	(204,893)	(204,893)

Personnel Services Detail

Department: Parking

Division: Elm Street Garage

Account: 100-18-03

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Parking Garage Shift Leader	100		2	79,755	2	76,704	2	76,704	2	76,704	2	76,704
Parking Garage Cashier	100		2.6	80,564	2.6	82,093	2.6	82,093	2.6	82,093	2.6	82,093
Temporary Help	100			8,200		8,200		8,200		8,200		8,200
Holiday Payments	100			5,490		3,057		3,057		3,057		3,057
Overtime	100			10,310		14,750		14,750		14,750		14,750
Gross Personnel Services			4.6	184,319	4.6	184,804	4.6	184,804	4.6	184,804	4.6	184,804

Spring Street Garage

The Spring Street Garage is a City-owned parking facility adjacent to the Cross Arena and is operated and staffed by the Parking Division. The Spring Street Garage has been used successfully as an economic development tool for downtown revitalization and provides parking for Civic Center events. The garage also provides hourly parking for people visiting businesses in the Congress Street / Free Street area, as well as providing monthly parking spaces for employees of area businesses and private citizens. The Spring Street garage participates in the Park & Shop and Park & Work programs.

Expenses are up 8.4%, due primarily to increased electricity cost. Revenues are up \$59,160, or 4.8%, due to the increased number of monthly parkers.

Division Summary

Department: Parking Division: Spring Street Garage Account: 100-18-04

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	233,225	234,375	244,394	244,394	244,394	244,394
Benefits	1,000	1,054	1,000	1,000	1,000	1,000
Contractual Services	50,460	43,264	48,390	48,390	48,390	48,390
Maintenance and Repairs	47,750	36,549	47,750	47,750	47,750	47,750
Rentals	100	100	100	100	100	100
Supplies	6,050	6,025	6,050	6,050	6,050	6,050
Utilities	46,854	46,809	70,112	70,112	70,112	70,112
Total	385,439	368,176	417,796	417,796	417,796	417,796
Less Revenues	(1,229,272)	(1,281,968)	(1,288,432)	(1,288,432)	(1,288,432)	(1,288,432)
Net Division Total	(843,833)	(913,792)	(870,636)	(870,636)	(870,636)	(870,636)

Personnel Services Detail

Department: Parking

Division: Spring Street Garage

Account: 100-18-04

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Parking Garage Shift Leader	100		2	79,170	2	81,491	2	81,491	2	81,491	2	81,491
Parking Garage Cashier	100		2.4	75,205	2.4	79,751	2.4	79,751	2.4	79,751	2.4	79,751
Maintenance Worker III	100		1	41,350	1	42,598	1	42,598	1	42,598	1	42,598
Temporary Help	100			21,000		21,000		21,000		21,000		21,000
Holiday Payments	100			5,490		3,054		3,054		3,054		3,054
Overtime	100			11,010		16,500		16,500		16,500		16,500
Gross Personnel Services			5.4	233,225	5.4	244,394	5.4	244,394	5.4	244,394	5.4	244,394

Temple Street Garage

The Temple Street Garage, located adjacent to the Nickelodeon Theater, is leased and managed by a private company. The Parking Division, however, oversees the operations and must approve all capital improvements in the garage. The Temple Street Garage provides hourly parking for people wishing to visit businesses in the Temple Street area, such as the Nickelodeon Theater and One City Center, as well as providing monthly parking spaces for employees of area businesses and private citizens. The Temple Street Garage participates in the Park & Shop program.

FY16 expenditures are relatively flat. FY16 revenues are expected to increase by \$124,000, or 16.1%, due to rate increases and increased parkers.

Division Summary

Department: Parking		Division: Temple Street Garage			Account: 100-18-05	
	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Administrative Services	22,550	22,586	23,176	23,176	23,176	23,176
Maintenance and Repairs	85,000	85,000	85,000	85,000	85,000	85,000
Total	107,550	107,586	108,176	108,176	108,176	108,176
Less Revenues	(770,000)	(820,000)	(844,000)	(894,000)	(894,000)	(894,000)
Net Division Total	(662,450)	(712,414)	(735,824)	(785,824)	(785,824)	(785,824)

Economic Development

The Department of Economic Development is responsible for enhancing the economic growth of the City and is dedicated to fostering a vibrant and healthy economic climate for the benefit of all those who live and work in Portland. The Department strives to facilitate a strong and diversified tax base, an active and revitalized city, and employment opportunities.

By leading a collaborative effort among agencies, both in advocacy and acting as a business resource, the Department provides professional and knowledgeable service through quality programs and coordinated efforts to improve the well-being of Portland. The Department endeavors to keep open the lines of communication so that economic development issues are addressed in a timely, thorough, and proactive manner.

The UNUM TIF and corresponding City's portion expired in FY15, thus resulting in the FY16 revenue decrease.

Department Summary

Department: Economic Development

Account: 100-19

		FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown							
Payroll		208,939	210,995	221,769	221,769	221,769	221,769
Administrative Services		10,950	7,195	11,050	7,200	7,200	7,200
Contractual Services		36,947	36,948	36,947	36,947	36,947	36,947
Rentals		2,400	2,265	2,400	2,400	2,400	2,400
Supplies		4,850	4,661	4,750	4,750	4,750	4,750
Utilities		840	689	840	840	840	840
Total		264,926	262,753	277,756	273,906	273,906	273,906
Summary by Division							
Economic Development	(19-20)	236,404	237,652	249,234	245,384	245,384	245,384
Portland Development Corporation	(19-22)	28,522	25,101	28,522	28,522	28,522	28,522
Total		264,926	262,753	277,756	273,906	273,906	273,906
Less Revenues		(340,143)	(340,862)	(35,957)	(35,957)	(35,957)	(35,957)
Net Department Total		(75,217)	(78,109)	241,799	237,949	237,949	237,949

Economic Development

The division of Economic Development is comprised of the Director, Business Development Representative, and the Senior Executive Assistant.

Division Summary

Department: Economic Development **Division:** Economic Development **Account:** 100-19-20

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	208,939	210,995	221,769	221,769	221,769	221,769
Administrative Services	6,175	5,735	6,175	2,325	2,325	2,325
Contractual Services	14,050	14,050	14,050	14,050	14,050	14,050
Rentals	2,400	2,265	2,400	2,400	2,400	2,400
Supplies	4,000	3,918	4,000	4,000	4,000	4,000
Utilities	840	689	840	840	840	840
Total	236,404	237,652	249,234	245,384	245,384	245,384
Less Revenues	(311,621)	(312,340)	(7,435)	(7,435)	(7,435)	(7,435)
Net Division Total	(75,217)	(74,688)	241,799	237,949	237,949	237,949

Personnel Services Detail

Department: Economic Development Dept

Division: Economic Development

Account: 100-19-20

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Economic Development Director	100		1	98,846	1	106,480	1	106,480	1	106,480	1	106,480
Business Development Rep	100		1	60,153	1	63,867	1	63,867	1	63,867	1	63,867
Senior Executive Assistant	100		1	49,940	1	51,422	1	51,422	1	51,422	1	51,422
Gross Personnel Services			3.0	208,939	3.0	221,769	3.0	221,769	3.0	221,769	3.0	221,769

Portland Development Corporation

The Portland Development Corporation (PDC) is a quasi-municipal non-profit corporation created in December 1990 by the City Council. The Division specializes in providing specific programs which will assist in the recruitment and development of new and existing business and industry within the city.

The Portland Development Corporation budget is fully funded by the interest income from its business loan programs; the PDC relies on this income from its business loan program to cover its operating expenses. Expenses are offset 100% by program revenue; the FY15 revenue variance below reflects an overstatement of the FY15 revenue projection.

Division Summary

Department: Economic Development	Division: Portland Development Corporation				Account: 100-19-22	
	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Administrative Services	4,775	1,460	4,875	4,875	4,875	4,875
Contractual Services	22,897	22,898	22,897	22,897	22,897	22,897
Supplies	850	743	750	750	750	750
Total	28,522	25,101	28,522	28,522	28,522	28,522
Less Revenues	(28,522)	(28,522)	(28,522)	(28,522)	(28,522)	(28,522)
Net Division Total	0	(3,421)	0	0	0	0

Police Department

The Police Department is comprised of six divisions: Administration, Jetport Security, Uniform Operations Group, Bureau of Investigative Services, Operations Support Services, and Dispatch Services.

Following a strategic plan created in 2010, the Police Department mission focuses on three distinct areas: Service Excellence, Community Engagement, and Resource Maximization. Every decision, plan, and contact made places emphasis on these three areas. All members of the Portland Police Department reference the core values of Leadership, Integrity, and Service when interacting with the public.

The Police Department's expense increase of \$215,385, or 1.5%, is primarily due to increases in payroll expenses. This budget includes the addition of a Telecommunicator position due to the retirement of South Portland personnel related to the on-going consolidation with South Portland in the Portland Regional Communications Center (Dispatch Services), as well as the elimination of three positions: an Administrative Assistant, the Ordinance Enforcement Officer, and a Public Service Clerk.

The Jetport Security and grant reimbursements reductions, coupled with the increase in the Communications Center reimbursement, account for the majority of the 1.6% revenue decrease of \$37,104.

Department Summary

Department: Police Department

Account: 100-21

		FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown							
Payroll		13,449,329	13,675,916	13,923,056	13,758,579	13,758,579	13,758,579
Benefits		181,730	191,333	181,730	181,730	181,730	181,730
Administrative Services		116,035	96,826	116,537	35,672	35,672	35,672
Contractual Services		148,291	133,091	153,563	150,563	150,563	150,563
Maintenance and Repairs		210,655	196,551	208,215	203,215	203,215	203,215
Rentals		21,015	17,430	21,122	21,122	21,122	21,122
Supplies		198,493	147,746	195,522	190,522	190,522	190,522
Minor Capital Items		15,000	15,000	15,000	15,000	15,000	15,000
Utilities		25,130	18,988	24,660	24,660	24,660	24,660
Total		14,365,678	14,492,881	14,839,405	14,581,063	14,581,063	14,581,063
Summary by Division							
Police Administration	(21-01)	992,383	948,084	1,036,860	996,771	996,771	996,771
Jetport Security	(21-04)	510,641	481,374	518,956	518,956	518,956	518,956
Uniformed Operations Group	(21-21)	8,545,710	8,782,364	8,779,929	8,709,329	8,709,329	8,709,329
Bureau of Investigative Services	(21-24)	1,602,065	1,664,733	1,692,584	1,691,284	1,691,284	1,691,284
Operation Support Services	(21-28)	835,219	756,645	840,527	694,174	694,174	694,174
Dispatch Services	(21-31)	1,879,660	1,859,681	1,970,549	1,970,549	1,970,549	1,970,549
Total		14,365,678	14,492,881	14,839,405	14,581,063	14,581,063	14,581,063
Less Revenues		(2,272,133)	(2,501,101)	(2,169,671)	(2,235,029)	(2,235,029)	(2,235,029)
Net Department Total		12,093,545	11,991,780	12,669,734	12,346,034	12,346,034	12,346,034

Police Administration

It is the responsibility of the Chief of Police to create policy and make resource management decisions for the Police Department's resources. The administrative staff provides support in the areas of legal assistance, fiscal management, internal standards, human resources, and the investigation of complaints filed against police officers.

Expenditures in this division have increased \$4,388, or 0.4%, while Revenues remain basically unchanged, increasing slightly by \$611 or 0.5%.

Division Summary

Department: Police Department	Division: Police Administration				Account: 100-21-01	
	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	974,113	936,126	1,019,095	982,006	982,006	982,006
Benefits	2,000	2,000	2,000	2,000	2,000	2,000
Administrative Services	8,590	5,204	8,745	5,745	5,745	5,745
Maintenance and Repairs	200	50	200	200	200	200
Rentals	1,480	1,379	1,480	1,480	1,480	1,480
Supplies	1,800	200	1,800	1,800	1,800	1,800
Utilities	4,200	3,125	3,540	3,540	3,540	3,540
Total	992,383	948,084	1,036,860	996,771	996,771	996,771
Less Revenues	(115,904)	(145,523)	(113,834)	(116,515)	(116,515)	(116,515)
Net Division Total	876,479	802,561	923,026	880,256	880,256	880,256

Personnel Services Detail

Department: Police

Division: Police Administration

Account: 100-21-01

Position	Funding Source	FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
		#	Approved	#	Submission	#	Recommendation	#	Committee	#	Allowance
	City Fed Oth		Amount		Amount		Amount		Amount		Amount
Police Chief	100	1	108,089	1	114,212	1	114,212	1	114,212	1	114,212
Asst Police Chief	100	1	94,419	1	99,197	1	99,197	1	99,197	1	99,197
Police Commander	100	1	94,736	1	100,434	1	100,434	1	100,434	1	100,434
Police Legal Advisor	100	1	89,924	1	91,942	1	91,942	1	91,942	1	91,942
Police Lieutenant	100	1	74,175	1	78,356	1	78,356	1	78,356	1	78,356
Police Sergeant	100	1	65,661	1	68,203	1	68,203	1	68,203	1	68,203
Police Planning/Research Coord	100	1	59,622	1	62,642	1	62,642	1	62,642	1	62,642
Crime Analyst	100	1	55,107	1	56,784	1	56,784	1	56,784	1	56,784
Principal Financial Officer	100	1	60,582	1	64,303	1	64,303	1	64,303	1	64,303
Principal Admin Officer	100	1	62,924	1	66,776	1	66,776	1	66,776	1	66,776
Senior Admin Officer	100	1	51,126	1	54,264	1	54,264	1	54,264	1	54,264
Executive Assistant	100	1	40,660	1	41,162	1	41,162	1	41,162	1	41,162
(1) Administrative Assistant (NU)	100	2	76,416	2	79,552	1	42,463	1	42,463	1	42,463
Office Assistant	100	1	35,685	1	37,519	1	37,519	1	37,519	1	37,519
Holiday Payments			4,287		3,049		3,049		3,049		3,049
Overtime			700		700		700		700		700
Gross Personnel Services		15.0	974,113	15.0	1,019,095	14.0	982,006	14.0	982,006	14.0	982,006

Notes:

(1) (1) Position Eliminated in FY16

Jetport Security

The sergeant assigned to the Jetport Security division serves as a direct liaison between the Police Department and the Jetport staff and administration.

Officers assigned to the Jetport perform duties as follows: monitor security checkpoint during arrivals and departures, actively patrol the interior of the Jetport terminal, regulate activities of taxi operators utilizing the Jetport, assist in parking enforcement at the terminal, monitor activities at the baggage claim area, perform security checks of secured areas of the complex, make patrol sweeps of the parking areas including the garage, respond to all requests for police or emergency services originating at the Jetport, and process reports accordingly.

Expenditures in this division have increased \$8,315, or 1.6%, due to increases in payroll expenses. The cost for this division is entirely offset by revenues received by the Jetport; the FY15 revenue variance listed below reflects an overstatement of the FY15 revenue estimate.

Division Summary

Department: Police Department Division: Jetport Security Account: 100-21-04

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	496,141	471,258	504,456	504,456	504,456	504,456
Benefits	8,080	5,500	8,080	8,080	8,080	8,080
Administrative Services	3,450	3,450	3,450	3,450	3,450	3,450
Maintenance and Repairs	250	250	250	250	250	250
Rentals	420	303	420	420	420	420
Supplies	2,300	613	2,300	2,300	2,300	2,300
Total	510,641	481,374	518,956	518,956	518,956	518,956
Less Revenues	(607,558)	(481,374)	(518,956)	(518,956)	(518,956)	(518,956)
Net Division Total	(96,917)	0	0	0	0	0

Personnel Services Detail

Department: Police

Division: Jetport Security

Account: 100-21-04

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Police Sergeant	100		1	66,701	1	69,244	1	69,244	1	69,244	1	69,244
Police Officer	100		4	217,730	4	222,193	4	222,193	4	222,193	4	222,193
Holiday Payments	100			11,710		13,019		13,019		13,019		13,019
Overtime	100			200,000		200,000		200,000		200,000		200,000
Gross Personnel Services			5.0	496,141	5.0	504,456	5.0	504,456	5.0	504,456	5.0	504,456

Uniformed Operations Group

A Commander heads the Uniformed Operations Group. The primary duty of this group is the protection of lives and property. This is accomplished through continuous patrol directed at the repression of crime and the apprehension of violators. The group consists of three patrol teams broken out into twelve squads. This unique deployment structure allows the department to assign a proportionate number of patrol officers to the high and low demand hours of the day and days of the week. It also promotes teamwork and cohesive organizational commitment within the small units. Each team is responsible for conducting routine patrol services such as responding to calls for service, traffic enforcement, building security and maintenance of public order. Directed patrol officers work closely with Senior Lead Officers in each sector of the City to enhance crime prevention and streamline problem solving.

Senior Lead Officers are assigned to six neighborhood sectors and the Youth Services program. These officers work closely with Portland residents, local businesses and their fellow officers to enhance problem solving. In addition to answering calls for police service, these officers attend meetings, collaborate with fellow officers, and work with the Community Policing Coordinators to streamline efforts in their geographically assigned areas. Portland has five neighborhood-based community policing centers located in the Parkside, Bayside, East Bayside, West End, and Munjoy Hill neighborhoods. Community Policing also serves properties owned and managed by the Portland Housing Authority.

The Uniformed Operations Group also contains a Traffic Unit responsible for traffic-related services and an Island Unit responsible for providing public safety services to residents of Peaks Island.

Expenditures in this division have increased \$163,619, or 1.9%, primarily due to increases in payroll expenses. Revenues decreased \$21,981, or 2.6%; the final COPS Hiring Grant reimbursement, approved during FY10, was received in FY15.

Division Summary

Department: Police Department	Division: Uniformed Operations Group				Account: 100-21-21	
	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	8,115,314	8,389,363	8,339,115	8,279,115	8,279,115	8,279,115
Benefits	128,350	142,105	128,350	128,350	128,350	128,350
Administrative Services	15,530	15,530	15,618	15,018	15,018	15,018
Contractual Services	128,691	112,835	134,363	131,363	131,363	131,363
Maintenance and Repairs	51,785	44,604	55,355	50,355	50,355	50,355
Rentals	9,655	8,453	9,738	9,738	9,738	9,738
Supplies	88,115	64,225	88,990	86,990	86,990	86,990
Utilities	8,270	5,249	8,400	8,400	8,400	8,400
Total	8,545,710	8,782,364	8,779,929	8,709,329	8,709,329	8,709,329
Less Revenues	(838,523)	(1,133,343)	(816,542)	(816,542)	(816,542)	(816,542)
Net Division Total	7,707,187	7,649,021	7,963,387	7,892,787	7,892,787	7,892,787

Personnel Services Detail

Department: Police

Division: Uniformed Operations Group

Account: 100-21-21

Position	Funding Source		FY15 Approved		FY16 Submission		FY16 Manager's Recommendation		FY16 Finance Committee		FY16 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Police Major	100		1	85,587	1	90,207	1	90,207	1	90,207	1	90,207
Police Lieutenant	100		8	588,544	8	613,474	8	613,474	8	613,474	8	613,474
Police Sergeant	100		15	970,228	15	1,012,973	15	1,012,973	15	1,012,973	15	1,012,973
(1) Police Officer	97	3	101	5,055,506	100	5,124,613	100	5,104,613	100	5,104,613	100	5,104,613
Community Services Coord	34	49 17	6	295,022	6	302,977	6	302,977	6	302,977	6	302,977
Mental Health Coordinator	100		1	58,110	1	61,640	1	61,640	1	61,640	1	61,640
Animal Control Officer	100		1	40,697	1	41,867	1	41,867	1	41,867	1	41,867
(2) Neighborhood Prosecutor	100		0	0	1	85,965	1	85,965	1	85,965	1	85,965
(3) Community Justice Advocate	100		1	82,929	0	0	0	0	0	0	0	0
Office Assistant	100		1	40,209	1	41,379	1	41,379	1	41,379	1	41,379
Admin Assistant (CEBA)	100		2	73,338	2	79,222	2	79,222	2	79,222	2	79,222
Outside Jobs		100		235,275		239,550		239,550		239,550		239,550
Holiday Payments	100			180,279		190,733		190,733		190,733		190,733
Constables	100			6,240		6,240		6,240		6,240		6,240
Police Summer Cadets (Temp)		100		16,500		15,675		15,675		15,675		15,675
Overtime				386,850		432,600		392,600		392,600		392,600
Gross Personnel Services			137.0	8,115,314	136.0	8,339,115	136.0	8,279,115	136.0	8,279,115	136.0	8,279,115

Notes:

- (1) (1) Transferred to Investigative Svs (21-24) during FY15; FY16 Military Salary Savings
- (2) 1 Title Change from Community Justice Advocate during FY15
- (3) (1) Title Change to Neighborhood Prosecutor during FY15

Bureau of Investigative Services

The Bureau of Investigative Services is commanded by the Assistant Chief and is comprised of the following sections: crimes against persons, crimes against property, and narcotics investigations. The division is responsible for the thorough investigation of criminal incidents referred from the rest of the department. The division also provides supervision of the court officer, criminal process services, and the victim advocacy program.

Expenditures in this division have increased \$89,219, or 5.6%, due to increases in payroll expenses, including a position transfer from the Uniformed Operations Group. Revenues received include funding from the Maine Drug Enforcement Agency (MDEA) and the Police Victim Witness Advocate grant for salary reimbursement. FY16 revenues reflect an increase of \$6,492 or 4.1%.

Division Summary

Department: Police Department **Division:** Bureau of Investigative Services **Account:** 100-21-24

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	1,554,875	1,628,474	1,645,379	1,645,379	1,645,379	1,645,379
Benefits	24,350	24,350	24,350	24,350	24,350	24,350
Administrative Services	1,860	1,285	1,935	635	635	635
Contractual Services	5,000	1,959	5,000	5,000	5,000	5,000
Maintenance and Repairs	2,000	250	2,000	2,000	2,000	2,000
Rentals	1,900	1,936	1,900	1,900	1,900	1,900
Supplies	9,200	4,514	9,200	9,200	9,200	9,200
Utilities	2,880	1,965	2,820	2,820	2,820	2,820
Total	1,602,065	1,664,733	1,692,584	1,691,284	1,691,284	1,691,284
Less Revenues	(156,767)	(187,626)	(163,259)	(163,259)	(163,259)	(163,259)
Net Division Total	1,445,298	1,477,107	1,529,325	1,528,025	1,528,025	1,528,025

Personnel Services Detail

Department: Police

Division: Bureau of Investigative Services

Account: 100-21-24

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Police Lieutenant	100		1	78,474	1	82,288	1	82,288	1	82,288	1	82,288
Police Sergeant	67	33	3	195,718	3	202,042	3	202,042	3	202,042	3	202,042
(1) Police Detective	100		17	968,000	18	1,040,525	18	1,040,525	18	1,040,525	18	1,040,525
Police Detective (Contract)		100	1	78,707	1	80,230	1	80,230	1	80,230	1	80,230
Court Officer	100		1	55,566	1	56,411	1	56,411	1	56,411	1	56,411
(2) Police Victim/Witness Advoc		100	0.3	12,885	0.3	13,276	0.3	13,276	0.3	13,276	0.3	13,276
Office Assistant	100		1	38,747	1	39,917	1	39,917	1	39,917	1	39,917
Process Server	100		1	36,602	1	38,476	1	38,476	1	38,476	1	38,476
Holiday Payments				42,176		44,214		44,214		44,214		44,214
Overtime				48,000		48,000		48,000		48,000		48,000
Gross Personnel Services			25.3	1,554,875	26.3	1,645,379	26.3	1,645,379	26.3	1,645,379	26.3	1,645,379

Notes:

- (1) 1 Transferred from Uniform Ops (21-21) & Replaced Police Officer during FY15
- (2) Grant Expires Sept. 2015

Operation Support Services

The Operation Support Services Division is commanded by the Assistant Chief and is comprised of the following sections: computer crimes, forensics, property, training, and records. Included in the budget are minor costs associated with the Regional Forensic Crime Laboratory.

Expenditures in this division have decreased \$141,045, or 16.9%, primarily due to the temporary FY16 Travel & Training allocation to the Human Resources Department, and a decrease in payroll expenses due to the elimination of two positions, the Ordinance Enforcement Officer and a Public Service Clerk. Revenues have decreased minimally by \$1,324, or 2.6%.

Division Summary

Department: Police Department **Division:** Operation Support Services **Account:** 100-21-28

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	622,731	583,267	638,361	570,973	570,973	570,973
Benefits	6,000	5,999	6,000	6,000	6,000	6,000
Administrative Services	78,280	63,361	77,910	1,945	1,945	1,945
Contractual Services	12,500	7,797	12,500	12,500	12,500	12,500
Maintenance and Repairs	25,960	20,942	19,950	19,950	19,950	19,950
Rentals	6,960	4,771	6,984	6,984	6,984	6,984
Supplies	81,828	69,980	77,982	74,982	74,982	74,982
Utilities	960	528	840	840	840	840
Total	835,219	756,645	840,527	694,174	694,174	694,174
Less Revenues	(51,250)	(51,104)	(49,926)	(49,926)	(49,926)	(49,926)
Net Division Total	783,969	705,541	790,601	644,248	644,248	644,248

Personnel Services Detail

Department: Police

Division: Operations Support Services

Account: 100-21-28

Position	Funding Source	FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Police Sergeant	100	1	65,910	1	68,453	1	68,453	1	68,453	1	68,453
Police Detective	100	5	281,630	5	286,722	5	286,722	5	286,722	5	286,722
Property & Evidence Coord	100	1	56,765	1	58,481	1	58,481	1	58,481	1	58,481
Training & Operations Coord	100	1	50,037	1	52,687	1	52,687	1	52,687	1	52,687
(1) Ordinance Enforcement Officer	100	1	30,752	1	33,010	0	0	0	0	0	0
(2) Public Service Clerk	100	3	104,949	3	108,108	2	73,730	2	73,730	2	73,730
Holiday Payments			15,688		13,900		13,900		13,900		13,900
Overtime			17,000		17,000		17,000		17,000		17,000
Gross Personnel Services		12.0	622,731	12.0	638,361	10.0	570,973	10.0	570,973	10.0	570,973

Notes:

- (1) (1) Position Eliminated in FY16
- (2) (1) Position Eliminated in FY16

Dispatch Services

The Portland Regional Communications Center (PRCC) comprises Dispatch Services, supervised by the Emergency Communications Director. The PRCC is responsible for receiving telephone requests for all emergency services and dispatching appropriate resources as well as providing field officers with automated information 24 hours a day.

In 2011, telecommunications completed a regional consolidation that allowed the dispatch center to dispatch police and fire calls for the towns of Cape Elizabeth and South Portland as well. This reorganization has allowed all three communities to maximize their resources while emphasizing a commitment to service excellence.

Expenditures in this division have increased \$90,889, or 4.5%, primarily due to the on-going transition / merger of personnel resulting from the consolidation with South Portland, as well as other payroll increases. Revenues have also increased \$67,700, or 13.5%, due to this establishment of the South Portland cost-sharing agreement.

Division Summary

Department: Police Department **Division:** Dispatch Services **Account:** 100-21-31

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	1,686,155	1,667,428	1,776,650	1,776,650	1,776,650	1,776,650
Benefits	12,950	11,379	12,950	12,950	12,950	12,950
Administrative Services	8,325	7,996	8,879	8,879	8,879	8,879
Contractual Services	2,100	10,500	1,700	1,700	1,700	1,700
Maintenance and Repairs	130,460	130,455	130,460	130,460	130,460	130,460
Rentals	600	588	600	600	600	600
Supplies	15,250	8,214	15,250	15,250	15,250	15,250
Minor Capital Items	15,000	15,000	15,000	15,000	15,000	15,000
Utilities	8,820	8,121	9,060	9,060	9,060	9,060
Total	1,879,660	1,859,681	1,970,549	1,970,549	1,970,549	1,970,549
Less Revenues	(502,131)	(502,131)	(507,154)	(569,831)	(569,831)	(569,831)
Net Division Total	1,377,529	1,357,550	1,463,395	1,400,718	1,400,718	1,400,718

Personnel Services Detail

Department: Police

Division: Dispatch Services

Account: 100-21-31

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Emergency Communications Dir	100		1	78,020	1	81,978	1	81,978	1	81,978	1	81,978
Telecommunications Supervisor	100		4	207,622	4	215,369	4	215,369	4	215,369	4	215,369
(1) Telecommunicator	100		26	1,161,031	27	1,235,367	27	1,235,367	27	1,235,367	27	1,235,367
Holiday Payments				9,878		14,332		14,332		14,332		14,332
Overtime				229,604		229,604		229,604		229,604		229,604
Gross Personnel Services			31.0	1,686,155	32.0	1,776,650	32.0	1,776,650	32.0	1,776,650	32.0	1,776,650

Notes:

(1) 1 New Position Approved during FY15 (South Portland Absorbed Position)

Fire Department

The Fire Department consists of five divisions: Administration, Code Enforcement and Community Services, Field Operations, Jetport Air Rescue, and Operations Support Services. The Fire Chief oversees the operation of these divisions.

The Fire Department's overall expenditure decrease is \$195,606 or 1.2%. This decrease is primarily due to the expiration of the SAFER grant, which expires October of 2015, as well as the temporary FY16 Travel & Training allocation to the Human Resources Department. In all, there is a reduction of 7.6 positions in this department.

The FY16 revenue decrease is \$1,088,321 or 19.7%. Significant revenue changes include a decrease in EMS and confined space revenue estimates, and the conclusion of staffing reimbursement through the SAFER grant.

Department Summary

Department: Fire Department

Account: 100-22

		FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown							
Payroll		14,475,559	14,643,182	13,689,020	14,407,221	14,407,221	14,407,221
Benefits		225,550	171,893	244,095	244,895	244,895	244,895
Administrative Services		161,605	96,162	122,835	64,540	64,540	64,540
Contractual Services		257,550	219,724	259,905	265,080	265,080	265,080
Maintenance and Repairs		343,354	267,330	224,415	309,165	309,165	309,165
Rentals		504,676	509,592	515,615	515,615	515,615	515,615
Supplies		538,926	375,354	492,747	529,757	529,757	529,757
Minor Capital Items		7,500	0	0	0	0	0
Utilities		245,923	238,048	234,359	251,249	228,764	228,764
Total		16,760,643	16,521,285	15,782,991	16,587,522	16,565,037	16,565,037
Summary by Division							
Fire Administration	(22-01)	646,426	608,537	730,888	698,488	698,488	698,488
Code Enforcement & Comm. Svcs	(22-02)	306,566	276,347	381,635	363,810	363,810	363,810
Field Operations	(22-03)	13,573,695	13,540,657	13,540,149	13,291,410	13,291,410	13,291,410
Air Rescue Station	(22-04)	1,111,321	1,025,326	0	1,104,245	1,104,245	1,104,245
Operation Support Svcs	(22-07)	1,122,635	1,070,418	1,130,319	1,129,569	1,107,084	1,107,084
Total		16,760,643	16,521,285	15,782,991	16,587,522	16,565,037	16,565,037
Less Revenues		(5,523,740)	(4,652,646)	(3,112,496)	(4,435,419)	(4,435,419)	(4,435,419)
Net Department Total		11,236,903	11,868,639	12,670,495	12,152,103	12,129,618	12,129,618

Fire Administration

The Administration Division is responsible for the planning, organization, and day-to-day operations of all fire suppression, emergent medical care, fire prevention, disaster preparations, and terrorism responses within Portland. The policies and procedures that guide the department in carrying out its mission are established by the Fire Chief.

The Fire Administration budget increased by \$52,062, or 8.0%, primarily due to the position increase of the Assistant Fire Chief to full salaried status, approved and adopted in the FY15 Department Reorganization Plan. Division revenues increased \$5,230, or 5.1%.

Division Summary

Department: Fire Department	Division: Fire Administration				Account: 100-22-01	
	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	547,446	539,956	637,818	620,818	620,818	620,818
Benefits	2,000	725	2,000	2,000	2,000	2,000
Administrative Services	21,715	13,489	27,240	11,840	11,840	11,840
Contractual Services	21,400	8,156	9,000	9,000	9,000	9,000
Rentals	2,160	2,160	2,160	2,160	2,160	2,160
Supplies	47,020	39,366	48,020	48,020	48,020	48,020
Utilities	4,685	4,685	4,650	4,650	4,650	4,650
Total	646,426	608,537	730,888	698,488	698,488	698,488
Less Revenues	(102,548)	(102,798)	(31,100)	(107,778)	(107,778)	(107,778)
Net Division Total	543,878	505,739	699,788	590,710	590,710	590,710

Personnel Services Detail

Department: Fire

Division: Fire Administration

Account: 100-22-01

Position	Funding Source		FY15 Approved		FY16 Submission		FY16 Manager's Recommendation		FY16 Finance Committee		FY16 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Fire Chief	100		1	107,368	1	113,375	1	113,375	1	113,375	1	113,375
(1) Asst Fire Chief	100		2.5	218,308	3	283,161	3	283,161	3	283,161	3	283,161
Principal Financial Officer	100		1	56,713	1	60,143	1	60,143	1	60,143	1	60,143
Executive Assistant	100		1	36,846	1	40,014	1	40,014	1	40,014	1	40,014
Administrative Assistant (NU)	100		1	29,874	1	35,158	1	35,158	1	35,158	1	35,158
Accountant	100		1	38,337	1	39,468	1	39,468	1	39,468	1	39,468
(2) Emergency Mgmt Administrator	22	78	0.6	47,000	0.6	55,499	0.4	38,499	0.4	38,499	0.4	38,499
Temporary Help				13,000		8,000		8,000		8,000		8,000
Overtime				0		3,000		3,000		3,000		3,000
Gross Personnel Services			8.1	547,446	8.6	637,818	8.4	620,818	8.4	620,818	8.4	620,818

Notes:

(1) .5 New Position Approved during FY15 (Jan. 2015 Start Date)

(2) (.2) Hours Decrease in FY16

Code Enforcement & Community Services

The Code Enforcement and Community Services division is responsible for the review of all building permits for renovation or new construction for structures that house three or more units, and the review of all commercial buildings. Additionally, the division reviews site plans, building permits, sprinkler system permits, fire alarm system permits, as well as the installation of above ground & underground storage tanks and liquefied petroleum gas tanks.

The division administers the Fire Prevention Code, N.F.P.A 101 Life Safety Code, the State laws of the Fire Service and the National Fire Codes, food and liquor code requirements, and fuel inspections. Codes are updated throughout the year and educational seminars are conducted. Code Enforcement and Community Services division also provides the management oversight of company level inspections of residential and commercial properties, totaling over 5,000 a year.

This division comprises the public information, education and community outreach initiatives, which includes the Portland High School Program, public education materials, and public information of current events affecting the citizens of Portland.

The Code Enforcement and Community Services division's budget increase of \$57,244, or 18.7%, is mainly attributed to the absorption of the Fire Alarm System Specialist position approved during FY15.

Division Summary

Department: Fire Department **Division:** Code Enforcement & Community Services **Account:** 100-22-02

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	278,493	254,516	345,354	345,354	345,354	345,354
Administrative Services	14,785	11,337	20,785	2,960	2,960	2,960
Contractual Services	650	763	1,020	1,020	1,020	1,020
Supplies	9,950	7,682	11,200	11,200	11,200	11,200
Utilities	2,688	2,049	3,276	3,276	3,276	3,276
Total	306,566	276,347	381,635	363,810	363,810	363,810
Less Revenues	(9,846)	(8,623)	(9,096)	(9,096)	(9,096)	(9,096)
Net Division Total	296,720	267,724	372,539	354,714	354,714	354,714

Personnel Services Detail

Department: Fire

Division: Code Enforcement & Community Services

Account: 100-22-02

Position	Funding	FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Fire Captain/EMT	100	2	133,193	2	136,306	2	136,306	2	136,306	2	136,306
Fire Lieutenant/EMT	100	1	65,319	1	64,557	1	64,557	1	64,557	1	64,557
Firefighter/EMT	100	1	58,731	1	59,280	1	59,280	1	59,280	1	59,280
(1) Fire Alarm Specialist	100	0	0	1	55,411	1	55,411	1	55,411	1	55,411
Overtime			21,250		25,000		25,000		25,000		25,000
Temporary Help			0		4,800		4,800		4,800		4,800
Gross Personnel Services		4.0	278,493	5.0	345,354	5.0	345,354	5.0	345,354	5.0	345,354

Notes:

(1) 1 New Position Approved during FY15 (.7 New & .3 Transfer / Replaced Fire Alarm Tech from 100-2207)

Field Operations

The Field Operations Division is responsible for providing emergency services including fire suppression, emergency medical care and transport, hazardous materials response, technical rescue response and any possible public emergency. The division supports fire and life safety programs through routine field safety inspections.

Field Operations provides emergency services for the waterfront area, islands, and all marine craft associated with Portland Harbor and Casco Bay, including emergency medical transportation for the island residents, as well as training for the island call forces. The crew conducts fire prevention inspections of waterfront facilities and harbor patrols when threat conditions warrant. This division provides continuous seamanship and pilot training to assure competent boat handling for the navigation of the Portland Harbor and Casco Bay waters, as mandated by Fire Department operations.

Additionally, the Field Operations Division is responsible for the development of skill sets for the entire department. Training evolutions are conducted daily to ensure proficiency in the delivery of Emergency Medicine and Firefighting. Responsibilities includes ensuring compliance with state mandated EMS, basic and advanced firefighting requirements, which involves overseeing the medical licenses of over 200 personnel. Field Operations provides advanced life support to the City's residents, and the working and visiting population of Portland. Services range from basic patient assessments and CPR, to sophisticated advanced life support intervention, such as advanced airway management and complex drug therapies. The unit provides in-service training for all fire department members as well.

The Field Operations Division provides fire protection for citizens of the Casco Bay Islands associated with the City of Portland, primarily Peaks Island, Cliff Island, Cushing Island, House Island, and Great and Little Diamond Islands. Despite the logistical difficulties of protecting the islands, the division effectively maintains and provides fire suppression and life safety with island volunteer call forces.

The Field Operations Division expenditure decrease is \$282,285, or 2.1%. The largest component of this decrease is due to the October 2015 conclusion of the SAFER grant, resulting in a reduction of 8.3 positions. The reduction in the Administrative Services essentially reflects the temporary allocation of Travel & Training to the Human Resources Department during the FY16 budget preparation process.

The revenue decrease of \$1,085,225, or 25.6%, is due to the loss of SAFER grant revenue, and the adjustment of EMS and confined space revenues.

Division Summary

Department: Fire Department	Division: Field Operations				Account: 100-22-03	
	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	12,557,245	12,778,737	12,504,851	12,350,802	12,350,802	12,350,802
Benefits	201,320	141,672	240,695	221,020	221,020	221,020
Administrative Services	76,400	22,631	72,400	2,000	2,000	2,000
Contractual Services	206,185	192,305	195,885	195,885	195,885	195,885
Maintenance and Repairs	134,589	118,957	135,000	133,000	133,000	133,000
Rentals	4,500	8,920	2,160	2,160	2,160	2,160
Supplies	369,071	259,463	365,852	363,852	363,852	363,852
Utilities	24,385	17,972	23,306	22,691	22,691	22,691
Total	13,573,695	13,540,657	13,540,149	13,291,410	13,291,410	13,291,410
Less Revenues	(4,241,075)	(3,455,749)	(3,013,850)	(3,155,850)	(3,155,850)	(3,155,850)
Net Division Total	9,332,620	10,084,908	10,526,299	10,135,560	10,135,560	10,135,560

Personnel Services Detail

Department: Fire

Division: Field Operations

Account: 100-22-03

Position	Funding Source	FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Deputy Fire Chief	100	4	343,609	4	340,411	4	340,411	4	340,411	4	340,411
Fire Captain/EMT	100	13	863,352	14	949,952	13	882,979	13	882,979	13	882,979
Fire Lieutenant/EMT	100	39	2,356,878	43	2,655,121	39	2,405,551	39	2,405,551	39	2,405,551
Fire Lieutenant	100	2	120,895	2	122,691	2	122,691	2	122,691	2	122,691
(1) Firefighter/EMT	100	141	7,457,251	140.7	7,548,777	134.7	7,354,324	134.7	7,354,324	134.7	7,354,324
(2) Firefighter	100	6	321,363	6	333,851	4	220,313	4	220,313	4	220,313
Paramedic	100	1	47,927	1	49,048	1	49,048	1	49,048	1	49,048
Overtime			1,045,970		505,000		975,485		975,485		975,485
Gross Personnel Services		206.0	12,557,245	210.7	12,504,851	197.7	12,350,802	197.7	12,350,802	197.7	12,350,802

Notes:

- (1) (6.3) Positions Eliminated in FY16 (SAFER Grant Expires Oct 2015)
- (2) (2) Positions Eliminated in FY16 (SAFER Grant Expires Oct. 2015)

Air Rescue Station

The Jetport Air Rescue Station Division provides aircraft rescue and firefighting for the City's airport. Efforts are also placed on fire prevention measures and fire safety at the aircraft loading areas. Air Rescue Station performance is measured according to Federal Aviation Administration standards for aircraft safety performance. Firefighting abilities are measured in accordance with N.F.P.A. 1003 Professional Qualification Standards.

The Air Rescue Station expenditure decrease of \$7,076, or 0.6%, is a result of a reduction in maintenance and repairs costs, offset by FY16 salary increases.

The Air Rescue service expense is fully reimbursed through inter-fund charges to the Jetport's Enterprise Fund.

Division Summary

Department: Fire Department	Division: Air Rescue Station				Account: 100-22-04	
	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	861,804	827,760	0	889,250	889,250	889,250
Benefits	20,430	20,355	0	20,475	20,475	20,475
Administrative Services	46,080	46,080	0	46,080	46,080	46,080
Contractual Services	5,175	500	0	5,175	5,175	5,175
Maintenance and Repairs	121,750	91,300	0	86,750	86,750	86,750
Supplies	40,210	23,459	0	39,010	39,010	39,010
Utilities	15,872	15,872	0	17,505	17,505	17,505
Total	1,111,321	1,025,326	0	1,104,245	1,104,245	1,104,245
Less Revenues	(1,111,321)	(1,025,326)	0	(1,104,245)	(1,104,245)	(1,104,245)
Net Division Total	0	0	0	0	0	0

Personnel Services Detail

Department: Fire

Division: Air Rescue Station

Account: 100-22-04

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Deputy Fire Chief	100		1	73,919	0	0	1	79,916	1	79,916	1	79,916
Fire Captain/EMT	100		1	66,783	0	0	1	66,973	1	66,973	1	66,973
Fire Lieutenant/EMT	100		4	244,383	0	0	4	249,570	4	249,570	4	249,570
Firefighter/EMT	100		6	331,042	0	0	6	344,454	6	344,454	6	344,454
Firefighter	100		2	110,877	0	0	2	113,537	2	113,537	2	113,537
Overtime				34,800		0		34,800		34,800		34,800
Gross Personnel Services			14.0	861,804	0.0	0	14.0	889,250	14.0	889,250	14.0	889,250

Operation Support Services

The Operations Support Services Division encompasses Hydrants, Building Maintenance and Fire Alarm. The hydrant system is the backbone of the fire suppression efforts of the Fire Department. The department is charged by the Portland Water District to ensure that the 1,620 hydrants in the City are properly maintained for use with high-flow firefighting equipment. Building maintenance provides for the operation of nine of the city's fire stations and the fire museum. The division maintains station heating and plumbing systems and makes necessary building repairs, including preventive maintenance for boilers, emergency generators, and compressors. The fire alarm section maintains the City's fire alarm system and emergent and non-emergent radio systems, and supports the 911 Center's core equipment.

The Operations Support Services expenditure decreased a total of \$15,551 or 1.4%. The divisional revenue is related to the receipts for the Fire Alarm Master Box Connections (see City Code Chapter 10, Section 102©).

Division Summary

Department: Fire Department **Division:** Operation Support Services **Account:** 100-22-07

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	230,571	242,213	200,997	200,997	200,997	200,997
Benefits	1,800	9,141	1,400	1,400	1,400	1,400
Administrative Services	2,625	2,625	2,410	1,660	1,660	1,660
Contractual Services	24,140	18,000	54,000	54,000	54,000	54,000
Maintenance and Repairs	87,015	57,073	89,415	89,415	89,415	89,415
Rentals	498,016	498,512	511,295	511,295	511,295	511,295
Supplies	72,675	45,384	67,675	67,675	67,675	67,675
Minor Capital Items	7,500	0	0	0	0	0
Utilities	198,293	197,470	203,127	203,127	180,642	180,642
Total	1,122,635	1,070,418	1,130,319	1,129,569	1,107,084	1,107,084
Less Revenues	(58,950)	(60,150)	(58,450)	(58,450)	(58,450)	(58,450)
Net Division Total	1,063,685	1,010,268	1,071,869	1,071,119	1,048,634	1,048,634

Personnel Services Detail

Department: Fire

Division: Operation Support Services

Account: 100-22-07

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Fire Lieutenant/EMT	100		1	61,996	1	63,484	1	63,484	1	63,484	1	63,484
Firefighter/EMT	100		1	56,478	1	57,871	1	57,871	1	57,871	1	57,871
(1) Fire Alarm Supervisor	100		0.3	38,886	0	0	0	0	0	0	0	0
(2) Radio System Specialist	100		0	0	1	54,642	1	54,642	1	54,642	1	54,642
(3) Fire Alarm Tech	100		1.3	57,606	0	0	0	0	0	0	0	0
Overtime				15,605		25,000		25,000		25,000		25,000
Gross Personnel Services			3.6	230,571	3.0	200,997	3.0	200,997	3.0	200,997	3.0	200,997

Notes:

- (1) (.3) Position Eliminated during FY15
- (2) 1 Position Reclassed from Fire Alarm Tech during FY15
- (3) (1) Reclassed to Radio System Specialist; (.3) Transferred to Code Enforcement (22-02) during FY15

Department of Planning & Development

The Department of Planning and Development consists of three major Divisions: Housing and Community Development (includes Administration and Rehabilitation), Inspections Services, and Planning (includes Historic Preservation). In addition to the City funded Planning programs, this budget includes position CDBG expenditures, which are federally reimbursed.

The department's expenditure budget has increased by \$17,259, or 0.8%. This expenditure net increase includes minor position reduction changes and an overall increase in payroll expenses. Other changes include reductions in Rentals and Supplies, as well as the temporary Travel & Training allocation to the Human Resources Department.

The department's revenue decrease of \$133,461, or 5.1%, is predominately due to the reduction in the Building Permit estimate, offset somewhat by increased salary reimbursements from HCD, grants and other funding sources.

Department Summary

Department: Department of Planning & Development

Account: 100-24

		FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown							
Payroll		1,962,871	1,714,167	2,046,650	1,991,940	1,991,940	2,017,029
Benefits		2,700	2,494	2,700	2,700	2,700	2,700
Administrative Services		36,960	32,731	40,465	17,515	17,515	17,515
Contractual Services		136,950	135,836	139,729	136,200	136,200	136,200
Rentals		20,700	24,940	20,700	12,700	12,700	12,700
Supplies		46,354	40,611	40,070	37,650	37,650	37,650
Utilities		9,105	8,765	9,105	9,105	9,105	9,105
Total		2,215,640	1,959,544	2,299,419	2,207,810	2,207,810	2,232,899
Summary by Division							
Planning & Dev. Administration	(24-01)	430,104	307,767	537,778	478,318	478,318	503,407
Inspection Services	(24-02)	697,689	664,563	708,709	685,289	685,289	685,289
Planning	(24-04)	823,195	741,434	792,891	787,362	787,362	787,362
Housing & Community Dev.	(24-05)	145,904	134,991	132,742	132,742	132,742	132,742
Historic Preservation	(24-06)	118,748	110,789	127,299	124,099	124,099	124,099
Total		2,215,640	1,959,544	2,299,419	2,207,810	2,207,810	2,232,899
Less Revenues		(2,642,785)	(2,166,850)	(2,465,524)	(2,490,524)	(2,490,524)	(2,509,324)
Net Department Total		(427,145)	(207,306)	(166,105)	(282,714)	(282,714)	(276,425)

Planning & Development Administration

The Administration division oversees all operations of the Department of Planning and Urban Development. A greater part of the expenditures are salaries that are included on the CDBG side of the budget.

Expenditures have increased \$73,303, or 17.0%, due to increased payroll expenses, including the transfer of a half-time position from Planning.

The revenue in this division reflects HCD salary reimbursement monies, as well as partial funding for the half-time project Bicycle / Pedestrian Program Coordinator position. Revenues have increased \$57,780 or 28.0%.

Division Summary

Department: Department of Planning & Development **Division:** Planning & Development Administration **Account:** 100-24-01

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	417,289	294,825	522,663	471,153	471,153	496,242
Administrative Services	7,015	7,015	8,315	1,365	1,365	1,365
Contractual Services	0	127	0	0	0	0
Supplies	4,900	4,900	5,900	4,900	4,900	4,900
Utilities	900	900	900	900	900	900
Total	430,104	307,767	537,778	478,318	478,318	503,407
Less Revenues	(206,197)	(193,550)	(240,177)	(245,177)	(245,177)	(263,977)
Net Division Total	223,907	114,217	297,601	233,141	233,141	239,430

Personnel Services Detail

Department: Department of Planning & Development

Division: Planning & Development Administration

Account: 100-24-01

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Dir of Planning/Development	85	15	1	103,128	1	108,331	1	108,331	1	108,331	1	108,331
HCD Service Director	100		1	69,646	1	73,883	1	73,883	1	73,883	1	73,883
(1) Transportation Program Manager	80	20	0	0	1	69,413	1	69,413	1	69,413	1	69,413
(2) Transportation Policy Analyst	80	20	1	57,428	0	0	0	0	0	0	0	0
(3) Bicycle/Ped Prog Coord	100		0	0	1	51,510	0	0	0	0	0	0
(4) Bicycle/Ped Prog Coord (Proj)	25	75	0	0	0	0	0	0	0	0	0.5	25,089
Principal Admin Officer	90	10	1	51,772	1	54,952	1	54,952	1	54,952	1	54,952
Senior Accountant	100		1	56,765	1	58,481	1	58,481	1	58,481	1	58,481
(5) HCD Program Manager	100		0.9	51,750	0.8	49,967	0.8	49,967	0.8	49,967	0.8	49,967
(6) Planner	100		0	0	1	46,832	1	46,832	1	46,832	1	46,832
(7) Senior Admin Officer	100		1	42,162	0	0	0	0	0	0	0	0
(8) Administrative Officer	80	20	0	0	1	42,385	1	42,385	1	42,385	1	42,385
(9) HCD Office Assistant	100		1	33,653	0	0	0	0	0	0	0	0
Less Housing & Comm Dev Chgs				(49,015)		(33,091)		(33,091)		(33,091)		(33,091)
Gross Personnel Services			7.9	417,289	8.8	522,663	7.8	471,153	7.8	471,153	8.3	496,242

Notes:

- (1) 1 Replaced Transportation Policy Analyst during FY15
- (2) (1) Replaced w/ Transportation Prgm Manager during FY15
- (3) 1 Transferred from Planning (24-04); (.5) Eliminated & (.5) Position Replaced w/ Proj in FY16
- (4) .5 Position Replaced Bicycle/Ped Coord in FY16
- (5) (.1) Hours Decreased during FY15
- (6) 1 Replaced HCD Office Assistant during FY15
- (7) (1) Replaced w/ Admin Officer during FY14
- (8) 1 Replaced Senior Admin Officer during FY14
- (9) (1) Replaced w/ Planner (Housing) during FY15

Inspection Services

Inspection issues permits for construction of all types, and acts as the enforcement agency for building, housing, environmental, plumbing, electrical, mechanical, zoning, and land use rules and regulations.

The division prepares materials for the Board of Appeals, reviews, public markets, used car dealers, second hand dealers, beano, junk dealers, amusement, and massage establishments.

The division's expenditure budget has decreased by \$12,400 or 1.8%. Minor equipment purchases, the FY15 fulfilment of a 2 year electric vehicle lease, and the temporary allocation of Travel & Training to Human Resources all contribute to the decrease in the FY16 expenditures.

The revenue budget decrease of \$203,280, or 10.9%, is attributed to the reduction in the Building Permit revenue estimate.

Division Summary

Department: Department of Planning & Development **Division:** Inspection Services **Account:** 100-24-02

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	624,855	603,638	644,304	642,304	642,304	642,304
Benefits	2,450	1,627	2,450	2,450	2,450	2,450
Administrative Services	17,045	13,990	19,900	8,900	8,900	8,900
Contractual Services	10,100	9,429	9,250	8,250	8,250	8,250
Rentals	10,500	12,020	10,500	2,500	2,500	2,500
Supplies	26,434	17,583	16,000	14,580	14,580	14,580
Utilities	6,305	6,276	6,305	6,305	6,305	6,305
Total	697,689	664,563	708,709	685,289	685,289	685,289
Less Revenues	(1,871,405)	(1,408,015)	(1,668,125)	(1,668,125)	(1,668,125)	(1,668,125)
Net Division Total	(1,173,716)	(743,452)	(959,416)	(982,836)	(982,836)	(982,836)

Personnel Services Detail

Department: Department of Planning & Development

Division: Inspection Services

Account: 100-24-02

Position	Funding Source	FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Inspections Service Div Dir	100	1	72,011	1	76,410	1	76,410	1	76,410	1	76,410
Deputy Director of Inspections	100	1	60,751	1	64,462	1	64,462	1	64,462	1	64,462
Zoning Administrator	100	1	69,940	1	56,687	1	56,687	1	56,687	1	56,687
Zoning Specialist	100	1	52,124	1	53,684	1	53,684	1	53,684	1	53,684
Code Enf Officer/Electrical	100	1	47,248	1	48,761	1	48,761	1	48,761	1	48,761
Code Enf Officer/Plan Reviewer	100	2	99,091	2	104,666	2	104,666	2	104,666	2	104,666
Certified Code Enforcement Off	100	3	133,104	3	143,255	3	143,255	3	143,255	3	143,255
Inspections Office Assistant	100	1	32,622	1	34,472	1	34,472	1	34,472	1	34,472
Admin Assistant (CEBA)	100	1	31,278	1	34,560	1	34,560	1	34,560	1	34,560
Charges from Planning			18,186		18,847		18,847		18,847		18,847
Temporary Help			5,000		2,500		2,500		2,500		2,500
Overtime			3,500		6,000		4,000		4,000		4,000
Gross Personnel Services		12.0	624,855	12.0	644,304	12.0	642,304	12.0	642,304	12.0	642,304

Planning

The division of Planning provides development review services for site plan, subdivision, historic preservation, D.E.P. site location and rezoning requests. Planning also provides comprehensive and long range planning services. These services include: the Bayside Brownfield Plan, neighborhood planning with a focus on Nasson's Corner / Brighton Avenue, Transportation Planning and Implementation, Open Space Plan and implementation of general and specific master plans, Historic District Boundaries Planning, the Arts and Culture Plan, and the Downtown Plan implementation (with a focus on streetscape improvements, Congress Street lighting, and Old Port lighting). Finally, the division is responsible for the preparation of the Capital Improvements Program, Congress Square Park project, the Shoreway Access and Portland Trails projects, and other urban design initiatives.

The Planning division's expenditure budget has decreased by \$35,833, or 4.4%. The FY16 decrease is mainly due to position changes, including the Bicycle/ Pedestrian Coordinator position divisional transfer to Planning Administration.

Planning revenues have increased \$20,736 or 5.8% due to increased reimbursements for consulting expenses and planning development and inspection review services. An additional \$5,000 in revenue was also received from the EPA Brownfield Grant.

Division Summary

Department: Department of Planning & Development **Division:** Planning **Account:** 100-24-04

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	668,005	580,440	635,572	635,572	635,572	635,572
Benefits	250	867	250	250	250	250
Administrative Services	8,000	8,000	8,000	5,000	5,000	5,000
Contractual Services	121,100	120,530	123,779	121,250	121,250	121,250
Rentals	10,200	12,920	10,200	10,200	10,200	10,200
Supplies	14,220	17,328	13,670	13,670	13,670	13,670
Utilities	1,420	1,349	1,420	1,420	1,420	1,420
Total	823,195	741,434	792,891	787,362	787,362	787,362
Less Revenues	(360,026)	(374,442)	(365,762)	(380,762)	(380,762)	(380,762)
Net Division Total	463,169	366,992	427,129	406,600	406,600	406,600

Personnel Services Detail

Department: Department of Planning & Development

Division: Planning

Account: 100-24-04

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Planning Division Director	75	25	1	94,419	1	99,197	1	99,197	1	99,197	1	99,197
Development Review Service Mg	100		1	72,246	1	74,490	1	74,490	1	74,490	1	74,490
Development Review Coord	100		1	60,645	1	62,459	1	62,459	1	62,459	1	62,459
Urban Designer	65	35	1	58,047	1	61,597	1	61,597	1	61,597	1	61,597
Senior Planner	68	32	2	118,259	2	126,598	2	126,598	2	126,598	2	126,598
(1) Planner	100		2.7	141,861	2.6	144,004	2.6	144,004	2.6	144,004	2.6	144,004
(2) Bicycle/Ped Prog Coord	100		1	57,386	0	0	0	0	0	0	0	0
Office Manager	100		1	46,956	1	48,380	1	48,380	1	48,380	1	48,380
Office Assistant	100		1	36,372	1	37,694	1	37,694	1	37,694	1	37,694
Less Inspections				(18,186)		(18,847)		(18,847)		(18,847)		(18,847)
Gross Personnel Services			11.7	668,005	10.6	635,572	10.6	635,572	10.6	635,572	10.6	635,572

Notes:

- (1) (.1) Hours Decreased during FY15
- (2) (1) Position Transferred to Admin (24-01) in FY16

Housing & Community Development

Housing and Community Development is responsible for administering all of the City-assisted housing rehabilitation loan and grant programs, as well as homeownership efforts. Housing-related planning activities are also carried out by this division.

This portion of the Housing and Community Development budget is entirely funded by the Community Development Block Grant (CDBG), Home Grant, and Housing Development Fund (program income from CDBG loan paybacks); any increase or decrease in the budget has no impact on the tax levy.

Division Summary

Department: Dpt of Planning & Develop	Division: Housing & Community Development				Account: 100-24-05	
	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	145,904	134,991	132,742	132,742	132,742	132,742
Total	145,904	134,991	132,742	132,742	132,742	132,742
Less Revenues	(145,904)	(134,991)	(132,742)	(132,742)	(132,742)	(132,742)
Net Division Total	0	0	0	0	0	0

Personnel Services Detail

Department: Department of Planning & Development

Division: Housing & Community Development

Account: 100-24-05

Position	Funding	FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Loan Officer	100	1	54,015	1	55,635	1	55,635	1	55,635	1	55,635
Rehabilitation Specialist	100	1	42,874	1	44,016	1	44,016	1	44,016	1	44,016
Charges from Admin			49,015		33,091		33,091		33,091		33,091
Gross Personnel Services		2.0	145,904	2.0	132,742	2.0	132,742	2.0	132,742	2.0	132,742

Historic Preservation

The Historic Preservation division provides services relating to the historic preservation ordinance. The staff works closely with the Historic Preservation Committee in enforcing and interpreting the City's historic preservation ordinance.

Expenses increased \$5,351, or 4.5%, in varied lines. Revenues increased \$4,465, or 7.5% due to additional Certified Local Government (CLG) grant funding from the Maine Historic Preservation Commission.

Division Summary

Department: Department of Planning & Development **Division:** Historic Preservation **Account:** 100-24-06

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	106,818	100,273	111,369	110,169	110,169	110,169
Administrative Services	4,900	3,726	4,250	2,250	2,250	2,250
Contractual Services	5,750	5,750	6,700	6,700	6,700	6,700
Supplies	800	800	4,500	4,500	4,500	4,500
Utilities	480	240	480	480	480	480
Total	118,748	110,789	127,299	124,099	124,099	124,099
Less Revenues	(59,253)	(55,852)	(58,718)	(63,718)	(63,718)	(63,718)
Net Division Total	59,495	54,937	68,581	60,381	60,381	60,381

Personnel Services Detail

Department: Department of Planning & Development

Division: Historic Preservation

Account: 100-24-06

Position	Funding			FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Historic Preservation Manager	44	35	21	1	69,940	1	72,047	1	72,047	1	72,047	1	72,047
Preservation Compliance Off	100			0.8	36,878	0.8	38,122	0.8	38,122	0.8	38,122	0.8	38,122
Temporary Help					0		1,200		0		0		0
Gross Personnel Services				1.8	106,818	1.8	111,369	1.8	110,169	1.8	110,169	1.8	110,169

Information Technology

The Information Technology Department (IT) is responsible for the design, development and maintenance of a large, wide-area information network, managing all the technology hardware and software used by the City of Portland. The department is divided into four sections of expertise: Applications, Technical and Customer Services, Operations, and Geographic Information Systems (GIS).

The Applications support team develops software for specialized needs, and supports the software purchased by the City. The Technical and Customer Services team is responsible for the internal and external customer service for the City of Portland. The Technical Services team manages data and voice networks, including the Help Desk, which supports our workforce of more than 1,300 technology users. The Customer Services team manages customer support using a social media application called Fix It! Portland; over 5,000 requests from Portland residents and visitors are anticipated in 2015. The Operations team monitors and maintains AS400 systems for Public Administration and Public Safety, installing quarterly updates and semi-annual updates for applications. The Geographic Information Systems section maintains and updates the computerized mapping systems used by Public Administration and Public Safety. Additionally, this division is responsible for maintaining the technology infrastructure that supports a combined Public Safety Answering Services (PSAP) for Portland, South Portland and Cape Elizabeth.

The department's budgeted expenditures remain fairly flat, decreasing slightly. The revenues received represent the reimbursement of cost and services provided to the Enterprise Funds and the PSAP.

Department Summary

Department: Information Technology

Account: 100-29

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	1,021,803	930,640	1,022,557	1,022,557	1,022,557	1,022,557
Administrative Services	21,205	20,895	10,505	2,730	2,730	2,730
Contractual Services	30,950	30,770	25,960	25,960	25,960	25,960
Maintenance and Repairs	714,503	705,119	749,503	729,503	729,503	729,503
Rentals	12,231	14,039	17,280	17,280	17,280	17,280
Supplies	69,100	71,633	58,600	58,600	58,600	58,600
Utilities	277,225	249,461	279,216	279,216	279,216	279,216
Total	2,147,017	2,022,557	2,163,621	2,135,846	2,135,846	2,135,846
Less Revenues	(211,942)	(209,774)	(363,366)	(363,366)	(363,366)	(363,366)
Net Department Total	1,935,075	1,812,783	1,800,255	1,772,480	1,772,480	1,772,480

Personnel Services Detail

Department: Information Technologies

Division: Information Technologies Administration

Account: 100-29-01

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
IT Director	100		1	94,016	1	107,478	1	107,478	1	107,478	1	107,478
Asst IT Manager	100		1	76,724	1	72,779	1	72,779	1	72,779	1	72,779
Network Engineer	100		1	72,246	1	75,923	1	75,923	1	75,923	1	75,923
(1) Applications Program Manager	100		1	62,786	0	0	0	0	0	0	0	0
MIS Coordinator	100		1	61,271	1	65,247	1	65,247	1	65,247	1	65,247
GIS Manager	100		1	69,786	1	73,976	1	73,976	1	73,976	1	73,976
(2) Programmer-Analyst	100		1.8	102,302	2	115,880	2	115,880	2	115,880	2	115,880
Computer Operations Mgr	100		1	56,765	1	58,481	1	58,481	1	58,481	1	58,481
(3) Technical/Customer Serv Coord	100		0	0	1	69,801	1	69,801	1	69,801	1	69,801
(4) Technical Services Supervisor	100		1	62,459	0	0	0	0	0	0	0	0
Systems Coordinator	100		1	62,459	1	64,331	1	64,331	1	64,331	1	64,331
Network Operations Specialist	100		3	137,961	3	143,077	3	143,077	3	143,077	3	143,077
Web Master	100		1	46,956	1	48,380	1	48,380	1	48,380	1	48,380
Help Desk Specialist	100		1	46,284	1	48,224	1	48,224	1	48,224	1	48,224
Computer Operator	100		1	44,538	1	37,791	1	37,791	1	37,791	1	37,791
(5) Customer Service Specialist	100		0	0	1	41,189	1	41,189	1	41,189	1	41,189
(6) 311 Customer Service Rep	100		0.5	19,250	0	0	0	0	0	0	0	0
Overtime	100			6,000		0		0		0		0
Gross Personnel Services			17.3	1,021,803	17.0	1,022,557	17.0	1,022,557	17.0	1,022,557	17.0	1,022,557

Notes:

- (1) (1) Position Eliminated during FY15
- (2) .2 Hours Increase during FY15
- (3) 1 Reclass from Technical Services Supervisor during FY15
- (4) (1) Reclass to Technical/Customer Serv Coord during FY15
- (5) .5 Position Approved (FY15: Jan 2015 Start) & Title Change from 311 Customer Svc Rep during FY15
- (6) Transferred from CM (13-01) & Title Change to Customer Svc Specialist during FY15

Public Services

The Public Services Director oversees the operations of thirteen (13) divisions within the General Fund, as well as the Street Openings fund, Sewer fund, and the new Stormwater fund. The Director has an Assistant Director, five (5) Division Managers and an administrative support staff that provide day to day supervision for these functions. The Department is responsible for basic municipal services, wastewater - stormwater utilities, public infrastructure management, maintenance and development, citywide fleet management, and development and implementation of capital improvement plans. Department staff supports several city committees including the Transportation Sustainability and Energy Committee, Parks Commission, and Land Bank Commission, and is staffing a task force on funding for stormwater program obligations.

The net expenditure decrease of \$424,375, or 2.6%, is driven in large part by the reduction in vehicle fuel prices and consumption, as well as elimination of the universal waste program, and an increase in Street Lighting utility costs. This FY16 budget also includes the reduction of four full-time positions. The increase of revenues of \$309,909, or 6.1%, is due to the combination of the price increase in the pay-as-you-throw trash bag program, anticipated increases in the Cemetery division revenues, higher estimated Street Occupancy Permit revenue, and the inclusion of Sale of City Property. Revenue decreases include a reduction in the Local Road Assistance Program (LRAP) estimate and revenues generated from the newly eliminated universal waste program.

Department Summary

Department: Public Services

Account: 100-31

		FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown							
Payroll		8,127,697	7,855,003	8,395,453	8,248,200	8,183,426	8,203,426
Benefits		103,336	129,505	104,026	104,026	104,026	104,026
Administrative Services		54,734	37,422	56,824	20,544	20,544	20,544
Contractual Services		2,525,641	2,595,247	2,680,815	2,391,815	2,391,815	2,391,815
Maintenance and Repairs		1,248,500	1,294,950	1,322,118	1,257,118	1,257,118	1,257,118
Rentals		298,631	298,969	325,836	325,836	325,836	325,836
Supplies		2,650,172	2,391,477	2,286,273	2,247,273	2,219,758	2,219,758
Minor Capital Items		83,100	40,411	43,600	43,600	43,600	43,600
Utilities		1,239,512	1,296,410	1,340,825	1,340,825	1,340,825	1,340,825
Total		16,331,323	15,939,394	16,555,770	15,979,237	15,886,948	15,906,948
Summary by Division							
Public Services Administration	(31-01)	741,131	719,357	778,946	767,116	767,116	767,116
Cemeteries	(31-02)	586,028	575,399	596,735	579,885	579,885	579,885
Forestry and Horticulture	(31-04)	658,815	637,130	654,438	622,118	622,118	622,118
Districting	(31-12)	2,040,611	1,930,086	2,092,351	2,021,048	2,021,048	2,041,048
Solid Waste	(31-14)	2,952,070	2,976,245	3,133,999	2,850,719	2,785,945	2,785,945
Communications	(31-15)	146,852	143,723	150,000	149,000	149,000	149,000
Portland Downtown District	(31-16)	323,321	306,784	335,329	335,329	335,329	335,329
Construction	(31-21)	431,027	371,008	437,279	400,130	400,130	400,130
Transportation Operations	(31-35)	2,116,640	2,117,269	2,188,670	2,184,770	2,184,770	2,184,770
Engineering	(31-37)	713,767	724,348	740,036	736,461	736,461	736,461
Winter Operations	(31-38)	1,098,039	1,100,805	1,149,587	1,147,087	1,147,087	1,147,087
Fleet Services	(31-45)	3,954,448	3,764,033	3,728,555	3,616,029	3,588,514	3,588,514
Island Services	(31-46)	568,574	573,207	569,845	569,545	569,545	569,545
Total		16,331,323	15,939,394	16,555,770	15,979,237	15,886,948	15,906,948
Less Revenues		(5,081,056)	(5,171,062)	(4,980,567)	(5,484,965)	(5,484,965)	(5,390,965)
Net Department Total		11,250,267	10,768,332	11,575,203	10,494,272	10,401,983	10,515,983

Public Services Administration

The Administration division provides strategic planning and management for the department. Accounting, payroll, human resource functions, general office support, issuance of street-sidewalk and special events permits, and customer service are all integral components of this division. In addition, the department's Safety and Training program is managed through this division.

Expenses increased by \$25,985 or 3.5%, mostly due to payroll cost increases. The increase in revenues of \$34,088, or 22.8%, is largely due to special event permit fee changes.

Division Summary

Department: Public Services	Division: Public Services Administration				Account: 100-31-01	
	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	676,481	663,000	709,613	709,613	709,613	709,613
Benefits	560	400	560	560	560	560
Administrative Services	16,550	8,105	17,190	5,360	5,360	5,360
Contractual Services	4,197	3,797	4,500	4,500	4,500	4,500
Maintenance and Repairs	7,500	8,525	8,828	8,828	8,828	8,828
Rentals	3,000	2,975	3,000	3,000	3,000	3,000
Supplies	12,755	12,555	14,555	14,555	14,555	14,555
Utilities	20,088	20,000	20,700	20,700	20,700	20,700
Total	741,131	719,357	778,946	767,116	767,116	767,116
Less Revenues	(149,298)	(161,448)	(158,386)	(183,386)	(183,386)	(183,386)
Net Division Total	591,833	557,909	620,560	583,730	583,730	583,730

Personnel Services Detail

Department: Public Services

Division: Public Services Administration

Account: 100-31-01

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Director of Public Services	69	31		1	106,157	1	112,355	1	112,355	1	112,355	112,355
Asst Director/Operations	50	50		1	87,887	1	90,539	1	90,539	1	90,539	90,539
Envir Resources/Open Space Mg	100			1	79,901	1	86,443	1	86,443	1	86,443	86,443
Principal Financial Officer	100			1	59,258	1	60,494	1	60,494	1	60,494	60,494
Principal Admin Officer	100			1	62,441	1	66,249	1	66,249	1	66,249	66,249
Safety & Training Administrator	100			1	58,211	1	61,470	1	61,470	1	61,470	61,470
Executive Assistant	100			1	43,038	1	45,643	1	45,643	1	45,643	45,643
Account Clerk II	49	51		2	75,295	2	77,610	2	77,610	2	77,610	77,610
Office Assistant	100			1	34,726	1	35,841	1	35,841	1	35,841	35,841
Lead Events Coordinator	100			1	52,530	1	54,119	1	54,119	1	54,119	54,119
Events Assistant	100			0.5	15,537	0.5	16,995	0.5	16,995	0.5	16,995	16,995
Overtime					1,500		1,855		1,855		1,855	1,855
Gross Personnel Services				11.5	676,481	11.5	709,613	11.5	709,613	11.5	709,613	709,613

Cemeteries

Cemetery Operations is responsible for the care and maintenance of Evergreen and Forest City Cemeteries, the City's two active burial grounds. In addition to the care of grounds, the division is responsible for interments and disinterments, lot sales and other funeral-related services. The Cemetery crew maintains the two largest inactive cemeteries in the City, Eastern and Western Cemeteries, as well as the inactive Pine Grove Cemetery which is adjacent to the grounds of Evergreen Cemetery. Wilde Memorial Chapel, located on the grounds of Evergreen Cemetery, may be rented through this division for weddings, funerals, and memorial services.

Expenses decreased by \$6,143 or 1.0%. Revenues increased \$108,867, or 27.2%, primarily due to the estimated increase in perpetual care interest income, the addition of a new columbarium niche, as well as a general overall increase in cemetery fees.

Division Summary

Department: Public Services **Division:** Cemeteries **Account:** 100-31-02

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	470,538	475,511	489,267	474,267	474,267	474,267
Benefits	3,875	3,875	3,895	3,895	3,895	3,895
Administrative Services	2,980	1,624	3,240	1,390	1,390	1,390
Contractual Services	21,604	26,200	20,852	20,852	20,852	20,852
Maintenance and Repairs	4,925	4,925	5,075	5,075	5,075	5,075
Rentals	2,170	2,123	1,420	1,420	1,420	1,420
Supplies	57,872	53,566	50,922	50,922	50,922	50,922
Minor Capital Items	14,600	0	14,600	14,600	14,600	14,600
Utilities	7,464	7,575	7,464	7,464	7,464	7,464
Total	586,028	575,399	596,735	579,885	579,885	579,885
Less Revenues	(400,962)	(393,159)	(509,829)	(509,829)	(509,829)	(509,829)
Net Division Total	185,066	182,240	86,906	70,056	70,056	70,056

Personnel Services Detail

Department: Public Services

Division: Cemeteries

Account: 100-31-02

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Parks & Cemeteries Coord	100		1	66,632	1	68,640	1	68,640	1	68,640	1	68,640
Parks Supervisor	100		1	47,778	1	51,749	1	51,749	1	51,749	1	51,749
Parks Foreman	100		1	46,898	1	46,613	1	46,613	1	46,613	1	46,613
Administrative Associate	100		1	41,730	1	44,187	1	44,187	1	44,187	1	44,187
(1) Maintenance Worker III	100		1	41,350	0	0	0	0	0	0	0	0
(2) Maintenance Worker II	100		0	0	2	80,829	2	80,829	2	80,829	2	80,829
(3) Maintenance Worker I	100		1	39,208	0	0	0	0	0	0	0	0
Maintenance Worker	100		1	37,586	1	38,709	1	38,709	1	38,709	1	38,709
(4) Custodial Worker	100		1.5	50,888	1.5	54,023	1.5	54,023	1.5	54,023	1.5	54,023
Meal Allow/Standby Pay				3,384		3,656		3,656		3,656		3,656
Temporary Help				65,084		65,220		65,220		65,220		65,220
Overtime				30,000		35,641		20,641		20,641		20,641
Gross Personnel Services			8.5	470,538	8.5	489,267	8.5	474,267	8.5	474,267	8.5	474,267

Notes:

- (1) (1) Replaced w/ MW II during FY15 (Career Ladder)
- (2) 1 Replaced MW III & 1 Replaced MW I during FY15 (Career Ladder)
- (3) (1) Replaced w/ MW II during FY15 (Career Ladder)
- (4) Half-time Shared Positions (3) w/ Expo (33-08)

Forestry and Horticulture

The Forestry and Horticulture Section is responsible for the care of over 20,000 street trees throughout the City and nearly an equal number in the park areas. Routine maintenance trimming is done as necessary, and Forestry employees are on-call 24 hours a day to respond to emergencies such as fallen limbs that are blocking streets. The successful Community Garden program is run through this division, with over 300 plots in eight gardens. Forestry personnel respond to weather emergencies year round, and are assigned to winter operations.

The division actively seeks grant money from the State to increase the number of city trees planted each year. Forestry and Horticulture also promotes the "Tree Challenge" program, where individuals and businesses may donate funds to help plant additional trees in the City. Annual CDBG funds are sought to support tree replacements within eligible downtown and peninsula zones. The division helps to maintain the City's status as a "Tree City USA".

Expenses decreased by \$36,697 or 5.6%. Revenues have remained fairly flat.

Division Summary

Department: Public Services **Division:** Forestry and Horticulture **Account:** 100-31-04

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	429,585	412,407	437,233	437,233	437,233	437,233
Benefits	3,760	4,360	3,760	3,760	3,760	3,760
Administrative Services	3,550	3,337	3,375	1,055	1,055	1,055
Contractual Services	159,870	159,554	149,770	139,770	139,770	139,770
Maintenance and Repairs	1,200	1,207	1,200	1,200	1,200	1,200
Supplies	59,770	55,142	58,020	38,020	38,020	38,020
Utilities	1,080	1,123	1,080	1,080	1,080	1,080
Total	658,815	637,130	654,438	622,118	622,118	622,118
Less Revenues	(95,798)	(95,798)	(96,445)	(96,445)	(96,445)	(96,445)
Net Division Total	563,017	541,332	557,993	525,673	525,673	525,673

Personnel Services Detail

Department: Public Services

Division: Forestry and Horticulture

Account: 100-31-04

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Parks Oper Mgr / City Arborist	100		1	69,907	1	72,047	1	72,047	1	72,047	1	72,047
Sr Public Services Supervisor	100		2	101,548	2	104,559	2	104,559	2	104,559	2	104,559
Maintenance Worker III	100		1	41,350	1	42,598	1	42,598	1	42,598	1	42,598
(1) Arborist III	100		0	0	1	45,622	1	45,622	1	45,622	1	45,622
(2) Tree Trimmer III	100		2	87,738	0	0	0	0	0	0	0	0
(3) Arborist II	100		0	0	3	123,431	3	123,431	3	123,431	3	123,431
(4) Tree Trimmer II	100		2	82,009	0	0	0	0	0	0	0	0
Meal Allow/Standby Pay				13,686		15,405		15,405		15,405		15,405
Temporary Help				25,920		25,920		25,920		25,920		25,920
Overtime				7,427		7,651		7,651		7,651		7,651
Gross Personnel Services			8.0	429,585	8.0	437,233	8.0	437,233	8.0	437,233	8.0	437,233

Notes:

- (1) (1) Replaced w/ Arborist II during FY15 (Career Ladder)
- (2) Title Change to Arborist III during FY15
- (3) 1 Replaced Arborist III during FY15 (Career Ladder)
- (4) Title Change to Arborist II during FY15

Districting

The Districting division is a national award winning multi-tasking Public Service maintenance program comprised of five working crews. The division is responsible for maintaining each of the five Districts within the City. Each crew consists of a supervisor and a group of highly trained maintenance workers capable of performing all aspects of work as it relates to municipal street, sidewalk, parks and grounds maintenance, including winter sidewalk snow removal operations.

Parks maintenance includes the year-round care of community and neighborhood parks and open spaces. Over 100 individual parks and open spaces are cared for. Districting continues to perform the maintenance and reconstruction of brick, concrete and asphalt sidewalks, installation and repair of granite and bituminous curbing, street repair and reconstruction, and maintenance and repair of driveway aprons. Crew duties also include culvert replacement, grading and maintaining gravel roads, roadside mowing, and maintaining the general cleanliness of the City. This division participates in winter operations including plowing, sand and salt operations, snow removal, and repairing of all damage to streets, sidewalks and lawns due to winter damage. Furthermore, the division is responsible for several municipal programs, including sidewalk sweeping, spring cleanup, and weed control.

The Districting divisional expenditures have increased minimally by \$437. Revenues have decreased by \$13,703, or 4.6%, primarily due to a reduction in enterprise fund charges.

Division Summary

Department: Public Services	Division: Districting				Account: 100-31-12	
	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	1,706,134	1,610,360	1,754,364	1,702,786	1,702,786	1,722,786
Benefits	16,420	28,358	16,430	16,430	16,430	16,430
Administrative Services	1,325	1,189	1,025	300	300	300
Contractual Services	32,900	31,245	33,200	33,200	33,200	33,200
Rentals	7,000	6,906	7,000	7,000	7,000	7,000
Supplies	194,577	179,808	202,277	183,277	183,277	183,277
Minor Capital Items	18,300	12,582	9,500	9,500	9,500	9,500
Utilities	63,955	59,638	68,555	68,555	68,555	68,555
Total	2,040,611	1,930,086	2,092,351	2,021,048	2,021,048	2,041,048
Less Revenues	(300,279)	(294,280)	(286,576)	(286,576)	(286,576)	(286,576)
Net Division Total	1,740,332	1,635,806	1,805,775	1,734,472	1,734,472	1,754,472

Personnel Services Detail

Department: Public Services

Division: Districting

Account: 100-31-12

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
District Coordinator	80	20		1	69,940	1	72,047	1	72,047	1	72,047	72,047
Sr Public Services Supervisor	80	20		5	247,080	5	253,906	5	253,906	5	253,906	253,906
Accountant	80	20		1	42,533	1	42,978	1	42,978	1	42,978	42,978
(1) Supervising Park Ranger	100			0	0	1	34,433	0	0	0	0	34,433
(2) Park Ranger	100			1	31,073	0	0	0	0	0	0	0
(3) Maintenance Worker III	85	15		28	1,147,485	26	1,100,099	26	1,100,099	26	1,100,099	1,100,099
Maintenance Worker II	80	20		1	37,666	2	74,291	1	37,146	1	37,146	37,146
(4) Maintenance Worker I				0	0	1	36,822	1	36,822	1	36,822	36,822
(5) Custodial Worker	100			0.5	17,566	0.5	16,848	0.5	16,848	0.5	16,848	16,848
Meal Allow/Standby Pay					12,908		15,050		15,050		15,050	15,050
Winter Stipends					15,000		21,132		21,132		21,132	21,132
Temporary Help					61,640		61,640		81,640		81,640	67,207
Overtime					23,243		25,118		25,118		25,118	25,118
Gross Personnel Services				37.5	1,706,134	37.5	1,754,364	35.5	1,702,786	35.5	1,702,786	1,722,786

Notes:

- (1) 1 Position Replaced Park Ranger during FY15
- (2) (1) Position Replaced w/ Supervising Park Ranger during FY15
- (3) (1) Replaced w/ MW I during FY14 (Career Ladder); (1) Position Eliminated in FY16
- (4) 1 Position Replaced MW III during FY14 (Career Ladder)
- (5) Half-time Shared Position (1) w/ Expo (33-08)

Solid Waste

The Solid Waste division provides weekly curbside collection of recyclables and a pay-as-you-throw trash collection system. The recycling program allows residents to commingle all of their recyclable materials in a single bin. This has allowed the department to utilize compactor trucks for recycling collection, reducing the recycling fleet from six to three trucks. The division also services 150+ trash receptacles within the Portland Downtown District, and the City's parks and open spaces, as well as over 60 solar smart trash compactor units.

City property owners may dispose up to ten qualified bulky items annually at no charge using their electronic pass (E-Card). Items such as furniture, gas grills, bicycles, yard equipment (mowers), yard waste, and up to ten gallons of household hazardous waste can be brought to the Riverside Recycling Facility. Multifamily property owners receive one card

The Bulky Item Pick-up program was implemented in May of 2012. Residents must apply online and request stickers to attach to their approved items for disposal. Qualified small items, less than 30 pounds, which will not fit in a City trash bag and can be lifted by one person, are free of charge to residents. Ten qualified small items are allowed each year, and are picked up by city packer trucks on the same day as residential trash pick-up. A collection fee is charged to residents for qualified items over 30 pounds.

Expenses decreased by \$166,125, or 5.6%, due mainly to the non-funding of the universal waste program and the elimination of one full-time position. The revenue net increase of \$209,114, or 9.9%, comprises the increased pay-as-you-throw bag program fee, offset by the universal waste program revenue loss.

Division Summary

Department: Public Services

Division: Solid Waste

Account: 100-31-14

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	878,202	828,567	906,836	906,836	842,062	842,062
Benefits	9,370	13,008	9,370	9,370	9,370	9,370
Administrative Services	5,780	5,254	7,780	3,500	3,500	3,500
Contractual Services	1,831,710	1,903,625	1,985,793	1,706,793	1,706,793	1,706,793
Maintenance and Repairs	3,000	2,500	3,000	3,000	3,000	3,000
Rentals	2,160	2,160	2,160	2,160	2,160	2,160
Supplies	220,048	217,528	214,860	214,860	214,860	214,860
Utilities	1,800	3,603	4,200	4,200	4,200	4,200
Total	2,952,070	2,976,245	3,133,999	2,850,719	2,785,945	2,785,945
Less Revenues	(2,119,507)	(2,298,960)	(2,048,223)	(2,422,621)	(2,422,621)	(2,328,621)
Net Division Total	832,563	677,285	1,085,776	428,098	363,324	457,324

Personnel Services Detail

Department: Public Services

Division: Solid Waste

Account: 100-31-14

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Solid Waste Coordinator	100		1	69,929	1	72,047	1	72,047	1	53,157	1	53,157
Solid Waste Supervisor	100		1	49,296	1	50,773	1	50,773	1	50,773	1	50,773
Solid Waste Foreman	100		1	40,768	1	42,462	1	42,462	1	42,462	1	42,462
Maint Worker II (Solid Waste)	100		15	565,147	15	583,166	15	583,166	15	583,166	15	583,166
(1) Sanitary Compliance Officer	100		1	44,525	1	45,884	1	45,884	0	0	0	0
Administrative Associate	100		1	38,337	1	40,716	1	40,716	1	40,716	1	40,716
Meal Allow/Standby Pay				200		200		200		200		200
Overtime				70,000		71,588		71,588		71,588		71,588
Gross Personnel Services			20.0	878,202	20.0	906,836	20.0	906,836	19.0	842,062	19.0	842,062

Notes:

(1) (1) Position Eliminated in FY16

Communications

The Communications Section encompasses a wide variety of services, including serving as the primary point of contact for customers calling in with requests, work order database management, and daily dispatch functions. This Section is involved with developing and overseeing departmental projects such as equipment logbook distribution, and communications with other departments and outside agencies. A large focus is supporting customer service throughout the department.

The Dispatch Center is staffed six days a week during the spring, summer and fall seasons for the daylight hours, and operates 24 hours a day / 7 days a week during the winter. The center participates in the "Radio Watch" program by notifying appropriate response personnel (Police, Fire and EMS) of emergency situations occurring on the streets of Portland as reported by any Public Services employees. Dispatchers track work order requests for follow up and evaluation purposes. The Dispatch Center supports the operations of the department during emergency response events.

Expenses increased by \$2,148 or 1.5%.

Division Summary

Department: Public Services **Division:** Communications **Account:** 100-31-15

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	97,966	99,057	101,064	101,064	101,064	101,064
Benefits	28,136	25,084	28,086	28,086	28,086	28,086
Administrative Services	1,614	1,565	1,614	614	614	614
Contractual Services	5,600	5,325	5,800	5,800	5,800	5,800
Maintenance and Repairs	500	500	500	500	500	500
Rentals	6,836	6,336	6,836	6,836	6,836	6,836
Supplies	6,200	5,856	6,100	6,100	6,100	6,100
Total	146,852	143,723	150,000	149,000	149,000	149,000
Less Revenues	(4,834)	(4,834)	(4,986)	(4,986)	(4,986)	(4,986)
Net Division Total	142,018	138,889	145,014	144,014	144,014	144,014

Personnel Services Detail

Department: Public Services

Division: Communications

Account: 100-31-15

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Public Services Dispatcher	90	10		1	48,340	1	49,858	1	49,858	1	49,858	49,858
Asst Dispatcher	100			1	43,451	1	44,761	1	44,761	1	44,761	44,761
Meal Allow/Standby Pay					100		100		100			100
Overtime					6,075		6,345		6,345			6,345
Gross Personnel Services				2.0	97,966	2.0	101,064	2.0	101,064	2.0	101,064	101,064

Portland Downtown District

The Portland Downtown District (PDD) is responsible for providing maintenance, cleaning services, and sidewalk snow removal to the downtown district. Revenue for this division is paid by the PDD Corporation for the services provided.

Expenses increased by \$12,008, or 3.7%, due to increased labor costs.

Division Summary

Department: Public Services **Division:** Portland Downtown District **Account:** 100-31-16

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	290,122	275,710	301,986	301,986	301,986	301,986
Benefits	3,275	3,009	3,275	3,275	3,275	3,275
Contractual Services	9,500	9,475	9,500	9,500	9,500	9,500
Maintenance and Repairs	500	500	500	500	500	500
Rentals	300	300	300	300	300	300
Supplies	13,750	12,955	13,750	13,750	13,750	13,750
Utilities	5,874	4,835	6,018	6,018	6,018	6,018
Total	323,321	306,784	335,329	335,329	335,329	335,329
Less Revenues	(309,200)	(328,000)	(328,000)	(328,000)	(328,000)	(328,000)
Net Division Total	14,121	(21,216)	7,329	7,329	7,329	7,329

Personnel Services Detail

Department: Public Services

Division: Portland Downtown District

Account: 100-31-16

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Sr Public Services Supervisor	100		1	49,296	1	51,749	1	51,749	1	51,749	1	51,749
PDD Steward	100		1	43,430	1	44,678	1	44,678	1	44,678	1	44,678
Maintenance Worker III	100		3	125,403	3	126,611	3	126,611	3	126,611	3	126,611
Meal Allow/Standby Pay				900		950		950		950		950
Temporary Help				28,800		28,800		28,800		28,800		28,800
Overtime				42,293		49,198		49,198		49,198		49,198
Gross Personnel Services			5.0	290,122	5.0	301,986	5.0	301,986	5.0	301,986	5.0	301,986

Construction

The Construction Company has been involved in a myriad of projects including sidewalk and handicap ramp construction, sewer culvert and trench work, sewer maintenance support, winter operations, playground and track construction, traffic calming installation, relocation of City property, building repairs, and special assistance with Island Service needs. This Section is an important resource with its versatility and cost efficiency.

Expenses decreased \$30,897, or 7.2%, mainly due to the reduction of one full-time position.

Division Summary

Department: Public Services

Division: Construction

Account: 100-31-21

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	413,677	356,669	418,169	381,020	381,020	381,020
Benefits	3,850	2,407	3,810	3,810	3,810	3,810
Administrative Services	200	200	200	200	200	200
Rentals	1,000	997	1,000	1,000	1,000	1,000
Supplies	7,100	7,335	7,100	7,100	7,100	7,100
Minor Capital Items	5,200	3,400	7,000	7,000	7,000	7,000
Total	431,027	371,008	437,279	400,130	400,130	400,130

Personnel Services Detail

Department: Public Services

Division: Construction

Account: 100-31-21

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Construction Coordinator	100		1	62,459	1	64,330	1	64,330	1	64,330	1	64,330
Sr Public Services Supervisor	100		2	99,540	2	102,543	2	102,543	2	102,543	2	102,543
(1) Maintenance Worker III	100		6	245,086	4	168,779	4	168,779	4	168,779	4	168,779
(2) Maintenance Worker II	100		0	0	2	76,519	1	39,370	1	39,370	1	39,370
Meal Allow/Standby Pay				100		100		100		100		100
Winter Stipends				950		0		0		0		0
Overtime				5,542		5,898		5,898		5,898		5,898
Gross Personnel Services			9.0	413,677	9.0	418,169	8.0	381,020	8.0	381,020	8.0	381,020

Notes:

- (1) (1) Position Replaced w/ MW II during FY15 (Career Ladder); (1) Position Eliminated in FY16
- (2) 1 Position Replaced MW III during FY15 (Career Ladder)

Transportation Operations

The Transportation Operations division operates and maintains traffic and pedestrian signal systems and most street lighting. All electric utility costs for these systems are borne by this budget. The division also designs and makes its own signage throughout the City and is responsible for the installation and maintenance of all traffic control signage and road markings, including crosswalks and bike lanes. Traffic markings are installed by a contractor and supervised by staff from this Section. In addition, traffic calming, road closures, and detour requests are processed by this division, as well as transportation studies and pedestrian counts. The Transportation Operations division supports the Planning Department's development process by providing comprehensive review of parking strategies and traffic impacts for incoming site plan and subdivision applications. The division works with MaineDOT on safety improvement projects and purchases of safety devices. The City also participates in a PACTS supported Regional Traffic Management System (RTMS), which is tasked with long term regional goals of traffic signal specifications and communications.

Expenses increased by \$68,130, or 3.2%. This net increase is essentially due to the combination of the rise in street lighting costs offset by the expense reduction related to the parking restriction changes in FY15. Revenues increased \$49,987, or 20.6%, primarily as a result of the continued high collection of Street Occupancy permit revenue.

Division Summary

Department: Public Services		Division: Transportation Operations			Account: 100-31-35	
	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	449,120	430,388	472,887	472,887	472,887	472,887
Benefits	2,500	3,098	3,250	3,250	3,250	3,250
Administrative Services	7,150	3,741	6,680	2,780	2,780	2,780
Contractual Services	342,150	341,178	349,050	349,050	349,050	349,050
Maintenance and Repairs	24,575	24,573	28,065	28,065	28,065	28,065
Rentals	1,500	1,500	1,500	1,500	1,500	1,500
Supplies	155,856	132,012	104,131	104,131	104,131	104,131
Minor Capital Items	10,500	4,946	7,000	7,000	7,000	7,000
Utilities	1,123,289	1,175,833	1,216,107	1,216,107	1,216,107	1,216,107
Total	2,116,640	2,117,269	2,188,670	2,184,770	2,184,770	2,184,770
Less Revenues	(242,224)	(289,229)	(267,211)	(292,211)	(292,211)	(292,211)
Net Division Total	1,874,416	1,828,040	1,921,459	1,892,559	1,892,559	1,892,559

Personnel Services Detail

Department: Public Services

Division: Transportation Operations

Account: 100-31-35

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Transporation Systems Engineer	95	5		1	74,385	1	78,124	1	78,124	1	78,124	78,124
Trans Policy & Reg Comp Mgr	100			1	60,645	1	64,305	1	64,305	1	64,305	64,305
Traffic Signal Computer Oper	100			1	41,350	1	42,598	1	42,598	1	42,598	42,598
Traffic Supervisor	100			1	52,855	1	52,296	1	52,296	1	52,296	52,296
Systems & Lighting Technician	100			2	105,306	2	100,929	2	100,929	2	100,929	100,929
Maintenance Worker III	100			2	82,701	2	85,197	2	85,197	2	85,197	85,197
Meal Allow/Standby Pay					6,960		14,923		14,923		14,923	14,923
Temporary Help					2,400		2,400		2,400		2,400	2,400
Overtime					22,518		32,115		32,115		32,115	32,115
Gross Personnel Services				8.0	449,120	8.0	472,887	8.0	472,887	8.0	472,887	472,887

Engineering

The Engineering division is of a team of professional and technical staff who provide a variety of civil and construction engineering services for the City. This team develops, designs, seeks (alternative) funding for, administers, and constructs transportation and some environmental infrastructure projects in addition to managing a variety of compliance programs and customer support services. Additional tasks include record-keeping, mapping, and reviewing and inspecting private development. Capital projects focus on roadway, sidewalk, traffic, bicycle network, trail systems, stormwater, and sewer systems.

Expenses increased by \$22,694 or 3.2%, mainly due to general wage salary increases. Revenue estimates have decreased \$138,391, or 17.0%, due to the FY15 elimination of the Local Road Assistance Program (LRAP) transit bonus funding.

Division Summary

Department: Public Services	Division: Engineering				Account: 100-31-37	
	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	681,132	695,282	710,203	710,203	710,203	710,203
Benefits	890	705	890	890	890	890
Administrative Services	5,035	4,103	6,170	2,595	2,595	2,595
Contractual Services	6,550	5,645	8,800	8,800	8,800	8,800
Maintenance and Repairs	1,100	500	750	750	750	750
Rentals	780	780	780	780	780	780
Supplies	10,900	9,540	10,324	10,324	10,324	10,324
Minor Capital Items	6,000	6,000	0	0	0	0
Utilities	1,380	1,793	2,119	2,119	2,119	2,119
Total	713,767	724,348	740,036	736,461	736,461	736,461
Less Revenues	(815,629)	(663,584)	(677,238)	(677,238)	(677,238)	(677,238)
Net Division Total	(101,862)	60,764	62,798	59,223	59,223	59,223

Personnel Services Detail

Department: Public Services

Division: Engineering

Account: 100-31-37

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Engineering Manager	69	31		1	92,865	1	97,464	1	97,464	1	97,464	97,464
Deputy City Engineer	49	51		1	75,218	1	79,977	1	79,977	1	79,977	79,977
Senior Project Engineer	100			2	145,475	2	149,857	2	149,857	2	149,857	149,857
Project Engineer	100			1	66,116	1	68,190	1	68,190	1	68,190	68,190
Field Insp Coordinator	50	50		1	62,668	1	66,591	1	66,591	1	66,591	66,591
GIS Mapping Technician	100			1	42,174	1	44,199	1	44,199	1	44,199	44,199
Transportation Technician	100			1	46,098	1	48,403	1	48,403	1	48,403	48,403
Associate Engineer	65	35		3	147,518	3	152,003	3	152,003	3	152,003	152,003
Overtime					3,000		3,519		3,519		3,519	3,519
Gross Personnel Services				11.0	681,132	11.0	710,203	11.0	710,203	11.0	710,203	710,203

Winter Operations

Winter Operations provides daily operations of sanding and salting streets, plowing, and snow and ice removal services throughout the City. Plowing city sidewalks along school routes and other designated areas helps to ensure safe mobility for pedestrians. The Public Services workforce unites to participate in Winter Operations, with the primary function being snow and ice removal during winter months to ensure the safety of the public.

The expenditure budget net increase of \$49,048, or 4.5%, is a result of the increased appropriation for winter equipment rental and salary lines. The revenue collections primarily represent chargebacks for plowing and snow removal of school properties and walking routes.

Division Summary

Department: Public Services **Division:** Winter Operations **Account:** 100-31-38

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	363,059	365,270	376,992	376,992	376,992	376,992
Administrative Services	2,500	2,500	2,500	0	0	0
Contractual Services	2,610	2,650	2,600	2,600	2,600	2,600
Maintenance and Repairs	9,000	9,000	9,000	9,000	9,000	9,000
Rentals	232,955	232,955	271,120	271,120	271,120	271,120
Supplies	487,315	487,830	486,775	486,775	486,775	486,775
Utilities	600	600	600	600	600	600
Total	1,098,039	1,100,805	1,149,587	1,147,087	1,147,087	1,147,087
Less Revenues	(211,084)	(211,084)	(181,537)	(181,537)	(181,537)	(181,537)
Net Division Total	886,955	889,721	968,050	965,550	965,550	965,550

Personnel Services Detail

Department: Public Services

Division: Winter Operations

Account: 100-31-38

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Meal Allow/Standby Pay	100			12,170		13,120		13,120		13,120		13,120
Police Wages	100			18,257		19,171		19,171		19,171		19,171
Overtime	100			332,632		344,701		344,701		344,701		344,701
Gross Personnel Services				363,059		376,992		376,992		376,992		376,992

Fleet Services

The Fleet Services division purchases, repairs, and rebuilds the City-owned vehicles, and runs a preventative maintenance schedule to assure optimum equipment availability. The division serves Police, Fire, EMS, Administration, Public Services, Recreation and Facilities Management, and assists other users including the Fire Boat. The total number of vehicles and equipment in the fleet exceeds 800. Fleet Services provides for the cost of all parts, outside repairs, and fuel for all City equipment, supports the Fleet User Committee and maintains the vehicle replacement program Citywide.

Fleet Services is also responsible for the 82 Hanover Street building, which houses the winter equipment. The Weld & Fabrication Shop services the Jetport, Engineering, and other City departments, with two certified fabricators.

Expenses decreased by \$365,934, or 9.3%, mainly due to the reduction in price and consumption of vehicle fuel. This budget also includes the elimination of one full-time position. The revenues increased \$67,895, or 15.9%, which is attributable to the expected sale of retired city property.

Division Summary

Department: Public Services		Division: Fleet Services			Account: 100-31-45	
	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	1,278,058	1,242,500	1,317,245	1,273,719	1,273,719	1,273,719
Benefits	27,700	42,201	27,700	27,700	27,700	27,700
Administrative Services	5,950	3,704	5,950	1,950	1,950	1,950
Contractual Services	4,530	2,927	2,730	2,730	2,730	2,730
Maintenance and Repairs	1,193,700	1,240,244	1,260,700	1,195,700	1,195,700	1,195,700
Rentals	28,500	29,183	30,720	30,720	30,720	30,720
Supplies	1,384,550	1,179,476	1,075,050	1,075,050	1,047,535	1,047,535
Minor Capital Items	28,500	13,483	5,500	5,500	5,500	5,500
Utilities	2,960	10,315	2,960	2,960	2,960	2,960
Total	3,954,448	3,764,033	3,728,555	3,616,029	3,588,514	3,588,514
Less Revenues	(426,041)	(422,186)	(413,936)	(493,936)	(493,936)	(493,936)
Net Division Total	3,528,407	3,341,847	3,314,619	3,122,093	3,094,578	3,094,578

Personnel Services Detail

Department: Public Services

Division: Fleet Services

Account: 100-31-45

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Fleet Manager	100		1	79,718	1	84,565	1	84,565	1	84,565	1	84,565
(1) Fleet Services Supervisor	100		0	0	1	43,526	0	0	0	0	0	0
(2) Vehicle Maintenance Supervisor	100		1	53,456	0	0	0	0	0	0	0	0
Plow Bay Foreman	100		1	50,838	1	52,258	1	52,258	1	52,258	1	52,258
Fire Equipment Specialist	100		1	56,950	1	58,344	1	58,344	1	58,344	1	58,344
Machine /Weld Shop Foreman	100		1	52,478	1	52,832	1	52,832	1	52,832	1	52,832
Public Services Parts Manager	100		1	49,248	1	50,668	1	50,668	1	50,668	1	50,668
Vehicle Maintenance Foreman	100		1	52,478	1	53,872	1	53,872	1	53,872	1	53,872
Autobody Repair Worker (ASE)	100		1	45,531	1	46,842	1	46,842	1	46,842	1	46,842
2nd Class Welder	100		1	40,359	1	43,680	1	43,680	1	43,680	1	43,680
Service Writer	100		1	52,478	1	55,473	1	55,473	1	55,473	1	55,473
Mechanic III	100		13	613,604	13	630,260	13	630,260	13	630,260	13	630,260
Account Clerk II	100		1	36,602	1	37,694	1	37,694	1	37,694	1	37,694
Meal Allow/Standby Pay				9,318		10,800		10,800		10,800		10,800
Overtime				85,000		96,431		96,431		96,431		96,431
Gross Personnel Services			24.0	1,278,058	24.0	1,317,245	23.0	1,273,719	23.0	1,273,719	23.0	1,273,719

Notes:

- (1) 1 Title Change from Vehicle Maintenance Supervisor during FY15 & (1) Position Eliminated in FY16
- (2) (1) Title Change to Fleet Services Supervisor during FY15

Island Services

Island Services is responsible for all Public Services functions including roads, fences, earthwork, solid waste collection and normal maintenance for four islands: Cliff, Little Diamond, Great Diamond, and Peaks Island. Island Services also serves Cushing Island in a limited capacity. Island Services responds to requests from all City divisions for boat transportation and assists the Fire Department on all Portland islands.

Expenditures for Island Services remain relatively flat. The revenue estimate reflects a slight monetary increase in scrap metal sales.

Division Summary

Department: Public Services **Division:** Island Services **Account:** 100-31-46

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	393,623	400,282	399,594	399,594	399,594	399,594
Benefits	3,000	3,000	3,000	3,000	3,000	3,000
Administrative Services	2,100	2,100	1,100	800	800	800
Contractual Services	104,420	103,626	108,220	108,220	108,220	108,220
Maintenance and Repairs	2,500	2,476	4,500	4,500	4,500	4,500
Rentals	12,430	12,754	0	0	0	0
Supplies	39,479	37,874	42,409	42,409	42,409	42,409
Utilities	11,022	11,095	11,022	11,022	11,022	11,022
Total	568,574	573,207	569,845	569,545	569,545	569,545
Less Revenues	(6,200)	(8,500)	(8,200)	(8,200)	(8,200)	(8,200)
Net Division Total	562,374	564,707	561,645	561,345	561,345	561,345

Personnel Services Detail

Department: Public Services

Division: Island Services

Account: 100-31-46

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Sr Public Services Supervisor	100		1	50,244	1	57,844	1	57,844	1	57,844	1	57,844
(1) Maintenance Worker III	100		7	293,669	6	257,773	6	257,773	6	257,773	6	257,773
(2) Maintenance Worker II	100		0	0	1	40,498	1	40,498	1	40,498	1	40,498
Meal Allow/Standby Pay				14,345		7,345		7,345		7,345		7,345
Temporary Help				14,976		14,976		14,976		14,976		14,976
Overtime				20,389		21,158		21,158		21,158		21,158
Gross Personnel Services			8.0	393,623	8.0	399,594	8.0	399,594	8.0	399,594	8.0	399,594

Notes:

- (1) (1) Position Replaced w/ MW II during FY14 (Career Ladder)
- (2) 1 Position Replaced MW III during FY14 (Career Ladder)

Recreation & Facilities Management

The Recreation and Facilities Management Department consists of three major divisions: Facilities Management, Recreation, and Building Maintenance. The Facilities Management is responsible for scheduling and management of Merrill Auditorium, Hadlock Stadium, Portland Exposition Building, Ocean Gateway, and Maine State Pier. Recreation manages five community centers, pools, athletic fields, playgrounds, courts, senior adult programming and therapeutic recreation. Lastly, the Building Maintenance responsibilities include the maintenance, repair and renovation of a variety of City and School buildings.

The department's overall net cost decreased. The expenditure increase is primarily due to the rise in general payroll and utility costs. Revenues have also increased, by \$289,009 or 3.3%; the most notable increases are displayed in the Public Assembly Facility, Merrill Auditorium, and Recreation divisions.

Department Summary

Department: Recreation & Facilities Management

Account: 100-33

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	6,047,840	5,811,663	6,292,098	6,228,141	6,228,141	6,228,141
Benefits	41,152	49,633	42,400	42,400	42,400	42,400
Administrative Services	95,465	76,144	95,725	53,930	53,930	53,930
Contractual Services	920,900	922,997	891,900	906,900	906,900	906,900
Maintenance and Repairs	1,153,810	1,208,381	1,169,030	1,158,030	1,158,030	1,158,030
Rentals	200,105	187,114	192,570	178,910	178,910	178,910
Supplies	1,405,985	1,384,056	1,396,837	1,407,747	1,407,747	1,407,747
Minor Capital Items	42,950	31,104	66,450	26,000	26,000	26,000
Utilities	1,767,822	1,767,003	1,855,036	1,855,036	1,845,036	1,845,036
Capital Outlay	56,000	56,000	56,000	56,000	56,000	56,000
Total	11,732,029	11,494,095	12,058,046	11,913,094	11,903,094	11,903,094
Summary by Division						
Rec & Facilities Mgmt Administration (33-00)	293,933	281,632	307,129	299,629	299,629	299,629
Trades (33-01)	982,335	903,395	941,076	890,645	890,645	890,645
Public Safety Buildings (33-02)	425,862	390,589	386,505	382,505	382,505	382,505
City Hall (33-03)	447,778	439,475	452,440	447,440	447,440	447,440
Merrill Auditorium (33-04)	430,777	445,768	466,199	450,249	450,249	450,249
Hadlock Stadium (33-05)	263,150	266,150	273,650	270,650	270,650	270,650
Other Public Buildings (33-06)	500,016	510,891	522,153	522,153	512,153	512,153
Ice Arena (33-07)	533,013	513,028	559,105	551,105	551,105	551,105
Exposition Building (33-08)	403,735	408,568	426,876	426,876	426,876	426,876
Waterfront Maintenance (33-09)	721,211	766,874	791,603	774,103	774,103	774,103
Public Assembly Facility (33-10)	687,595	652,454	774,215	786,915	786,915	786,915
Concessions (33-11)	293,111	312,591	315,520	313,520	313,520	313,520
School HVAC (33-12)	531,878	531,420	539,303	539,303	539,303	539,303
Athletic Facilities (33-13)	772,084	712,787	782,485	738,859	738,859	738,859
Recreation (33-14)	1,605,139	1,583,125	1,700,554	1,685,854	1,685,854	1,685,854
Aquatics (33-15)	404,512	394,315	418,906	417,906	417,906	417,906
School Maintenance (33-16)	1,073,776	1,065,075	1,078,755	1,078,755	1,078,755	1,078,755
Therapeutic Recreation (33-17)	159,168	172,573	190,286	189,911	189,911	189,911
Riverside Golf Course (33-18)	784,069	788,185	790,486	781,166	781,166	781,166
Golf Course Restaurant (33-19)	418,887	355,200	340,800	365,550	365,550	365,550
Total	11,732,029	11,494,095	12,058,046	11,913,094	11,903,094	11,903,094
Less Revenues	(8,867,795)	(8,712,232)	(8,951,114)	(9,156,804)	(9,156,804)	(9,156,804)
Net Department Total	2,864,234	2,781,863	3,106,932	2,756,290	2,746,290	2,746,290

Recreation & Facilities Administration

The Recreation and Facilities Management's Administrative division serves a large and extremely diverse department. Serving all three major sections, Facilities Management, Recreation and Building Maintenance, the Administration division oversees the numerous activities and challenges that transpire within the department. Functions include providing general administrative support, involving much of the centralized accounting and payroll duties.

The expenditure increase of \$5,696, or 1.9%, is attributed to salary increases.

Division Summary

Department: Recreation & Facilities Management **Division:** Recreation & Facilities Administration **Account:** 100-33-00

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	272,403	263,560	285,514	285,514	285,514	285,514
Administrative Services	11,280	7,867	11,365	3,865	3,865	3,865
Contractual Services	7,850	7,850	7,850	7,850	7,850	7,850
Supplies	1,500	1,500	1,500	1,500	1,500	1,500
Utilities	900	855	900	900	900	900
Total	293,933	281,632	307,129	299,629	299,629	299,629

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Recreation & Facilities Administration

Account: 100-33-00

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Dir of Rec & Facilities Mgmt	100		1	107,087	1	111,482	1	111,482	1	111,482	1	111,482
Principal Financial Officer	100		1	63,921	1	67,743	1	67,743	1	67,743	1	67,743
Principal Admin Officer	100		1	59,665	1	63,311	1	63,311	1	63,311	1	63,311
Accountant	100		1	41,730	1	42,978	1	42,978	1	42,978	1	42,978
Gross Personnel Services			4.0	272,403	4.0	285,514	4.0	285,514	4.0	285,514	4.0	285,514

Trades

The Trades division budget is comprised of a highly skilled workforce that maintains, repairs and renovates the various City buildings. Services provided include carpentry, painting, electrical, plumbing, remodeling, and the maintenance of heating and ventilating systems.

Expenses have decreased by \$91,690, or 9.3%, primarily due personnel changes including the elimination of one full-time position and the inter-department transfer of another position to the Public Assembly Facility division.

Division Summary

Department: Recreation & Facilities Management **Division:** Trades **Account:** 100-33-01

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	940,435	860,327	898,541	842,410	842,410	842,410
Benefits	12,800	17,419	12,975	12,975	12,975	12,975
Administrative Services	10,800	8,669	12,580	8,280	8,280	8,280
Contractual Services	700	700	700	10,700	10,700	10,700
Rentals	600	180	180	180	180	180
Supplies	13,000	12,500	12,500	12,500	12,500	12,500
Utilities	4,000	3,600	3,600	3,600	3,600	3,600
Total	982,335	903,395	941,076	890,645	890,645	890,645
Less Revenues	(27,000)	(27,000)	(27,000)	(27,000)	(27,000)	(27,000)
Net Division Total	955,335	876,395	914,076	863,645	863,645	863,645

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Trades

Account: 100-33-01

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Director of Public Buildings	50	50	1	75,989	1	80,880	1	80,880	1	80,880	1	80,880
(1) Director of Project Mgmt	100		0	0	1	61,253	1	61,253	1	61,253	1	61,253
(2) Director of Operations/Maint	100		1	71,782	0	0	0	0	0	0	0	0
(3) Director of Operations	100		1	59,225	0	0	0	0	0	0	0	0
Project Manager	50	50	1	56,200	1	51,511	1	51,511	1	51,511	1	51,511
(4) HVAC Coordinator	100		0	0	1	51,511	1	51,511	1	51,511	1	51,511
(5) Plant Engineer Coordinator	100		1	61,726	0	0	0	0	0	0	0	0
(6) HVAC Technician III	100		0	0	2	103,809	1	50,378	1	50,378	1	50,378
(7) HVAC Technician	100		2	100,174	0	0	0	0	0	0	0	0
Facilities Master Electrician	100		2	101,939	2	109,530	2	109,530	2	109,530	2	109,530
Facilities Master Plumber	100		1	51,867	1	53,421	1	53,421	1	53,421	1	53,421
Sr Public Bldgs Supervisor	100		1	51,376	1	52,853	1	52,853	1	52,853	1	52,853
Trades Worker III (Trades)	100		6	257,087	6	265,375	6	256,675	6	256,675	6	256,675
Administrative Associate	50	50	1	41,730	1	44,187	1	44,187	1	44,187	1	44,187
Less School Maint Chgs (33-16)				(86,960)		(88,289)		(88,289)		(88,289)		(88,289)
Temporary Help				80,300		94,500		100,500		100,500		100,500
Overtime				18,000		18,000		18,000		18,000		18,000
Gross Personnel Services			18.0	940,435	17.0	898,541	16.0	842,410	16.0	842,410	16.0	842,410

Notes:

- (1) 1 Position Replaced Director of Operations/Maint during FY15
- (2) (1) Position Replaced w/ Director of Project Mgmt during FY15
- (3) (1) Position Transferred to PAF (100-3310) in FY16
- (4) 1 Title Change from Plant Engineer Coordinator during FY15
- (5) (1) Title Change to HVAC Coordinator during FY15
- (6) 2 Title Change from HVAC Technician during FY15 (Career Ladder) & (1) Position Eliminated in FY16
- (7) (2) Title Change to HVAC Technician III during FY15 (Career Ladder)

Public Safety Buildings

This division includes all the expenses for maintaining the City's Public Safety building, which houses the Police Department.

Expenses have decreased by \$43,357, or 10.2%, primarily due to decreases in utilities and maintenance and repairs.

Division Summary

Department: Recreation & Facilities Management **Division:** Public Safety Buildings **Account:** 100-33-02

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	83,992	82,153	86,405	86,405	86,405	86,405
Benefits	1,320	1,350	1,350	1,350	1,350	1,350
Contractual Services	7,500	7,500	5,000	5,000	5,000	5,000
Maintenance and Repairs	67,400	62,086	50,700	47,700	47,700	47,700
Supplies	41,500	41,500	41,500	40,500	40,500	40,500
Utilities	224,150	196,000	201,550	201,550	201,550	201,550
Total	425,862	390,589	386,505	382,505	382,505	382,505

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Public Safety Buildings

Account: 100-33-02

Position	Funding	FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
PAF Operations Foreman	100	1	45,261	1	46,613	1	46,613	1	46,613	1	46,613
Custodial Worker	100	1	35,131	1	36,192	1	36,192	1	36,192	1	36,192
Overtime			3,600		3,600		3,600		3,600		3,600
Gross Personnel Services		2.0	83,992	2.0	86,405	2.0	86,405	2.0	86,405	2.0	86,405

City Hall

This division includes all the expenses for maintaining City Hall, which houses various administrative offices.

FY16 expenditures are essentially flat.

Division Summary

Department: Recreation & Facilities Management **Division:** City Hall **Account:** 100-33-03

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	118,835	115,158	122,439	122,439	122,439	122,439
Benefits	1,980	2,025	2,025	2,025	2,025	2,025
Contractual Services	4,400	7,300	4,400	4,400	4,400	4,400
Maintenance and Repairs	73,000	73,000	61,000	61,000	61,000	61,000
Rentals	4,000	4,000	4,000	0	0	0
Supplies	45,000	45,000	45,000	44,000	44,000	44,000
Minor Capital Items	0	0	7,000	7,000	7,000	7,000
Utilities	200,563	192,992	206,576	206,576	206,576	206,576
Total	447,778	439,475	452,440	447,440	447,440	447,440

Personnel Services Detail

Department: Recreation and Facilities Management

Division: City Hall

Account: 100-33-03

	Funding	FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
Position	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
PAF Operations Foreman	100	1	46,197	1	47,549	1	47,549	1	47,549	1	47,549
Custodial Worker (Floating)	100	1	35,984	1	37,066	1	37,066	1	37,066	1	37,066
Custodial Worker	100	1	33,654	1	34,824	1	34,824	1	34,824	1	34,824
Overtime			3,000		3,000		3,000		3,000		3,000
Gross Personnel Services		3.0	118,835	3.0	122,439	3.0	122,439	3.0	122,439	3.0	122,439

Merrill Auditorium

This division includes all the expenses for maintaining Merrill Auditorium, a 1,900 seat performing arts venue, attached to City Hall, including the technical and operations staff. The theater hosts a variety of performances each year including the symphony, opera, ballet, musical theater and concerts.

Expenditures have increased \$19,472, or 4.5%, due to the additional monies related to Phase I of the Heat System Replacement and Phase II of the Sprinkler Head Replacement. Revenues are estimated to increase by \$74,640, or 14.7%.

Division Summary

Department: Recreation & Facilities Management **Division:** Merrill Auditorium **Account:** 100-33-04

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	209,742	215,796	211,514	211,514	211,514	211,514
Benefits	2,640	2,700	2,700	2,700	2,700	2,700
Contractual Services	29,395	32,354	27,035	27,035	27,035	27,035
Maintenance and Repairs	81,000	86,918	104,500	99,500	99,500	99,500
Rentals	1,000	1,000	1,000	1,000	1,000	1,000
Supplies	42,000	42,000	42,000	41,000	41,000	41,000
Minor Capital Items	0	0	9,950	0	0	0
Utilities	65,000	65,000	67,500	67,500	67,500	67,500
Total	430,777	445,768	466,199	450,249	450,249	450,249
Less Revenues	(507,480)	(533,433)	(530,480)	(582,120)	(582,120)	(582,120)
Net Division Total	(76,703)	(87,665)	(64,281)	(131,871)	(131,871)	(131,871)

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Merrill Auditorium

Account: 100-33-04

Position	Funding Source	FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
		#	Approved	#	Submission	#	Recommendation	#	Committee	#	Allowance
	City Fed Oth		Amount		Amount		Amount		Amount		Amount
PAF Operations Supervisor	100	1	47,777	1	49,234	1	49,234	1	49,234	1	49,234
(1) Custodial Worker	100	1.5	50,282	1.5	52,604	1.5	52,604	1.5	52,604	1.5	52,604
Technical Director	100	1	55,107	1	51,618	1	51,618	1	51,618	1	51,618
Asst Technical Director	100	1.2	50,576	1.2	52,058	1.2	52,058	1.2	52,058	1.2	52,058
Overtime			6,000		6,000		6,000		6,000		6,000
Gross Personnel Services		4.7	209,742	4.7	211,514	4.7	211,514	4.7	211,514	4.7	211,514

Notes:

(1) Half-time Shared Position (1) w/ Athletic Facilities (100-3313)

Hadlock Stadium

This division includes all the expenses for maintaining Hadlock Stadium, home of the Portland Sea Dogs.

Total expenditures have increased \$7,500, or 2.9%, due to the rise in utility costs. Reflecting the increase in the utilities line of \$15,500, an expense fully reimbursed, revenues have increased 5.0%.

Division Summary

Department: Recreation & Facilities Management **Division:** Hadlock Stadium **Account:** 100-33-05

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Contractual Services	8,650	8,650	3,650	3,650	3,650	3,650
Maintenance and Repairs	55,500	55,500	55,500	52,500	52,500	52,500
Rentals	8,000	8,000	8,000	8,000	8,000	8,000
Supplies	27,500	27,500	27,500	27,500	27,500	27,500
Utilities	163,500	166,500	179,000	179,000	179,000	179,000
Total	263,150	266,150	273,650	270,650	270,650	270,650
Less Revenues	(309,100)	(309,100)	(324,600)	(324,600)	(324,600)	(324,600)
Net Division Total	(45,950)	(42,950)	(50,950)	(53,950)	(53,950)	(53,950)

Other Public Buildings

This division includes all the expenses for maintaining a variety of other City-owned buildings and structures.

The expenditure increase of \$12,137, or 2.4%, reflects cost increases in both the utility and the maintenance and repairs lines.

Division Summary

Department: Recreation & Facilities Management **Division:** Other Public Buildings **Account:** 100-33-06

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	39,336	38,404	40,418	40,418	40,418	40,418
Benefits	660	630	675	675	675	675
Contractual Services	17,150	17,150	12,150	12,150	12,150	12,150
Maintenance and Repairs	66,350	66,350	74,350	74,350	74,350	74,350
Supplies	62,500	62,500	62,500	62,500	62,500	62,500
Utilities	314,020	325,857	332,060	332,060	322,060	322,060
Total	500,016	510,891	522,153	522,153	512,153	512,153
Less Revenues	(9,450)	(9,450)	0	0	0	0
Net Division Total	490,566	501,441	522,153	522,153	512,153	512,153

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Other Public Buildings

Account: 100-33-06

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Custodial Worker (Floating)	100		1	37,336	1	38,418	1	38,418	1	38,418	1	38,418
Overtime				2,000		2,000		2,000		2,000		2,000
Gross Personnel Services			1.0	39,336	1.0	40,418	1.0	40,418	1.0	40,418	1.0	40,418

Ice Arena

The Ice Arena is celebrating its 30th year of operation and has been renamed in honor of the late William B. Trough. Mr. Trough was instrumental in creating the rink when he served on the City Council during the 1970s-80's. The City-owned rink, located next to the Portland Expo and Hadlock Field, provides rental of ice time to various community users including adult leagues, high school, middle school and youth hockey organizations, and to the public. Ice skating and Figure Skating lessons are offered as well. The City also operates the Ice Arena concession.

The majority of the expenditure increase of \$18,092, or 3.4%, is a result of maintenance and repairs to the building and utilities. Revenues are estimated to increase \$18,365, or 3.1%, primarily due to the addition of curling at the rink.

Division Summary

Department: Recreation & Facilities Management **Division:** Ice Arena **Account:** 100-33-07

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	256,703	238,953	264,045	264,045	264,045	264,045
Benefits	702	760	1,000	1,000	1,000	1,000
Administrative Services	1,070	895	900	900	900	900
Contractual Services	16,500	15,562	16,200	16,200	16,200	16,200
Maintenance and Repairs	20,360	20,360	30,780	30,780	30,780	30,780
Rentals	360	360	360	360	360	360
Supplies	36,948	36,853	37,400	37,400	37,400	37,400
Minor Capital Items	9,950	8,450	8,000	0	0	0
Utilities	190,420	190,835	200,420	200,420	200,420	200,420
Total	533,013	513,028	559,105	551,105	551,105	551,105
Less Revenues	(587,400)	(580,003)	(593,615)	(605,765)	(605,765)	(605,765)
Net Division Total	(54,387)	(66,975)	(34,510)	(54,660)	(54,660)	(54,660)

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Ice Arena

Account: 100-33-07

Position	Funding Source	FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Ice Arena Manager	100	1	51,500	1	53,400	1	53,400	1	53,400	1	53,400
Facilities Coordinator	100	1	38,825	1	41,182	1	41,182	1	41,182	1	41,182
Account Clerk II	100	1	37,518	1	38,630	1	38,630	1	38,630	1	38,630
Recreation Programmer I	100	2	55,060	2	57,033	2	57,033	2	57,033	2	57,033
Temporary Help	100		67,800		67,800		67,800		67,800		67,800
Overtime	100		6,000		6,000		6,000		6,000		6,000
Gross Personnel Services		5.0	256,703	5.0	264,045	5.0	264,045	5.0	264,045	5.0	264,045

Exposition Building

This division includes all the expenses for maintaining and managing the Portland Exposition Building. Numerous events are held each year at this facility by profit and non-profit organizers, including many school related sport activities. The Portland Expo is also home to the Maine Red Claws, a NBA development league, which began playing in FY2010.

Expenditure changes in various line categories have resulted in an increase of \$23,141, or 5.7%, predominantly due to utility cost increases. Revenues have increased slightly by \$2,400.

Division Summary

Department: Recreation & Facilities Management **Division:** Exposition Building **Account:** 100-33-08

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	157,482	161,139	168,701	168,701	168,701	168,701
Benefits	2,640	2,683	2,700	2,700	2,700	2,700
Contractual Services	14,875	14,875	11,875	11,875	11,875	11,875
Maintenance and Repairs	32,400	32,400	35,600	35,600	35,600	35,600
Rentals	1,500	500	500	500	500	500
Supplies	49,000	46,000	44,000	44,000	44,000	44,000
Utilities	145,838	150,971	163,500	163,500	163,500	163,500
Total	403,735	408,568	426,876	426,876	426,876	426,876
Less Revenues	(295,150)	(308,452)	(297,550)	(297,550)	(297,550)	(297,550)
Net Division Total	108,585	100,116	129,326	129,326	129,326	129,326

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Exposition Building

Account: 100-33-08

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
PAF Operations Foreman	100		1	42,286	1	47,078	1	47,078	1	47,078	1	47,078
(1) Custodial Worker	100		3	105,196	3	109,623	3	109,623	3	109,623	3	109,623
Overtime				10,000		12,000		12,000		12,000		12,000
Gross Personnel Services			4.0	157,482	4.0	168,701	4.0	168,701	4.0	168,701	4.0	168,701

Notes:

(1) Half-time Shared Positions (4) w/ DPS: 100-3102 (3) & 100-3112 (1)

Waterfront Maintenance

Waterfront Maintenance is responsible for the repair, maintenance, and operations of city-owned waterfront property which includes the Portland Ocean Terminal, Maine State Pier and Ocean Gateway.

Portland's 2014 cruise ship season comprised of sixty-five ships carrying over 73,000 passengers. Seventy-six ships, thirty-eight of which carry over 1,000 passengers, are currently scheduled for the summer / fall of FY16 with an expected 77,000+ visitors.

The expense increase of \$52,892, or 7.3%, is due primarily to the projected increase in utility expense, also a revenue offset. This budget also includes the addition of a half-time position. Net revenues are anticipated to increase \$16,992, or 1.0%. Increases in cruise ship and Nova Star ferry passenger charges is offset by reductions in other revenue, including the loss and budget estimate corrections in lease / rental income.

Division Summary

Department: Recreation & Facilities Management **Division:** Waterfront Maintenance **Account:** 100-33-09

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	65,886	77,561	89,238	89,238	89,238	89,238
Benefits	350	350	350	350	350	350
Administrative Services	16,500	16,500	17,500	0	0	0
Contractual Services	221,790	216,790	218,530	218,530	218,530	218,530
Maintenance and Repairs	98,000	108,002	100,800	100,800	100,800	100,800
Rentals	8,525	8,525	8,525	8,525	8,525	8,525
Supplies	48,500	49,500	44,500	44,500	44,500	44,500
Utilities	261,660	289,646	312,160	312,160	312,160	312,160
Total	721,211	766,874	791,603	774,103	774,103	774,103
Less Revenues	(1,639,893)	(1,544,611)	(1,656,885)	(1,656,885)	(1,656,885)	(1,656,885)
Net Division Total	(918,682)	(777,737)	(865,282)	(882,782)	(882,782)	(882,782)

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Waterfront Maintenance

Account: 100-33-09

Position	Funding Source	FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Port Facility Security Officer	100	1	49,686	1	51,168	1	51,168	1	51,168	1	51,168
(1) Custodial Worker	100	0	0	0.5	16,870	0.5	16,870	0.5	16,870	0.5	16,870
Temporary Help	100		3,000		3,200		3,200		3,200		3,200
Overtime			13,200		18,000		18,000		18,000		18,000
Gross Personnel Services		1.0	65,886	1.5	89,238	1.5	89,238	1.5	89,238	1.5	89,238

Notes:

(1) .5 New Position Approved during FY15

Public Assembly Facility

The Public Assembly Facility (PAF) division handles the general management, marketing, booking, event coordination, and other miscellaneous staff and operational needs of the department's Facilities Management division functions.

Expenditures have increased by \$99,320, or 14.4%, the majority of which is attributed to increased payroll costs resulting from a staffing change, the divisional transfer of one full-time position from the Trades division. Revenues are up \$117,900, or 52.5%, largely due to the boost in waterfront concerts, as well as new weekend rates at Ocean Gateway.

Division Summary

Department: Recreation & Facilities Management **Division:** Public Assembly Facility **Account:** 100-33-10

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	652,045	618,817	736,660	750,660	750,660	750,660
Administrative Services	5,840	2,345	5,845	2,345	2,345	2,345
Contractual Services	3,250	4,954	5,250	10,250	10,250	10,250
Maintenance and Repairs	1,200	1,200	1,200	1,200	1,200	1,200
Rentals	2,300	2,300	2,300	2,300	2,300	2,300
Supplies	18,700	18,697	18,700	15,900	15,900	15,900
Utilities	4,260	4,141	4,260	4,260	4,260	4,260
Total	687,595	652,454	774,215	786,915	786,915	786,915
Less Revenues	(224,650)	(280,080)	(282,550)	(342,550)	(342,550)	(342,550)
Net Division Total	462,945	372,374	491,665	444,365	444,365	444,365

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Public Assembly Facility (PAF)

Account: 100-33-10

Position	Funding Source	FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Dir Public Assembly Facilities	100	1	65,239	1	73,715	1	73,715	1	73,715	1	73,715
(1) Director of Operations	100	0	0	1	62,829	1	62,829	1	62,829	1	62,829
Sales & Marketing Coord	100	1	56,764	1	58,480	1	58,480	1	58,480	1	58,480
(2) Office Associate	100	0	0	1	40,253	1	40,253	1	40,253	1	40,253
(3) Office Assistant	100	2	73,907	1	39,098	1	39,098	1	39,098	1	39,098
Lead Events Coordinator	100	4	191,782	4	200,314	4	200,314	4	200,314	4	200,314
(4) Security Supervisor	100	0.5	16,711	0	0	0	0	0	0	0	0
(5) Event Staff	100	6.3	152,642	6.1	155,721	6.1	155,721	6.1	155,721	6.1	155,721
(6) Security Pay			0		6,250		6,250		6,250		6,250
Temporary Help			85,000		90,000		103,000		103,000		103,000
Overtime			10,000		10,000		11,000		11,000		11,000
Gross Personnel Services		14.8	652,045	15.1	736,660	15.1	750,660	15.1	750,660	15.1	750,660

Notes:

- (1) 1 Position Transferred from Trades (100-3301) in FY16
- (2) 1 Reclass from Office Assistant during FY14
- (3) (1) Reclass to Office Associate during FY14
- (4) (.5) Eliminated during FY15 (See Security Pay)
- (5) (.2) Hours Decrease during FY15
- (6) In Lieu of Security Supervisor

Concessions

The Concessions division manages the concessions and catering operations for Merrill Auditorium, Portland Exposition, Fitzpatrick Field and the Trough Ice Arena.

Expenditures have increased \$20,409, or 7.0%, due to the increased food and payroll expenses. The concession revenues are also up \$20,000 or 5.6%.

Division Summary

Department: Recreation & Facilities Management **Division:** Concessions **Account:** 100-33-11

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	127,801	132,267	133,800	133,800	133,800	133,800
Benefits	200	200	600	600	600	600
Administrative Services	2,415	2,319	2,425	2,425	2,425	2,425
Contractual Services	5,655	5,655	5,655	5,655	5,655	5,655
Maintenance and Repairs	3,000	2,977	3,000	3,000	3,000	3,000
Supplies	152,400	167,233	168,400	166,400	166,400	166,400
Utilities	1,640	1,940	1,640	1,640	1,640	1,640
Total	293,111	312,591	315,520	313,520	313,520	313,520
Less Revenues	(355,000)	(370,000)	(375,000)	(375,000)	(375,000)	(375,000)
Net Division Total	(61,889)	(57,409)	(59,480)	(61,480)	(61,480)	(61,480)

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Concessions

Account: 100-33-11

Position	Funding Source	FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Food Service Manager	100	1	57,301	1	58,300	1	58,300	1	58,300	1	58,300
Temporary Help			70,000		75,000		75,000		75,000		75,000
Overtime			500		500		500		500		500
Gross Personnel Services		1.0	127,801	1.0	133,800	1.0	133,800	1.0	133,800	1.0	133,800

School HVAC

The School HVAC division is responsible for heating, ventilation and air conditioning maintenance for all seventeen Portland School buildings. All expenses in this division are fully reimbursed by the School Department through interfund transfers.

Both expenditures and revenues are up \$7,425, or 1.4%.

Division Summary

Department: Recreation & Facilities Management **Division:** School HVAC **Account:** 100-33-12

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	153,998	114,277	161,378	161,378	161,378	161,378
Benefits	3,030	3,251	3,075	3,075	3,075	3,075
Administrative Services	2,500	500	2,500	2,500	2,500	2,500
Contractual Services	40,250	40,250	25,250	25,250	25,250	25,250
Maintenance and Repairs	185,000	226,042	200,000	200,000	200,000	200,000
Supplies	145,500	145,500	145,500	145,500	145,500	145,500
Utilities	1,600	1,600	1,600	1,600	1,600	1,600
Total	531,878	531,420	539,303	539,303	539,303	539,303
Less Revenues	(531,878)	(531,420)	(539,303)	(539,303)	(539,303)	(539,303)
Net Division Total	0	0	0	0	0	0

Personnel Services Detail

Department: Recreation and Facilities Management

Division: School HVAC

Account: 100-33-12

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) HVAC Technician III	100		0	0	3	149,002	3	149,002	3	149,002	3	149,002
(2) HVAC Technician	100		3	141,622	0	0	0	0	0	0	0	0
Standby Pay	100			2,376		2,376		2,376		2,376		2,376
Overtime	100			10,000		10,000		10,000		10,000		10,000
Gross Personnel Services			3.0	153,998	3.0	161,378	3.0	161,378	3.0	161,378	3.0	161,378

Notes:

- (1) 3 Title Change from HVAC Technician during FY15 (Career Ladder)
- (2) (3) Title Change to HVAC Technician III during FY15 (Career Ladder)

Athletic Facilities

The Athletic Facilities division is responsible for the care of all City-owned athletic facilities in Portland. This includes fourteen baseball / softball fields, two artificial surface soccer / football stadiums, fifteen multi-purpose fields, thirty playgrounds, a variety of tennis, basketball and volleyball courts, as well as ornamental water fountains.

Expenditures decreased by \$33,225, or 4.3%, primarily due to the elimination of one full-time position. Program revenues decreased by \$21,175 or 7.2%.

Division Summary

Department: Recreation & Facilities Management **Division:** Athletic Facilities **Account:** 100-33-13

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	492,384	463,069	499,585	472,859	472,859	472,859
Benefits	6,480	6,480	6,600	6,600	6,600	6,600
Administrative Services	3,900	2,583	3,900	1,000	1,000	1,000
Contractual Services	22,300	20,903	22,300	22,300	22,300	22,300
Maintenance and Repairs	30,500	26,479	30,500	30,500	30,500	30,500
Rentals	32,500	30,500	32,500	32,500	32,500	32,500
Supplies	94,200	81,172	94,200	94,200	94,200	94,200
Minor Capital Items	33,000	22,654	33,000	19,000	19,000	19,000
Utilities	56,820	58,947	59,900	59,900	59,900	59,900
Total	772,084	712,787	782,485	738,859	738,859	738,859
Less Revenues	(293,066)	(254,180)	(271,891)	(271,891)	(271,891)	(271,891)
Net Division Total	479,018	458,607	510,594	466,968	466,968	466,968

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Athletic Facilities

Account: 100-33-13

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Athletic Fac & Program Mgr	100		1	58,888	1	62,482	1	62,482	1	62,482	1	62,482
Athletic Facilities Supervisor	100		1	49,296	1	50,794	1	50,794	1	50,794	1	50,794
(1) Parks Supervisor	100		1	47,778	0	0	0	0	0	0	0	0
(2) Recreation Facilities Technician	100		0	0	1	51,875	1	51,875	1	51,875	1	51,875
(3) Parks Facilities Technician	100		1	50,357	0	0	0	0	0	0	0	0
(4) Parks Facilities Assistant	100		1	37,104	0	0	0	0	0	0	0	0
(5) Playground Technician	100		0	0	2	80,825	1	42,599	1	42,599	1	42,599
Maintenance Worker III	100		3	124,051	3	127,795	3	127,795	3	127,795	3	127,795
(6) Custodial Worker	100		0.5	16,370	0.5	17,274	0.5	17,274	0.5	17,274	0.5	17,274
Meal Allow/Standby Pay				1,000		1,000		1,000		1,000		1,000
Temporary Help				55,040		55,040		66,540		66,540		66,540
Overtime				52,500		52,500		52,500		52,500		52,500
Gross Personnel Services			8.5	492,384	8.5	499,585	7.5	472,859	7.5	472,859	7.5	472,859

Notes:

- (1) (1) Position Replaced w/ Playground Technician during FY15
- (2) 1 Title Change from Parks Facilities Technician during FY15
- (3) (1) Title Change to Recreation Facilities Technician during FY15
- (4) (1) Position Replaced w/ Playground Technician during FY15
- (5) 1 Replaced Park Facilities Asst & 1 Replaced Parks Spvr during FY15; (1) Position Eliminated in FY16
- (6) Half-time Shared Position (1) w/ Merrill (100-3304)

Recreation

The Recreation division provides a wide range of programming / leagues and clinics for all age groups in the City, and operates community centers in the Riverton, Reiche, East End, the Cummings Center and Peaks Island. The Recreation division offers before-and-after school programming at all mainland elementary schools, as well as summer camp programs for children in grades K-7. This division also offers an extensive program for Senior Adults.

For the sixth year, the July 4th fireworks display and concert will continue due to the generous donations and support of the Stars and Stripes Foundation, local businesses and the community.

Expenditures are up \$80,715, or 5.0%, due to staffing increases in the before-and-after school program, as well as general payroll cost increases. Revenues are also projected to increase, by \$65,898, or 5.0%, largely due to the income generated from the before-and-after school and camp programs.

Division Summary

Department: Recreation & Facilities Management	Division: Recreation				Account: 100-33-14	
	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	1,260,609	1,240,582	1,356,259	1,356,259	1,356,259	1,356,259
Benefits	3,750	7,185	3,750	3,750	3,750	3,750
Administrative Services	26,205	25,330	25,555	21,955	21,955	21,955
Contractual Services	163,010	169,578	171,730	171,730	171,730	171,730
Rentals	75,635	67,660	70,360	59,260	59,260	59,260
Supplies	55,030	55,030	54,530	54,530	54,530	54,530
Utilities	20,900	17,760	18,370	18,370	18,370	18,370
Total	1,605,139	1,583,125	1,700,554	1,685,854	1,685,854	1,685,854
Less Revenues	(1,306,070)	(1,363,019)	(1,371,968)	(1,371,968)	(1,371,968)	(1,371,968)
Net Division Total	299,069	220,106	328,586	313,886	313,886	313,886

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Recreation

Account: 100-33-14

Position	Funding Source	FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Recreation Division Manager	100	1	82,011	1	87,015	1	87,015	1	87,015	1	87,015
Administrative Associate	100	2	74,878	2	81,188	2	81,188	2	81,188	2	81,188
Recreation Supervisor	100	2	104,068	2	106,197	2	106,197	2	106,197	2	106,197
Recreation Division Leader	100	3	131,927	3	136,240	3	136,240	3	136,240	3	136,240
(1) Recreation Programmer II	100	10.9	374,557	12.8	449,229	12.8	449,229	12.8	449,229	12.8	449,229
(2) Recreation Programmer I	100	14.2	400,566	13.9	400,259	13.9	400,259	13.9	400,259	13.9	400,259
(3) Office Associate	100	0	0	1	41,028	1	41,028	1	41,028	1	41,028
(4) Admin Assistant (CEBA)	100	1	37,499	0	0	0	0	0	0	0	0
Temporary Help			46,903		46,903		46,903		46,903		46,903
Overtime			8,200		8,200		8,200		8,200		8,200
Gross Personnel Services		34.1	1,260,609	35.7	1,356,259	35.7	1,356,259	35.7	1,356,259	35.7	1,356,259

Notes:

- (1) 1.6 New Positions Requested in FY16; .3 Replaced Rec Prgm I during FY15
- (2) (.3) Positions Replaced w/ Rec Prgm II during FY15
- (3) 1 Reclass from Admin Assistant (CEBA) during FY14
- (4) (1) Reclass to Office Associate during FY14

Aquatics

The Aquatics division operates two indoor pools at the Riverton and Reiche Community Centers and a seasonal outdoor pool, the Kiwanis Pool on Douglas Street. The division offers swimming lessons and aquatic programming for all ages including an Adult Master's Program.

The division's expenditures rose \$13,394, or 3.3%, mainly due to general payroll cost increases. Revenues are projected to decrease \$8,796, or 2.9%, due to less demand in children's swimming lessons.

Division Summary

Department: Recreation & Facilities Management **Division:** Aquatics **Account:** 100-33-15

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	331,021	323,349	345,686	345,686	345,686	345,686
Benefits	1,200	1,200	1,200	1,200	1,200	1,200
Administrative Services	1,500	1,115	1,250	250	250	250
Contractual Services	26,450	26,201	26,200	26,200	26,200	26,200
Maintenance and Repairs	1,700	1,583	1,700	1,700	1,700	1,700
Rentals	200	200	200	200	200	200
Supplies	25,350	25,170	26,750	26,750	26,750	26,750
Utilities	17,091	15,497	15,920	15,920	15,920	15,920
Total	404,512	394,315	418,906	417,906	417,906	417,906
Less Revenues	(307,478)	(275,501)	(298,682)	(298,682)	(298,682)	(298,682)
Net Division Total	97,034	118,814	120,224	119,224	119,224	119,224

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Aquatics

Account: 100-33-15

Position	Funding Source	FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Asst Recreation Director	100	1	64,031	1	67,991	1	67,991	1	67,991	1	67,991
Aquatic Supervisor	100	1	47,776	1	50,663	1	50,663	1	50,663	1	50,663
(1) Recreation Programmer II	100	4.1	144,940	3	111,599	3	111,599	3	111,599	3	111,599
(2) Recreation Programmer I	100	1.9	48,749	3.1	89,908	3.1	89,908	3.1	89,908	3.1	89,908
Temporary Help			25,025		25,025		25,025		25,025		25,025
Overtime			500		500		500		500		500
Gross Personnel Services		8.0	331,021	8.1	345,686	8.1	345,686	8.1	345,686	8.1	345,686

Notes:

- (1) (1.1) Positions Replaced w/ Rec Programmer I during FY15
- (2) 1.1 Positions Replaced Rec Programmer II & .1 Hours Increase during FY15

School Maintenance

The City assumed supervisory responsibility for the School Maintenance functions in FY11. This division is responsible for maintenance of all seventeen Portland School buildings. All expenses are reimbursed by the School Department through interfund transfers.

FY16 expenses and revenues increased minimally by \$4,979 or 0.5%.

Division Summary

Department: Recreation & Facilities Management **Division:** School Maintenance **Account:** 100-33-16

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	146,671	141,863	151,650	151,650	151,650	151,650
Administrative Services	7,000	3,107	7,000	7,000	7,000	7,000
Contractual Services	278,105	278,105	278,105	278,105	278,105	278,105
Maintenance and Repairs	372,000	372,000	372,000	372,000	372,000	372,000
Supplies	214,000	214,000	214,000	214,000	214,000	214,000
Capital Outlay	56,000	56,000	56,000	56,000	56,000	56,000
Total	1,073,776	1,065,075	1,078,755	1,078,755	1,078,755	1,078,755
Less Revenues	(1,073,776)	(1,065,075)	(1,078,755)	(1,078,755)	(1,078,755)	(1,078,755)
Net Division Total	0	0	0	0	0	0

Personnel Services Detail

Department: Recreation and Facilities Management

Division: School Maintenance

Account: 100-33-16

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Director of Building Trades	100		1	59,711	1	63,361	1	63,361	1	63,361	1	63,361
Charges from Trades (33-01)	100			86,960		88,289		88,289		88,289		88,289
Gross Personnel Services			1.0	146,671	1.0	151,650	1.0	151,650	1.0	151,650	1.0	151,650

Therapeutic Recreation

Therapeutic Recreation, a contracted service expense under the Recreation division prior to FY14, is an in-house City service comprised of approximately three and one-half City positions.

Revenues are received mostly from nearby communities and school districts, with anticipated revenues offsetting approximately 80% of expenses. The net City cost is less than when contracted while providing additional programming.

The FY16 staffing expenditure increase is offset by the camp and enrichment revenue increase.

Division Summary

Department: Recreation & Facilities Management **Division:** Therapeutic Recreation **Account:** 100-33-17

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	150,593	164,181	181,711	181,711	181,711	181,711
Benefits	750	750	750	750	750	750
Administrative Services	1,285	1,285	1,285	910	910	910
Contractual Services	2,200	2,056	2,200	2,200	2,200	2,200
Maintenance and Repairs	400	400	400	400	400	400
Rentals	300	300	300	300	300	300
Supplies	2,800	2,761	2,800	2,800	2,800	2,800
Utilities	840	840	840	840	840	840
Total	159,168	172,573	190,286	189,911	189,911	189,911
Less Revenues	(120,382)	(125,606)	(153,000)	(153,000)	(153,000)	(153,000)
Net Division Total	38,786	46,967	37,286	36,911	36,911	36,911

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Therapeutic Recreation

Account: 100-33-17

Position	Funding Source	FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Theraputic Recreation Program	100	1	57,954	1	61,484	1	61,484	1	61,484	1	61,484
Recreation Division Leader	100	1	39,351	1	41,691	1	41,691	1	41,691	1	41,691
(1) Recreation Programmer I	100	1.5	46,788	1.4	46,866	1.4	46,866	1.4	46,866	1.4	46,866
Temporary Help			6,000		29,670		29,670		29,670		29,670
Overtime			500		2,000		2,000		2,000		2,000
Gross Personnel Services		3.5	150,593	3.4	181,711	3.4	181,711	3.4	181,711	3.4	181,711

Notes:

(1) (.1) Hours Decrease during FY15

Riverside Golf Course

The City-owned Riverside Golf Course offers 30 holes: the 18-hole North course and the 9-hole South course and the 3-hole practice course. Amenities include lessons, clinics and a Pro-Shop, all managed by the Recreation Division. Riverside is also home to several golf tournaments each year. The 3-hole practice course is used by the First Tee program, new golfers, and golfers sharpening their short game skills. In addition, the 9-hole course recently began hosting weekend Footgolf.

The latest CIP improvements include a renovated North Course clubhouse, Riverside Grill, the newly city-operated restaurant (spring 2014), new greens, and new tee mowers.

FY16 Expenditures are down \$2,903, or 0.4%, while revenues are projected to increase by \$9,600 or 1.1 %.

Division Summary

Department: Recreation & Facilities Management **Division:** Riverside Golf Course **Account:** 100-33-18

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	404,112	396,691	418,154	418,154	418,154	418,154
Benefits	2,650	2,650	2,650	2,650	2,650	2,650
Administrative Services	2,820	2,029	2,020	1,200	1,200	1,200
Contractual Services	36,700	37,544	38,800	38,800	38,800	38,800
Maintenance and Repairs	61,500	71,084	43,500	43,500	43,500	43,500
Rentals	55,425	55,425	55,665	55,665	55,665	55,665
Supplies	145,742	146,740	143,957	143,957	143,957	143,957
Minor Capital Items	0	0	8,500	0	0	0
Utilities	75,120	76,022	77,240	77,240	77,240	77,240
Total	784,069	788,185	790,486	781,166	781,166	781,166
Less Revenues	(861,135)	(839,302)	(848,835)	(870,735)	(870,735)	(870,735)
Net Division Total	(77,066)	(51,117)	(58,349)	(89,569)	(89,569)	(89,569)

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Golf Course Maintenance Operations

Account: 100-33-18

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Golf Course Manager	100		1	59,365	1	62,991	1	62,991	1	62,991	1	62,991
Golf Course Superintendent	100		1	65,563	1	69,567	1	69,567	1	69,567	1	69,567
Parks Supervisor	100		1	48,696	1	50,773	1	50,773	1	50,773	1	50,773
Temporary Help	100			219,118		223,453		223,453		223,453		223,453
Overtime	100			11,370		11,370		11,370		11,370		11,370
Gross Personnel Services			3.0	404,112	3.0	418,154	3.0	418,154	3.0	418,154	3.0	418,154

Golf Course Restaurant

The new Riverside Municipal Golf Course restaurant, The Riverside Grill, opened its doors in May of 2014. In its second season of operation, the newly in-house operated city restaurant is managed by the department's Food Service Manager and experienced Chef. The restaurant serves both lunch and dinner, and brunch on Saturdays & Sundays. Riverside Grill is also open for breakfast on weekdays during the golf season.

The net budget displays a marginal increase in FY16.

Division Summary

Department: Recreation & Facilities Management **Division:** Golf Course Restaurant **Account:** 100-33-19

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	183,792	163,516	140,400	145,300	145,300	145,300
Administrative Services	2,350	1,600	1,600	1,300	1,300	1,300
Contractual Services	14,170	9,020	9,020	9,020	9,020	9,020
Maintenance and Repairs	4,500	2,000	3,500	3,500	3,500	3,500
Rentals	9,760	8,164	8,680	10,120	10,120	10,120
Supplies	184,815	162,900	169,600	188,310	188,310	188,310
Utilities	19,500	8,000	8,000	8,000	8,000	8,000
Total	418,887	355,200	340,800	365,550	365,550	365,550
Less Revenues	(418,887)	(296,000)	(301,000)	(361,000)	(361,000)	(361,000)
Net Division Total	0	59,200	39,800	4,550	4,550	4,550

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Golf Course Restaurant

Account: 100-33-19

Position	Funding Source	FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
		#	Approved	#	Submission	#	Recommendation	#	Committee	#	Allowance
	City Fed Oth		Amount		Amount		Amount		Amount		Amount
Restaurant Chef (Contract)	100	1	45,000	1	45,000	1	45,000	1	45,000	1	45,000
(1) Sous Chef	100	1	35,000	0	0	0	0	0	0	0	0
Temporary Help			103,792		94,400		99,300		99,300		99,300
Overtime			0		1,000		1,000		1,000		1,000
Gross Personnel Services		2.0	183,792	1.0	140,400	1.0	145,300	1.0	145,300	1.0	145,300

Notes:

(1) (1) Position Eliminated during FY15 (Utilizing Temporary Employees)

Public Health

Public Health, a division of the Health and Human Services Department, is the State's most comprehensive municipal public health organization. Approximately 80% of the expense budget is supported by service revenue and Federal, State and private grants.

The FY16 budget reflects the closure of the Healthcare for the Homeless Clinic during FY15, as well as changes in the accounting treatment of other special revenue accounts.

Department Summary

Department: Public Health

Account: 100-41

		FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown							
Payroll		3,713,957	3,666,928	3,838,636	3,393,318	3,509,593	3,509,593
Benefits		750	750	1,200	1,200	1,200	1,200
Administrative Services		19,451	15,990	87,432	86,155	86,155	86,155
Contractual Services		50,260	47,378	65,209	59,209	59,709	59,709
Maintenance and Repairs		750	750	750	750	750	750
Rentals		5,500	5,500	37,351	37,351	37,351	37,351
Supplies		105,411	90,973	122,559	115,588	120,926	120,926
Utilities		3,520	3,520	18,309	17,729	17,729	17,729
Total		3,899,599	3,831,789	4,171,446	3,711,300	3,833,413	3,833,413
Summary by Division							
Public Health Operations	(41-01)	391,889	331,448	410,940	346,281	346,281	346,281
Family Health	(41-02)	680,081	740,001	887,545	768,602	890,715	890,715
Chronic Disease Prevention	(41-03)	787,577	795,381	888,832	885,452	885,452	885,452
Health Care for the Homeless	(41-04)	264,230	203,678	0	0	0	0
India Street Clinic	(41-05)	1,136,578	1,124,196	1,232,881	1,204,739	1,204,739	1,204,739
Environmental Health & Safety	(41-07)	216,102	227,318	250,267	237,634	237,634	237,634
Health Equity & Research	(41-08)	423,142	409,767	500,981	268,592	268,592	268,592
Total		3,899,599	3,831,789	4,171,446	3,711,300	3,833,413	3,833,413
Less Revenues		(2,963,437)	(2,897,536)	(3,212,040)	(3,120,681)	(3,120,681)	(3,120,681)
Net Department Total		936,162	934,253	959,406	590,619	712,732	712,732

Public Health Operations

The Operation division provides support services to the Public Health division of Health and Human Services (HHS). These administrative services include accounting & payroll, grant financial management, contract management, non-taxed based reimbursement billing, data reporting assistance, as well as personnel and facilities management.

Division Summary

Department: Public Health **Division:** Public Health Operations **Account:** 100-41-01

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	364,839	304,648	383,890	328,112	328,112	328,112
Administrative Services	4,500	4,250	4,500	250	250	250
Contractual Services	12,500	12,500	12,500	9,250	9,250	9,250
Maintenance and Repairs	750	750	750	750	750	750
Rentals	500	500	500	500	500	500
Supplies	7,800	7,800	7,800	6,579	6,579	6,579
Utilities	1,000	1,000	1,000	840	840	840
Total	391,889	331,448	410,940	346,281	346,281	346,281
Less Revenues	(190,805)	(191,142)	(216,955)	(211,244)	(211,244)	(211,244)
Net Division Total	201,084	140,306	193,985	135,037	135,037	135,037

Personnel Services Detail

Department: Public Health

Division: Public Health Operations

Account: 100-41-01

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Public Health Administrator	57	43		1	85,683	1	91,734	1	81,725	1	81,725	1 81,725
Program Manager (PH/SS)	35	65		1	65,386	1	69,380	1	69,380	1	69,380	1 69,380
Senior Accountant	34	66		1	56,764	1	58,480	1	53,488	1	53,488	1 53,488
Office Manager	27	73		1	45,647	1	48,380	1	48,380	1	48,380	1 48,380
(1) Accountant	13	87		2	78,267	2	81,259	1	40,482	1	40,482	1 40,482
Account Clerk II	29	5	66	1	33,092	1	34,657	1	34,657	1	34,657	1 34,657
Gross Personnel Services				7.0	364,839	7.0	383,890	6.0	328,112	6.0	328,112	6.0 328,112

Notes:

(1) (1) Position Eliminated in FY16

Family Health

Family Health is comprised of the Children's Oral Health, Maternal & Child Health, School-based Health Center and Portland Defending Childhood programs. These programs provide access to school-based medical, dental, and behavioral health services, violence prevention, and maternal and child health services in home and community locations. Collectively, Family Health served more than 3,800 individuals with more than 7,400 visits. Additionally, Portland Defending Childhood implemented evidenced-informed violence prevention curricula in nearly 100 class rooms throughout the Portland Public School system.

Division Summary

Department: Public Health **Division:** Family Health **Account:** 100-41-02

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	669,511	729,431	824,613	705,356	821,631	821,631
Administrative Services	2,800	2,800	25,181	26,495	26,495	26,495
Contractual Services	3,500	3,500	4,700	4,200	4,700	4,700
Supplies	3,850	3,850	32,211	31,711	37,049	37,049
Utilities	420	420	840	840	840	840
Total	680,081	740,001	887,545	768,602	890,715	890,715
Less Revenues	(433,674)	(541,934)	(627,975)	(663,835)	(663,835)	(663,835)
Net Division Total	246,407	198,067	259,570	104,767	226,880	226,880

Personnel Services Detail

Department: Public Health

Division: Family Health

Account: 100-41-02

Position	Funding Source		FY15 Approved		FY16 Submission		FY16 Manager's Recommendation		FY16 Finance Committee		FY16 Final Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Program Manager (PH/SS)	74	26		1	65,532	1	68,551	1	65,550	1	65,550	65,550
Program Coordinator	100			1	61,557	1	63,954	0.5	31,297	1	63,953	63,953
Program Coordinator (Proj)	18	49	33	2	107,032	2	113,021	2	113,021	2	113,021	113,021
Mid-Level Health Prac (Proj)			100	0.8	61,208	0.8	63,748	0.8	63,748	0.8	63,748	63,748
(1) Dentist (Contract)	100			0	0	1	115,030	1	115,050	1	115,050	115,050
(2) Public Health Nurse		15	85	1.7	106,120	1.6	95,800	1.6	95,800	1.6	95,800	95,800
Dental Hygienist	74		26	1.1	64,704	1.1	64,396	0.8	42,924	1.1	64,396	64,396
(3) Dental Assistant	100			1.4	48,642	2.2	76,325	1.6	54,483	2.2	76,325	76,325
Comm Health Promo Spec	75		25	1	50,037	1	51,538	0.9	45,592	1	51,538	51,538
Comm Health Promo Spec (Proj)	77		23	0.7	32,742	0.7	34,359	0	0	0.7	34,359	34,359
Clinical Assistant			100	1.6	54,704	1.6	56,889	1.6	56,889	1.6	56,889	56,889
(4) Clinical Assistant (Proj)			100	0.6	17,233	0.5	16,120	0.5	16,120	0.5	16,120	16,120
Temporary Help			100		0		4,882		4,882		4,882	4,882
Gross Personnel Services				12.9	669,511	14.5	824,613	12.3	705,356	14.5	821,631	821,631

Notes:

- (1) 1 New Position Approved during FY15 (.3 Transfer from Homeless Health 41-04)
- (2) (.1) Hours Decrease during FY15
- (3) .8 New Position Approved during FY15
- (4) (.1) Hours Decrease during FY15

Chronic Disease Prevention

The Chronic Disease Prevention Program implements evidenced-based community health interventions designed to improve the health of those who live, work and learn in Portland. The health issues addressed include tobacco, smoke-free living, physical activity, healthy eating, lead poisoning prevention, sodium reduction, and substance abuse prevention.

Division Summary

Department: Public Health **Division:** Chronic Disease Prevention **Account:** 100-41-03

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	780,407	788,211	878,570	878,690	878,690	878,690
Administrative Services	1,750	1,750	1,750	0	0	0
Contractual Services	4,250	4,250	6,750	5,250	5,250	5,250
Supplies	750	750	1,342	1,092	1,092	1,092
Utilities	420	420	420	420	420	420
Total	787,577	795,381	888,832	885,452	885,452	885,452
Less Revenues	(705,994)	(700,766)	(801,382)	(812,346)	(812,346)	(812,346)
Net Division Total	81,583	94,615	87,450	73,106	73,106	73,106

Personnel Services Detail

Department: Public Health

Division: Chronic Disease Prevention

Account: 100-41-03

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Program Manager (PH/SS)	100		1	65,440	1	69,436	1	69,436	1	69,436	1	69,436
(1) Program Coordinator (Proj)		100	4	220,811	5	283,981	5	283,981	5	283,981	5	283,981
Comm Health Promo Spec (Proj)		100	6.8	296,851	6.8	312,836	6.8	314,286	6.8	314,286	6.8	314,286
Registered Dietician (Contr)		100	3	144,787	3	152,350	3	152,350	3	152,350	3	152,350
Admin Assistant (CEBA)		100	1	37,191	1	39,916	1	38,586	1	38,586	1	38,586
(2) Admin Assistant (Proj)		100	0.5	15,327	0.8	26,735	0.8	26,735	0.8	26,735	0.8	26,735
Less India Street Clininc (41-05)				0		(6,684)		(6,684)		(6,684)		(6,684)
Gross Personnel Services			16.3	780,407	17.6	878,570	17.6	878,690	17.6	878,690	17.6	878,690

Notes:

- (1) 1 New Position Approved during FY15
- (2) .3 Hours Increase during FY15

Health Care for the Homeless

The Health Care for the Homeless Program closed December 31, 2014 (FY15) due to a loss of city grant funding. This program, awarded to another agency, provided health care services for adults and teens experiencing homelessness in Portland, including a wide range of medical, dental, mental health, substance abuse treatment, and supportive services. There are no plans the city-operated program to reopen in the future.

Division Summary

Department: Public Health **Division:** Health Care for the Homeless **Account:** 100-41-04

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	264,230	203,678	0	0	0	0
Total	264,230	203,678	0	0	0	0
Less Revenues	(234,230)	(122,978)	0	0	0	0
Net Division Total	30,000	80,700	0	0	0	0

Personnel Services Detail

Department: Public Health

Division: Health Care for the Homeless

Account: 100-41-04

Position	Funding Source		FY15 Approved		FY16 Submission		FY16 Manager's Recommendation		FY16 Finance Committee		FY16 Final Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Program Manager-PH/SS (Proj)	100			0.5	32,848	0	0	0	0	0	0	0
Program Coordinator	100			0.3	18,991	0	0	0	0	0	0	0
Lic Drug/Alcohol Counsel(Proj)		100		0.3	17,081	0	0	0	0	0	0	0
Dental Hygienist	94	6		0.3	15,814	0	0	0	0	0	0	0
Dental Assistant	98	2		0.3	8,904	0	0	0	0	0	0	0
Clinical Social Worker (Proj)	97	3		0.5	32,254	0	0	0	0	0	0	0
Outreach Worker	100			0.3	14,998	0	0	0	0	0	0	0
(1) Office Assistant	100			0.6	21,257	0	0	0	0	0	0	0
Data Entry Clerk	100			0.5	15,923	0	0	0	0	0	0	0
Data Entry Clerk (Proj)	100			0.5	14,968	0	0	0	0	0	0	0
Physician (Contract)		100		0	0	0	0	0	0	0	0	0
(2) Dentist (Contract)		100		0.3	35,984	0	0	0	0	0	0	0
Temporary Help					35,208		0		0			0
(3) Notes												
Gross Personnel Services				4.4	264,230	0.0	0	0.0	0	0.0	0	0

Notes:

- (1) (.4) Position Transferred to India Street (41-05) & (.2) Position Eliminated during FY15
- (2) (.3) Position Transferred to Family Health (41-02) during FY15
- (3) (3.5) Positions Eliminated in FY15: Homeless Healthcare Center Closure (Dec 2014)

India Street Clinic

Through the continual acquisition of new grants, the India Street Clinic budget supports over 5,000 residents. Programs and services include adult immunization and TB testing, and several sexually transmitted disease programs that provide testing, counseling, case management, prevention and education. Positive Health Care creates access and services for individuals living with HIV. HIV and Hepatitis prevention services include a Needle Exchange Program. In addition, the Portland Community Free Clinic is a collaboration of volunteers and the City's Health and Human Services (HHS) Public Health Division, providing comprehensive primary medical care and referral services for over 600 low-income adults lacking medical insurance and a medical provider.

Division Summary

Department: Public Health

Division: India Street Clinic

Account: 100-41-05

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	1,028,708	1,027,613	1,043,307	1,002,611	1,002,611	1,002,611
Administrative Services	0	0	43,580	56,334	56,334	56,334
Contractual Services	22,320	20,088	34,509	34,509	34,509	34,509
Rentals	5,000	5,000	36,151	36,151	36,151	36,151
Supplies	80,550	71,495	61,700	61,500	61,500	61,500
Utilities	0	0	13,634	13,634	13,634	13,634
Total	1,136,578	1,124,196	1,232,881	1,204,739	1,204,739	1,204,739
Less Revenues	(1,019,344)	(962,259)	(1,110,895)	(1,123,649)	(1,123,649)	(1,123,649)
Net Division Total	117,234	161,937	121,986	81,090	81,090	81,090

Personnel Services Detail

Department: Public Health

Division: India Street Clinic

Account: 100-41-05

Position	Funding			FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Program Manager-PH/SS (Proj)	4	18	78	1	70,356	1	70,902	1	70,902	1	70,902	1	70,902
(1) Program Coordinator (Proj)		100		1.7	92,381	1	61,276	1	61,276	1	61,276	1	61,276
Mid-Level Health Practitioner	92	8		0.7	53,300	0.7	54,912	0.7	54,912	0.7	54,912	0.7	54,912
(2) Mid-Level Health Prac (Proj)	81	19		0.7	47,437	0.8	59,982	0.8	59,982	0.8	59,982	0.8	59,982
Public Health Nurse	52	48		1.9	102,901	1.9	109,511	1.9	109,511	1.9	109,511	1.9	109,511
Public Health Nurse (Proj)	91	9		0.8	41,270	0.8	43,875	0.8	43,875	0.8	43,875	0.8	43,875
Comm Health Promo Spec		100		1	50,037	1	54,791	1	54,791	1	54,791	1	54,791
(3) Comm Health Promo Spec (Proj)		100		2.8	132,166	3	139,918	3	139,918	3	139,918	3	139,918
Clinical Social Worker (Proj)		100		1	63,928	1	67,856	1	67,856	1	67,856	1	67,856
(4) Laboratory Director		100		0.6	35,904	0.8	50,828	0.8	50,828	0.8	50,828	0.8	50,828
(5) Laboratory Technician	100			1	39,507	1	40,696	0	0	0	0	0	0
(6) Office Manager	100			0.9	43,262	1	40,095	1	40,095	1	40,095	1	40,095
(7) Admin Assistant (CEBA)	50	50		1	34,515	0	0	0	0	0	0	0	0
(8) Admin Assistant (Proj)		100		0.7	21,636	0	0	0	0	0	0	0	0
Data Entry Clerk	100			1	30,107	1	36,426	1	36,426	1	36,426	1	36,426
(9) Office Assistant	46	54		0.2	8,472	0.6	22,545	0.6	22,545	0.6	22,545	0.6	22,545
(10) Physician (Contract)	69	31		0.9	116,480	0.7	97,500	0.7	97,500	0.7	97,500	0.7	97,500
Medical On-Call (PH)		100			9,360		9,360		9,360		9,360		9,360
Temporary Help		100			35,689		76,150		76,150		76,150		76,150
Charges from Chronic Disease					0		6,684		6,684		6,684		6,684
Gross Personnel Services				17.9	1,028,708	16.3	1,043,307	15.3	1,002,611	15.3	1,002,611	15.3	1,002,611

Notes:

- (1) (.7) Position Eliminated during FY15
- (2) .1 Hours Increase during FY15
- (3) .2 Hours Increase during FY15
- (4) .2 Hours Increase during FY15
- (5) (1) Position Eliminated in FY16
- (6) .1 Hours Increase during FY15
- (7) (1) Position Eliminated during FY15
- (8) (.7) Position Eliminated during FY15
- (9) .4 Position Transfer from Homeless Health (41-04) during FY15
- (10) (.2) Hours Decrease during FY15

Environmental Health & Safety

The Environmental Health & Safety program inspects food service establishments and prepares response efforts in the event of a biological public health crisis. Beginning in FY12, the Environmental Health & Safety program assumed responsibilities for food service establishment inspections. The risk of foodborne illness from food service establishments is decreased through the education of restaurant personnel and the enforcement of state laws and city ordinances by Health Inspectors. This program is partially funded by the U.S. Centers for Disease Control and Prevention's Public Health Preparedness and Response for Bioterrorism Cooperative Grant, distributed at the state level to the Maine Center for Disease Control and Prevention and then onto the City of Portland. This funding supports the planning and response for biological public health hazards in Southern Maine through the Cities Readiness Initiative.

Division Summary

Department: Public Health	Division: Environmental Health & Safety				Account: 100-41-07	
	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	193,836	214,288	227,326	221,538	221,538	221,538
Benefits	750	750	1,200	1,200	1,200	1,200
Administrative Services	4,525	2,314	3,845	0	0	0
Contractual Services	5,690	5,040	3,150	3,150	3,150	3,150
Rentals	0	0	700	700	700	700
Supplies	10,461	4,086	13,206	10,206	10,206	10,206
Utilities	840	840	840	840	840	840
Total	216,102	227,318	250,267	237,634	237,634	237,634
Less Revenues	(102,483)	(101,550)	(103,062)	(106,592)	(106,592)	(106,592)
Net Division Total	113,619	125,768	147,205	131,042	131,042	131,042

Personnel Services Detail

Department: Public Health

Division: Environmental Health & Safety

Account: 100-41-07

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Program Manager (PH/SS)	50	50		1	65,632	1	69,641	1	69,641	1	69,641	69,641
Program Coordinator (Proj)		100		1	59,389	1	63,016	1	63,016	1	63,016	63,016
(1) Health Inspector	100			1.5	63,815	2	88,881	2	88,881	2	88,881	88,881
Overtime	100				5,000		5,788		0		0	0
Gross Personnel Services				3.5	193,836	4.0	227,326	4.0	221,538	4.0	221,538	221,538

Notes:

(1) .5 New Position Approved during FY15

Health Equity & Research

The Health Equity and Research Program supports the Public Health Division with health services to minority populations, health assessments, and evaluation efforts. Specific activities include outreach to racial and ethnic minority groups, data analysis, and quality improvements initiatives. Health Equity and Research also manages the Cumberland District Public Health Council and publishes the Annual Report.

Division Summary

Department: Public Health **Division:** Health Equity & Research **Account:** 100-41-08

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	412,426	399,059	480,930	257,011	257,011	257,011
Administrative Services	5,876	4,876	8,576	3,076	3,076	3,076
Contractual Services	2,000	2,000	3,600	2,850	2,850	2,850
Supplies	2,000	2,992	6,300	4,500	4,500	4,500
Utilities	840	840	1,575	1,155	1,155	1,155
Total	423,142	409,767	500,981	268,592	268,592	268,592
Less Revenues	(276,907)	(276,907)	(351,771)	(203,015)	(203,015)	(203,015)
Net Division Total	146,235	132,860	149,210	65,577	65,577	65,577

Personnel Services Detail

Department: Public Health

Division: Health Equity & Research

Account: 100-41-08

Position	Funding			FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Program Manager (PH/SS)	96	4		1	66,613	1	70,686	0	0	0	0	0	0
Program Coordinator	92	8		1	60,879	1	64,623	1	62,585	1	62,585	1	62,585
Program Coordinator (Proj)		100		1	52,276	1	55,478	1	55,478	1	55,478	1	55,478
(2) Minority Health Prom Sp (PR)	21	10	69	1	55,107	1	56,784	0.4	21,682	0.4	21,682	0.4	21,682
(3) Comm Health Promo Spec (Proj)	3	2	95	4	177,551	5	233,359	2.5	117,266	2.5	117,266	2.5	117,266
Gross Personnel Services				8.0	412,426	9.0	480,930	4.9	257,011	4.9	257,011	4.9	257,011

Notes:

- (1) (1) Position Eliminated in FY16
- (2) (.6) Position Eliminated in FY16
- (3) (1.5) Positions Eliminated in FY16

Social Services

The Social Services Division provides both financial assistance and support services for low-income Portland residents. Its purpose is to provide quality services that encourage dignity, self-respect and self-reliance in the transition from public assistance to self-sufficiency. Programs operated include General Assistance, homeless shelters for individuals and families, Refugee Services, Case Management and Representative Payee Services.

The City funds approximately 48% of the Social Services FY16 budget, as compared to the 19% budgeted in FY15. The remaining 52% of expenditures is funded through federal and state grants. Because of modifications to the State's General Assistance program eligibility, the FY16 expenditures decreased \$1,123,850, or 8.5%. The new division within Social Services, Portland Community Support Fund, was established to assist previously eligible asylum-seeking and visa-holding clients for a one year transition period. Revenues have decreased by approximately \$4,457,776, or 41.5%. The reduction is due to both a change in the State's General Assistance funding formula and change in eligibility standards related to asylum seekers and shelter expenses.

Department Summary

Department: Social Services

Account: 100-42

		FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown							
Payroll		3,577,042	3,262,608	3,558,542	3,330,349	3,330,349	3,865,245
Benefits		2,500	2,000	2,500	2,500	2,500	2,500
Administrative Services		4,225	4,224	4,225	1,825	1,825	1,825
Client Expenses		8,557,485	8,243,970	8,432,300	4,143,270	4,143,270	7,150,766
Contractual Services		292,956	294,374	324,920	324,920	324,920	288,420
Maintenance and Repairs		26,118	4,494	26,200	26,200	26,200	26,200
Rentals		502,482	502,847	527,342	527,342	527,342	527,342
Supplies		191,600	176,295	173,450	138,650	138,650	173,900
Utilities		120,585	109,932	114,945	114,945	114,945	114,945
Total		13,274,993	12,600,744	13,164,424	8,610,001	8,610,001	12,151,143
Summary by Division							
Social Services Administration	(42-01)	419,625	469,372	383,225	380,825	380,825	380,825
General Assistance	(42-02)	9,236,629	8,897,113	9,114,955	4,759,020	4,759,020	5,230,275
Shelter Division	(42-03)	2,707,081	2,420,801	2,738,193	2,542,105	2,542,105	2,977,992
Refugee Services	(42-04)	344,520	318,253	351,516	351,516	351,516	351,516
Housing & Support Services	(42-05)	567,138	495,205	576,535	576,535	576,535	576,535
Portland Community Support Fund	(42-06)	0	0	0	0	0	2,634,000
Total		13,274,993	12,600,744	13,164,424	8,610,001	8,610,001	12,151,143
Less Revenues		(10,729,166)	(6,861,951)	(7,141,160)	(4,995,353)	(4,995,353)	(6,271,390)
Net Department Total		2,545,827	5,738,793	6,023,264	3,614,648	3,614,648	5,879,753

Social Services Administration

The administrative unit is responsible for overall management of division programs. Administrative services include grant management, data/statistical analysis, payroll and human resources, accounts payable, receivables and other operational costs.

The FY16 Administration expenditure decrease is largely the result of a redistribution of payroll charges to the Shelter division. The divisional revenue decrease is in part attributed to the revenue reallocation to the Housing & Support Services division.

Division Summary

Department: Social Services	Division: Social Services Administration				Account: 100-42-01	
	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	309,668	365,562	276,015	276,015	276,015	276,015
Benefits	2,500	2,000	2,500	2,500	2,500	2,500
Administrative Services	3,375	3,374	3,375	975	975	975
Contractual Services	14,770	14,770	17,370	17,370	17,370	17,370
Maintenance and Repairs	7,500	4,494	2,700	2,700	2,700	2,700
Rentals	57,877	58,242	62,275	62,275	62,275	62,275
Supplies	16,275	13,270	10,875	10,875	10,875	10,875
Utilities	7,660	7,660	8,115	8,115	8,115	8,115
Total	419,625	469,372	383,225	380,825	380,825	380,825
Less Revenues	(114,826)	(133,380)	(68,600)	(68,600)	(68,600)	(68,600)
Net Division Total	304,799	335,992	314,625	312,225	312,225	312,225

Personnel Services Detail

Department: Social Services

Division: Social Services Administration

Account: 100-42-01

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Social Services Administrator	77	23		1	81,150	1	61,629	1	61,629	1	61,629	61,629
Custodial Worker (Proj)	2	98		2	65,671	2	68,892	2	68,892	2	68,892	68,892
Senior Accountant	75	25		1	53,186	1	56,434	1	56,434	1	56,434	56,434
Accountant	70	30		3	112,911	3	116,134	3	116,134	3	116,134	116,134
Account Clerk II	100			1	38,747	1	34,577	1	34,577	1	34,577	34,577
Administrative Assistant (NU)	100			1	30,786	1	32,656	1	32,656	1	32,656	32,656
Less SS Shelters Charges					(15,272)		(33,696)		(33,696)		(33,696)	(33,696)
Less SS H&SS Charges					(59,445)		(63,265)		(63,265)		(63,265)	(63,265)
Overtime					1,934		2,654		2,654		2,654	2,654
Gross Personnel Services				9.0	309,668	9.0	276,015	9.0	276,015	9.0	276,015	276,015

General Assistance

State law requires municipalities to administer General Assistance (GA) which provides for immediate aid to individuals who meet eligibility requirements and are unable to provide basic necessities essential to maintaining themselves or their families. Maine laws state that municipalities have the responsibility to provide financial assistance to all eligible residents of their municipality, as well as non-residents who intend to reside in the municipality and have no other residence. GA provides basic needs in the areas of shelter, housing costs, utilities, food, medication, disposable diapers and hygiene items. All assistance is issued in vouchers and no cash is provided. The GA program processes an average of 1,500 applications per month and provides assistance to 4,350 individuals per year (unduplicated number).

Due to reductions in grants to non-qualified immigrants and changes in the General Assistance billing requirements / reimbursement rate, the City's GA revenue reimbursement was reduced by \$3,800,158 in FY16. Expenditures were also reduced by \$4,006,350 to comply with state regulations regarding non-qualified immigrants.

Division Summary

Department: Social Services **Division:** General Assistance **Account:** 100-42-02

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	354,426	337,255	357,491	290,586	290,586	357,491
Client Expenses	8,557,485	8,243,970	8,432,300	4,143,270	4,143,270	4,583,670
Contractual Services	159,375	160,836	181,025	181,025	181,025	144,525
Maintenance and Repairs	3,000	0	3,000	3,000	3,000	3,000
Rentals	115,095	115,095	102,714	102,714	102,714	102,714
Supplies	30,125	23,825	23,375	23,375	23,375	23,825
Utilities	17,123	16,132	15,050	15,050	15,050	15,050
Total	9,236,629	8,897,113	9,114,955	4,759,020	4,759,020	5,230,275
Less Revenues	(7,039,277)	(4,127,135)	(4,228,562)	(2,179,672)	(2,179,672)	(3,239,119)
Net Division Total	2,197,352	4,769,978	4,886,393	2,579,348	2,579,348	1,991,156

Personnel Services Detail

Department: Social Services

Division: Social Services General Assistance

Account: 100-42-02

Position	Funding Source	FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Social Services Program Mgr	100	1	72,325	1	74,490	1	74,490	1	74,490	1	74,490
Financial Eligibility Spec	100	6	217,766	4	148,477	4	148,477	4	148,477	6	215,382
Financial Elig Spec (Proj)	100	1	33,538	3	101,471	1	34,566	1	34,566	1	34,566
Admin Assistant (CEBA)	100	1	30,797	1	33,053	1	33,053	1	33,053	1	33,053
Gross Personnel Services		9.0	354,426	9.0	357,491	7.0	290,586	7.0	290,586	9.0	357,491

Shelter Division

The Social Services Division operates the Oxford Street Shelter & Community Overflow Shelter for adults and the Family Shelter. These shelters provide safe, temporary housing for homeless adults and families. Services provided include assistance with housing location, case management and crisis intervention. The Oxford Street Shelter has a capacity of 154 beds and also operates an off-site Community Overflow Shelter at the Preble Street Resource Center and a warming center at the General Assistance waiting room. The Family Shelter has a capacity of 104 beds. Shelter services are provided to over 2,200 adults and 305 families each year.

The FY16 expenditure increase is largely due to the additional approved staffing at the Overflow Shelter. State reimbursement revenues declined due to changes in billing requirements, a change in the State's reimbursement percentage rate, and the exclusion of non-qualified immigrants.

Division Summary

Department: Social Services **Division:** Shelter Division **Account:** 100-42-03

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	2,049,085	1,794,128	2,045,139	1,883,851	1,883,851	2,284,938
Administrative Services	850	850	850	850	850	850
Contractual Services	118,811	118,768	126,525	126,525	126,525	126,525
Maintenance and Repairs	15,618	0	20,500	20,500	20,500	20,500
Rentals	285,723	285,723	318,084	318,084	318,084	318,084
Supplies	145,200	139,200	139,200	104,400	104,400	139,200
Utilities	91,794	82,132	87,895	87,895	87,895	87,895
Total	2,707,081	2,420,801	2,738,193	2,542,105	2,542,105	2,977,992
Less Revenues	(2,688,447)	(1,836,901)	(1,982,242)	(1,885,325)	(1,885,325)	(2,101,915)
Net Division Total	18,634	583,900	755,951	656,780	656,780	876,077

Personnel Services Detail

Department: Social Services

Division: Social Services Shelters

Account: 100-42-03

Position	Funding Source		FY15 Approved		FY16 Submission		FY16 Manager's Recommendation		FY16 Finance Committee		FY16 Final Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Program Manager-Shelter Admin	50	50		1	65,483	1	59,793	1	59,793	1	59,793	59,793
(1) Program Coordinator	23	21	56	3	162,969	2	115,703	2	115,703	2	115,703	115,703
Senior Human Service Counselor	32		68	3	139,167	3	147,528	3	147,528	3	147,528	147,528
Senior Human Service Cr (Proj)	50		50	1	41,528	1	43,134	1	43,134	1	43,134	43,134
Clinical Social Worker (Proj)			100	1	61,201	1	64,904	1	64,904	1	64,904	64,904
Human Services Counselor	33		67	3	117,882	3	124,998	3	124,998	3	124,998	124,998
(2) Human Service Counselor (Proj)	36		64	4	155,507	4.8	189,333	4.8	189,333	4.8	189,333	189,333
(3) Human Services Specialist/SS	100			3	114,387	2	76,824	2	76,824	2	76,824	76,824
(4) Human Services Specialist/SS (P			100	0	0	1	36,924	1	36,924	1	36,924	36,924
(5) Shelter Attendant	50		50	6.1	212,395	7.8	279,620	7.8	279,620	7.8	279,620	279,620
(6) Shelter Attendant (Proj)	50		50	10	334,485	8	279,156	5	175,244	5	175,244	606,928
Facilities Manager	50		50	1	51,538	1	53,099	1	53,099	1	53,099	53,099
Maintenance Worker III	50		50	1	41,350	1	42,598	1	42,598	1	42,598	42,598
(7) Maintenance Worker III (Proj)	50		50	0	0	1	40,191	1	40,191	1	40,191	40,191
(8) Maintenance Worker I (Proj)	18		82	1	36,421	0	0	0	0	0	0	0
Custodial Worker (Proj)	50		50	2	63,565	2	67,142	2	67,142	2	67,142	67,142
Admin Assistant (CEBA)	12	14	74	2	65,875	2	71,431	2	71,431	2	71,431	71,431
Charges from Social Svcs Admin	50		50		15,272		33,696		33,696		33,696	33,696
Charges from SS H&SS			100		0		18,842		18,842		18,842	18,842
Temporary Help	50		50		321,380		265,123		207,747		207,747	164,339
Overtime	50		50		48,680		35,100		35,100		35,100	47,911
Gross Personnel Services				42.1	2,049,085	41.6	2,045,139	38.6	1,883,851	38.6	1,883,851	2,284,938

Notes:

- (1) (1) Position Eliminated during FY15
- (2) .8 Position Approved during FY15
- (3) (1) Position Replaced w/ Human Svcs Specialist/SS (Proj) during FY15
- (4) 1 Position Replaced Human Svcs Specialist/SS during FY15
- (5) 1.7 Positions Replaced Shelter Attendant (Proj) during FY15
- (6) (1.7) Positions Replaced w/ Shelter Attend; 9.7 Positions Approved in FY16
- (7) 1 Upgrade from MW I (Proj) during FY14 (Career Ladder)
- (8) (1) Upgrade to MW III (Proj) during FY14 (Career Ladder)

Refugee Services

The Refugee Services Program provides case management services and cultural skills training to secondary migrant refugees in Portland. Multi-lingual staff assists with short term crisis intervention and case work. Services provided include employment and job placement, housing location and life skills training. Refugee Services also operates the Services for Survivors of Torture Program which is funded through the federal office of Refugee Resettlement. This program provides clinical services, counseling and therapy for both refugees and asylum seekers who were victims of torture. The Refugee Services Program provides services to 1,000 individuals per year.

Division Summary

Department: Social Services	Division: Refugee Services				Account: 100-42-04	
	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	296,725	270,458	303,362	303,362	303,362	303,362
Rentals	43,787	43,787	44,269	44,269	44,269	44,269
Utilities	4,008	4,008	3,885	3,885	3,885	3,885
Total	344,520	318,253	351,516	351,516	351,516	351,516
Less Revenues	(319,478)	(269,330)	(285,322)	(285,322)	(285,322)	(285,322)
Net Division Total	25,042	48,923	66,194	66,194	66,194	66,194

Personnel Services Detail

Department: Social Services

Division: Social Services Refugee Services

Account: 100-42-04

Position	Funding			FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Program Manager-PH/SS (Proj)	57	33	10	1	60,392	1	64,057	1	64,057	1	64,057	1	64,057
Senior Human Service Cr (Proj)	100			1	50,880	1	53,978	1	53,978	1	53,978	1	53,978
(1) Human Service Counselor (Proj)	80	20		3.8	154,427	3.6	152,590	3.6	152,590	3.6	152,590	3.6	152,590
Admin Assistant (Proj)	88	12		1	31,026	1	32,737	1	32,737	1	32,737	1	32,737
Gross Personnel Services				6.8	296,725	6.6	303,362	6.6	303,362	6.6	303,362	6.6	303,362

Notes:

(1) (.2) Hours Decrease during FY15

Housing & Support Services

The Housing and Support Services Division provides case management, employment assistance, representative payee services, veteran's services and housing assistance to homeless individuals in Portland. This Division also operates the Home To Stay program which is fully funded by a grant from the Maine State Housing Authority and the Tenant Based Rental Housing Assistance Program (TBRA). Home To Stay provides follow up case management services and housing subsidies to homeless individuals and families. The HUD Home funded TBRA program provides security deposits and first month rental assistance to homeless individuals and families.

Division Summary

Department: Social Services	Division: Housing & Support Services				Account: 100-42-05	
	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	567,138	495,205	576,535	576,535	576,535	576,535
Total	567,138	495,205	576,535	576,535	576,535	576,535
Less Revenues	(567,138)	(495,205)	(576,434)	(576,434)	(576,434)	(576,434)
Net Division Total	0	0	101	101	101	101

Personnel Services Detail

Department: Social Services

Division: Social Services Housing & Support Services

Account: 100-42-05

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Program Coordinator (Proj)	100		1	51,007	1	53,580	1	53,580	1	53,580	1	53,580
Senior Human Service Cr (Proj)	100		1	42,970	1	44,062	1	44,062	1	44,062	1	44,062
Human Services Counselor	54	46	2	84,944	2	88,731	2	88,731	2	88,731	2	88,731
Human Service Counselor (Proj)	20	80	5	197,158	5	209,221	5	209,221	5	209,221	5	209,221
Human Services Elig Specialist	100		2	82,855	2	85,356	2	85,356	2	85,356	2	85,356
Accountant	100		0.5	17,871	0.5	18,536	0.5	18,536	0.5	18,536	0.5	18,536
Admin Assistant (Proj)	100		1	30,888	1	32,626	1	32,626	1	32,626	1	32,626
Charges from Social Svcs Admin	100			59,445		63,265		63,265		63,265		63,265
Less SS Shelters Charges	100			0		(18,842)		(18,842)		(18,842)		(18,842)
Gross Personnel Services			12.5	567,138	12.5	576,535	12.5	576,535	12.5	576,535	12.5	576,535

Portland Community Support Fund

The Portland Community Support Fund, a new division in FY16, was established to provide basic necessities assistance for immigrants who have received General Assistance in the past but are now deemed non-qualified for reimbursement by the State. During Fiscal Year 2015, the City was notified by the Maine Department of Health and Human Services that it was implementing a new policy and would no longer reimburse the City for the General Assistance payments that the City had made to persons seeking asylum in the United States, citing as its authority the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (PRWORA).

This city program allows the individuals and families receiving benefits as of June 30, 2015, to receive assistance for a one year transition period.

Division Summary

Department: Social Services	Division: Portland Community Support Fund					Account: 100-42-06
	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	0	0	0	0	0	66,904
Client Expenses	0	0	0	0	0	2,567,096
Total	0	0	0	0	0	2,634,000

Personnel Services Detail

Department: Social Services

Division: Portland Community Support Fund

Account: 100-42-06

Position	Funding Source	FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Financial Eligibility Spec	100	0	0	0	0	0	0	0	0	2	66,904
Gross Personnel Services		0.0	0	0.0	0	0.0	0	0.0	0	2.0	66,904

Notes:

(1) 2 New Positions Approved in FY16

Barron Center

The Barron Center, a division of the Department of Health & Human Services, is the state's second largest long-term care nursing facility. The former Portland City Hospital serves the residents of Portland and the surrounding communities. The Barron Center's three major funding sources are the MaineCare (Medicaid) Program, the Medicare Program, and private insurances. The Barron Center consists of nine divisions.

The Barron Center's expenditure budget increased \$334,560 or 2.2% primarily due to wage increases. Barron Center revenues increased \$928,337, or 5.1%; this increase is related to the acuity of residents and the higher reimbursement associated for care based on acuity.

Department Summary

Department: Barron Center

Account: 107-43

		FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown							
Payroll		11,188,897	11,045,765	11,652,592	11,652,592	11,652,592	11,652,592
Benefits		27,985	27,860	27,630	27,630	27,630	27,630
Administrative Services		68,153	67,861	58,120	28,985	28,985	28,985
Client Expenses		32,015	29,345	29,710	29,710	29,710	29,710
Contractual Services		1,113,552	983,489	1,014,142	1,006,142	1,006,142	1,006,142
Maintenance and Repairs		145,195	125,865	131,058	131,058	131,058	131,058
Rentals		30,735	60,597	45,745	45,745	45,745	45,745
Supplies		2,254,230	2,104,818	2,316,762	2,289,262	2,289,262	2,289,262
Minor Capital Items		42,000	0	39,500	30,000	30,000	30,000
Utilities		440,695	426,608	436,893	436,893	436,893	436,893
Capital Outlay		0	169,307	55,000	0	0	0
Total		15,343,457	15,041,515	15,807,152	15,678,017	15,678,017	15,678,017
Summary by Division							
Barron Center Administration	(43-01)	1,828,081	1,761,340	1,835,741	1,815,741	1,815,741	1,815,741
Office of Elder Affairs	(43-15)	327,053	306,002	339,760	335,305	335,305	335,305
Therapeutic Recreation	(43-16)	261,477	243,792	263,611	262,411	262,411	262,411
Nursing Administration	(43-21)	1,135,044	1,012,883	1,242,987	1,195,457	1,195,457	1,195,457
Nursing Direct Care	(43-30)	6,485,308	6,516,077	6,785,875	6,785,875	6,785,875	6,785,875
Nutrition and Supply	(43-40)	3,113,516	3,172,229	3,252,004	3,215,404	3,215,404	3,215,404
Environmental Services	(43-70)	1,096,169	1,061,923	992,578	992,228	992,228	992,228
Housekeeping	(43-72)	609,515	509,033	619,246	600,246	600,246	600,246
Laundry Services	(43-73)	487,294	458,236	475,350	475,350	475,350	475,350
Total		15,343,457	15,041,515	15,807,152	15,678,017	15,678,017	15,678,017
Less Revenues		(18,244,018)	(18,375,520)	(19,088,585)	(19,172,355)	(19,172,355)	(19,172,355)
Net Department Total		(2,900,561)	(3,334,005)	(3,281,433)	(3,494,338)	(3,494,338)	(3,494,338)

Barron Center Administration

Administration is responsible for the overall operations and administration of the Barron Center's 266.7 budgeted positions. Finance is responsible for the financial operations, which includes budgeting, payroll, accounts payable, accounts receivable, financial reporting, and financial projections. Labor Relations handles all personnel related issues and assists in contract negotiations. Social Services coordinates all resident admissions and provides for the psychosocial needs of the residents and their families. The medical director is responsible for staff physician services to residents and consultation with the administrator and nursing.

The Administration budget's decrease of \$12,340, or 0.7%, is attributed to a decrease in laboratory and medical services, the temporary allocation of training funds in the Human Resources budget, and wage increases.

Division Summary

Department: Barron Center **Division:** Barron Center Administration **Account:** 107-43-01

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	784,421	769,169	813,651	813,651	813,651	813,651
Administrative Services	36,790	43,069	36,040	27,540	27,540	27,540
Contractual Services	914,500	876,727	887,905	879,905	879,905	879,905
Maintenance and Repairs	13,735	13,735	13,600	13,600	13,600	13,600
Rentals	4,450	4,450	4,630	4,630	4,630	4,630
Supplies	51,595	40,150	57,875	54,375	54,375	54,375
Minor Capital Items	8,000	0	8,000	8,000	8,000	8,000
Utilities	14,590	14,040	14,040	14,040	14,040	14,040
Total	1,828,081	1,761,340	1,835,741	1,815,741	1,815,741	1,815,741

Personnel Services Detail

Department: Barron Center

Division: Barron Center Administration

Account: 107-43-01

Position	Funding Source	City Fed Oth	FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
			Approved		Submission		Recommendation		Committee		Allowance	
			#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Director Health & Human Svcs	100		1	107,520	1	111,177	1	111,177	1	111,177	1	111,177
Long Term Care Administrator	100		1	86,461	1	91,743	1	91,743	1	91,743	1	91,743
Financial Administrator	100		1	66,880	1	69,609	1	69,609	1	69,609	1	69,609
Dir Social Services/Admissions	100		1	64,583	1	68,512	1	68,512	1	68,512	1	68,512
Principal Admin Officer	100		1	65,488	1	69,046	1	69,046	1	69,046	1	69,046
Senior Admin Officer	100		1	53,897	1	57,176	1	57,176	1	57,176	1	57,176
Accountant	100		2	82,017	2	77,172	2	77,172	2	77,172	2	77,172
Executive Assistant	100		1	43,970	1	46,667	1	46,667	1	46,667	1	46,667
Geriatric Social Worker	100		3	120,708	3	126,268	3	126,268	3	126,268	3	126,268
Switchboard Operator	100		2.1	66,127	2.1	67,855	2.1	67,855	2.1	67,855	2.1	67,855
Receptionist	100		0.7	18,545	0.7	19,631	0.7	19,631	0.7	19,631	0.7	19,631
Temporary Help				2,525		2,600		2,600		2,600		2,600
Overtime				2,394		2,400		2,400		2,400		2,400
Holiday Payments				3,306		3,795		3,795		3,795		3,795
Gross Personnel Services			14.8	784,421	14.8	813,651	14.8	813,651	14.8	813,651	14.8	813,651

Office of Elder Affairs

The Office of Elder Affairs serves Portland's seniors in two specific ways: (1) The Elder Advocate which provides information and referral services, short term case management, and advocacy services (2) The Adult Day Health I & II programs provide day health services to the frail elderly and the chronically ill who live in the community.

The Office of Elder Affairs expense budget increased \$8,252, or 2.5%, mainly due to wage increases.

Division Summary

Department: Barron Center

Division: Office of Elder Affairs

Account: 107-43-15

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	289,223	273,006	301,430	301,430	301,430	301,430
Administrative Services	2,200	2,200	4,455	0	0	0
Contractual Services	4,315	3,915	4,315	4,315	4,315	4,315
Supplies	30,115	25,681	28,360	28,360	28,360	28,360
Utilities	1,200	1,200	1,200	1,200	1,200	1,200
Total	327,053	306,002	339,760	335,305	335,305	335,305
Less Revenues	(279,760)	(285,045)	(293,060)	(293,060)	(293,060)	(293,060)
Net Division Total	47,293	20,957	46,700	42,245	42,245	42,245

Personnel Services Detail

Department: Barron Center

Division: Office of Elder Affairs

Account: 107-43-15

Position	Funding Source		FY15 Approved		FY16 Submission		FY16 Manager's Recommendation		FY16 Finance Committee		FY16 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Director of Elder Affairs	77	23	1	65,045	1	69,002	1	69,002	1	69,002	1	69,002
Adult Day Services Nurse	100		0.8	48,672	0.8	50,153	0.8	50,153	0.8	50,153	0.8	50,153
Certified Nurse Aide (CNA)	100		4	136,636	4	140,751	4	140,751	4	140,751	4	140,751
CNA (Proj)			1.3	38,370	1.3	41,274	1.3	41,274	1.3	41,274	1.3	41,274
Temporary Help				500		250		250		250		250
Gross Personnel Services			7.1	289,223	7.1	301,430	7.1	301,430	7.1	301,430	7.1	301,430

Therapeutic Recreation

Recreation Therapy provides a broad variety of individual and group recreational activities for all residents and also oversees the 150 member volunteer program.

The Recreation Therapy budget increased slightly by \$934, or 0.4%.

Division Summary

Department: Barron Center **Division:** Therapeutic Recreation **Account:** 107-43-16

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	243,177	225,015	244,311	244,311	244,311	244,311
Administrative Services	1,200	600	1,200	0	0	0
Contractual Services	5,600	8,090	6,600	6,600	6,600	6,600
Supplies	11,500	10,087	11,500	11,500	11,500	11,500
Total	261,477	243,792	263,611	262,411	262,411	262,411

Personnel Services Detail

Department: Barron Center

Division: Therapeutic Recreation

Account: 107-43-16

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Director Recreation/Comm Relat	100		1	60,743	1	63,224	1	63,224	1	63,224	1	63,224
Recreation Assistant	100		5	178,289	5	177,306	5	177,306	5	177,306	5	177,306
Temporary Help	100			2,295		1,295		1,295		1,295		1,295
Overtime				280		772		772		772		772
Holiday Payments				1,570		1,714		1,714		1,714		1,714
Gross Personnel Services			6.0	243,177	6.0	244,311	6.0	244,311	6.0	244,311	6.0	244,311

Nursing Administration

Nursing Administration is responsible for the supervision and management of the Nursing Direct Care division in two buildings 24-hours per day, seven days a week. The division's 17.4 positions provide clinical nursing supervision and direction to the Barron Center's nursing staff on the five nursing units in the main building and the fifty bed Alzheimer's unit (Barron Center II). Staffing patterns on the six units are continually adjusted to meet the changing needs of the resident population and to meet State of Maine mandated minimum staffing ratios.

The Nursing Administration budget increased by \$60,413, or 5.3%. This increase is attributed mainly to general wage increases and a .4 FTE staffing increase for an Admission/Restorative Nurse position.

Division Summary

Department: Barron Center **Division:** Nursing Administration **Account:** 107-43-21

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	1,056,869	958,599	1,129,442	1,129,442	1,129,442	1,129,442
Benefits	7,500	6,000	7,500	7,500	7,500	7,500
Administrative Services	10,555	5,134	13,030	0	0	0
Contractual Services	21,405	18,160	19,800	19,800	19,800	19,800
Supplies	32,215	24,990	32,215	32,215	32,215	32,215
Minor Capital Items	6,500	0	16,000	6,500	6,500	6,500
Capital Outlay	0	0	25,000	0	0	0
Total	1,135,044	1,012,883	1,242,987	1,195,457	1,195,457	1,195,457

Personnel Services Detail

Department: Barron Center

Division: Nursing Administration

Account: 107-43-21

Position	Funding Source	FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Director of Nursing	100	1	78,768	1	79,547	1	79,547	1	79,547	1	79,547
Asst Dir of Nursing Serv	100	1	64,997	1	70,481	1	70,481	1	70,481	1	70,481
Principal RN (BC)	100	4	239,176	4	245,010	4	245,010	4	245,010	4	245,010
(1) RSD	100	9.6	572,692	10	623,406	10	623,406	10	623,406	10	623,406
LPN	100	1	51,717	1	54,454	1	54,454	1	54,454	1	54,454
(2) Dental Hygienist	100	0.3	19,619	0.4	25,264	0.4	25,264	0.4	25,264	0.4	25,264
Temporary Help			2,080		2,080		2,080		2,080		2,080
Overtime			17,540		16,859		16,859		16,859		16,859
Holiday Payments			10,280		12,341		12,341		12,341		12,341
Gross Personnel Services		16.9	1,056,869	17.4	1,129,442	17.4	1,129,442	17.4	1,129,442	17.4	1,129,442

Notes:

(1) .4 Hours Increase Approved during FY15

(2) .1 Hours Increase Approved during FY15

Nursing Direct Care

Nursing Direct Care is comprised of six nursing units: Zolov, 2 North, 2 South, 3 North, 3 South, and Barron Center (BC) II. Each nursing unit focuses in a specialized form of care:

- The Zolov Unit is located on the main floor of the facility, is a 25 bed unit for short-term rehabilitation and more intensive-care residents.
- 2 North is a 36 bed unit located on the second floor. The majority of the patients on 2 North have long-term skilled nursing needs requiring higher levels of professional staff to meet their clinical needs.
- 2 South is a 36 bed unit located on the second floor. The dementia residents on the 2 South unit (continuing care dementia) are the most labor intensive, and are often completely dependent on nursing care services as a result of their specific disease process.
- 3 North and 3 South are both 36 bed units located on the third floor, which are traditional long-term care units.
- BC II is a 50 bed unit, managed as five 10 bed "neighborhoods" which provide Alzheimer related / type services. Residents of BC II are highly mobile and require unique staffing considerations.

The Nursing Direct Care budget consists only of wages, and has increased \$300,567 or 4.6%.

Division Summary

Department: Barron Center	Division: Nursing Direct Care				Account: 107-43-30	
	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	6,485,308	6,510,847	6,785,875	6,785,875	6,785,875	6,785,875
Benefits	0	5,230	0	0	0	0
Total	6,485,308	6,516,077	6,785,875	6,785,875	6,785,875	6,785,875

Personnel Services Detail

Department: Barron Center

Division: Nursing Direct Care

Account: 107-43-30

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
RN	100			16.4	924,209	16.4	953,858	16.4	953,858	16.4	953,858	953,858
LPN	100			16.7	833,721	16.7	870,182	16.7	870,182	16.7	870,182	870,182
Certified Nurse Aide (CNA)	100			118.5	3,712,414	118.5	3,900,951	118.5	3,900,951	118.5	3,900,951	3,900,951
Unit Clerk	100			6	218,289	6	225,206	6	225,206	6	225,206	225,206
Temporary Help					198,290		204,240		204,240		204,240	204,240
Overtime					355,545		341,537		341,537		341,537	341,537
Holiday Payments					242,840		289,901		289,901		289,901	289,901
Gross Personnel Services				157.6	6,485,308	157.6	6,785,875	157.6	6,785,875	157.6	6,785,875	6,785,875

Nutrition and Supply

The Nutrition and Supply division consists of Resident Nutrition, Cafeteria / Catering, and Central Medical Supply. The Resident Nutrition program is responsible for the therapeutic and nutritional needs of the residents. The Cafeteria / Catering program provides food services for employees, residents, families, visitors, and operates The Clock Tower Cafe at City Hall. The catering services are for City functions, receptions, and celebrations. Central Medical Supply purchases, receives, stores and distributes routine medical supplies, over the counter drugs, and other supplies for several divisions.

Nutrition and Supply's budget increased \$101,888 or 3.3%. The rise in expenses is largely attributed to increased costs in food, pharmacy and medical supply expenses, as well as increased wage costs.

Division Summary

Department: Barron Center

Division: Nutrition and Supply

Account: 107-43-40

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	1,171,736	1,238,527	1,217,872	1,217,872	1,217,872	1,217,872
Benefits	13,380	11,380	13,380	13,380	13,380	13,380
Administrative Services	3,000	2,600	3,045	1,445	1,445	1,445
Client Expenses	32,015	29,345	29,710	29,710	29,710	29,710
Contractual Services	36,310	34,525	36,535	36,535	36,535	36,535
Maintenance and Repairs	13,500	13,500	13,500	13,500	13,500	13,500
Rentals	26,285	56,147	41,115	41,115	41,115	41,115
Supplies	1,805,290	1,786,205	1,866,847	1,861,847	1,861,847	1,861,847
Minor Capital Items	12,000	0	0	0	0	0
Capital Outlay	0	0	30,000	0	0	0
Total	3,113,516	3,172,229	3,252,004	3,215,404	3,215,404	3,215,404

Personnel Services Detail

Department: Barron Center

Division: Nutrition and Supply

Account: 107-43-40

Position	Funding Source	FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Dir Nutrition & Cen Med Supply	100	1	72,246	1	75,923	1	75,923	1	75,923	1	75,923
Asst Director Food Services	100	1	46,956	1	49,310	1	49,310	1	49,310	1	49,310
Materials Manager	100	1	41,730	1	42,978	1	42,978	1	42,978	1	42,978
Licensed Dietetic Technician	100	3	111,689	3	116,111	3	116,111	3	116,111	3	116,111
Cook II	100	1	43,368	1	44,636	1	44,636	1	44,636	1	44,636
Cook I	100	4	137,307	4	144,945	4	144,945	4	144,945	4	144,945
Cafeteria Cook	100	3	102,575	3	102,936	3	102,936	3	102,936	3	102,936
Support Team Worker	100	19	556,715	19	577,040	19	577,040	19	577,040	19	577,040
Overtime			28,788		26,283		26,283		26,283		26,283
Holiday Payments			30,362		34,710		34,710		34,710		34,710
Temporary Help			0		3,000		3,000		3,000		3,000
Gross Personnel Services		33.0	1,171,736	33.0	1,217,872	33.0	1,217,872	33.0	1,217,872	33.0	1,217,872

Environmental Services

The Environmental Services division consists of Buildings and Ground Maintenance. The Buildings and Ground Maintenance program is responsible for the physical plant, grounds, utilities, and safety on the twelve-acre Brighton Avenue health care campus.

The Environmental Services budget decreased \$103,941, or 9.5%. This decrease is primarily attributed to specific building renovation / building maintenance monies allocated in FY15.

Division Summary

Department: Barron Center **Division:** Environmental Services **Account:** 107-43-70

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	317,429	280,349	314,010	314,010	314,010	314,010
Benefits	3,855	2,855	3,350	3,350	3,350	3,350
Administrative Services	14,408	14,258	350	0	0	0
Contractual Services	128,422	39,031	55,987	55,987	55,987	55,987
Maintenance and Repairs	108,610	89,280	94,893	94,893	94,893	94,893
Supplies	98,540	55,475	102,335	102,335	102,335	102,335
Utilities	424,905	411,368	421,653	421,653	421,653	421,653
Capital Outlay	0	169,307	0	0	0	0
Total	1,096,169	1,061,923	992,578	992,228	992,228	992,228

Personnel Services Detail

Department: Barron Center

Division: Environmental Services

Account: 107-43-70

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Dir Environmental Services	100		1	62,774	1	66,440	1	66,440	1	66,440	1	66,440
Master Electrician	100		1	44,755	1	46,104	1	46,104	1	46,104	1	46,104
(1) Maintenance Worker III	100		4	174,985	3	135,304	3	135,304	3	135,304	3	135,304
(2) Maintenance Worker I	100		0	0	1	36,580	1	36,580	1	36,580	1	36,580
Temporary Help				8,000		8,000		8,000		8,000		8,000
Overtime				24,310		19,742		19,742		19,742		19,742
Holiday Payments				2,605		1,840		1,840		1,840		1,840
Gross Personnel Services			6.0	317,429	6.0	314,010	6.0	314,010	6.0	314,010	6.0	314,010

Notes:

- (1) (1) Position Replaced w/ MW I during FY15 (Career Ladder)
- (2) 1 Position Replaced MW III during FY15 (Career Ladder)

Housekeeping

The goals and responsibilities of the Housekeeping staff are to provide a clean and appealing environment for all residents of the Barron Center.

The Housekeeping budget decreased \$9,269 or 1.5%. This decrease is mostly attributed to the reduction in the number of bed replacements.

Division Summary

Department: Barron Center

Division: Housekeeping

Account: 107-43-72

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	434,370	400,952	440,986	440,986	440,986	440,986
Benefits	2,000	1,395	2,000	2,000	2,000	2,000
Contractual Services	3,000	3,041	3,000	3,000	3,000	3,000
Maintenance and Repairs	1,350	1,350	1,065	1,065	1,065	1,065
Supplies	153,295	102,295	156,695	137,695	137,695	137,695
Minor Capital Items	15,500	0	15,500	15,500	15,500	15,500
Total	609,515	509,033	619,246	600,246	600,246	600,246

Personnel Services Detail

Department: Barron Center

Division: Housekeeping

Account: 107-43-72

Position	Funding Source	FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Housekeeping Supervisor	100	1	41,917	1	39,454	1	39,454	1	39,454	1	39,454
Support Team Worker	100	13	348,958	13	366,422	13	366,422	13	366,422	13	366,422
Temporary Help			8,960		7,360		7,360		7,360		7,360
Overtime			19,320		10,967		10,967		10,967		10,967
Holiday Payments			15,215		16,783		16,783		16,783		16,783
Gross Personnel Services		14.0	434,370	14.0	440,986	14.0	440,986	14.0	440,986	14.0	440,986

Laundry Services

The Laundry division provides a clean and adequate supply of laundry to the residents. Personal laundry services are provided to nearly all of the residents. Laundry services are also provided to the City's Oxford Street Shelter for men and various Public Health Facilities run by the City of Portland.

The Laundry budget decreased by \$11,944, or 2.5%.

Division Summary

Department: Barron Center **Division:** Laundry Services **Account:** 107-43-73

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	406,364	389,301	405,015	405,015	405,015	405,015
Benefits	1,250	1,000	1,400	1,400	1,400	1,400
Maintenance and Repairs	8,000	8,000	8,000	8,000	8,000	8,000
Supplies	71,680	59,935	60,935	60,935	60,935	60,935
Total	487,294	458,236	475,350	475,350	475,350	475,350

Personnel Services Detail

Department: Barron Center

Division: Laundry Services

Account: 107-43-73

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Laundry Supervisor	100		1	46,956	1	38,347	1	38,347	1	38,347	1	38,347
Support Team Worker	100		7.8	232,813	7.8	247,445	7.8	247,445	7.8	247,445	7.8	247,445
Laborer	100		2	67,180	2	69,868	2	69,868	2	69,868	2	69,868
Temporary Help				27,415		24,355		24,355		24,355		24,355
Overtime				16,320		10,252		10,252		10,252		10,252
Holiday Payments				15,680		14,748		14,748		14,748		14,748
Gross Personnel Services			10.8	406,364	10.8	405,015	10.8	405,015	10.8	405,015	10.8	405,015

Debt Service

The Debt Service account provides for the payment of the principal and interest on the City's outstanding General Obligation Bonds, as well as the cost for the current-year bond issuance. Revenue in this department is from bond costs, primarily for the enterprise funds and the School Department.

Department Summary

Department: Debt Service

Account: 100-47

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Contractual Services	860,100	859,085	908,200	908,200	908,200	908,200
Debt Service	34,308,603	34,308,516	34,990,611	34,761,650	34,761,650	34,761,650
Total	35,168,703	35,167,601	35,898,811	35,669,850	35,669,850	35,669,850
Less Revenues	(14,627,826)	(14,627,826)	(13,731,813)	(13,731,813)	(13,731,813)	(13,731,813)
Net Department Total	20,540,877	20,539,775	22,166,998	21,938,037	21,938,037	21,938,037

Library

Portland Public Library is a general purpose library system that serves the Portland community by providing a diverse collection of books, media, programs, classes, and electronic resources at four branch locations and a Portable Library (Bookmobile). Portland Public Library (PPL) also provides patrons with access to materials nationwide through its Interlibrary Loan program. PPL services support and encourage the educational, informational, civic, and recreational interests of all members of the community. As a regional library, PPL resources are available to citizens throughout Cumberland and York Counties and, via reciprocal service agreements, with other libraries nationwide.

Portland Public Library is governed by a Board of Trustees who serve three year staggered terms. As an independent 501c3 non profit organization, PPL finances all its collections, programs, and outreach through an Annual Campaign, operational grants, fees, and endowment income. The City of Portland owns the land and buildings in which the Library operates its branch locations. Municipal support from the City of Portland, Cumberland County, and the Maine State Library is directed solely to the infrastructure needs of these buildings and the salaries of Library employees.

In April 2010, the Main Library located on Monument Square completed Phase I of a renovation project. This location now features increased natural light and more flexible, useable public space, meaning PPL can now welcome and engage with a broader spectrum of users. Visitation and use of the Library's collection and resources have greatly increased as a result of the renovation. Phase II of the Main Library renovation is in the conceptual planning phase.

In 2013, following a comprehensive community survey by the Library the year before, PPL began its Portable Library Program in neighborhoods throughout the City. This effort encompasses the Bookmobile, deposit collections, and other outreach that serves Portland citizens with practical challenges to reaching a library location to access resources.

Department Summary

Department: Library

Account: 100-48

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	2,561,184	2,570,684	2,691,000	2,691,000	2,646,000	2,646,000
Benefits	385,000	385,000	385,000	385,000	385,000	385,000
Contributions	645,731	636,231	695,511	605,713	650,713	650,713
Total	3,591,915	3,591,915	3,771,511	3,681,713	3,681,713	3,681,713

Personnel Services Detail

Department: Public Library

Division: Public Library

Account: 100-48-00

Position	Funding	FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Library Executive Director	100	1	103,513	1	106,617	1	106,617	1	92,015	1	92,015
Library Associate Director	100	1	75,551	1	77,813	1	77,813	1	77,813	1	77,813
Library Dir of Human Resources	100	1	70,830	1	72,950	1	72,950	1	72,950	1	72,950
Library Director of Finance & Ope	100	1	70,830	1	72,950	1	72,950	1	72,950	1	72,950
Library Development Manager	100	0.7	28,760	1	72,950	1	72,950	1	72,950	1	72,950
Library Programming Manager	100	0.8	34,402	0.8	35,428	0.8	35,428	0.8	35,428	0.8	35,428
Library Asst to the Director	100	1	44,514	1	45,845	1	45,845	1	45,845	1	45,845
Library Finance / HR Specialist	100	1	45,866	1	47,249	1	47,249	1	47,249	1	47,249
Librarian III	100	4	259,149	3	208,826	3	208,826	3	208,826	3	208,826
Librarian II	100	4	196,714	4	208,455	4	208,455	4	208,455	4	208,455
Librarian I	100	6	300,309	6.5	327,752	6.5	327,752	6.5	310,592	6.5	310,592
Library Senior Tech Asst II	100	4.1	174,908	4.2	180,838	4.2	180,838	4.2	183,763	4.2	183,763
Library Senior Tech Asst	100	8.6	347,125	7.7	333,604	7.7	333,604	7.7	320,500	7.7	320,500
Library Tech Assistant	100	8.5	302,013	10.7	381,703	10.7	381,703	10.6	383,266	10.6	383,266
Library Supr Maint & Secuirty	100	1	40,995	1	42,218	1	42,218	1	42,218	1	42,218
Library Maintenance / Security	100	2.1	62,732	2	63,843	2	63,843	2	63,843	2	63,843
Library Maintenance	100	2.2	65,640	2.2	68,655	2.2	68,655	2.2	68,655	2.2	68,655
Library Assistant II	100	4.4	144,114	4.4	148,414	4.4	148,414	4.4	146,792	4.4	146,792
Library Assistant	100	0.5	18,219	0.5	19,890	0.5	19,890	0.5	19,890	0.5	19,890
Separation Pay	100		7,500		10,000		10,000		10,000		10,000
Temporary Help	100		155,000		150,000		150,000		147,000		147,000
Overtime	100		12,500		15,000		15,000		15,000		15,000
Gross Personnel Services		52.9	2,561,184	54.0	2,691,000	54.0	2,691,000	53.9	2,646,000	53.9	2,646,000

Pension

The City makes contributions for the future retirement of employees and disability payments.

The City has two separate defined benefit pension plans. Full retirement benefits are available to non-Public Safety employees with 25 years of service at age 60, and Public Safety employees with 25 years of service. There is also a plan covering grandfathered Public Safety employees with 20 years of service. Contributions to the Maine Public Employees Retirement System (MainePERS) are made by both the employee and the City. Generally, participants are vested after five creditable years of service.

Employees also have the choice of an International City Management Association Retirement Corporation (ICMA RC) 401(a) defined contribution plan.

Department Summary

Department: Pension

Account: 100-51

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Benefits	6,588,237	6,549,034	7,277,310	7,168,175	7,177,477	7,177,477
Total	6,588,237	6,549,034	7,277,310	7,168,175	7,177,477	7,177,477
Less Revenues	(1,287,010)	(1,308,001)	(1,476,515)	(1,497,348)	(1,497,348)	(1,497,348)
Net Department Total	5,301,227	5,241,033	5,800,795	5,670,827	5,680,129	5,680,129

Employee Benefits

The Employee Benefits account consists of the following divisions: Health Insurance Program, Workers' Compensation, Group Life Insurance, Unemployment, and FICA. Since all benefit costs for the City are budgeted for in one account, this budget is considered a non-departmental budget. The Department of Human Resources has oversight responsibility.

Department Summary

Department: Employee Benefits

Account: 100-52

		FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown							
Benefits		15,874,787	15,131,860	16,350,121	16,264,403	16,266,089	16,266,089
Administrative Services		939,578	870,403	1,016,240	949,640	949,640	949,640
Contractual Services		961,500	895,535	899,000	839,000	839,000	839,000
Rentals		10,500	10,500	10,800	10,800	10,800	10,800
Insurance		609,000	823,980	824,980	759,980	759,980	759,980
Utilities		1,420	1,420	1,420	1,420	1,420	1,420
Contributions		113,775	113,775	113,775	113,775	113,775	113,775
Total		18,510,560	17,847,473	19,216,336	18,939,018	18,940,704	18,940,704
Summary by Division							
Health Insurance Program	(52-02)	15,544,865	14,744,988	15,981,850	15,915,250	15,915,250	15,915,250
Workers' Compensation	(52-03)	1,629,275	1,762,980	1,782,755	1,657,755	1,657,755	1,657,755
Group Life Insurance	(52-05)	189,420	193,000	198,790	198,790	198,790	198,790
Unemployment	(52-06)	175,000	175,000	175,000	150,000	150,000	150,000
FICA	(52-07)	972,000	971,505	1,077,941	1,017,223	1,018,909	1,018,909
Total		18,510,560	17,847,473	19,216,336	18,939,018	18,940,704	18,940,704
Less Revenues		(5,000,584)	(5,088,463)	(4,828,844)	(5,084,981)	(5,084,981)	(5,084,981)
Net Department Total		13,509,976	12,759,010	14,387,492	13,854,037	13,855,723	13,855,723

Health Insurance Program

The Health Insurance account provides funding for the City's self-insured health plan. The City picks up the full cost of medical coverage for all full-time employees as well as the family costs for grandfathered employees. For all remaining employees, the City picks up 81% of employee and child(ren) costs, 77% of employee and adult costs and 70% of family costs. Claim payments are made by a third party administrator.

Division Summary

Department: Employee Benefits	Division: Health Insurance Program				Account: 100-52-02	
	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Benefits	14,538,367	13,792,355	14,898,390	14,898,390	14,898,390	14,898,390
Administrative Services	994,578	940,713	1,071,240	1,004,640	1,004,640	1,004,640
Rentals	10,500	10,500	10,800	10,800	10,800	10,800
Utilities	1,420	1,420	1,420	1,420	1,420	1,420
Total	15,544,865	14,744,988	15,981,850	15,915,250	15,915,250	15,915,250
Less Revenues	(4,763,856)	(4,767,816)	(4,561,856)	(4,800,045)	(4,800,045)	(4,800,045)
Net Division Total	10,781,009	9,977,172	11,419,994	11,115,205	11,115,205	11,115,205

Workers' Compensation

The City is self-insured under the provisions of the Maine Workers' Compensation Act. Our third-party administrator, Maine Municipal Association, processes all claims and maintains files and provides WC Board filing of notices. Monthly reports are received from MMA outlining payments made for medical, legal, indemnity and other expenditures on open claims. This account includes all the aforementioned payments as well as administration fees charged based on claims activity. When applicable, this account also carries the debt payments on bonds purchased for the settlement of on-going WC claims. The Risk Prevention line, which funds the City's Drug and Alcohol Testing program, is also a function of this budget.

Division Summary

Department: Employee Benefits **Division:** Workers' Compensation **Account:** 100-52-03

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Administrative Services	(55,000)	(70,310)	(55,000)	(55,000)	(55,000)	(55,000)
Contractual Services	961,500	895,535	899,000	839,000	839,000	839,000
Insurance	609,000	823,980	824,980	759,980	759,980	759,980
Contributions	113,775	113,775	113,775	113,775	113,775	113,775
Total	1,629,275	1,762,980	1,782,755	1,657,755	1,657,755	1,657,755
Less Revenues	(156,030)	(238,959)	(179,042)	(179,042)	(179,042)	(179,042)
Net Division Total	1,473,245	1,524,021	1,603,713	1,478,713	1,478,713	1,478,713

Group Life Insurance

The Group Life Insurance account pays the full cost of this insurance for qualified retirees, Police, Fire and EMS. The City's contributions are based on the employee's actual wages. The wages are multiplied by the applicable insurance rate per \$1,000. This program is administered by the Maine Public Employees Retirement System (MainePERS).

All other City employees pay the entire cost of life insurance.

The revenues received are from inter-fund transfers to the Jetport for the cost of the group life insurance contributions paid on the public safety employees assigned to the Air Rescue Station and Jetport Security forces.

Division Summary

Department: Employee Benefits	Division: Group Life Insurance				Account: 100-52-05	
	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Benefits	189,420	193,000	198,790	198,790	198,790	198,790
Total	189,420	193,000	198,790	198,790	198,790	198,790
Less Revenues	(7,924)	(7,924)	(2,870)	(7,924)	(7,924)	(7,924)
Net Division Total	181,496	185,076	195,920	190,866	190,866	190,866

Unemployment

The Unemployment Insurance Program is mandated by state and federal law. The City is self-insured and reimburses the state for all benefits paid to eligible recipients as determined by the Maine Unemployment Security Commission.

Division Summary

Department: Employee Benefits **Division:** Unemployment **Account:** 100-52-06

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Benefits	175,000	175,000	175,000	150,000	150,000	150,000
Total	175,000	175,000	175,000	150,000	150,000	150,000

FICA

In 1986, the Internal Revenue Service began requiring employees covered by pension plans other than Social Security to contribute to Medicare. Therefore, employees hired after April 1, 1986, are required to contribute a percentage of their annual wages for Medicare coverage. The City must also make a matching contribution. The current rate is 1.45%.

Division Summary

Department: Employee Benefits	Division: FICA				Account: 100-52-07	
	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Benefits	972,000	971,505	1,077,941	1,017,223	1,018,909	1,018,909
Total	972,000	971,505	1,077,941	1,017,223	1,018,909	1,018,909
Less Revenues	(72,774)	(73,764)	(85,076)	(97,970)	(97,970)	(97,970)
Net Division Total	899,226	897,741	992,865	919,253	920,939	920,939

Contingency

The Contingency account provides funds which are set aside as a necessary provision for meeting unforeseen contingencies and emergencies which may arise during the year. Expenditures for contingencies arising in the implementation of the policies and work programs established by the City Council are authorized by the City Manager.

The FY16 expenditure increase includes the addition of monies for legal services related to the recent General Assistance eligibility changes, the new Stormwater Utility costs effective January of 2016, and the Parks Commission Master Plan.

Department Summary

Department: Contingency

Account: 100-61

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Administrative Services	750	742	750	750	750	750
Contractual Services	124,250	124,250	174,250	799,250	799,250	479,250
Utilities	0	0	131,000	131,000	131,000	131,000
Total	125,000	124,992	306,000	931,000	931,000	611,000

Liability Insurance

This account funds the City's self-insurance program, including the defense and/or settlement of claims against the City, and repair of damage to City property. Claims are processed in-house in the legal department through Maine Municipal Association's (MMA) property and casualty pool. In addition, the City purchases insurance policies to cover property and liability exposures that could possibly exceed the liability limits set forth in the Maine Tort Claims Act.

Insurance premiums are charged to enterprise funds for buildings and contents, boiler, crime bond, and marine coverage. Revenue is also derived through subrogation to third parties for damage to City property.

Department Summary

Department: Liability Insurance

Account: 100-62

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Administrative Services	5,200	6,500	5,200	5,200	5,200	5,200
Contractual Services	20,000	10,519	20,000	20,000	20,000	20,000
Insurance	738,790	845,133	749,803	749,803	749,803	749,803
Total	763,990	862,152	775,003	775,003	775,003	775,003
Less Revenues	(162,435)	(162,435)	(160,337)	(160,337)	(160,337)	(160,337)
Net Department Total	601,555	699,717	614,666	614,666	614,666	614,666

County Tax

County tax is assessed to each municipality by the county in which it resides. Distribution of the tax burden is made on the basis of the valuation of a municipality as determined by the State Board of Equalization. Portland's share of Cumberland County tax has increased by \$270,866 or 5.4%.

	2014 State Certified Valuation	2014 Tax	2015 State Certified Valuation	2015 Tax	% Tax Change
Baldwin	\$145,100,000	\$95,482	\$146,000,000	\$99,264	3.96%
Bridgeton	945,550,000	622,208	961,500,000	653,709	5.06%
Brunswick	2,026,250,000	1,333,350	2,000,400,000	1,360,042	2.00%
Cape Elizabeth	1,685,300,000	1,108,992	1,723,250,000	1,171,612	5.65%
Casco	614,800,000	404,562	645,350,000	438,764	8.45%
Chebeague Island	195,900,000	128,910	194,350,000	132,136	2.50%
Cumberland	1,057,800,000	696,073	1,099,350,000	747,431	7.38%
Falmouth	2,091,550,000	1,376,320	2,141,950,000	1,456,279	5.81%
Freeport	1,335,900,000	879,073	1,385,250,000	941,811	7.14%
Frye Island	161,050,000	105,977	158,400,000	107,694	1.62%
Gorham	1,420,400,000	934,677	1,467,850,000	997,969	6.77%
Gray	845,000,000	556,042	846,050,000	575,217	3.45%
Harpswell	1,797,900,000	1,183,087	1,846,200,000	1,255,204	6.10%
Harrison	477,250,000	314,049	484,800,000	329,608	4.95%
Long Island	140,100,000	92,191	140,650,000	95,626	3.73%
Naples	685,950,000	451,381	692,450,000	470,786	4.30%
New Gloucester	455,750,000	299,901	470,300,000	319,750	6.62%
North Yarmouth	425,100,000	279,732	431,500,000	293,370	4.88%
Portland	7,551,450,000	4,969,143	7,707,200,000	5,240,009	5.45%
Pownal	189,200,000	124,501	214,100,000	145,563	16.92%
Raymond	938,400,000	617,503	953,050,000	647,964	4.93%
Scarborough	3,579,450,000	2,355,415	3,667,300,000	2,493,342	5.86%
Sebago	375,800,000	247,291	378,700,000	257,472	4.12%
South Portland	3,537,700,000	2,327,942	3,580,100,000	2,434,056	4.56%
Standish	978,750,000	644,055	977,050,000	664,282	3.14%
Westbrook	1,804,400,000	1,187,364	1,838,750,000	1,250,138	5.29%
Windham	1,721,650,000	1,132,912	1,788,800,000	1,216,178	7.35%
Yarmouth	1,436,350,000	945,173	1,438,950,000	978,320	3.51%
	\$38,619,800,000	\$25,413,305	\$39,379,600,000	\$26,773,596	5.35%

Department Summary

Department: County Tax

Account: 100-63

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Contributions	4,969,143	4,969,143	5,240,009	5,240,009	5,240,009	5,240,009
Total	4,969,143	4,969,143	5,240,009	5,240,009	5,240,009	5,240,009

Memberships/Other

The Memberships account provides for City membership in various professional and governmental organizations whose purpose is to provide services and information to the City. A significant portion of this budget is comprised of the Metro subsidy.

Department Summary

Department: Memberships/Other

Account: 100-65

		FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown							
Contractual Services		50,000	50,000	50,000	50,000	50,000	50,000
Contributions		2,991,424	2,988,618	2,989,722	2,989,722	2,989,722	2,989,722
Total		3,041,424	3,038,618	3,039,722	3,039,722	3,039,722	3,039,722
Summary by Division							
Transit District (Metro)	(65-02)	2,511,910	2,511,910	2,485,115	2,485,115	2,485,115	2,485,115
Regional Transportation	(65-06)	145,514	145,514	130,459	130,459	130,459	130,459
Memberships - Misc	(65-07)	384,000	381,194	424,148	424,148	424,148	424,148
Total		3,041,424	3,038,618	3,039,722	3,039,722	3,039,722	3,039,722

Transit District (Metro)

The Transit District account provides subsidy support to the Greater Portland Transit District, better known as Metro.

The Greater Portland Transit District is a shared venture to provide public transportation services to the residents of the municipalities it serves. In April 2009, the Town of Falmouth joined the City of Portland and the City of Westbrook, Maine as members. The district is managed by a Board of Directors selected by the municipal officers of each participating municipality. The Board of Directors has responsibility for budgeting and financing. The district's operating and capital expenditures, including debt service, are financed by state and federal grants received directly by the district, fares, and assessments of member communities. The City of Portland's share of the local operating subsidy is approximately 82%. Portland's share of the Metro budget has decreased by \$26,795 or 1.1%.

Division Summary

Department: Memberships/Other	Division: Transit District (Metro)				Account: 100-65-02	
	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Contributions	2,511,910	2,511,910	2,485,115	2,485,115	2,485,115	2,485,115
Total	2,511,910	2,511,910	2,485,115	2,485,115	2,485,115	2,485,115

Regional Transportation

The Regional Transportation Program provides para-transit services to the City on a contractual basis, for individuals unable to use public transportation (METRO), in accordance with the American with Disabilities Act (ADA). RTP has a contract with the cities of Portland, South Portland, and Westbrook, with the cost apportioned based on ridership.

The Regional Transportation budget has decreased by \$15,055 or 10.3%.

Division Summary

Department: Memberships/Other **Division:** Regional Transportation **Account:** 100-65-06

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Contributions	145,514	145,514	130,459	130,459	130,459	130,459
Total	145,514	145,514	130,459	130,459	130,459	130,459

Memberships - Miscellaneous

The Memberships account provides for City membership in various professional and governmental organizations whose purpose is to provide services and information to the City. This year's budget includes funding for Community Television Network, the Maine Municipal Association, Greater Portland Council of Governments, the HOME Team, Peaks Island Council, the Board of Harbor Commissioners, and Community Counseling for TIP Program, as well as funds to continue a vision and implementation process for open space with the Trust for Public Land.

Division Summary

Department: Memberships/Other **Division:** Memberships - Miscellaneous **Account:** 100-65-07

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Contractual Services	50,000	50,000	50,000	50,000	50,000	50,000
Contributions	334,000	331,194	374,148	374,148	374,148	374,148
Total	384,000	381,194	424,148	424,148	424,148	424,148

Wage Adjustment

The Wage Adjustment account provides a wage reserve, which may result from scheduled union contract negotiations or other personnel compensation agreements. The FY16 negative value represents position savings during the transition to hire.

Department Summary

Department: Wage Adjustment

Account: 100-67

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	(237,000)	0	0	0	(111,827)	(111,827)
Total	(237,000)	0	0	0	(111,827)	(111,827)

Capital

The Capital budget consolidates the normal operating annual capital expenses into one comprehensive budget, rather than incorporating these expenses in the individual department budgets. This presentational format, which began in FY12, is designed to better assess yearly changes on a budgetary level, and to serve as a useful tool in managing capital needs.

Department Summary

Department: Capital

Account: 100-70

		FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown							
Capital Outlay		375,000	135,850	530,000	375,000	375,000	375,000
Total		375,000	135,850	530,000	375,000	375,000	375,000
Summary by Division							
Parking	(70-18)	105,000	29,653	60,000	60,000	60,000	60,000
Fire	(70-22)	60,000	57,206	30,000	30,000	30,000	30,000
Information Technologies	(70-29)	0	0	110,000	110,000	110,000	110,000
Public Services	(70-31)	95,000	10,944	330,000	175,000	175,000	175,000
Recreation & Facilities Management	(70-33)	115,000	38,047	0	0	0	0
Total		375,000	135,850	530,000	375,000	375,000	375,000

Street Openings

The Street Opening program and budget are governed by state law, and must be kept separate from the general fund. Each time one of the City's roads or sidewalks is excavated, the Street Opening program provides the services for permitting, inspection, and enforcement of the work. To fully fund the program, the City collects fees for services and to provide for the permanent restoration of excavations made by private contractors. The fee structure is based on the actual costs of administering the program.

In addition to administering and monitoring the excavations made by private contractors and utility companies, this fund also provides for some of the services required by state tort liability laws.

Department Summary

Department: Public Services

Account: 247-31

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	196,885	181,949	198,592	198,592	198,592	198,592
Benefits	65,588	63,986	57,195	57,195	57,195	57,195
Administrative Services	1,270	377	2,010	2,010	2,010	2,010
Contractual Services	2,000	1,693	3,500	3,500	3,500	3,500
Maintenance and Repairs	1,650	2,585	3,760	3,760	3,760	3,760
Supplies	5,555	7,080	18,020	18,020	18,020	18,020
Utilities	3,720	3,709	5,100	5,100	5,100	5,100
Capital Outlay	336,396	332,963	173,320	173,320	173,320	173,320
Total	613,064	594,342	461,497	461,497	461,497	461,497
Less Revenues	(613,064)	(594,342)	(461,497)	(461,497)	(461,497)	(461,497)
Net Department Total	0	0	0	0	0	0

Personnel Services Detail

Department: Public Services

Division: Street Openings

Account: 247-31-00

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Charges from Admin	100			39,808		41,040		41,040		41,040		41,040
Charges from Communications	100			4,834		4,986		4,986		4,986		4,986
Charges from Transportation	100			3,719		3,906		3,906		3,906		3,906
Charges from Engineering (GF)	100			84,660		88,286		88,286		88,286		88,286
Charges from Sewer Engineering	100			27,733		38,376		38,376		38,376		38,376
Overtime				36,131		21,998		21,998		21,998		21,998
Gross Personnel Services				196,885		198,592		198,592		198,592		198,592

Key Revenues and Expenses

Revenues

FISH PIER

The Fish Pier Authority is a segregated budget that maintains the Portland Fish Pier and keeps its own fund balance. Administered by the Fish Pier Authority board, this fund receives revenues from leases and parking on the pier. Revenue generated by fish pier operations is required to be used to support the pier maintenance and capital improvements, as well as supporting the Portland Fish Exchange auction.

SEWER FUND

100% of the revenues generated by the Sewer Fund are from sewer user fees. The Portland Water District bills the City's residents and businesses for water and sewer. The sewer portion is based upon water volume.

On July 1, 2015, the sewer user fee increases 10.1%, from \$8.81 to \$9.70 per hundred cubic feet (hcf). This rate decreases \$1.50 to \$8.20 per hcf beginning January 1, 2016 when the new Stormwater billing separates from the sewer rate, allowing more equitable distribution of user costs based on impervious area. The City has been making improvements to its combined sewer overflows. The second tier of projects was completed in 2013, and 2014 begins the third tier of CSO projects, totaling over \$170 million over 15 years.

In FY16, approximately 80.5% of the budget is allocated for debt service and assessment fees to the Water District.

STORMWATER FUND

The Stormwater function is managed under a new fund beginning in FY16. A stormwater division, previously a component of the Sewer Fund, separated in FY16 as part of an effort to achieve greater fairness in paying stormwater costs among its' users.

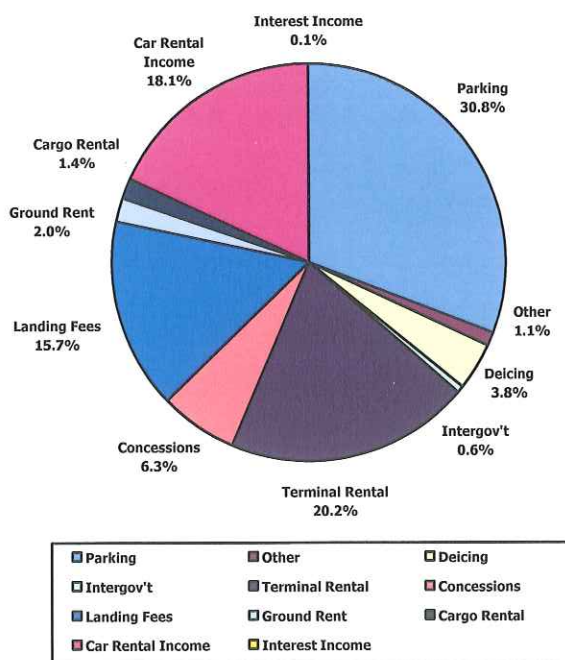
In FY15, the Council appropriated start-up monies mid-year for the implementation of this new Stormwater program.

Beginning January 1, 2016, the Sewer and Stormwater billing charges will be split into two entities. The PWD will continue to provide billing services for the Sewer fees, while the City will be maintaining the billing system for the costs related to Stormwater or the impervious areas. The current Stormwater Service Charge is \$6.00/month per 1,200 square feet of impervious surface. The collected funds will be used to maintain and improve the City's infrastructure.

JETPORT

The Jetport is ranked by the Federal Aviation Administration as the 93rd largest airport in the United States based on enplanements. In calendar year 2014, a total of 1,674,762 passengers flew into and out of the Jetport. The Jetport is served by American Airlines, Delta Airlines, JetBlue, Southwest Airlines, United Airlines and US Airways, along with their regional partners.

Jetport Revenues

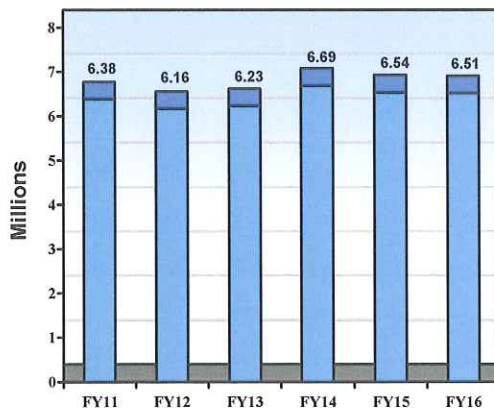


Note: Due to rounding, totals may not equal 100%

Airlines pay terminal rental and landing fees based on Jetport cost center expenses. Airline revenues account for approximately 34% of the Jetport's total FY16 revenue, with parking, rental cars, concessions, ground rent, and miscellaneous revenue providing the other 66%.

Rental cars are provided on-site by Alamo, Avis, Budget, Dollar, Enterprise, Hertz, and National. Each agency pays a commission to the Jetport based on gross sales. In FY16, car rental agency income is expected to draw 27% of the non-airline revenue. Parking, representing 47% of non-airline revenue, is contracted out to a private management company which pays the Jetport a monthly fee based on total net revenue earned.

Jetport Parking Division Income



Note: FY15 and FY16 are estimated amounts

The Airfield Deicing Facility is a net zero cost operation, with all costs initially paid by the Jetport and then reimbursed by airlines for services rendered.

All revenues generated by the Jetport are dedicated, meaning that any excess of revenue after expenses have been paid at year-end must remain in the Jetport fund to be used for future expansion or major capital improvement needs.

Expenditures

Enterprise Fund accounting is used to account for operations that are financed and operated in a manner similar to private business enterprises. The intent of the governing body is

that the costs of providing goods and services to the public be financed primarily through user charges. There are four enterprise funds administered by three departments of the City. A brief description of each of these operations follows.

FISH PIER

The Fish Pier Authority is a segregated budget that maintains the Portland Fish Pier and keeps its own fund balance. The Fish Pier falls under the direction of the Department of Recreation and Facilities Management. The Pier was deeded to the City in 1984 by the State to use in support of commercial fishing activities.

SEWER FUND

The principal function of the Sewer Fund is to account for the sewer services to the City residents and business establishments. The City is also served by the Portland Water District (PWD), a wholly separate quasi-municipal entity, whose operations are not part of the City for treatment of its wastewater. The City owns and maintains the infrastructure sewer lines and is responsible for the cost of their maintenance, improvements and expansion. The PWD owns and operates a treatment plant for sewage delivered to the plant by the City, for which the City pays a monthly fee. The City is responsible for the entire debt service required to finance the PWD's treatment plant in Portland.

STORMWATER FUND

The principal function of the Stormwater fund is to account for operating, maintaining, and meeting the capital costs requirements of the City of Portland stormwater and combined sewer infrastructure systems. The City of Portland maintains 108 miles of stormwater infrastructure, 131 miles of combined sewer systems, and 15,000 other structures that help to move and treat stormwater.

The city is also responsible for regulation of new development and redevelopment of properties within the city and for meeting State

and Federal requirements regarding the quality of streams and tidal waters within its jurisdiction.

JETPORT

The City of Portland's Department of Aviation and Transportation is responsible for the operation and maintenance of the Portland Jetport. The Jetport serves as a vital transportation link to the City of Portland and the entire southern region of Maine. Passenger enplanements have increased from approximately 250,111 passengers annually in 1980 to 844,041 for calendar year 2014.

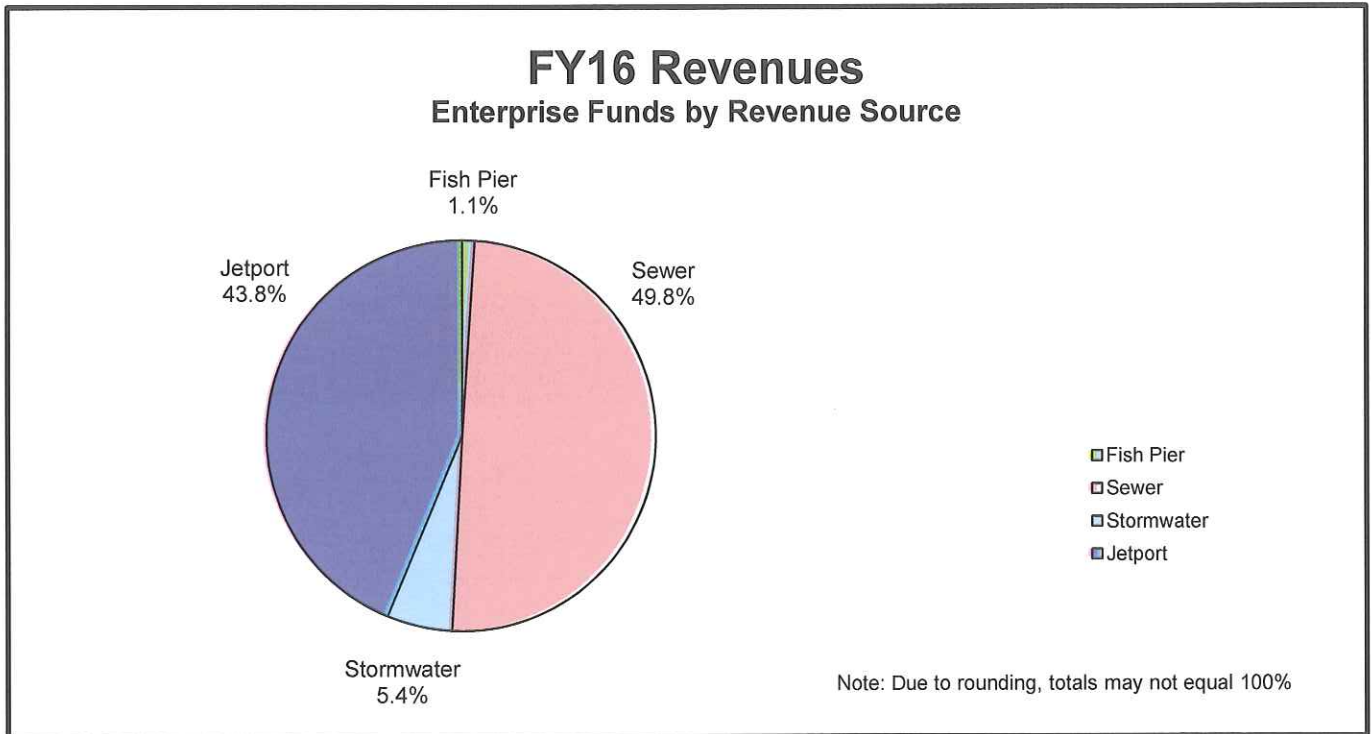
The Jetport's major expenses include the terminal building, operation of the Jetport Parking division, and maintenance of the Airfield runways, taxiways and aprons. Other central expenses include security, administrative, and marketing costs.

City of Portland, Maine
Comparative Statement of Revenues
For Enterprise Funds

Activity/Element/Object	Account Title	Actual Revenues FY14	Estimated Revenues FY15	Projected Revenues FY15	Estimated Revenues FY16
Fish Pier Fund:					
341-0000	Misc. Charges for Services	49,030	13,970	37,970	14,440
341-5500	Berthing Income	29,376	29,376	29,376	29,376
363-1500	Parking Income	288,181	294,420	291,920	288,394
363-2500	Ground Rent	151,311	158,447	158,447	169,764
394-0000	Fund Balance Appropriation	0	(217,868)	(229,181)	(165,179)
Total Fish Pier Fund:		\$517,898	\$278,345	\$288,532	\$336,795
Sewer Fund:					
321-0400	Sewer Connects	83,490	34,900	34,900	19,900
327-0000	Misc. Licenses and Permits	2,700	4,750	4,800	2,550
331-2000	Federal Pass Thru Grants	73,744	0	0	0
341-0000	Misc. Charges for Services	10,518	18,000	17,337	18,000
341-7000	Lien and Foreclosure Cost	11,156	0	6,273	10,000
344-1000	Residential Sewer Fees	12,935,737	13,952,375	13,952,294	13,412,179
344-2000	Commercial Sewer Fees	6,445,428	7,140,000	7,140,000	6,989,179
344-3000	Industrial Sewer Fees	1,579,389	1,581,665	1,581,665	1,585,782
344-4000	Governmental Sewer Fees	755,687	813,750	808,219	824,028
344-5000	Commercial Surcharge Inc.	104,849	115,000	109,040	115,000
344-6000	Industrial Surcharge Inc.	266,947	300,000	239,410	250,000
361-0000	Interest Income	28,237	28,000	25,169	26,000
361-3000	Interest / Penalty Delinquencies	32,315	25,000	25,269	25,000
394-0000	Fund Balance Appropriation	0	147,850	(498,077)	(625,412)
395-0000	Enterprise Fund Charges	0	0	0	231,700
397-0000	Spec Rev / Endow Fd Chgs	18,136	27,733	27,733	38,376
398-0100	Fringe Benefits	0	0	0	64,969
Total Sewer Fund:		\$22,348,333	\$24,189,023	\$23,474,032	\$22,987,251
Stormwater Fund:					
344-6500	Stormwater User Fees	0	0	0	2,562,157
394-0000	Fund Balance Appropriation	0	291,860	0	(127,259)
Total Stormwater Fund:		\$0	\$291,860	\$0	\$2,434,898
Jetport Fund:					
322-0000	Business Licenses	147,434	104,350	121,244	131,525
331-2000	Federal Pass Thru Grants	97,825	116,800	116,800	116,800
341-0000	Misc. Charges for Services	905,133	908,869	949,303	894,051
361-0000	Interest Income	58,331	20,000	20,000	20,000
363-1500	Parking Income	6,572,699	6,448,529	6,411,965	6,391,613
363-2000	Concessions	1,067,755	1,304,861	1,237,345	1,301,865
363-2500	Ground Rent	395,872	420,255	420,255	416,735
363-3000	Landing Fees	2,688,027	2,973,573	2,975,287	3,248,724
363-3500	Terminal Rental	3,873,641	4,013,804	4,013,804	4,184,032
363-4000	Commissions - Car Rentals	3,383,013	3,422,712	3,603,505	3,598,118
363-4500	Car-Service Facility	28,653	31,563	31,563	31,739
363-4700	Car Rental - Terminal Use	112,968	123,238	123,238	123,238
363-4800	Cargo Revenue	293,185	274,441	268,208	294,621
Total Jetport Fund:		\$19,624,536	\$20,162,995	\$20,292,517	\$20,753,061

City of Portland, Maine
Comparative Statement of Revenues
For Enterprise Funds

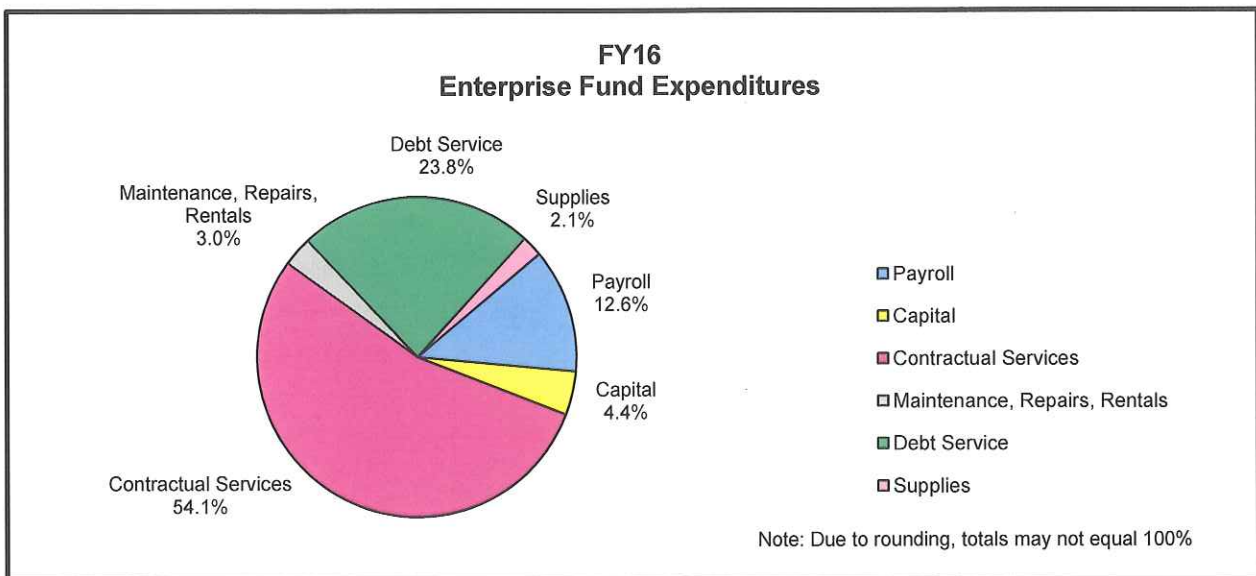
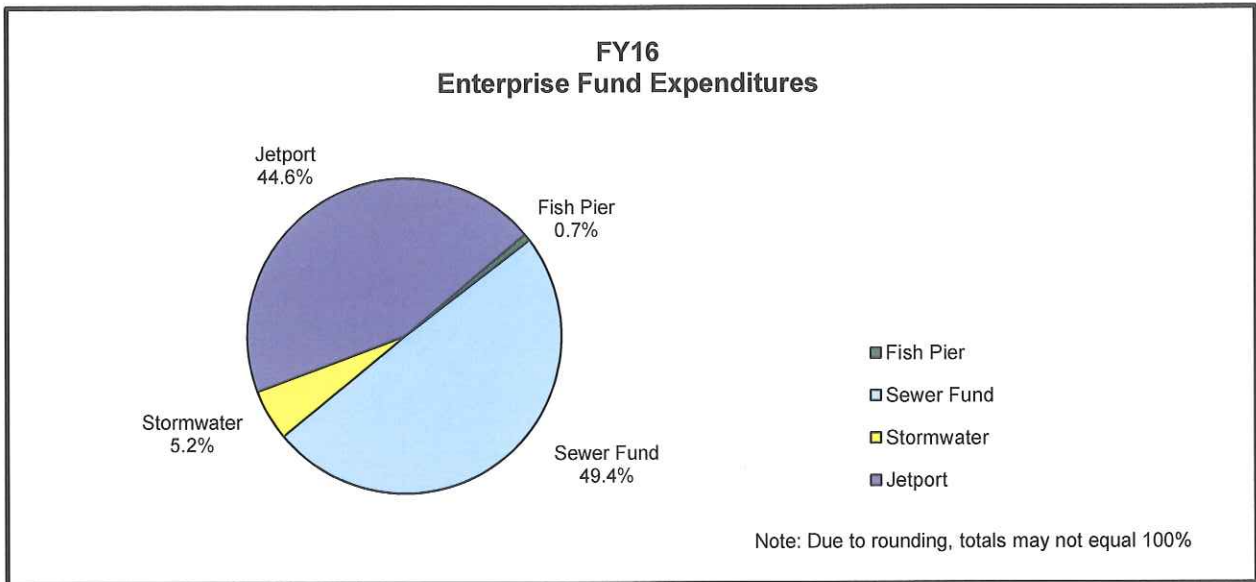
Activity/Element/Object	Account Title	Actual Revenues FY14	Estimated Revenues FY15	Projected Revenues FY15	Estimated Revenues FY16
TOTAL ENTERPRISE FUND REVENUES:		\$42,490,767	\$44,922,223	\$44,055,081	\$46,512,005



**CITY OF PORTLAND, MAINE
FY16 Annual Budget**

Departmental Budget Summary By Expenditure Category

Account Number	Account Title	Payroll	Contractual Services	Maint. / Repairs & Rentals	Supplies	Capital	Debt Service	Total
530	Fish Pier	32,000	84,887	104,850	13,500	40,000	61,558	336,795
570	Sewer Fund	1,973,708	13,874,261	184,778	135,209	90,000	6,729,295	22,987,251
571	Stormwater	1,022,119	982,814	74,000	70,965	285,000	0	2,434,898
583	Jetport	2,826,395	10,224,246	1,027,651	762,840	1,639,843	4,272,086	20,753,061
Total Enterprise Funds:		\$5,854,222	\$25,166,208	\$1,391,279	\$982,514	\$2,054,843	\$11,062,939	\$46,512,005



Fish Pier Authority

The Fish Pier Authority, a quasi-municipal corporation, was created in 1989 to operate the eighteen-acre site. The pier is home to the City owned Portland Fish Exchange, the first public auction site for fresh seafood in the nation.

The bylaws of the Fish Pier Authority require that all revenue generated from the Fish Pier operations must stay with the Authority.

As an Enterprise Fund, expenditures and revenues net to zero.

Department Summary

Department: Recreation & Facilities Management

Account: 530-33

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	32,000	32,000	32,000	32,000	32,000	32,000
Benefits	1,200	1,200	1,200	1,200	1,200	1,200
Administrative Services	11,629	11,629	7,168	7,168	7,168	7,168
Contractual Services	32,619	32,619	44,619	44,619	44,619	44,619
Maintenance and Repairs	46,850	55,150	104,850	104,850	104,850	104,850
Insurance	11,768	11,768	12,900	12,900	12,900	12,900
Supplies	15,500	15,500	13,500	13,500	13,500	13,500
Utilities	12,371	14,258	19,000	19,000	19,000	19,000
Capital Outlay	40,000	40,000	40,000	40,000	40,000	40,000
Debt Service	74,408	74,408	61,558	61,558	61,558	61,558
Total	278,345	288,532	336,795	336,795	336,795	336,795
Less Revenues	(278,345)	(288,532)	(336,795)	(336,795)	(336,795)	(336,795)
Net Department Total	0	0	0	0	0	0

Personnel Services Detail

Department: Recreation and Facilities Management

Division: Fish Pier

Account: 530-33-31

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Charges from Trades (33-01)				24,000		24,000		24,000		24,000		24,000
Overtime				8,000		8,000		8,000		8,000		8,000
Gross Personnel Services				32,000		32,000		32,000		32,000		32,000

Sewer Fund

The principal function of this fund is to account for the sewer services provided to City residents and business establishments. The Portland Water District (not a city department) owns and operates the wastewater treatment plant for which the Sewer Fund pays a monthly fee. The City owns and maintains the infrastructure sewer lines and is responsible for the costs of maintenance, improvements, and expansion.

All users of the system pay monthly or quarterly fees, based upon water volume, to support the expenses of the fund.

In FY16, Sewer and Stormwater Management services split into two separate entities / funds. This division of sewer and stormwater is designed to address user fees, resulting from stormwater runoff, in a more equitable fashion; up to now, both funded programs were raised through sewer user fees.

Department Summary

Department: Public Services

Account: 570

		FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown							
Payroll		2,510,522	2,382,739	1,973,708	1,973,708	1,973,708	1,973,708
Benefits		733,669	747,613	839,700	839,700	839,700	839,700
Administrative Services		11,480,791	11,338,646	11,756,154	11,756,154	11,756,154	11,756,154
Contractual Services		1,837,494	1,725,174	1,175,320	1,175,320	1,175,320	1,175,320
Maintenance and Repairs		199,650	162,292	179,498	179,498	179,498	179,498
Rentals		7,800	6,838	5,280	5,280	5,280	5,280
Insurance		25,648	23,208	22,763	22,763	22,763	22,763
Supplies		275,441	226,807	135,209	135,209	135,209	135,209
Utilities		64,880	49,550	80,324	80,324	80,324	80,324
Capital Outlay		201,996	175,033	90,000	90,000	90,000	90,000
Debt Service		6,851,132	6,636,132	6,729,295	6,729,295	6,729,295	6,729,295
Total		24,189,023	23,474,032	22,987,251	22,987,251	22,987,251	22,987,251
Summary by Division							
Sewer Finance	(15-03)	88,645	81,923	87,405	87,405	87,405	87,405
Sewer Public Svcs Administration	(31-01)	272,191	276,072	350,679	350,679	350,679	350,679
Sewer Districting	(31-12)	1,398,181	1,337,178	1,779,367	1,779,367	1,779,367	1,779,367
Sewer Communications	(31-15)	67,215	64,215	68,857	68,857	68,857	68,857
Sewer Engineering	(31-37)	899,085	853,417	902,786	902,786	902,786	902,786
Stormwater Management	(31-40)	1,713,446	1,825,909	0	0	0	0
Sewer Debt Service	(31-55)	7,607,401	7,014,011	7,249,665	7,249,665	7,249,665	7,249,665
Sewer Fringe Benefits	(31-56)	1,080,389	1,094,551	1,292,651	1,292,651	1,292,651	1,292,651
PWD Assessment	(31-58)	11,062,470	10,926,756	11,255,841	11,255,841	11,255,841	11,255,841
Total		24,189,023	23,474,032	22,987,251	22,987,251	22,987,251	22,987,251
Less Revenues		(24,189,023)	(23,474,032)	(22,987,251)	(22,987,251)	(22,987,251)	(22,987,251)
Net Department Total		0	0	0	0	0	0

Sewer Finance

This division's services are provided by the City's Finance Department. Finance provides billing and collection services, as well as lien processing for delinquent accounts. The Finance Department also maintains the financial records for the Sewer Fund and the computer network system.

Division Summary

Department: Finance **Division:** Sewer Finance **Account:** 570-15-03

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	68,170	62,489	67,285	67,285	67,285	67,285
Administrative Services	7,300	7,300	5,820	5,820	5,820	5,820
Contractual Services	11,375	10,334	12,500	12,500	12,500	12,500
Supplies	1,800	1,800	1,800	1,800	1,800	1,800
Total	88,645	81,923	87,405	87,405	87,405	87,405

Personnel Services Detail

Department: Finance Sewer

Division: Sewer Finance

Account: 570-15-03

Position	Funding Source		FY15 Approved		FY16 Submission		FY16 Manager's Recommendation		FY16 Finance Committee		FY16 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Finance - Budget/Accounting		100		27,222		28,885		28,885		28,885		28,885
Finance - Treasury		100		40,948		38,400		38,400		38,400		38,400
Gross Personnel Services				68,170		67,285		67,285		67,285		67,285

Sewer Public Services Administration

The Sewer Administration division accounts for the associated costs incurred by the Department of Public Services administrative staff for sewer related activities.

Expenses increased by \$78,488, or 28.8%, predominantly due to the budgeted purchase for information technology equipment and wages.

Division Summary

Department: Public Services **Division:** Sewer Public Services Administration **Account:** 570-31-01

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	249,501	254,386	271,257	271,257	271,257	271,257
Benefits	250	160	250	250	250	250
Administrative Services	3,420	3,172	8,620	8,620	8,620	8,620
Contractual Services	4,400	2,949	4,400	4,400	4,400	4,400
Maintenance and Repairs	6,750	7,658	8,078	8,078	8,078	8,078
Supplies	3,250	3,122	3,250	3,250	3,250	3,250
Utilities	4,620	4,625	4,824	4,824	4,824	4,824
Capital Outlay	0	0	50,000	50,000	50,000	50,000
Total	272,191	276,072	350,679	350,679	350,679	350,679

Personnel Services Detail

Department: Public Services Sewer

Division: Sewer Public Services Administration

Account: 570-31-01

Position	Funding Source		FY15 Approved		FY16 Submission		FY16 Manager's Recommendation		FY16 Finance Committee		FY16 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Water Resources Manager	100		1	80,000	1	88,920	1	88,920	1	88,920	1	88,920
Asset & Information Mgmt Spec	100		1	48,555	1	56,879	1	56,879	1	56,879	1	56,879
Accountant	100		1	44,520	1	45,792	1	45,792	1	45,792	1	45,792
Charges from Admin (GF)				75,790		78,975		78,975		78,975		78,975
Overtime				636		691		691		691		691
Gross Personnel Services			3.0	249,501	3.0	271,257	3.0	271,257	3.0	271,257	3.0	271,257

Sewer Districting

The Sewer Districting division is responsible for the maintenance and repair of the City's sanitary sewer and stormwater systems including pump station operations and maintenance, catch basin cleaning, right of way inspections and maintenance, and sewer inspections and investigations.

Division expenses have increased by \$381,186, or 27.3%, for multiple expense lines. This includes increased payroll expenses, offset by revenue increases, due to the separation of the Sewer and Stormwater programs. Other increases include the addition of a right-of-way survey, conduit maintenance and repair, and capital replacement.

Division Summary

Department: Public Services **Division:** Sewer Districting **Account:** 570-31-12

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	602,126	553,454	803,637	803,637	803,637	803,637
Benefits	7,795	6,734	7,795	7,795	7,795	7,795
Administrative Services	14,050	8,651	14,770	14,770	14,770	14,770
Contractual Services	484,400	500,686	569,650	569,650	569,650	569,650
Maintenance and Repairs	114,500	90,581	166,500	166,500	166,500	166,500
Rentals	3,000	2,038	3,000	3,000	3,000	3,000
Supplies	113,250	93,001	99,715	99,715	99,715	99,715
Utilities	59,060	43,721	74,300	74,300	74,300	74,300
Capital Outlay	0	38,312	40,000	40,000	40,000	40,000
Total	1,398,181	1,337,178	1,779,367	1,779,367	1,779,367	1,779,367

Personnel Services Detail

Department: Public Services Sewer

Division: Sewer Districting

Account: 570-31-12

Position	Funding Source		FY15 Approved		FY16 Submission		FY16 Manager's Recommendation		FY16 Finance Committee		FY16 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Wastewater Facilities Coord	100		1	66,632	1	68,640	1	68,640	1	68,640	1	68,640
Sr Public Services Supervisor	100		1	49,296	1	50,773	1	50,773	1	50,773	1	50,773
(1) Asset Management Tech	100		0	0	1	45,849	1	45,849	1	45,849	1	45,849
(2) Wastewater Technician	100		1	45,552	0	0	0	0	0	0	0	0
Sewer Inspector	100		3	152,039	3	156,623	3	156,623	3	156,623	3	156,623
Sewer Facilities Technician	100		1	41,350	1	42,598	1	42,598	1	42,598	1	42,598
Maintenance Worker III	100		8	330,803	8	340,788	8	340,788	8	340,788	8	340,788
Meal Allow/Standby Pay	100			23,829		26,004		26,004		26,004		26,004
Winter Stipends	100			4,500		5,400		5,400		5,400		5,400
(3) Less Stormwater 570-3140 Chgs	100			(157,124)		0		0		0		0
Temporary Help				0		20,000		20,000		20,000		20,000
Overtime				45,249		46,962		46,962		46,962		46,962
Gross Personnel Services			15.0	602,126	15.0	803,637	15.0	803,637	15.0	803,637	15.0	803,637

Notes:

- (1) 1 Position Reclassed from Wastewater Technician during FY15
- (2) (1) Position Reclassed to Asset Management Tech during FY15
- (3) Stormwater Transferred to New 571 Fund in FY16 (Wage Revenue Offset)

Sewer Communications

The Public Services Sewer Communications division accounts for the associated costs incurred for sewer related functions including service requests, street flooding and Dig Safe requests.

Expenses increased by \$1,642 or 2.4%.

Division Summary

Department: Public Services	Division: Sewer Communications				Account: 570-31-15	
	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	54,871	53,935	56,513	56,513	56,513	56,513
Benefits	5,260	3,596	5,260	5,260	5,260	5,260
Administrative Services	300	100	300	300	300	300
Rentals	1,500	1,500	1,500	1,500	1,500	1,500
Supplies	5,284	5,084	5,284	5,284	5,284	5,284
Total	67,215	64,215	68,857	68,857	68,857	68,857

Personnel Services Detail

Department: Public Services Sewer

Division: Sewer Communications

Account: 570-31-15

Position	Funding Source	FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Senior Operations Dispatcher	100	1	49,296	1	50,773	1	50,773	1	50,773	1	50,773
Meal Allow/Standby Pay			100		100		100		100		100
Overtime			5,475		5,640		5,640		5,640		5,640
Gross Personnel Services		1.0	54,871	1.0	56,513	1.0	56,513	1.0	56,513	1.0	56,513

Sewer Engineering

The environmental engineering component of the Engineering division concentrates on sewer and storm water systems and compliance programs. Services include sanitary sewer and storm water system construction and rehabilitation, separation of sewage and storm water systems, investigation of drainage complaints and system failures, various environmental permitting, and enforcement of City ordinances and technical standards for sewage, stormwater and industrial waste discharge. This group is also responsible for implementing the Combined Sewer Overflow (CSO) abatement program and industrial pretreatment program, both federally mandated by the Clean Water Act.

Expenses increased slightly by \$3,701, or 0.4%. Payroll expenses increased while contractual services related to aerial mapping and environmental investigations decreased.

Division Summary

Department: Public Services	Division: Sewer Engineering				Account: 570-31-37	
	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	719,752	709,443	775,016	775,016	775,016	775,016
Benefits	1,950	1,020	1,650	1,650	1,650	1,650
Administrative Services	21,410	15,668	25,660	25,660	25,660	25,660
Contractual Services	105,850	80,924	68,400	68,400	68,400	68,400
Maintenance and Repairs	7,900	5,698	4,920	4,920	4,920	4,920
Rentals	800	800	780	780	780	780
Supplies	28,227	20,189	25,160	25,160	25,160	25,160
Utilities	1,200	1,204	1,200	1,200	1,200	1,200
Capital Outlay	11,996	18,471	0	0	0	0
Total	899,085	853,417	902,786	902,786	902,786	902,786

Personnel Services Detail

Department: Public Services Sewer

Division: Sewer Engineering

Account: 570-31-37

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Senior Project Engineer	100		1	72,738	1	74,929	1	74,929	1	74,929	1	74,929
Project Engineer	100		2	128,670	2	132,522	2	132,522	2	132,522	2	132,522
Asst Engineer	100		1	48,242	1	51,187	1	51,187	1	51,187	1	51,187
Senior Wastewater Technician	100		1	51,874	1	53,444	1	53,444	1	53,444	1	53,444
Associate Engineer	100		2	92,443	2	95,940	2	95,940	2	95,940	2	95,940
Senior Surveyor	100		1	53,653	1	55,582	1	55,582	1	55,582	1	55,582
Surveyor	100		2	99,255	2	103,160	2	103,160	2	103,160	2	103,160
Senior Engineering Tech	100		1	44,421	1	45,747	1	45,747	1	45,747	1	45,747
Water Quality Technician	100		1	43,388	1	44,694	1	44,694	1	44,694	1	44,694
Admin Assistant (CEBA)	100		1	36,484	1	39,916	1	39,916	1	39,916	1	39,916
Charges from Eng (GF)				65,469		69,228		69,228		69,228		69,228
(1) Less Stormwater 570-3140 Chgs				(24,121)		0		0		0		0
Overtime				7,236		8,667		8,667		8,667		8,667
Gross Personnel Services			13.0	719,752	13.0	775,016	13.0	775,016	13.0	775,016	13.0	775,016

Notes:

(1) Stormwater Transferred to New 571 Fund in FY16 (Wage Revenue Offset)

Stormwater Management

In the FY16 budget, Stormwater Management separated from the Sewer Fund. With the Stormwater's new funding stream, program costs related to stormwater activities will no longer be tied to the sewer user fee; the new stormwater fee is effective in January of 2016. This new stormwater fee is devised to create greater equity / cost sharing amongst all property owners.

Division Summary

Department: Public Services **Division:** Stormwater Management **Account:** 570-31-40

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	816,102	749,032	0	0	0	0
Benefits	3,064	4,152	0	0	0	0
Administrative Services	32,450	37,607	0	0	0	0
Contractual Services	475,200	752,402	0	0	0	0
Maintenance and Repairs	70,500	58,355	0	0	0	0
Rentals	2,500	2,500	0	0	0	0
Supplies	123,630	103,611	0	0	0	0
Capital Outlay	190,000	118,250	0	0	0	0
Total	1,713,446	1,825,909	0	0	0	0

Personnel Services Detail

Department: Public Services Sewer

Division: Stormwater Management

Account: 570-31-40

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Stormwater Coordinator	100		1	60,645	0	0	0	0	0	0	0	0
Sr Public Services Supervisor	100		1	50,648	0	0	0	0	0	0	0	0
Maintenance Worker III	100		5	209,789	0	0	0	0	0	0	0	0
Charges from Districting (GF)	100			251,358		0		0		0		0
Charges from Sewer Districting	100			157,124		0		0		0		0
Charges from Sewer Engineering	100			24,121		0		0		0		0
Meal Allow/Standby Pay	100			1,400		0		0		0		0
Winter Stipends	100			300		0		0		0		0
Overtime	100			60,717		0		0		0		0
(1) Notes												
Gross Personnel Services			7.0	816,102	0.0	0	0.0	0	0.0	0	0.0	0

Notes:

(1) (7) Stormwater Mgmt Positions Transferred to Stormwater Fund (571-3140) in FY16

Sewer Debt Service

The Debt Service account provides for the sewer fund's portion of the principal and interest on the City's outstanding general obligation bonds.

Division Summary

Department: Public Services **Division:** Sewer Debt Service **Account:** 570-31-55

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Contractual Services	756,269	377,879	520,370	520,370	520,370	520,370
Debt Service	6,851,132	6,636,132	6,729,295	6,729,295	6,729,295	6,729,295
Total	7,607,401	7,014,011	7,249,665	7,249,665	7,249,665	7,249,665

Sewer Fringe Benefits

The Fringe Benefits account provides for the sewer fund's portion of the employees' fringe benefit costs as well as its share of the administrative services provided by the City's staff departments.

Division Summary

Department: Public Services **Division:** Sewer Fringe Benefits **Account:** 570-31-56

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Benefits	715,350	731,951	824,745	824,745	824,745	824,745
Administrative Services	339,391	339,392	445,143	445,143	445,143	445,143
Insurance	25,648	23,208	22,763	22,763	22,763	22,763
Total	1,080,389	1,094,551	1,292,651	1,292,651	1,292,651	1,292,651

PWD Assessment

The Assessment account provides for the monthly assessment from the Portland Water District (PWD) for the filtration plant operations.

Division Summary

Department: Public Services

Division: PWD Assessment

Account: 570-31-58

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Administrative Services	11,062,470	10,926,756	11,255,841	11,255,841	11,255,841	11,255,841
Total	11,062,470	10,926,756	11,255,841	11,255,841	11,255,841	11,255,841

Stormwater Fund

Stormwater Management separated from the Sewer Fund beginning in FY16. The new stormwater fee, effective in January of 2016, is designed to fund the expenditures needed to operate and maintain this critical infrastructure system, preventing pollutants from entering valued waterways as mandated by the federal Clean Water Act (CWA). This new fee structure was designed to disperse the program costs to all City property owners who benefit from the positive impacts of this investment. The stormwater fee is based on the impervious area on a property.

Department Summary

Department: Public Services

Account: 571

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	0	0	1,022,119	1,022,119	1,022,119	1,022,119
Benefits	0	0	213,354	213,354	213,354	213,354
Administrative Services	0	0	89,450	89,450	89,450	89,450
Contractual Services	0	0	680,010	680,010	680,010	680,010
Maintenance and Repairs	0	0	71,500	71,500	71,500	71,500
Rentals	0	0	2,500	2,500	2,500	2,500
Supplies	0	0	70,965	70,965	70,965	70,965
Capital Outlay	0	0	285,000	285,000	285,000	285,000
Total	0	0	2,434,898	2,434,898	2,434,898	2,434,898
Summary by Division						
Stormwater Finance Administration (15-01)	0	0	189,204	189,204	189,204	189,204
Stormwater Management (31-40)	0	0	2,035,714	2,035,714	2,035,714	2,035,714
Stormwater Fringe Benefits (31-56)	0	0	209,980	209,980	209,980	209,980
Total	0	0	2,434,898	2,434,898	2,434,898	2,434,898
Less Revenues	0	0	(2,434,898)	(2,434,898)	(2,434,898)	(2,434,898)
Net Department Total	0	0	0	0	0	0

Stormwater Finance Administration

The Stormwater Finance division is providing billing, collection and customer service to all property owners in the City of Portland. The new Stormwater service charge begins in January 2016. Property owners will have an opportunity to review a sample invoice of their Stormwater charges during the Fall of 2015.

Division Summary

Department: Finance **Division:** Stormwater Finance Administration **Account:** 571-15-01

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	0	0	94,904	94,904	94,904	94,904
Administrative Services	0	0	56,000	56,000	56,000	56,000
Contractual Services	0	0	26,300	26,300	26,300	26,300
Supplies	0	0	12,000	12,000	12,000	12,000
Total	0	0	189,204	189,204	189,204	189,204

Personnel Services Detail

Department: Finance

Division: Stormwater Finance Administration

Account: 571-15-01

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Programmer-Analyst	100		0	0	1	46,500	1	46,500	1	46,500	1	46,500
(2) Account Clerk II	100		0	0	0.8	27,030	0.8	27,030	0.8	27,030	0.8	27,030
(3) Cashier Clerk	100		0	0	0.7	21,374	0.7	21,374	0.7	21,374	0.7	21,374
(4) Notes												
Gross Personnel Services			0.0	0	2.5	94,904	2.5	94,904	2.5	94,904	2.5	94,904

Notes:

- (1) 1 New Position Approved in FY16
- (2) .8 New Position Approved in FY16
- (3) .7 New Position Approved in FY16
- (4) Transferred from Public Svcs 571-3140-500 in FY16 (New Stormwater Division)

Stormwater Management

The Stormwater Management division separated from the Sewer Fund in FY16. This division represents the costs to operate and maintain this critical infrastructure system, and to meet or exceed the Stormwater Management requirements of the Clean Water Act. The activities supported by this budget include proportional amounts of catch basin cleaning, ditch clearing, drainage system maintenance, materials disposal, fleet maintenance, and minor structural system repairs that are attributed to the stormwater versus the sewer system. This budget also includes the personnel and consulting service costs for "Small Municipal Separate Storm Sewer System" (MS4) compliance program development and administration, as well as the ongoing participation in the regional Interlocal Stormwater Working Group (ISWG) and anticipated payments towards the Long Creek Watershed Management Plan.

The Sweeping division removes materials such as litter, winter sand, leaves, debris and small particles from City streets. They perform street flushing, and clean up after special events (parades, New Year's celebration, etc.). Their efforts promote cleanliness and help the City comply with stormwater quality regulations. Most Sweeping personnel work from 11:00 PM to 7:00 AM. The division provides for daytime sweeping in Parkside, in addition to the longstanding daytime operations on Munjoy Hill.

Division Summary

Department: Public Services **Division:** Stormwater Management **Account:** 571-31-40

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	0	0	927,215	927,215	927,215	927,215
Benefits	0	0	3,374	3,374	3,374	3,374
Administrative Services	0	0	33,450	33,450	33,450	33,450
Contractual Services	0	0	653,710	653,710	653,710	653,710
Maintenance and Repairs	0	0	71,500	71,500	71,500	71,500
Rentals	0	0	2,500	2,500	2,500	2,500
Supplies	0	0	58,965	58,965	58,965	58,965
Capital Outlay	0	0	285,000	285,000	285,000	285,000
Total	0	0	2,035,714	2,035,714	2,035,714	2,035,714

Personnel Services Detail

Department: Public Services Stormwater

Division: Stormwater Management

Account: 571-31-40

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Stormwater Coordinator	100			0	0	1	62,458	1	62,458	1	62,458	62,458
Sr Public Services Supervisor	100			0	0	1	53,127	1	53,127	1	53,127	53,127
(1) Asst Engineer	100			0	25,000	1	46,700	1	46,700	1	46,700	46,700
(2) Customer Service Rep	100			0	16,000	1	31,900	1	31,900	1	31,900	31,900
Maintenance Worker III	100			0	0	5	211,393	5	211,393	5	211,393	211,393
(3) Programmer-Analyst	100			0	11,250	0	0	0	0	0	0	0
(4) Account Clerk II	100			0	8,000	0	0	0	0	0	0	0
(5) Cashier Clerk	100			0	8,000	0	0	0	0	0	0	0
Charges from Districting (GF)	100				0		242,900		242,900		242,900	242,900
Charges from Sewer Admin	100				0		44,460		44,460		44,460	44,460
Charges from Sewer Districting	100				0		161,646		161,646		161,646	161,646
Charges from Sewer Engineering	100				0		25,594		25,594		25,594	25,594
Meal Allow/Standby Pay	100				0		1,400		1,400		1,400	1,400
Winter Stipends	100				0		3,132		3,132		3,132	3,132
Overtime	100				2,000		42,505		42,505		42,505	42,505
(6) Notes												
Gross Personnel Services				0.0	70,250	9.0	927,215	9.0	927,215	9.0	927,215	927,215

Notes:

- (1) 1 New Position Approved in FY16
- (2) 1 New Position Approved in FY16
- (3) Transferred to Finance 571-1501-500 in FY16
- (4) Transferred to Finance 571-1501-500 in FY16
- (5) Transferred to Finance 571-1501-500 in FY16
- (6) 7 Positions Transferred from Sewer Fund (570-3140) in FY16; FY15 Mid-Year Appro Increase (New Fund)

Stormwater Fringe Benefits

The Fringe Benefits account provides for the stormwater fund's portion of the employees' fringe benefit costs.

Division Summary

Department: Public Services **Division:** Stormwater Fringe Benefits **Account:** 571-31-56

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Benefits	0	0	209,980	209,980	209,980	209,980
Total	0	0	209,980	209,980	209,980	209,980

Jetport

The Portland International Jetport provides commercial air service to over a million and a half passengers a year and also provides a general aviation facility for private aircraft and an air cargo terminal. The Jetport is a dedicated fund, which means that all revenues generated remain with the airport to fund both normal airport operations as well as capital improvements. No tax dollars are used to support the Jetport. In order to balance the fund for budgetary purposes, the projected revenue excess over projected expenditures is budgeted under Administrative Services as the anticipated surplus.

Since the completion of the expansion of the terminal building in FY 2012, the airport has focused on completing minor capital improvement projects and is working on a new Airport Master Plan, providing guidance through the next 10–20 years.

The Jetport's overall expenditure budget (excluding surplus) reflects an increase of \$959,251 or 5.0%. Revenues have also increased, by \$590,066, or 2.9%.

Department Summary

Department: Aviation & Transportation

Account: 583-28

		FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown							
Payroll		2,734,195	2,624,993	2,788,541	2,826,395	2,826,395	2,826,395
Benefits		1,606,797	1,632,600	1,460,292	1,701,450	1,701,450	1,701,450
Administrative Services		1,374,409	1,521,815	1,487,840	1,198,664	1,198,664	1,198,664
Contractual Services		4,152,949	4,129,587	4,718,432	4,102,922	4,102,922	4,102,922
Maintenance and Repairs		925,340	964,008	1,098,952	1,012,402	1,012,402	1,012,402
Rentals		15,375	41,002	15,249	15,249	15,249	15,249
Insurance		135,846	169,148	135,913	138,789	138,789	138,789
Supplies		721,906	797,135	791,850	754,840	754,840	754,840
Minor Capital Items		9,261	9,260	8,000	8,000	8,000	8,000
Utilities		1,184,697	1,253,562	1,390,301	1,250,135	1,250,135	1,250,135
Contributions		1,824,045	1,694,020	609,363	1,832,286	1,832,286	1,832,286
Capital Outlay		1,203,414	1,180,626	1,639,843	1,639,843	1,639,843	1,639,843
Debt Service		4,274,761	4,274,761	4,272,086	4,272,086	4,272,086	4,272,086
Total		20,162,995	20,292,517	20,416,662	20,753,061	20,753,061	20,753,061
Summary by Division							
Jetport Administration	(28-01)	852,417	838,483	882,531	894,921	894,921	894,921
Jetport Field	(28-02)	2,897,820	2,920,206	2,978,568	3,116,380	3,116,380	3,116,380
General Aviation	(28-03)	39,168	32,587	26,293	26,293	26,293	26,293
Jetport Fringe & Indirect Costs	(28-04)	3,277,367	3,225,935	2,092,071	3,559,028	3,559,028	3,559,028
Jetport Security Division	(28-05)	1,663,291	1,613,229	1,663,592	1,663,772	1,663,772	1,663,772
Terminal Division	(28-06)	4,974,756	5,038,775	5,113,060	5,099,636	5,099,636	5,099,636
Jetport Surplus	(28-07)	897,828	1,051,898	787,739	528,643	528,643	528,643
Jetport Marketing	(28-08)	567,975	554,286	545,259	545,259	545,259	545,259
Jetport Parking	(28-09)	4,178,254	4,172,700	4,613,497	4,614,302	4,614,302	4,614,302
Airfield Deicing Facility	(28-10)	814,119	844,418	794,551	704,827	704,827	704,827
ARFF	(28-11)	0	0	919,501	0	0	0
Total		20,162,995	20,292,517	20,416,662	20,753,061	20,753,061	20,753,061
Less Revenues		(20,162,995)	(20,292,517)	(20,416,662)	(20,753,061)	(20,753,061)	(20,753,061)
Net Department Total		0	0	0	0	0	0

Jetport Administration

The Jetport's Administration division is responsible for the day-to-day management of the Jetport and planning future operations. Divisional services include payroll, accounts payable and accounts receivable, budgeting and human resources functions. The Administration division also manages taxi permitting for the City of Portland.

The Administration budget has increased by \$42,504 or 5.0%. This increase is due to the inclusion of funds to prepare an updated Jetport 10 year Master Plan.

Division Summary

Department: Aviation & Transportation **Division:** Jetport Administration **Account:** 583-28-01

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	488,818	487,568	513,914	513,914	513,914	513,914
Administrative Services	46,566	47,264	49,016	49,016	49,016	49,016
Contractual Services	203,754	192,554	184,530	196,920	196,920	196,920
Maintenance and Repairs	14,033	13,958	9,463	9,463	9,463	9,463
Rentals	3,693	3,693	3,240	3,240	3,240	3,240
Supplies	17,787	17,833	14,188	14,188	14,188	14,188
Utilities	18,160	16,007	16,480	16,480	16,480	16,480
Capital Outlay	59,606	59,606	91,700	91,700	91,700	91,700
Total	852,417	838,483	882,531	894,921	894,921	894,921

Personnel Services Detail

Department: Aviation & Transportation

Division: Jetport Administration

Account: 583-28-01

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Airport Director	100		1	100,746	1	110,669	1	110,669	1	110,669	1	110,669
(2) Asst Airport Director	100		0	0	1	87,628	1	87,628	1	87,628	1	87,628
(3) Airport Deputy Director	100		1	86,619	0	0	0	0	0	0	0	0
Financial Administrator	100		1	67,078	1	69,830	1	69,830	1	69,830	1	69,830
Marketing & Comm Coord	100		1	60,645	1	62,680	1	62,680	1	62,680	1	62,680
Senior Admin Officer	100		2	97,968	2	103,934	2	103,934	2	103,934	2	103,934
Account Clerk II	100		1	38,747	1	39,916	1	39,916	1	39,916	1	39,916
Admin Assistant (CEBA)	100		1	34,515	1	36,757	1	36,757	1	36,757	1	36,757
Overtime	100			2,500		2,500		2,500		2,500		2,500
Gross Personnel Services			8.0	488,818	8.0	513,914	8.0	513,914	8.0	513,914	8.0	513,914

Notes:

- (1) Title Change from Airport Manager during FY15
- (2) 1 Reclass from Airport Deputy Director during FY15
- (3) (1) Reclass to Asst Airport Director during FY15

Jetport Field

The Jetport Field division maintains the runways, taxiways and all other surfaces inside the security fence at the airport, keeping them safe for arriving and departing aircraft.

The budget has increased by \$218,560 or 7.5%. Budgetary increases include staffing changes and higher costs related to vehicle maintenance & repair, airfield snow removal chemicals, lighting and signage supplies, and capital needs.

Division Summary

Department: Aviation & Transportation

Division: Jetport Field

Account: 583-28-02

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	866,075	826,615	859,934	937,746	937,746	937,746
Benefits	9,500	9,407	9,500	9,500	9,500	9,500
Administrative Services	13,970	13,102	11,615	11,615	11,615	11,615
Contractual Services	568,104	566,141	577,220	577,220	577,220	577,220
Maintenance and Repairs	314,864	317,434	347,892	347,892	347,892	347,892
Rentals	6,620	6,620	6,947	6,947	6,947	6,947
Supplies	563,524	655,777	596,141	596,141	596,141	596,141
Minor Capital Items	0	0	8,000	8,000	8,000	8,000
Utilities	168,249	158,196	181,176	181,176	181,176	181,176
Capital Outlay	386,914	366,914	380,143	440,143	440,143	440,143
Total	2,897,820	2,920,206	2,978,568	3,116,380	3,116,380	3,116,380

Personnel Services Detail

Department: Aviation & Transportation

Division: Jetport Field

Account: 583-28-02

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Asst Airport Manager	100		1	87,466	1	91,942	1	91,942	1	91,942	1	91,942
Airport Operations Manager	100		1	77,541	1	81,978	1	81,978	1	81,978	1	81,978
Asst Airport Operations Mgr	100		1	62,942	1	66,733	1	66,733	1	66,733	1	66,733
Airport Maintenance Supervisor	100		2	99,243	2	103,230	2	103,230	2	103,230	2	103,230
Airport Operations Coordinator	100		0	0	1	38,906	0	0	0	0	0	0
(1) Airport Operations Supervisor	100		1	39,499	0	0	3	116,718	3	116,718	3	116,718
Airport Airfield Electrician	100		1	51,868	1	53,431	1	53,431	1	53,431	1	53,431
(2) Airport Maint Worker III	100		9	381,052	7	307,714	7	307,714	7	307,714	7	307,714
(3) Airport Maint Worker II	100		3	109,684	0	0	0	0	0	0	0	0
Less Jetport Gen'l Aviation Chgs	100			(1,000)		(2,000)		(2,000)		(2,000)		(2,000)
Less Jetport Terminal Chgs	100			(160,000)		0		0		0		0
Less Jetport Parking Charges	100			(10,000)		(12,000)		(12,000)		(12,000)		(12,000)
Less Airfield Deicing Fac Chgs	100			(3,000)		(2,000)		(2,000)		(2,000)		(2,000)
Meal Allow/Standby Pay	100			6,280		2,500		2,500		2,500		2,500
Overtime	100			124,500		129,500		129,500		129,500		129,500
Gross Personnel Services			19.0	866,075	14.0	859,934	16.0	937,746	16.0	937,746	16.0	937,746

Notes:

- (1) 2 New Positions Approved in FY16
- (2) (2) Positions Transferred to Terminal Division (28-06) in FY16
- (3) (2) Positions Eliminated during FY15; (1) Position Transferred to Terminal Division (28-06) in FY16

General Aviation

The Jetport General Aviation division (GA) includes the maintenance of the Jetport field area designed for use by private pilots, including the pavement and surrounding fencing. The General Aviation division collects landing fees from the aircraft that use the GA area, similar to the fees charged to the commercial airlines. These revenues help lower costs for the commercial airlines that serve the Jetport.

The General Aviation budget has decreased by \$12,875, or 32.9%, due to the exclusion / reduction of the pavement crack sealing repair allocation.

Division Summary

Department: Aviation & Transportation **Division:** General Aviation **Account:** 583-28-03

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	2,000	500	2,000	2,000	2,000	2,000
Contractual Services	20,168	18,291	20,293	20,293	20,293	20,293
Maintenance and Repairs	17,000	13,796	4,000	4,000	4,000	4,000
Total	39,168	32,587	26,293	26,293	26,293	26,293
Less Revenues	(124,100)	(128,602)	(114,700)	(127,200)	(127,200)	(127,200)
Net Division Total	(84,932)	(96,015)	(88,407)	(100,907)	(100,907)	(100,907)

Personnel Services Detail

Department: Aviation & Transportation

Division: General Aviation

Account: 583-28-03

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Charges from Jetport Field	100			1,000		2,000		2,000		2,000		2,000
Charges from Jetport Terminal	100			1,000		0		0		0		0
Gross Personnel Services				2,000		2,000		2,000		2,000		2,000

Jetport Fringe & Indirect Costs

The Jetport's Fringe and Indirect Costs division reimburses the City's General Fund for expenses incurred for their services, including Police and Fire employee benefits, general liability insurance, the Fire Department's cost of firefighting and EMS services, and chargebacks on City-provided services including Executive, Finance, Legal, Human Resources and Information Technology.

This division's expenditures have increased by \$281,661 or 8.6%, due to an increase in the Jetport's contribution to bond costs for retirement payments, and an increase in the cost of City-provided services.

Division Summary

Department: Aviation & Transportation **Division:** Jetport Fringe & Indirect Costs **Account:** 583-28-04

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Benefits	1,589,397	1,615,734	1,442,892	1,684,050	1,684,050	1,684,050
Administrative Services	327,355	327,355	513,266	513,266	513,266	513,266
Insurance	135,846	169,148	135,913	138,789	138,789	138,789
Contributions	1,224,769	1,113,698	0	1,222,923	1,222,923	1,222,923
Total	3,277,367	3,225,935	2,092,071	3,559,028	3,559,028	3,559,028

Jetport Security Division

The Security division performs all administrative and operational activities related to security, including federally-mandated Jetport Security enhancements. The division maintains all security related equipment including cameras and monitors, computer equipment, and security doors and gates. This division is also responsible for processing employee background checks and issuing employee ID badges. The Communication Center provides communications and technical support to all areas of the airport, as well as monitoring flight information and providing a point of contact for the public. The costs of the police officers which serve at the Jetport are also paid from this division.

The Security division's budget has increased a minimal of \$481, primarily due to the addition of a half-time position offset by capital outlay decreases.

Division Summary

Department: Aviation & Transportation **Division:** Jetport Security Division **Account:** 583-28-05

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	464,985	460,696	491,165	491,165	491,165	491,165
Benefits	2,000	1,965	2,000	2,000	2,000	2,000
Administrative Services	22,520	17,655	23,030	23,030	23,030	23,030
Contractual Services	485,344	477,567	493,195	493,195	493,195	493,195
Maintenance and Repairs	15,950	13,794	7,618	7,618	7,618	7,618
Supplies	28,300	20,291	25,450	25,450	25,450	25,450
Utilities	11,522	10,333	11,771	11,951	11,951	11,951
Contributions	599,276	580,322	609,363	609,363	609,363	609,363
Capital Outlay	33,394	30,606	0	0	0	0
Total	1,663,291	1,613,229	1,663,592	1,663,772	1,663,772	1,663,772
Less Revenues	(14,750)	(19,885)	(19,500)	(19,500)	(19,500)	(19,500)
Net Division Total	1,648,541	1,593,344	1,644,092	1,644,272	1,644,272	1,644,272

Personnel Services Detail

Department: Aviation & Transportation

Division: Security Division

Account: 583-28-05

Position	Funding	FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Airport Sec & Comm Center Mgr	100	1	59,293	1	62,856	1	62,856	1	62,856	1	62,856
Airport Security Coordinator	100	1	55,745	1	58,480	1	58,480	1	58,480	1	58,480
Airport Lead Comm / Sec Spec (	100	1	41,267	1	44,566	1	44,566	1	44,566	1	44,566
(1) Airport Comm/Security Spec (40)	100	6	247,463	6.5	261,414	6.5	261,414	6.5	261,414	6.5	261,414
Standby Pay	100		8,000		5,500		5,500		5,500		5,500
Temporary Help	100		13,217		13,349		13,349		13,349		13,349
Overtime	100		40,000		45,000		45,000		45,000		45,000
Gross Personnel Services		9.0	464,985	9.5	491,165	9.5	491,165	9.5	491,165	9.5	491,165

Notes:

(1) .5 New Position Approved during FY15

Terminal Division

The Terminal division oversees all of the activities involving the supervision of the passenger terminal, including interior and exterior terminal cleaning and maintenance. The terminal division's Engineering section is responsible for the planning, design and management of major terminal improvements.

The Terminal division's budget has an increase of \$124,880, or 2.5%. Budget changes include an increase in utility costs, building cleaning services and maintenance costs, and the purchase of a software system enabling the airlines to share aircraft boarding gates, offset by a decrease in Capital requests and staffing changes.

Division Summary

Department: Aviation & Transportation **Division:** Terminal Division **Account:** 583-28-06

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	886,017	831,868	861,320	861,320	861,320	861,320
Benefits	5,900	5,494	5,900	5,900	5,900	5,900
Administrative Services	14,095	14,566	15,215	15,215	15,215	15,215
Contractual Services	1,584,800	1,587,632	1,638,785	1,625,361	1,625,361	1,625,361
Maintenance and Repairs	490,065	533,931	569,769	569,769	569,769	569,769
Rentals	4,212	2,843	4,212	4,212	4,212	4,212
Supplies	88,309	83,893	103,922	103,922	103,922	103,922
Minor Capital Items	9,261	9,260	0	0	0	0
Utilities	885,556	962,747	986,574	986,574	986,574	986,574
Capital Outlay	494,428	494,428	417,000	417,000	417,000	417,000
Debt Service	512,113	512,113	510,363	510,363	510,363	510,363
Total	4,974,756	5,038,775	5,113,060	5,099,636	5,099,636	5,099,636

Personnel Services Detail

Department: Aviation & Transportation

Division: Terminal Division

Account: 583-28-06

Position	Funding Source		FY15 Approved		FY16 Submission		FY16 Manager's Recommendation		FY16 Finance Committee		FY16 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Airport Deputy Director	100		1	85,589	1	76,635	1	76,635	1	76,635	1	76,635
Asst Transportation Fac Mgr	100		1	71,077	1	74,490	1	74,490	1	74,490	1	74,490
Project Engineer	100		1	60,974	1	64,331	1	64,331	1	64,331	1	64,331
Airport Asst Engineer	100		1	50,555	1	45,068	1	45,068	1	45,068	1	45,068
Facilities Tech Coordinator	100		1	56,765	1	58,480	1	58,480	1	58,480	1	58,480
Airport Maintenance Supervisor	100		1	51,304	1	52,291	1	52,291	1	52,291	1	52,291
Airport Facilities Technician	100		3	157,212	3	161,858	3	161,858	3	161,858	3	161,858
(1) Master Electrician	100		0	0	1	43,139	1	43,139	1	43,139	1	43,139
(2) Airport Fac Tech Asst II	100		2	82,448	1	43,638	1	43,638	1	43,638	1	43,638
(3) Airport Maint Worker III	100		0	0	3	133,994	3	133,994	3	133,994	3	133,994
Airport Facilities Laborer	100		2	63,550	2	68,496	2	68,496	2	68,496	2	68,496
Charges from Jetport Field	100			160,000		0		0		0		0
Less Jetport Gen'l Aviation Chgs	100			(1,000)		0		0		0		0
Less Jetport Parking Charges	100			(2,500)		(5,000)		(5,000)		(5,000)		(5,000)
Standby Pay	100			9,493		12,900		12,900		12,900		12,900
Temporary Help	100			8,050		0		0		0		0
Overtime	100			32,500		31,000		31,000		31,000		31,000
Gross Personnel Services			13.0	886,017	16.0	861,320	16.0	861,320	16.0	861,320	16.0	861,320

Notes:

- (1) 1 Reclass from Airport Fac Tech Asst II during FY14
- (2) (1) Reclass to Master Electrician during FY14
- (3) 3 Positions Transferred from Field Division (28-02) in FY16 (Incl. 1 Upgrade from MW II during FY15)

Jetport Surplus

The Jetport surplus is determined annually by calculating total revenues minus total expenses, including capital purchases.

The FY16 surplus has decreased by \$369,185, or 41.1%.

Division Summary

Department: Aviation & Transportation

Division: Jetport Surplus

Account: 583-28-07

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Administrative Services	897,828	1,051,898	787,739	528,643	528,643	528,643
Total	897,828	1,051,898	787,739	528,643	528,643	528,643

Jetport Marketing

The Marketing division provides marketing, advertising and promotional services for the Jetport.

The Marketing budget has decreased by \$22,716, or 4.0%, due to projected decreases in advertising expenditures, including the elimination of a Marketing Intern position.

Division Summary

Department: Aviation & Transportation

Division: Jetport Marketing

Account: 583-28-08

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	8,050	0	0	0	0	0
Administrative Services	51,595	49,495	57,429	57,429	57,429	57,429
Contractual Services	506,830	503,291	487,830	487,830	487,830	487,830
Supplies	1,500	1,500	0	0	0	0
Total	567,975	554,286	545,259	545,259	545,259	545,259

Personnel Services Detail

Department: Aviation & Transportation

Division: Marketing

Account: 583-28-08

Position	Funding Source		FY15 Approved		FY16 Submission		FY16 Manager's Recommendation		FY16 Finance Committee		FY16 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Temporary Help	100			8,050		0		0		0		0
Gross Personnel Services				8,050		0		0		0		0

Jetport Parking

The Parking division oversees the parking maintenance of the Jetport's parking garage and surface lots. The Jetport contracts with a parking management company, and receives parking revenues net of the company's operational costs and management fee.

Expenditures have increased by \$436,048, or 10.4%, due to the inclusion of a Capital project to begin a 20 year parking garage preventative maintenance and repair program.

Division Summary

Department: Aviation & Transportation

Division: Jetport Parking

Account: 583-28-09

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	15,000	16,746	18,000	18,000	18,000	18,000
Administrative Services	480	480	450	450	450	450
Contractual Services	74,806	74,972	76,825	77,630	77,630	77,630
Maintenance and Repairs	69,162	66,225	68,260	68,260	68,260	68,260
Rentals	850	966	850	850	850	850
Supplies	22,486	17,841	15,139	15,139	15,139	15,139
Utilities	3,750	3,750	3,750	3,750	3,750	3,750
Capital Outlay	229,072	229,072	668,500	668,500	668,500	668,500
Debt Service	3,762,648	3,762,648	3,761,723	3,761,723	3,761,723	3,761,723
Total	4,178,254	4,172,700	4,613,497	4,614,302	4,614,302	4,614,302
Less Revenues	(6,571,767)	(6,535,203)	(6,514,851)	(6,514,851)	(6,514,851)	(6,514,851)
Net Division Total	(2,393,513)	(2,362,503)	(1,901,354)	(1,900,549)	(1,900,549)	(1,900,549)

Personnel Services Detail

Department: Aviation & Transportation

Division: Jetport Parking Division

Account: 583-28-09

Position	Funding Source	FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
		#	Approved	#	Submission	#	Recommendation	#	Committee	#	Allowance
	City Fed Oth		Amount		Amount		Amount		Amount		Amount
Charges from Jetport Field	100		10,000		12,000		12,000		12,000		12,000
Charges from Terminal Division	100		2,500		5,000		5,000		5,000		5,000
Overtime	100		2,500		1,000		1,000		1,000		1,000
Gross Personnel Services			15,000		18,000		18,000		18,000		18,000

Airfield Deicing Facility

The Airfield Deicing Facility allows for the collection and recycling of the used deicing fluid by a contracted vendor, thus preventing these chemicals from seeping into the ground. The Jetport pays the costs of this operation and receives revenue from the airlines to offset the expenditures incurred, thus creating a "net zero" impact on the Jetport's overall budget.

Expenditures for the Airfield Deicing Facility have decreased by \$109,292, or 13.4%, predominately due to the deicing facility's ability to process used deicing fluid from other facilities, for which the Jetport gets a small credit for each gallon of "outside" fluid processed, thus lowering or yearly costs. Utility expenditures also declined.

Division Summary

Department: Aviation & Transportation **Division:** Airfield Deicing Facility **Account:** 583-28-10

	FY15 Approp.	FY15 Projected Expend.	FY16 Department Submission	FY16 Manager's Recomm.	FY16 Finance Comm.	FY16 Final Allowance
Classification Breakdown						
Payroll	3,250	1,000	2,250	2,250	2,250	2,250
Contractual Services	709,143	709,139	589,754	624,473	624,473	624,473
Maintenance and Repairs	4,266	4,870	5,200	5,400	5,400	5,400
Rentals	0	26,880	0	0	0	0
Utilities	97,460	102,529	174,847	50,204	50,204	50,204
Capital Outlay	0	0	22,500	22,500	22,500	22,500
Total	814,119	844,418	794,551	704,827	704,827	704,827
Less Revenues	(814,119)	(844,418)	(794,551)	(794,551)	(794,551)	(794,551)
Net Division Total	0	0	0	(89,724)	(89,724)	(89,724)

Personnel Services Detail

Department: Aviation & Transportation

Division: Airfield Deicing Facility

Account: 583-28-10

Position	Funding		FY15		FY16		FY16 Manager's		FY16 Finance		FY16 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Charges from Jetport Field		100			3,000		2,000		2,000		2,000	2,000
Overtime		100			250		250		250		250	250
Gross Personnel Services					3,250		2,250		2,250		2,250	2,250

Portland, Maine



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Key Revenues and Expenditures

Revenues

The Housing and Community Development Program or HCD is a special revenue fund that is supported by several federal and local funding sources.

1. Community Development Block Grant (CDBG) Program:

The Community Development Block Grant (CDBG) is funded by the federal government under the Housing and Community Development Act of 1974. For Program year 2015-2016 the City allocated \$1,905,564, which is comprised of \$1,791,064 in direct allocation from HCD and \$114,500 from program income; there are no dollars being used this year from re-programmed funds. These funds are used to ensure decent affordable housing, to provide services to the most vulnerable in our communities, and to create jobs through the expansion and retention of businesses.

2. Home Investment Partnership Program (HOME):

The HOME funds are available for a broad range of housing activities benefiting low and moderate income households. For 2015-2016, the City proposes to utilize \$820,832 of HOME funds and \$210,000 of Program Income for a HOME Consortium between the City (\$673,597) and County (\$357,236) for the development of new rental housing, single family and multi-family rehabilitation, tenant based rental assistance and assistance to special non-profit agencies called Community Housing Development Organizations (CHDOs) to develop affordable housing.

3. Emergency Solutions Grant Program (ESG):

The ESG funds can be used by the City to fund the rehabilitation, operation and support services of providers and facilities assisting Portland's homeless

population. The City proposes to use its 2015-2016 ESG entitlement allocation of \$161,834 to purchase supplies for the Homeless Health Clinic, and to provide case management and homeless prevention services through City Family Shelter programs administered by the Department of Health and Human Services.

4. Portland Development Fund: Originally established in 1986, the goal of the Portland Development Fund is to respond to the need for 1) housing that is affordable to low and moderate income families, and 2) commercial and industrial development opportunities to further strengthen the local economy and generate jobs, particularly in downtown Portland.

Originally there was approximately \$1 million in the Portland Development Fund for both housing and economic development activities. Sources of funding include Urban Development Action Grant (UDAG) miscellaneous revenue, CDBG program income, CDBG entitlement allocations from previous years, and loan repayments and interest generated. In 1990 the fund was split into Housing, administered by the Housing & Community Development Division, and Economic Development, administered by the Economic Development Department.

The Housing portion of these funds is appropriated for several activities, including the development of new affordable rental housing, single and multi-family rehabilitation, and lead paint abatement. UDAG funds administered by the Economic Development Department, which is now approximately \$739,000, are used for loans and investments by the Portland Development Corporation.

Expenditures

The three expenditure categories utilized by the CDBG Program are: Social Services, Development Activity Funding, and Program Planning and Administration. A brief description of the services provided for the 2015-2016 fiscal year under each of these categories follows. A more comprehensive source of information on these programs can be found in the 2010-2015 Consolidated Housing or the 2015-2016 Annual Action Plan issued by the Department of Planning and Development.

SOCIAL SERVICES

1. Basic Needs Services includes Amistad Peer Coaching Program and Preble Street: Day Shelter, Teen Shelter, Women's Shelter and Food Programs.
2. Safe Neighborhood programs include the Amistad Support and Recovery Center, the Police Department's Community Policing Program, Milestone Homeless Outreach, and the Wayside Food Programs.
3. Work and Shop programs include the Catherine Morrill Day Nursery / Child Care Assistance Program.
4. Economic Development programs include Coastal Enterprises, Inc. Portland Jobs Alliance Program.

DEVELOPMENT ACTIVITY FUNDING

1. Housing projects include the Community Housing of Maine Supportive Housing.
2. Mobility and Accessibility projects include the Planning Department's Bike Parking Project and the Public Services Department's Reiche School Pedestrian Safety Project.
3. Safe Neighborhood projects include Public Service's Greenleaf Street Reconstruction Project.
4. Economic Development projects include the City of Portland's Business Assistance Program, and Coastal Enterprises, Inc.'s

Portland Job Alliance and Microenterprise Assistance programs.

PROGRAM PLANNING & ADMINISTRATION

The following are reimbursements to general operating accounts for program administration services:

1. The Department of Planning & Development provides Administration, Planning, Housing & Community Development, Historic Preservation, and Citizen Participation services which are reimbursable under the HCD guidelines.
2. The City receives reimbursement for a portion of the annual audit cost associated with auditing the HCD Program.
3. The City may receive reimbursement for a portion of the fringe benefits associated with the positions funded with HCD monies. However, the fringe benefit reimbursement along with all of the administrative costs must not exceed the 20% cap set by CDBG guidelines.

City of Portland, Maine
Housing and Community Development Program
FY16

Programs	Yr. XXXIX Allocation	Yr. XXXX Request	Council Approval	Final Approval
Program Activities:				
I. Social Services	\$633,359	\$969,826	\$625,270	\$625,270
II. Development Activity Funding	1,166,703	1,999,418	875,181	875,181
III. Program Planning and Administration	409,515	405,727	405,113	405,113
Total CDBG Budget	\$2,209,577	\$3,374,971	\$1,905,564	\$1,905,564

Sources of Funds:	FY15	FY16
Entitlement Grant	\$1,815,577	\$1,791,064
Program Income	119,000	114,500
Surplus Funds	275,000	0
Total Sources of Funds	\$2,209,577	\$1,905,564
Administrative Cap	\$409,515	\$405,113
Social Services Cap	\$633,359	\$625,270

I. Social Services

A. Basic Needs

1. Amistad Inc. Peer Coaching Initiative	\$0	\$25,000	\$41,720	\$41,720
2. Frannie Peabody Center Integrated Access to Care	0	40,000	0	0
3. Opportunity Alliance Access to Basic Needs: Winter Heat & Summer Food)	62,400	0	0	0
4. Preble Street (Joe Kreisler Teen Shelter)	30,000	30,000	30,000	30,000
5. Preble Street Day Shelter Services (Resource Center)	45,000	45,000	45,000	45,000
6. Preble Street Food Programs	50,000	50,000	50,000	50,000
7. Preble Street Women's Shelter (Florence House)	30,000	30,000	30,000	30,000
8. The Locker Project Feeding the Future	0	20,000	0	0
Total Basic Needs	\$217,400	\$240,000	\$196,720	\$196,720

B. Housing

Total Housing

\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0

C. Safe Neighborhoods

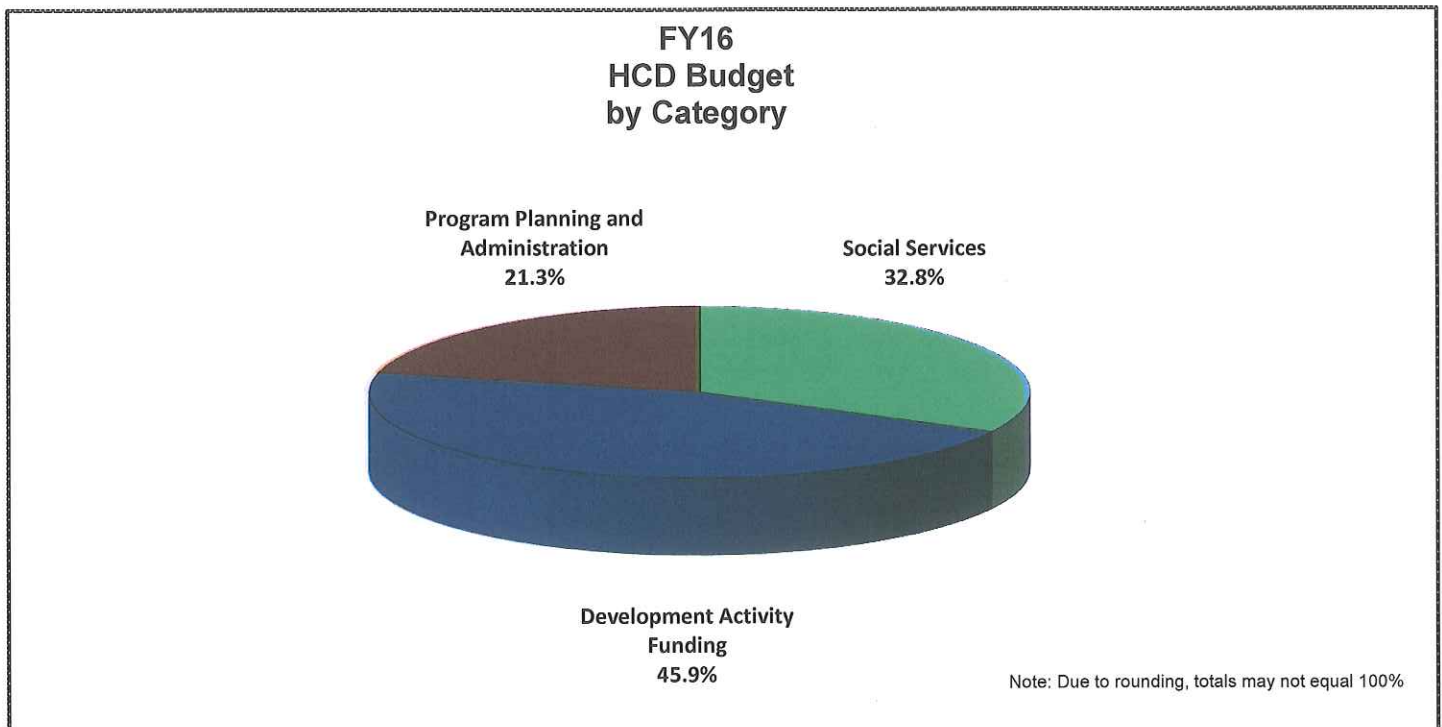
1. Amistad Peer / Support and Recovery Center	\$30,000	\$30,000	\$30,000	\$30,000
2. City of Portland / Behavioral Health Program	21,527	0	0	0
3. COP Community Policing (Parkside, Bayside, Munjoy Hill, West End)	150,000	150,000	150,000	150,000
4. Milestone Homeless Outreach & Mobile Engagement HOME Team	0	75,000	75,000	75,000
5. Portland Community Health Center Integrated Behavioral Health Program	0	125,000	0	0
6. Wayside Food Programs	25,000	25,424	25,424	25,424
Total Safe Neighborhoods	\$226,527	\$405,424	\$280,424	\$280,424

City of Portland, Maine
Housing and Community Development Program
FY16

Programs	Yr. XXXIX Allocation	Yr. XXXX Request	Council Approval	Final Approval
D. Work and Shop				
1. Catherine Morrill Day Nursery / Child Care Assistance Program	\$89,432	\$99,402	\$48,126	\$48,126
2. Community Financial Literacy Education for Refugees & Immigrants	0	35,000	0	0
3. Learning Works English Language Program	0	35,000	0	0
4. Opportunity Alliance / Parkside Neighborhood Center	0	55,000	0	0
Total Work and Shop	\$89,432	\$224,402	\$48,126	\$48,126
E. Economic Development				
1. Coastal Enterprises, Inc. Portland Job Alliance Support Services	\$100,000	\$100,000	\$100,000	\$100,000
Total Economic Development	\$100,000	\$100,000	\$100,000	\$100,000
Total Social Services	\$633,359	\$969,826	\$625,270	\$625,270
II. Development Activity Funding				
A. Housing				
1. Cathedral of St. Luke The Deanery	\$0	\$243,352	\$0	\$0
2. Community Housing of Maine Supportive Housing (Portland)	0	250,000	210,000	210,000
3. Machigone Community Land Trust Luther Street Home	0	65,000	0	0
Total Housing	\$0	\$558,352	\$210,000	\$210,000
B. Mobility and Accessibility				
1. City of Portland / Bike Parking (E. Bayside, Munjoy, Libbytown & Parkside)	\$0	\$17,500	\$7,181	\$7,181
2. City of Portland / Cliff Island School Playgrounds	0	52,700	0	0
3. City of Portland / Handicap Ramp Upgrades and Construction	0	50,000	0	0
4. City of Portland / Libbytown Pedestrian Accessibility Improvements (Phase 3)	0	233,091	0	0
5. City of Portland / North Boyd Street Multiuse Trail Phase II	110,000	0	0	0
6. City of Portland / Oxford Street Crossing & Elm Street Sidewalk	248,375	0	0	0
7. City of Portland / Reiche School Brackett Street Pedestrian Safety Project	0	118,430	40,000	40,000
8. City of Portland / St. John St. / Valley St. Streetscape Phase III	210,504	0	0	0
Total Mobility and Accessibility	\$568,879	\$471,721	\$47,181	\$47,181
C. Safe Neighborhoods				
1. City of Portland / Big Belly Solar Waste Compactor Deployment	\$56,197	\$50,628	\$0	\$0
2. City of Portland / Greenleaf Street Construction	0	218,000	218,000	218,000
3. City of Portland / Neighborhood Tree Planting	0	15,000	0	0
4. Milestone, Inc. Air Quality Improvement	9,656	0	0	0
5. Milestone, Inc. Shelter Bathroom Renovation	21,778	0	0	0
6. Preble Street HCH Clinic Floor Replacement & Resource Center Rehab	64,493	0	0	0
Total Safe Neighborhoods	\$152,124	\$283,628	\$218,000	\$218,000
D. Work and Shop				
1. Catherine Morrill Day Nursery Frontage Restoration Project	\$0	\$78,942	\$0	\$0
2. Creative Portland Corporation Assets for Artists (Portland)	0	34,875	0	0
3. Learning Works Renovation of Historic Property (181 Brackett St. Phase 2)	70,700	121,900	0	0
4. Living with Peace Portland Microenterprise	15,000	0	0	0
5. Portland Food Co-op Grocery Store	60,000	0	0	0
Total Work and Shop	\$145,700	\$235,717	\$0	\$0

City of Portland, Maine
Housing and Community Development Program
FY16

Programs	Yr. XXXIX Allocation	Yr. XXXX Request	Council Approval	Final Approval
E. Economic Development				
1. City of Portland / Business Assistance Program	\$0	\$150,000	\$100,000	\$100,000
2. Coastal Enterprises, Inc. Portland Job Alliance Support Services	240,000	240,000	240,000	240,000
3. Coastal Enterprises, Inc. Portland Microenterprise Assistance Project	60,000	60,000	60,000	60,000
Total Economic Development	\$300,000	\$450,000	\$400,000	\$400,000
Total Development Activity Funding	\$1,166,703	\$1,999,418	\$875,181	\$875,181
III. Program Planning and Administration				
1. Housing & Neighborhood Services	\$240,784	\$273,866	\$273,252	\$273,252
2. Planning Division	114,252	87,162	87,162	87,162
3. HCD Housing Staff	0	4,983	4,983	4,983
4. Historic Preservation Division	31,479	25,216	25,216	25,216
5. Citizen Participation	18,000	9,500	9,500	9,500
6. Finance Department & Audit	5,000	5,000	5,000	5,000
Total Program Planning and Administration	\$409,515	\$405,727	\$405,113	\$405,113



Portland, Maine



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City of Portland, Maine

School Committee

Sarah J. Thompson
School Committee Chair
At Large
(2015)

Jenna Vendil
District 1
(2015)

Marnie Morrione
District 5
(2017)

Holly Seeliger
District 2
(2015)

Pious Ali
At Large
(2016)

Laurie Davis
District 3
(2016)

John Eder
At Large
(2017)

Stephanie Hatzenbuehler
District 4
(2017)

Anna Trevorrow
At Large
(2016)

Key Revenues and Expenditures

In 2007, the State Legislature passed a bill that required both consolidation of School districts and a referendum vote on every school budget. The Portland School Department, because of its size, did not have to consolidate with any other district. Portland is, however, still required to have a referendum vote on their budget. After approval by the City Council, the FY2016 School budget was approved by the voters May 12, 2015.

Revenues

The funding sources for Education, other than Property Taxes, are summarized into four major categories - General Fund, Adult Education, Food Service, and Other Revenue. The property tax funds 76.0% of the FY16 Education budget.

State Subsidy

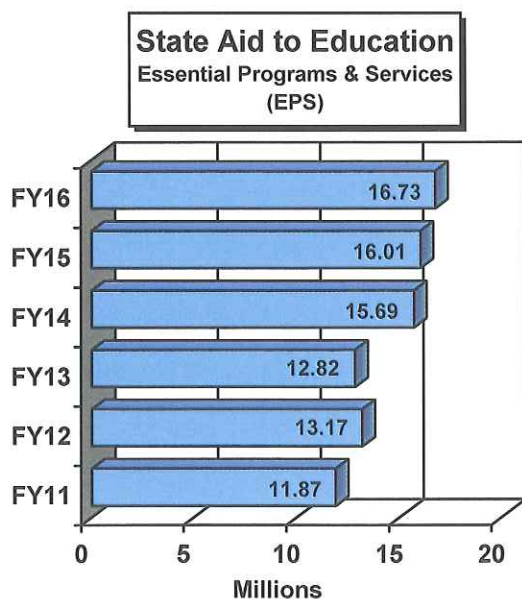
The second largest School-funding source is State Aid to Education. The State subsidy funding formula was amended by the Essential Programs and Services Funding Act of 2003.

The portion of State Aid for Essential Programs and Services (EPS) accounts for 16.3% of the School's FY16 Budget. The chart represents the State Aid to Education EPS revenue history over the past six years.

Expenditures

The City operates its educational program for grades K through 12, Adult Education, and for applied technology education under its own supervision. Article III of the City's Charter, as amended, provides that the Department of Education for the City be administered by a School Committee comprised of nine members. The School Committee performs all duties and functions regarding the care and management of the public schools in the City.

For presentation in the City's Municipal Budget, the Education budget is broken down into three categories: (1) Salaries and Benefits, (2) Services, Supplies and Other Costs, and (3) Capital Equipment. For a more comprehensive report, the School Department issues an annual Education Budget Report.



Note: FY15 and FY16 are estimated amounts.

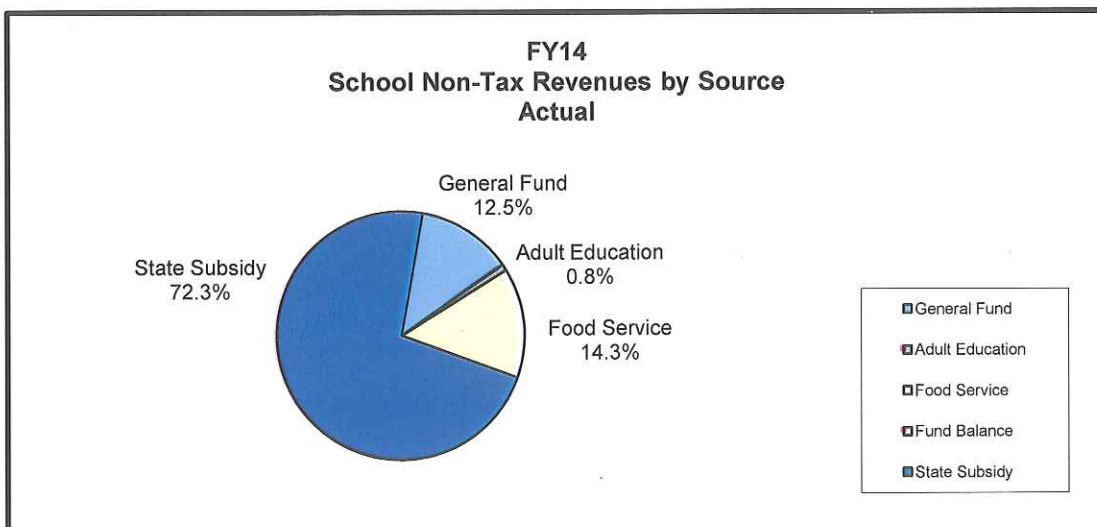
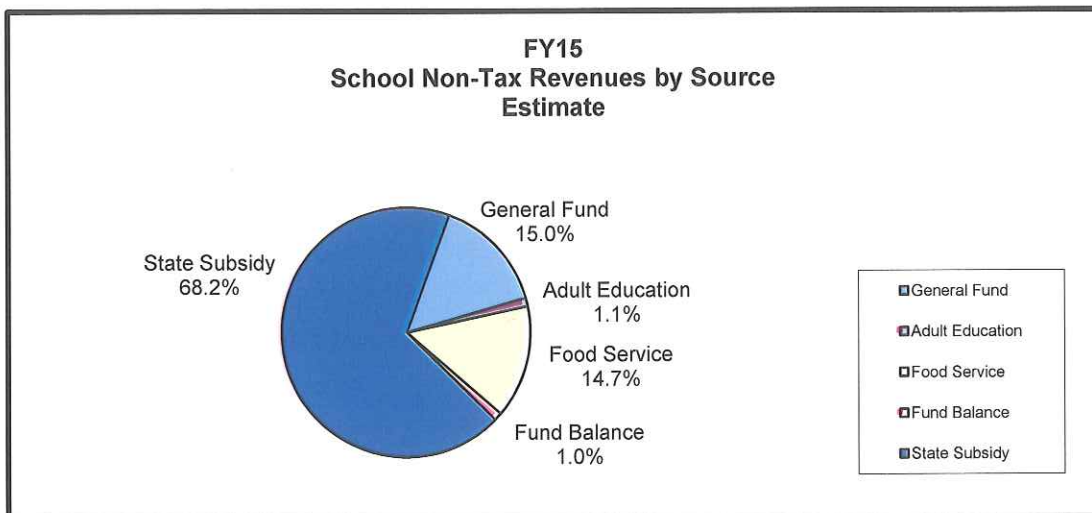
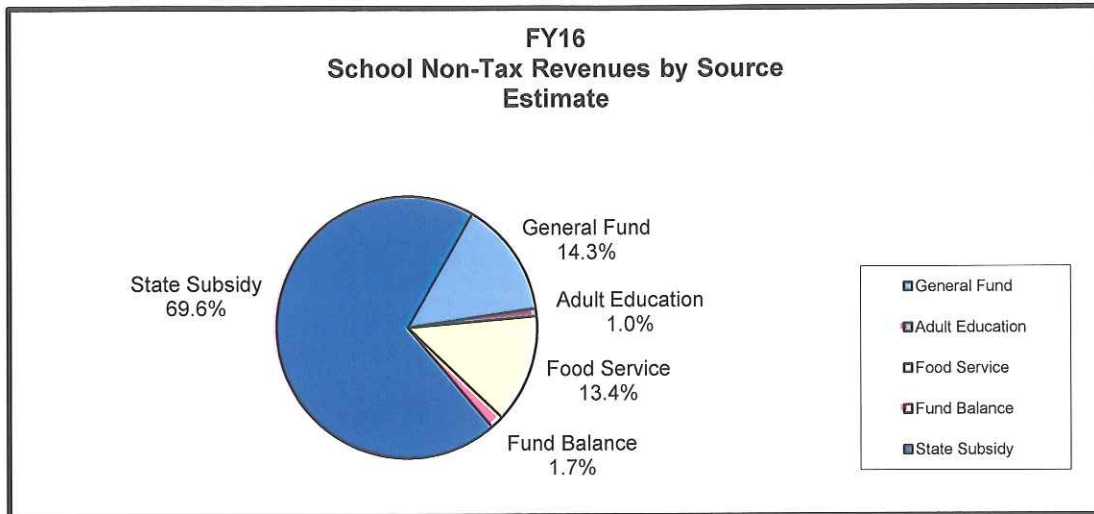
City of Portland, Maine
Comparative Statement of Revenues
School Department

	FY14 Actual	FY15 Estimate	FY16 Estimate
General Fund			
1313 Tuition - Individuals Reg 9-12	\$0	\$4,000	\$0
1322 Tuition - Public K-8	106,633	100,000	100,000
1324 Tuition - Public 9-12 (Long Island, GBSD)	55,260	65,000	65,000
1328 Tuition - CTE Oher Units	184,813	160,000	190,000
1363 Tuition - Summer School 9-12	16,275	17,000	18,000
1380 PATHS - Part I & II Assessment	1,713,381	1,802,042	1,860,659
1440 Transportation - Other Organizations	110,788	100,000	100,000
1510 Interest on Investments- Russell Trust Fund	3,000	3,000	3,000
1712 Admissions 9-12	35,283	35,000	35,000
1910 Custodian Service - Building Rentals	61,900	45,000	58,000
1960 Miscellaneous Local Revenue	13,485	75,000	10,000
1991 Miscellaneous Sales & Refunds	2,227	1,000	1,000
3120 Tuition - State Agency Client	369,638	390,000	370,000
3150 Nat'l Board - Prof Teaching Salary Supplement	24,750	26,125	38,100
4340 Federal Reimb - Telecom Services (E-Rate)	65,030	65,000	90,000
4585 MaineCare Medicaid Reimbursement	0	700,000	575,000
4810 Federal Impact Aid	36,913	30,000	30,000
5305 Proceeds Disposal of Property	750	1,000	1,000
Total General Fund	\$2,800,124	\$3,619,167	\$3,544,759
Adult Education			
1317 Tuition - Individual / Enrichment	\$105,151	\$140,000	\$130,000
1319 Tuition - Individual & Voc	59,812	88,000	75,000
1359 Tuition - Other (Academic)	22,151	30,000	30,000
Total Adult Education	\$187,113	\$258,000	\$235,000
TOTAL GENERAL FUND REVENUE (Including Adult Education)	\$2,987,237	\$3,877,167	\$3,779,759

City of Portland, Maine
Comparative Statement of Revenues
School Department

	FY14 Actual	FY15 Estimate	FY16 Estimate
Food Service			
1611 Daily Sales - Lunch Program	\$254,551	\$406,707	\$275,639
1620 Daily Sales - a la Carte & Adults	249,526	229,375	200,000
1630 Special Functions	68,520	58,000	20,000
1910 Building Rentals	0	0	9,600
1996 Refunds - School Nutrition	169	10,000	0
3250 State Funds - School Meal Reimbursement	45,022	37,869	40,000
4370 Federal Reimbursement - After School Snack	28,190	79,040	64,109
4380 Federal Reimbursement Summer Food Program	29,738	33,101	33,101
4550 Federal Performance - Based Lunch	36,959	41,225	37,600
4551 School Lunch - Regular	184,794	174,571	184,842
4552 School Lunch - Reduced Rate	64,213	70,830	79,686
4553 School Lunch - Free	1,249,781	1,375,651	1,277,640
4554 School Breakfast	744,126	773,269	825,000
4558 Payments in Lieu of Commerce	169,796	171,771	196,690
4559 Fresh Fruits & Vegetables Grant	75,869	77,000	77,000
Total Food Service	\$3,201,252	\$3,538,409	\$3,320,907
TOTAL LOCAL REVENUE	\$6,188,489	\$7,415,576	\$7,100,666
Other Revenues			
3111 State Subsidy - EPS	\$15,685,242	\$16,011,147	\$16,734,100
3240 State Subsidy - Adult Education	450,299	446,935	453,680
Total State Subsidy - General Fund	\$16,135,541	\$16,458,082	\$17,187,780
5000 Fund Balance Carry Forward (General Fund)	\$0	\$250,000	\$415,000
5000 Fund Balance Carry Forward (Food Service)	0	0	0
Total Fund Balance Carry Forward	\$0	\$250,000	\$415,000
TOTAL OTHER REVENUE	\$16,135,541	\$16,708,082	\$17,602,780
GRAND TOTAL ALL REVENUE	\$22,324,030	\$24,123,658	\$24,703,446

Portland School Department Comparison of Non-Tax Revenues by Source



Note: Due to rounding, totals may not equal 100%

City of Portland, Maine
Comparative Budget Summary
School Department

	FY14 Actual	FY15 Budget	FY16 Budget
I. SALARIES & BENEFITS			
Salaries - Regular			
1010 Professional Salary	\$39,641,995	\$40,905,159	\$41,613,454
1020 Instructional Aide / Asst	4,326,836	4,535,512	4,461,815
1040 Administrators	4,856,272	5,037,916	5,239,601
1180 Regular Support Staff	8,192,036	8,218,333	8,764,756
Total Regular Salaries	\$57,017,139	\$58,696,920	\$60,079,626
Salaries - Temporary			
1200 Temporary Salary	\$547,364	\$660,876	\$594,669
1210 Tutor	22,958	67,889	69,926
1230 Substitute	1,211,131	849,073	839,733
1310 Teacher Additional Pay	41,158	83,720	60,703
1320 Aide/Asst Overtime	207	0	0
1380 Regular Support Overtime	133,246	126,720	123,000
1410 Professional Sabbatical	0	49,873	0
1500/10/60 Stipends / Differentials	1,387,755	1,520,487	1,532,931
1501 Stipend - Retirement Sick	908,755	629,948	615,000
1590 Stipend / Other	2,376	13,042	22,703
Total Temporary Salaries	\$4,254,950	\$4,001,628	\$3,858,665
Benefits			
2000-2299 Flex Benefits, LTD, Medicare	\$12,274,781	\$13,186,359	\$13,818,229
23xx Retirement - MePERS / ICMA	2,002,951	2,167,834	2,610,549
25xx Tuition Reimbursement	137,905	208,330	175,000
2700 Workers' Compensation	572,373	580,000	602,234
2900 Life Insurance - MePERS PLD	166,463	25,000	25,000
9000 Unemployment Compensation	52,189	100,000	75,000
9500 Retirement Incentive	166,771	113,001	0
Total Benefits	\$15,373,433	\$16,380,524	\$17,306,012
Total Salaries & Benefits	\$76,645,522	\$79,079,072	\$81,244,303

II. SERVICES, SUPPLIES & OTHER

Contractual Services

3000 Purchased Professional & Technical Services	\$2,160,323	\$2,431,374	\$2,488,215
3300 Employee Training & Development Services	227,253	232,113	163,649
3400 Other Professional Services	10,411	63,000	39,000
3401 Security	114,656	139,601	135,627
3402 Alarms	4,500	5,000	4,500
3420 Architectural & Engineering Services	62,941	20,000	20,000

City of Portland, Maine
Comparative Budget Summary
School Department

	FY14 Actual	FY15 Budget	FY16 Budget
3430 Adult Ed Contracted Services	6,544	10,187	10,175
3440 Special Education Contracted Services	151,742	245,200	306,800
3450 Legal Services	236,210	180,000	180,000
4110 Water	39,359	48,100	44,054
4120 Sewer	97,979	116,300	106,583
4125 Stormwater	0	0	55,944
4300 Repair & Maintenance Services	406,341	406,499	392,539
4301 HVAC Maintenance	449,871	575,000	585,776
4302 Mowing / Plowing / Field Maintenance	384,986	430,000	430,000
4304 Vehicle & Equipment Repair	21,934	23,500	20,000
4305 Waste Disposal Services	148,460	175,900	113,778
4306 Recycling Services	18,425	55,000	43,200
4308 Pest Management Services	13,728	15,000	15,000
4400 Rentals	311,484	344,285	340,995
4420 Equipment & Vehicle Lease	0	13,000	13,000
4445 Copier Lease	0	100,000	0
4450 Leases-Not DOE Approved	37,985	40,000	37,985
5000 Other Purchased Services	4,037	8,701	8,500
5100 Student Transport Services	0	136	250
5130 Room & Board	0	20,000	0
5140 Student Transport Purchased - Private	162,859	151,500	155,000
5160 Charter School Transportation Allocation	2,403	4,556	0
5200 Insurance / General Liability	285,149	327,672	335,198
5310 Postage	57,959	84,901	79,573
5320 Telephone	95,555	121,291	102,977
5330 Internet Connectivity	37,292	36,513	47,000
5340 E-Books & On-Line Subscriptions	6,222	10,447	18,955
5400 Advertising	50,820	75,700	66,500
5510 Printing & Binding	51,165	83,729	59,177
5520 Photocopying	81,552	93,316	144,250
5630 Tuition to Private Source	732,077	811,000	838,500
5660 Tuition to Charter School	113,297	234,401	0
5690 Tuition - Other (Post-Secondary)	10,418	11,500	11,500
5800 Staff Travel	106,685	171,268	176,265
5810 Travel for Professional Development	68	1,900	1,900
5830 Adult Ed Travel - State Meeting	10	100	100
Total Contractual Services	\$6,702,701	\$7,917,690	\$7,592,465
Supplies			
6000 General Supplies	\$299,905	\$404,950	\$407,760
6040 Custodial Supplies	207,605	265,000	264,000
6100 Instructional Supplies	562,220	733,189	689,279
6210 Natural Gas	1,029,660	1,000,000	974,250
6220 Electricity	855,038	969,500	880,186
6230 Bottled Gas	13,970	13,000	14,500

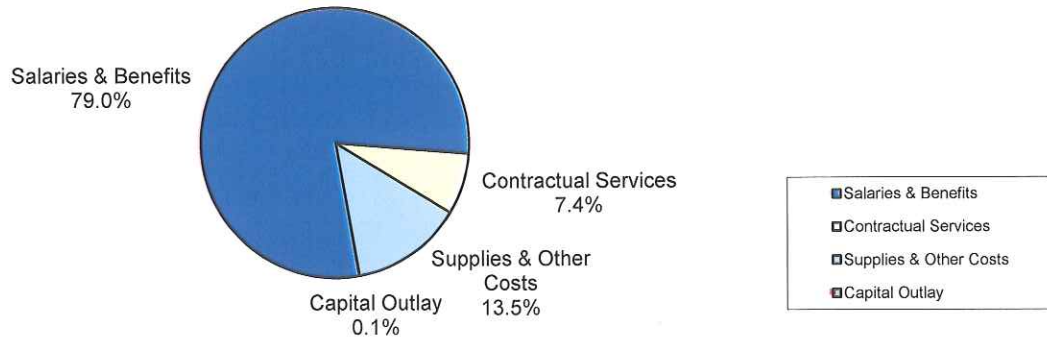
City of Portland, Maine
Comparative Budget Summary
School Department

	FY14 Actual	FY15 Budget	FY16 Budget
6240 Heating Oil	240,851	254,000	257,700
6260 Gasoline	140,577	172,000	173,000
6300 Food	1,463,039	1,640,646	1,600,000
6310 Non-Food Supplies	137,516	144,007	143,050
6400 Books & Periodicals	196,702	365,588	409,897
6401 Textbooks / Curriculum Update	443,837	117,000	117,000
6500 Tech-Related Supplies	72,347	134,126	191,408
6501 Software Licenses	249,370	323,722	370,342
6600 Audiovisual Supplies	20,795	16,317	19,350
Total Supplies	\$5,933,432	\$6,553,045	\$6,511,722
Other Costs			
8100 Dues & Fees	\$104,298	\$142,377	\$130,372
8110 Bank Fees	5,112	3,500	6,000
8120 Maine State Billing Fees	48,131	44,000	44,000
8160 Charter School Commission Fee	3,505	7,469	0
8310/20-1 Debt Service - Other	6,195,521	5,979,624	5,439,135
*8310/20-2 Debt Service - Buses	0	97,461	103,871
*8310/20-3 Debt Service - Technology	0	1,077,700	1,134,336
8310/20-5 Bus / Van Lease / Purchase	286,384	28,215	4,183
8500 Field Trip Transportation	319,142	335,916	291,230
8900 Miscellaneous Expenditures	12,164	12,200	12,025
9000 Other Items	44,129	188,780	197,515
9100/10 Fund Transfers Out		0	0
Total Other Costs	\$7,018,387	\$7,917,242	\$7,362,667
Total Services, Supplies & Other	\$19,654,520	\$22,387,977	\$21,466,854
III. CAPITAL EQUIPMENT			
7300 Equipment (Over \$10,000)	\$50,132	\$91,170	\$65,500
7340 Tech-Related Equipment (Over \$10,000)	15,662	29,950	0
7360 Student Transportation Vehicles	11,523	4,500	0
Total Equipment	\$77,317	\$125,620	\$65,500
TOTAL SCHOOL EXPENDITURES	\$96,377,359	\$101,592,669	\$102,776,657

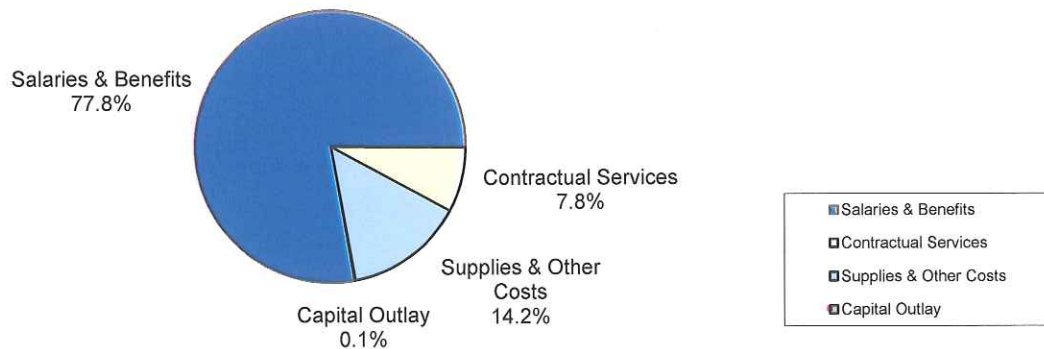
* Beginning in FY15, Debt Service for Technology and School Buses Separated Out.

Portland School Department Expenditures by Category

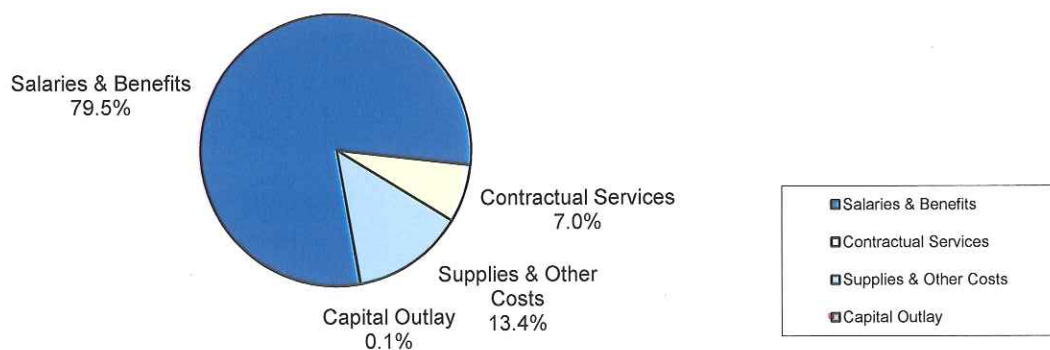
**FY16
School Expenditure Budget**



**FY15
School Expenditure Budget**



**FY14
School Actual Expenditures**



Note: Due to rounding, totals may not equal 100%

Portland, Maine



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Budget Overview

Background Information

The City of Portland is located on the southern coast of the State of Maine in the southeastern section of the County of Cumberland, the State's most populous county. The City is approximately 108 miles north-northeast of Boston, Massachusetts and 60 miles southwest of the City of Augusta, the State's capital. Portland is bordered by the Town of Falmouth on the northeast and the City of Westbrook on the west, with the Presumpscot River forming a portion of this border. The Fore River separates Portland from the City of South Portland for a major portion of its southern border. The Atlantic Ocean forms Portland's eastern border as well as Portland Harbor and Casco Bay.

As the hub of Maine's southern region convenient access to Portland is provided by Exits 44, 45, 46, 47, and 48 of U.S. Interstate Route 95 (the Maine Turnpike) which intersects the City's western plain in a north-south direction, and the U.S. Interstate Route 295 spur which bisects the City through its interior. U.S. Route 1 follows the coastal plain of the City, also in a north-south direction. The Portland International Jetport, located in the City, provides air traffic for the region. The Casco Bay Island Transit District provides commuter and tour boat service to the major islands in Casco Bay. Bus transit, by major carriers operating two terminals in the City, provides regularly scheduled interstate and intra-state transportation. The Amtrak Downeaster passenger railroad service runs between Portland and Boston, offering additional stops along the 114 mile journey in Maine, New Hampshire and Massachusetts during the approximate 2 1/2 hour trip. The Maine Central Railroad, Boston & Maine Corporation and the St. Lawrence & Atlantic Railroad Company provides the greater Portland area with rail links to all of Maine, the continental United States and Canada.

The area embracing Portland was first settled in 1632 and called "Machigonne", the Micmac Indian name meaning "shaped like a

great knee". The area was then referred to as Casco but subsequently incorporated as Old Falmouth in 1718, formed of the area now encompassing the cities of Portland, South Portland, and Westbrook and the towns of Cape Elizabeth and Falmouth. Portland separated from Old Falmouth and incorporated as a town on July 4, 1786, taking its present name. Portland was chartered as a city on March 26, 1832, and annexed the City of Deering (formerly the Town of Stroudwater which included the present limits of Westbrook plus Deering, Deering being further set off as a city in 1871) on February 6, 1899. Portland was the site of the 1819 Constitutional Convention when Maine broke away from the Commonwealth of Massachusetts to become a separate state in 1820. The City served as the first capital from 1820 until its removal to Augusta in 1831.

The metropolitan area is clustered on the "Peninsula" which is surrounded on its sides by Back Cove, Casco Bay and the Fore River with the Eastern and Western Promenades at its opposite ends. Once confined geographically to this narrow peninsula the City added greatly to its territory with the annexation of Deering and now consists of 19.15 square miles of land area. The sections of the City are: Brighton, Casco Bay Islands, Deering, East Deering, the Peninsula, North Deering, Riverton, Stroudwater, Woodfords and Morrills.

Portland is the largest city in Maine, the seat of government for the County of Cumberland and is the region's leading industrial, commercial and cultural center. With one of the finest deep water harbors on the Atlantic Coast, Portland is closer to Europe than any other transatlantic port in the United States. The City enjoys numerous parks, monuments, historical sites, several hotels and restaurants. Portland is home of the University of Southern Maine, University of New England, the Portland Museum of Art, the Maine College of Art and the Cumberland County Civic Center. Two major medical centers, Maine Medical Center and Mercy Hospital, are also located in the City.

Budget Overview

Purpose of the Budget

The annual budget serves three principle purposes:

The budget serves as a tool for the City Manager and department heads in planning the work programs to be performed and the services to be provided by the departments and divisions of the City government.

The budget enables the City Council to determine the amount of available revenues and the manner in which it is to be allocated to various governmental programs in accordance with the needs of the community.

The budget serves as an instrument of control for governmental spending by making available at all times the relative position of actual expenditures to appropriated amounts of departments and divisions and the progress of work being accomplished.

The budget document is the financial plan of the City government. When adopted by the City Council, it reflects the proposed expenditures of the various departments and divisions and the method of financing these expenditures.

Phases of Budgeting

Municipal budgeting consists of three phases:

1. budget preparation
2. review and adoption
3. execution

Budget Calendar

Dec	Jan	Feb
Revenue Base Budget	Expenditure Base Budget	Budget Compilation
Mar	Apr	May
City Manager Budget Review	Finance Committee Review	City Council Deliberations, Public Hearings & Adoption

Budget Preparation

The budget is prepared in two stages -- revenue estimation and expenditure budgets.

Revenue Estimate

The City's budget process begins with revenue estimation for a very simple reason, the City can appropriate no more than it expects to have in resources. This very simple fact makes the accuracy of revenue estimates critical. Unrealistically high estimates assure that at some point in the budget year, an expenditure freeze will be required. On the other hand, with the fiscal constraints that exist in the public sector, significantly understating revenues can negatively impact the tax levy by increasing taxes unnecessarily.

Besides historical data, which is very important, factors such as inflationary and unemployment trends, interest rates, sales and general economic factors are taken into consideration by the departments.

In early November, an automated revenue package is made available to the departments. The departments must provide the following information for the revenues that are their responsibility:

Budget Overview

1. projected collection estimates for the current fiscal year with explanations for projections substantially different than estimate
2. an estimate for the upcoming fiscal year with the method and/or calculations behind the estimate

If a department is proposing a fee increase, a memo outlining pertinent information including action necessary to establish the fee, administrative mechanism for collections, reasonableness, and the new revenue capability is included in the submitted revenue package.

Completed revenue packages are submitted to the Budget Office by mid-December.

Expenditure Budgets

The second phase of the process begins in early January. The departments prepare their budgets from the instructions given, such as wage guidelines and target figures. Budget packages are submitted to the Budget Office in late January.

Review and Adoption

During the month of March, the City Manager reviews the budgets through a series of budget hearings with the departments. The City Manager then formulates his recommendations. Prior to April 1 of each year, the City Manager's proposed budget for the following fiscal year is then submitted to the City Council. An accurate summary of this budget is made available no later than two (2) weeks after its submission to the City Council.

The City Council then refers the City Manager's budget to the Finance Committee for review and consideration. During the month of April, the Finance Committee holds budget hearings with all the City departments and the School department. Upon completion

of these hearings, the Finance Committee formulates their recommendations and presents the budget to the City Council. The school department budget, under the new school consolidation law passed in 2007, is required to conduct a referendum to approve the budget.

The City Council holds a public hearing on the City's Finance Committee's recommended budget at least ten days prior to the final passage of the appropriation resolve, which must be on or before June 30. A budget workshop is scheduled for the City Council to discuss the budget after the initial public hearing. Final action is taken by the City Council at the second reading of the budget which as previously stated must be before June 30th.

Execution

Amounts are appropriated for general City purposes and one amount for school purposes, the total of which cannot exceed estimated revenues.

Budgets for the general fund and the enterprise funds are legally adopted each year through the passage of an appropriation resolve. Special revenue funds and capital projects funds do not have legally appropriated budgets but have adopted project budgets.

Total expenditures for the year may not exceed total appropriations for the period. The City Council may, by resolution, appropriate additional amounts only up to the amount of excess revenues and unencumbered budget surplus remaining after the purpose of the original appropriation has been satisfied. At the end of the fiscal year, all unencumbered appropriations lapse unless specifically continued by resolution of the City Council.

With the passage of the budget and appropriation resolve, the control phase of the fiscal program begins. Throughout the fiscal year, the budget acts as a control on expenditures, and on programs and activities of the City. The fact that funds are budgeted to a department and activity is not itself a final

Budget Overview

justification for the expenditure of money; constant review and control must be maintained throughout the year. Responsibility for this control is shared by the City Manager, the department heads, and the Budget Office. Final responsibility lies with the City Manager.

No payment voucher shall be processed until the Budget Office has certified that funds are available under the proper account for the department initiating the payment request.

Accounting System

Fund Accounting: The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self balancing accounts that comprise its assets, liabilities, reserves, fund equity/retained earnings, revenues and expenditures, or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The following funds are represented in the budget report.

Governmental Funds

General Fund: Transactions related to revenues and expenditures for delivery of those services traditionally provided by municipal governments, which are not accounted for in other funds, are accounted for in the General Fund. These services include, among others, general government, public safety, recreation and facilities management, public services, health and human services, library, pension and employee insurance, county tax and Metro, debt service, and education.

Capital Projects Funds: Transactions related to revenues obtained and used for the

acquisition, construction or improvement of capital facilities are accounted for in Capital Projects Funds. Such resources are derived principally from proceeds of general obligation bond issues.

Special Revenue Funds: Transactions related to revenues and expenditures under certain federal and state grants and from other sources, upon which legal restrictions are imposed, are accounted for in Special Revenue Funds.

The special revenue fund presented in the budget document is the Community Development Block Grants. It accounts for grants received from the federal government under the Housing and Community Development Act of 1974, as amended. These funds are used to repair streets, sidewalks and maintain parks in neighborhoods that qualify under the regulations. Qualified external human service organizations also share in these funds.

Proprietary Funds

Enterprise Funds: Transactions related to City facilities and services which are intended to be supported primarily through user charges, or where management has decided that determination of net income is appropriate, are accounted for in Enterprise Funds.

The operations classified as Enterprise Funds in FY16 are: Fish Pier, Sewer, Stormwater and Jetport.

Basis of Accounting and Budgeting

Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus.

Budget Overview

All proprietary funds are accounted for on a flow of economic resources measurement focus.

The modified accrual basis of accounting is used by all governmental fund types. Under the modified accrual basis of accounting, expenditures are recorded when the related fund liability is incurred and revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available).

"Measurable" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The City considers property taxes as available if they are collected within 60 days after year end. Revenues susceptible to accrual are property taxes, special assessments, licenses, interest revenue and charges for services. Fines, permits and parking meter revenues are not susceptible to accrual because generally they are not measurable until received in cash.

The accrual basis of accounting is utilized by proprietary fund types. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

Basis of Budgeting

The City follows certain accounting principles for General Fund budgetary reporting purposes that differ from GAAP; the most significant of which are encumbrances treated as expenditures for budgetary purposes, and interfund and interdepartmental transfers under generally accepted accounting principles treated as revenues and/or expenditures for budgetary reporting purposes. In addition, the City's budgetary reporting for insurance claims, compensated absences, and investment income is done in accordance with the cash basis method of accounting, as opposed to the modified accrual method required by generally accepted accounting principles.

Glossary of Terms

Activity: A segment of the account number that identifies the type and purpose of the account. The two activity classifications used in budgeting are: 300's - Revenues and 400 & 500's - Expenditures.

Ad Valorem Tax: Property taxes levied on the assessed value of real or personal property.

Administrative Services: The element classification which includes the cost of memberships to professional organizations, literature, licenses, travel, training, and postage.

Appropriation: An authorization made by the City Council which permits the City to incur obligations and to make expenditures of resources.

Assessed Valuation: A value that is established for real and personal property for use as a basis for levying property taxes.

Assets: Property owned by a government which has a monetary value.

Authorized Positions: The approved list of positions that an organization may hire to fill.

Balanced Budget: A budget in which planned resources equal planned expenditures.

Benefits: The element classification for employee related costs such as health insurance, pension, FICA, unemployment, and tool allowance.

Bond: A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation, revenue bonds, and special improvement district bonds. These are most frequently used for construction of large capital projects such as buildings, streets and sewers.

Budget: A financial plan for a specified period of time (fiscal year).

Budget Adjustment: A procedure to revise a budget appropriation.

Budget Calendar: The schedule of key dates that a government follows in the preparation and adoption of the budget.

Budget Document: The official written statement prepared by the Budget Office and supporting staff which presents the approved budget by the City Council.

Budget Message: The opening section of the budget which provides the City Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and recommendations made by the City Manager.

Budgetary Control: The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of authorized appropriations and available revenues.

Capital Assets: Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.

Glossary of Terms

Capital Equipment: Tangible property or equipment used for operations, expected to have a service life of more than a year and a cost of more than \$10,000.

Capital Improvements Budget: A plan of proposed capital expenditures and the means of financing them. The capital budget normally is based on a capital improvement program (CIP).

Capital Improvement Program (CIP): A plan for capital improvements to be implemented each year over a fixed period of years to meet capital needs arising from the long-term work effort. It sets forth each project or other contemplated expenditures in which the government is to have a part and specified the full resources estimated to be available to finance the projected expenditures.

Capital Outlays: The element classification for an expenditure which results in the acquisition of or addition to fixed assets.

Cash Basis: The method of accounting under which revenues are recorded when received in cash and expenditures are recorded when paid.

Client Expenses: The element classification generally associated with the costs of the Social Services General Assistance Program such as food, housing, prescriptions, and utility expenses.

Contingency Account: A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for.

Contractual Services: The element classification which accounts for the purchase of services such as consulting, advertising, temporary services, and printing.

Contributions: The element classification for monies contributed to organizations to help fund their program costs.

Debt Service: Payment of interest and repayment of principal to holders of a government's debt instruments.

Deficit: The excess of an entity's liabilities over its assets (see Fund Balance).

Delinquent Taxes: Taxes remaining unpaid on and after the date on which a late payment penalty is assessed.

Department: A segment of the account number that identifies the highest level in the formal City organization in which a specific activity is carried out.

Depreciation: 1. Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence. 2. That portion of the cost of a capital asset which is charged as an expense during a particular period.

Division: A segment of the account number identifying the second level in the formal City organization in which a specific activity is carried out; several divisions may comprise a single department.

Glossary of Terms

Element: A segment of the account number that distinguishes types of expenditures. The major classifications used by the City of Portland are: Payroll, Benefits, Administrative Services, Client Expenses, Contractual Services, Maintenance and Repairs, Rental, Insurance, Supplies, Minor Capital, Utilities, Contributions, Capital Outlay, and Debt Service.

Encumbrance: The legal commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.

Enterprise Fund: A fund established to account for operations financed in a manner similar to a private business enterprise, i.e., where the costs of providing goods and services to the public are financed or recovered through user charges.

Estimated Revenue: The amount of projected revenue to be collected during the fiscal year.

Expenditure/Expense: This term refers to the outflow of funds paid for an asset, goods, or services obtained.

Final Allowance: The final budget amounts approved by the City Council.

Fiscal Year (FY): The time period designated by the City signifying the beginning and ending period for recording financial transactions. The City of Portland has specified July 1 to June 30 as its fiscal year.

Fixed Assets: Assets of long-term character which are intended to continue to be held or used, such as land, buildings, machinery, furniture and other equipment.

Fund: An accounting entity which has a set of self-balancing accounts and records all financial transactions for specific activities or government functions. Eight commonly used fund types in public accounting are: general fund, special revenue funds, debt service funds, capital project funds, enterprise funds, trust and agency funds, internal service funds, and special assessment funds.

Fund Balance: Fund balance is the excess of assets over liabilities and reserves, and is therefore also known as surplus funds.

Generally Accepted Accounting Principles (GAAP): Uniform minimum standards of/and guidelines for financial accounting and reporting. They govern the form and content of the basic financial statements of an entity. GAAP encompass the conventions, rules, and procedures necessary to define accepted accounting practices as a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provides a standard by which to measure financial presentations.

General Fund: The largest fund within the City, the general fund accounts for most of the financial resources of the government not specifically accounted for in other funds. General fund revenues include general property and other taxes, licenses and permits, fines, forfeits and penalties, use of money and property, intergovernmental charges, service charges, interdepartmental charges, and reimbursements. General Fund expenditures are categorized as general government, public safety, recreation and facilities management, public services, health and human services, public library, county tax, metro, and debt service.

Glossary of Terms

General Obligation Bonds: Bonds that finance a variety of public projects such as streets, buildings, and improvements; the repayment of these bonds is usually made from property taxes, and these bonds are backed by the full faith and credit of the issuing government.

Grant: A contribution of assets (usually cash) by one governmental unit or other organization to another. Typically, these contributions are made to local governments from the state and federal governments. Grants are usually made for specified purposes. Grants may be classified as either categorical or block depending upon the amount of discretion allowed the grantee.

HUD: The abbreviation for Housing and Urban Development.

Holiday Payments: The wages paid to union employees for holidays according to the stipulations of the union contract.

Housing and Community Development Program (HCD): The Special Revenue Fund used to account for the expenditures and revenues received under the Housing and Urban Development's Community Development Block Grant (CDBG).

Insurance: The element classification which accounts for insurance expenses including general liability, workers' compensation, and self-insurance.

Intergovernmental Revenue: Funds received from Federal, State and other local government sources, such as grants and shared revenues.

Liability: Debt or other legal obligations arising out of transactions in the past that must be paid or refunded at some future date, not including encumbrances.

Line-Item Budget: A budget which lists each expenditure category (salary, materials, telephone service, travel, etc.) separately, along with the dollar amount budgeted for each specified category.

Maintenance and Repairs: The element classification associated with up-keep of the city's tangible assets such as buildings, equipment, and land.

Maturities: The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.

Measurement Focus: The accounting convention which determines (1) which assets and which liabilities are included on an entity's balance sheet and (2) whether its operating statement presents "financial flow" information (revenues and expenditures) or "capital maintenance" information (revenues and expenses).

Mill: The property tax rate which is based on the valuation of property. A tax rate of one mill produces one dollar of taxes on each \$1,000 of property valuation.

Minor Capital Items: The element classification used for tangible property or equipment used for operations having a cost between \$5,000 and \$10,000 per single item.

Glossary of Terms

Modified Accrual Basis: The accrual basis of accounting where revenues are recognized when they become both "measurable" and "available" to finance expenditures of the current period. All governmental funds and Expandable Trust Funds are accounted for using the modified accrual basis of accounting.

Net Budget: The legally adopted budget less all interfund transactions. Those amounts in the budget representing transfers and interfund reimbursements which in effect are double counted in from the perspective of the entire budget are subtracted from the legally adopted budget amount.

Object Classification: A basis for distinguishing types of expenditures in conjunction with the element. The major expense classifications used by the City of Portland are: Payroll, Benefits, Administrative Services, Client Services, Contractual Services, Maintenance and Repair, Rental, Insurance, Supplies, Minor Capital, Utilities, Contributions, Capital Outlay, and Debt Service.

Operating Budget: The portion of the budget which pertains to daily operations that provide basic governmental services. The operating budget contains appropriations for such expenditures as personnel, contractual services, maintenance and repairs, utilities, and supplies.

Operating Transfers Out: The element classification for interfund transfers or expense activity between funds.

Ordinance: A formal legislative enactment by the governing body of a municipality having the full force and effect of law within the boundaries of the municipality to which it applies, provided it does not conflict with a higher form of law such as a state statute.

Payroll: The element classification for the cost of employees' wages including salaries, overtime, temporary help, and termination pay.

PDC: The abbreviation for the Portland Development Corporation, a local development corporation, organized by the City in 1991 for the purposes of implementation and administration of economic development programs that enhance and create business and employment opportunities, and the enhancement and coordination of the provision of services to the City's downtown business district.

PDD: The abbreviation for Portland Downtown District.

Rental: The element classification used for rental expenses of land, buildings, vehicles and equipment.

Reserve: An account used to indicate that a portion of a fund's assets are legally restricted for a specific purpose and is, therefore, not available for general appropriation.

Resolution: An order of a legislative body requiring less legal formality than an ordinance or statute.

Revenue: Funds which the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income.

Glossary of Terms

Revenue Estimate: A formal estimate of how much revenue will be earned from a specific revenue source for some future period; typically, a future fiscal year.

Risk Management: An organized attempt to protect a government's assets against accidental loss in the most economical method.

Self Insurance: The underwriting of one's own insurance instead of obtaining coverage from a private provider.

Source of Revenue: Revenues are classified according to their source or point of origin.

Special Assessment: A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

Special Revenue Fund: A fund created to account for transactions related to revenues and expenditures under certain federal and state grants and from other sources, upon which legal restrictions are imposed.

Supplies: The element classification relating to the purchase of materials, provisions, and other tangible goods.

Tax Levy: The total amount to be raised by general property taxes.

Tax Lien: The legal method for collecting delinquent real estate taxes.

Tax Rate: The amount of taxes (mills) levied for each \$1,000 of assessed valuation.

Termination: The final wage payment for accrued vacation and sick time, if applicable, upon an employee's termination with the City.

Utilities: The element classification which includes expenses for electricity, fuel, telephone, and water and sewer.

Wage Adjustment: A wage reserve account for changes which may result from scheduled union contract negotiations.

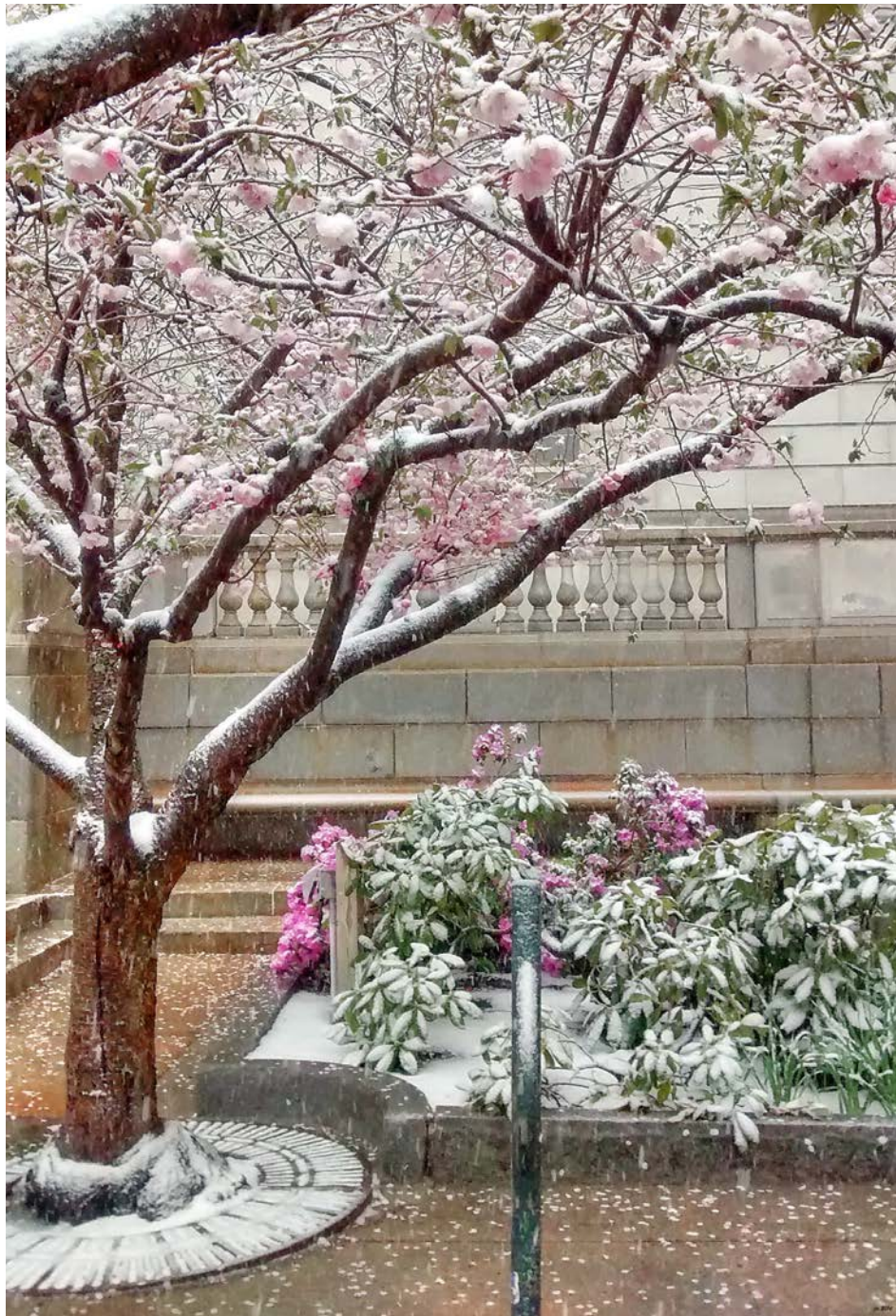
Portland, Maine



Yes. Life's good here.

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City of Portland, Maine



Municipal Budget
July 1, 2016 – June 30, 2017

City of Portland, Maine

FY17 Municipal Budget

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City of Portland, Maine

City Council

Ethan K. Strimling
Mayor
(2019)

Belinda S. Ray
District 1
(2018)

David Brenerman
District 5
(2017)

Spencer Thibodeau
District 2
(2018)

Jill C. Duson
At Large
(2017)

Edward J. Suslovic
District 3
(2016)

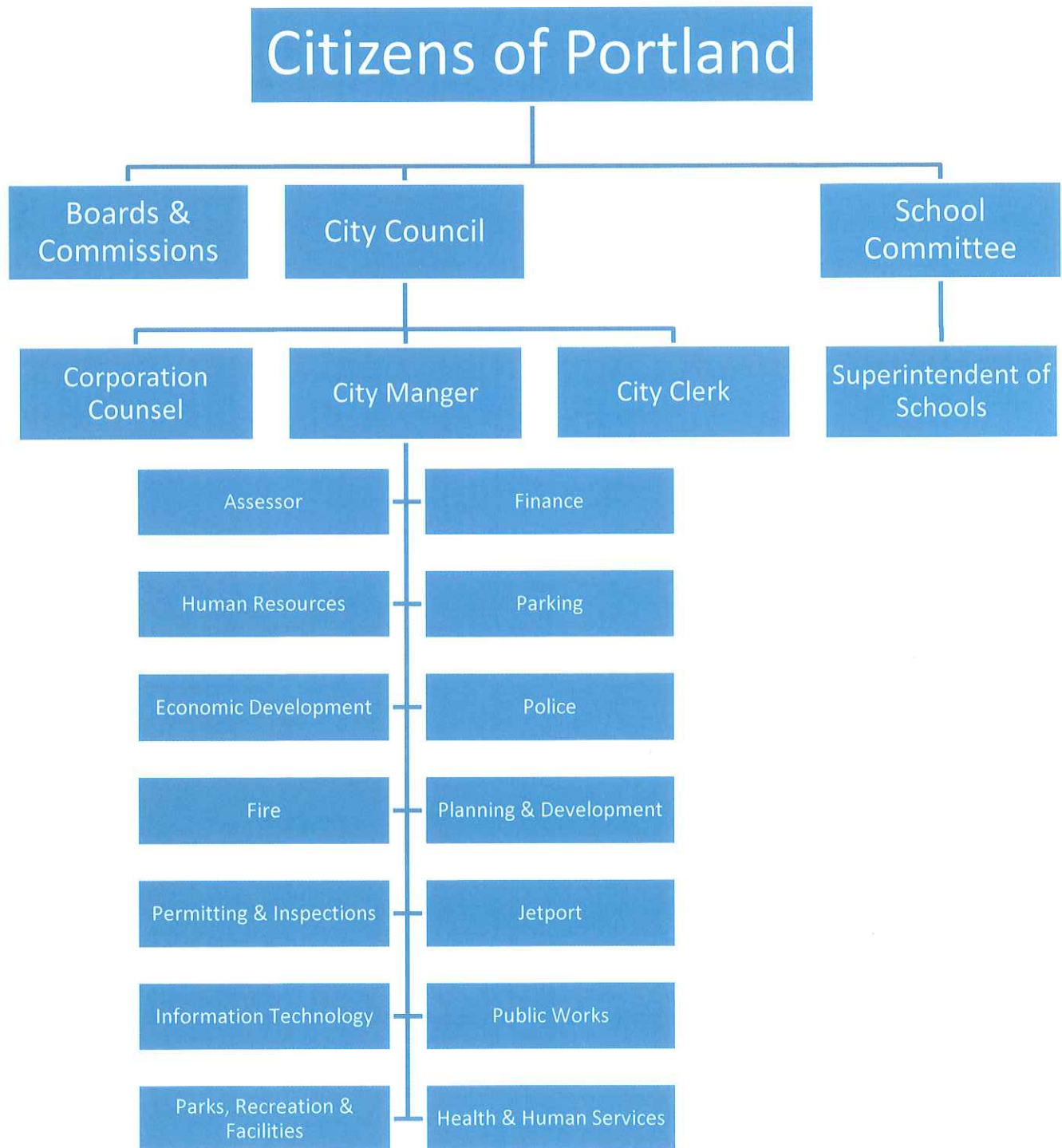
Jon Hinck
At Large
(2016)

Justin Costa
District 4
(2017)

Nicholas M. Mavodones, Jr.
At Large
(2018)

City of Portland, Maine

Organizational Chart



City of Portland, Maine

Administrative Staff

City Manager

Jon Jennings

Deputy City Manager

Anita LaChance

Department	Department Head
Assessor	Rick Blackburn
Aviation & Transportation	Paul Bradbury
City Clerk	Katherine Jones
Economic Development	Gregory Mitchell
Finance	Brendan O'Connell
Fire	Chief David Jackson
Health & Human Services	Dawn Stiles
Human Resources	Gina Tapp
Information Technology	Dan Boutilier
Legal	Danielle West-Chuhta
Parks, Recreation & Facilities	Sally Deluca
Permitting & Inspections	Michael Russell
Planning & Development	Jeffrey Levine
Police	Chief Michael Sauschuck
Public Works	Christopher Branch

City of Portland, Maine
Tax Rate Computation
FY17

	General Fund	Enterprise Funds	TOTAL MUNICIPAL	School Dept	GRAND TOTAL
Total Expenditures	\$186,271,885	\$49,909,707	\$236,181,592	\$103,602,884	\$339,784,476
Less: Revenues	(102,409,196)	(51,680,227)	(154,089,423)	(22,521,508)	(176,610,931)
Surplus	0	1,770,520	1,770,520	(750,000)	1,020,520
Tax Levy	\$83,862,689	\$0	\$83,862,689	\$80,331,376	\$164,194,065
Tax Levy %			51.1%	48.9%	100.0%

Valuation	7,780,000,000
------------------	----------------------

Tax Rate:

FY17	\$10.78	\$0.00	\$10.78	\$10.33	\$21.11
FY16	\$10.51	\$0.00	\$10.51	\$10.12	\$20.63
\$ Increase	\$0.27	\$0.00	\$0.27	\$0.21	\$0.48
% Increase	2.6%	0.0%	2.6%	2.0%	2.3%

City of Portland, Maine
Comparative Tax Levy by Budget Category
FY17 Budget verses FY16 Budget

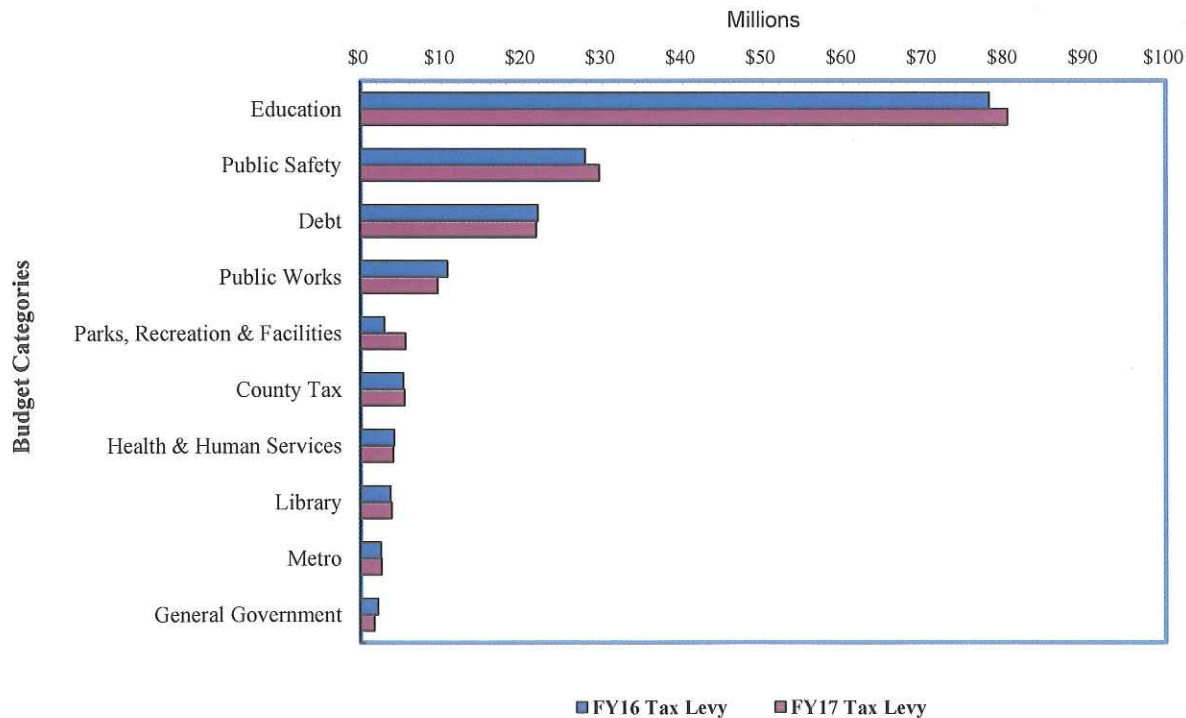
Department	FY16 Tax Levy	FY17 Tax Levy	\$ Change	% Change	FY16 Tax Rate	% of Taxes	FY17 Tax Rate	% of Taxes
Education	\$78,073,211	\$80,331,376	\$2,258,165	2.9%	\$10.12	49.1%	\$10.33	48.9%
Public Safety	\$27,814,140	\$29,558,392	\$1,744,252	6.3%	\$3.61	17.5%	\$3.80	18.0%
Debt	\$21,938,037	\$21,737,962	(\$200,075)	-0.9%	\$2.84	13.8%	\$2.79	13.2%
Public Works	\$10,708,268	\$9,517,152	(\$1,191,116)	-11.1%	\$1.39	6.7%	\$1.22	5.8%
Parks, Recreation & Facilities	\$2,912,092	\$5,521,294	\$2,609,202	89.6%	\$0.38	1.8%	\$0.71	3.4%
County Tax	\$5,240,009	\$5,417,119	\$177,110	3.4%	\$0.68	3.3%	\$0.70	3.3%
Health & Human Services	\$4,141,307	\$4,021,007	(\$120,300)	-2.9%	\$0.54	2.6%	\$0.52	2.5%
Library	\$3,681,713	\$3,825,000	\$143,287	3.9%	\$0.48	2.3%	\$0.49	2.3%
Metro	\$2,485,115	\$2,572,744	\$87,629	3.5%	\$0.32	1.6%	\$0.33	1.6%
General Government	\$2,104,521	\$1,692,019	(\$412,502)	-19.6%	\$0.27	1.3%	\$0.22	1.0%
Total:	\$159,098,413	\$164,194,065	\$5,095,652	3.2%	\$20.63	100.0%	\$21.11	100.0%

Note: Due to rounding, totals may not equal 100%

Notes:

- The pension and insurance costs have been proportionately allocated to the budgets.
- Non-department specific revenues are allocated to all departments

Tax Levy By Budget Category
FY17 and FY16 Comparison
Tax Levy in Millions



CITY OF PORTLAND, MAINE
Annual Expenditure Budget
Comparative Budget Summary - General Fund and Enterprise Funds

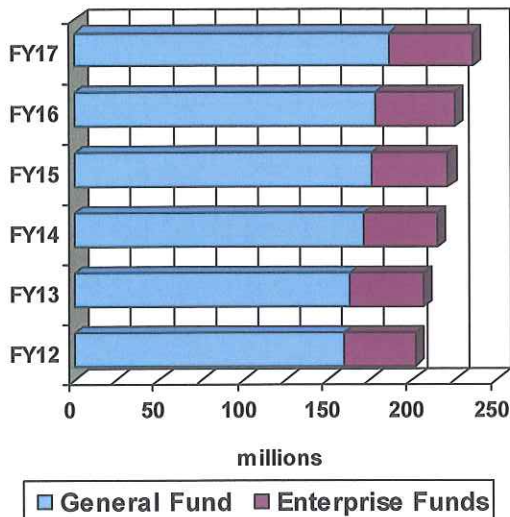
Department	FY15 Actual	FY16 Budget	FY16 Projection	FY17 Budget
100-11-00 City Council	\$321,329	\$345,003	\$372,724	\$376,820
100-12-00* City Clerk	493,029	577,997	537,011	492,149
100-13-00* City Manager	848,247	1,146,961	988,126	785,299
100-14-00 Assessor	318,507	335,589	334,737	453,089
100-15-00 Finance	1,618,063	1,686,541	1,617,128	1,736,637
100-16-00 Legal	488,617	515,050	535,768	567,152
100-17-00 Human Resources	700,531	798,818	841,165	989,173
100-18-00 Parking	1,989,172	2,177,431	2,146,619	2,346,390
100-19-00 Economic Development	250,263	356,635	359,387	457,910
100-21-00 Police	14,647,184	14,624,338	14,755,577	15,697,557
100-22-00 Fire	15,919,806	16,649,012	16,480,009	16,862,979
100-24-00* Planning & Development	2,239,064	2,244,349	2,099,244	1,587,116
100-25-00* Permitting & Inspections	0	0	0	1,370,574
100-29-00 Information Technology	2,020,162	2,138,921	2,118,289	2,335,463
100-31-00* Public Works	16,204,708	14,727,550	14,580,331	14,227,049
100-33-00* Parks, Recreation & Facilities	12,555,276	13,284,267	13,528,709	15,052,003
100-40-00* HHS Administration	0	0	0	378,372
100-41-00 Public Health	3,735,082	3,836,163	3,638,181	3,030,990
100-42-00 Social Services	13,130,560	12,152,343	11,660,506	12,067,094
100-43-00 Barron Center	14,690,503	15,700,352	16,162,754	16,429,366
100-47-00 Debt Service	34,619,629	35,669,850	35,420,221	37,323,569
100-48-00 Library	3,591,915	3,681,713	3,681,713	3,825,000
100-51-00 Pension	5,910,863	7,156,027	6,424,584	6,988,107
100-52-00 Employee Benefits	18,882,663	18,940,704	22,000,247	21,012,624
100-61-00 Contingent	148,132	611,000	581,750	325,750
100-62-00 Liability Insurance	1,044,071	775,003	722,913	778,596
100-63-00 County Tax	4,969,143	5,240,009	5,240,009	5,417,119
100-65-00 Memberships & Contributions	3,036,636	3,039,722	3,035,855	2,967,938
100-67-00 Wage Adjustment	0	(111,827)	0	0
100-70-00 Capital	209,550	375,000	323,560	390,000
Total General Fund Expenditures:	\$174,582,705	\$178,674,521	\$180,187,117	\$186,271,885
530-33-00 Fish Pier	\$217,371	\$336,795	\$332,795	\$342,733
570-31-00* Sewer	23,154,880	22,987,251	16,360,304	23,678,025
571-31-00* Stormwater	7,313	2,434,898	2,332,880	4,111,512
583-28-00 Jetport	18,827,959	20,753,061	21,168,143	21,777,437
Total Enterprise Funds:	\$42,207,523	\$46,512,005	\$40,194,122	\$49,909,707
Total General & Enterprise Funds:	\$216,790,228	\$225,186,526	\$220,381,239	\$236,181,592

*** Notes:**

- Business Licenses transferred from City Clerk to Permitting & Inspections in FY17
- Housing Safety transferred from City Manager to Permitting & Inspections in FY17
- Inspections transferred from Planning & Development to Permitting & Inspections in FY17
- Parks split from Public Works Districting to Parks, Recreation & Facilities in FY17
- HHS Administration split from HHS divisions in FY17
- Cemeteries & Forestry transferred from Public Works to Parks, Recreation & Facilities during FY16
- Parks, Recreation & Facilities FY16 Canco Road Mid-Year Appropriation (Dec. 2015)
- Stormwater phase-in separation from the Sewer Fund in FY16 (FY15 Mid-Year Start-Up Appropriation)

Budget Highlights

**General Fund & Enterprise Funds
FY12 - FY17 Appropriations**



General Fund Expenditures

The 2016-2017 General Fund budget totals \$186,271,885, an increase of \$7,597,364 or 4.3% over the 2015-2016 budget. The major changes in the FY17 budget include:

Benefits	\$ 1,850,975
City Wages	\$ 1,816,081
Debt Service Budget	\$ 1,653,719
Barron Center Lab & Medical	\$ 367,363
Misc. Contractual Services	\$ 300,357
Minor Equipment / Minor Capital	\$ 231,157
Workers' Compensation Insurance	\$ 225,492
Barron Center Billing Services	\$ 210,000
Utilities	\$ 202,962
Travel & Training	\$ 200,920
Building Maintenance & Repair	\$ 194,815
IT Software Upgrades	\$ 190,495
County Tax	\$ 177,110
Shelter Grant Contractual Services	\$ 168,180
Library	\$ 143,287
Capital Outlay	\$ 106,900
Public Health GPH Contract	\$ 98,108

Shelter Security Services	\$ 93,989
Supplies All-Other	\$ 92,449
Metro	\$ 87,629
Regional Transportation System (RTP)	\$ (98,325)
Canco Road Property Lease (Fire)	\$ (111,102)
Contingency Legal Services (GA)	\$ (200,000)
Workers Comp Indirect Chargebacks	\$ (200,222)
Vehicle Fuel	\$ (304,685)

Enterprise Funds Expenditures

The 2016-2017 Enterprise Funds budget totals \$49,909,707, an increase of \$3,397,702 or 7.3% over the 2015-2016 budget.

The FY17 Stormwater Fund has an expenditure budget of \$4,111,512, resulting in an increase of \$1,676,614. In FY16 the Stormwater program separated from the Sewer Fund, with the FY16 budget reflecting a mid-year implementation. The FY17 budget estimate represents the 1st full year of Stormwater Fund operations.

The Jetport expenditure budget increased \$1,024,376 or 4.9% (or \$445,802, or 2.2%, excluding surplus). The more significant Jetport budgetary changes include the following:

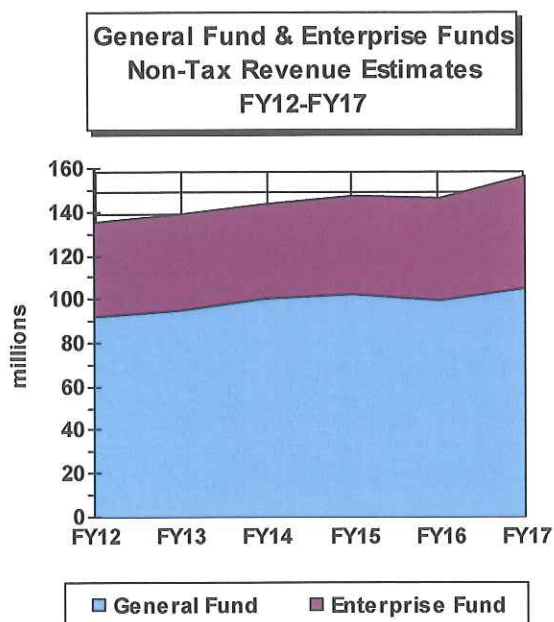
Anticipated Surplus	\$ 578,574
Wages	\$ 248,606
Benefits	\$ 162,684
Runway Snow Removal Contract	\$ 97,750
Marketing Contracted Services	\$ 87,050
Utilities	\$ 73,267
Baggage Handling Maintenance	\$ 66,632
Indirect Costs	\$ (79,720)
Air Rescue Contributions	\$ (216,833)

The Sewer Fund expenses increased \$690,774 or 3.0%. These changes include:

PWD Assessment	\$ 392,163
Debt Service	\$ 324,541
Misc. Contractual Services	\$ 121,230

Benefits	\$ 79,209
Minor Equipment / Minor Capital	\$ 68,558
Construction Supplies	\$ 54,900
Indirect Costs	\$ (45,025)
Capital Outlay	\$ (90,000)
Sewer Line TV Inspections	\$ (300,000)

General Fund Revenues



The 2016-2017 General Fund non-tax revenues are estimated at \$104,493,514, an increase of \$5,442,290, or 5.5%, over the 2015-2016 budget. The significant revenue changes are comprised of the following:

Debt Service Enterprise Fund Charges	\$ 1,937,125
Barron Center Patient Receipts	\$ 660,424
Excise Tax	\$ 657,450
Social Services Grant Reimbursements	\$ 530,247
Building Permits	\$ 450,000
Debt Service School Department Charges	\$ 432,192
SS State Social Service (GA)	\$ 351,174
Health Insurance Employee Reimb	\$ 333,484
Parking Tickets	\$ 300,000
CIP Wage Reimbursement (Public Works)	\$ 277,000

Police Dispatch Cost Share Reimb	\$ 256,342
Parking Garages & Lots	\$ 245,188
Parking Meters	\$ 210,000
Revenue Sharing	\$ 199,103
Business Licenses	\$ 170,355
Police Outside Jobs	\$ 148,500
Trash Bags	\$ 146,477
Street Opening Reimb (Engineering)	\$ 144,532
Debt Svc Communications Systems Reimb	\$ 134,682
Recreation Program Income	\$ 130,725
Canco Road Rental Income	\$ 113,430
Rec. & Facilities Management Rentals	\$ 105,780
(Primary Tenant, Commercial & Non-Commercial)	
Emergency Medical Services (EMS)	\$ 97,500
Economic Dev Creative Arts Wage Reimb	\$ 86,880
Interest & Penalties	\$ 83,883
Barron Center Non-Patient Receipts	\$ (89,192)
Cable Franchise (TWC)	\$ (89,396)
Waterfront Passenger Fees	\$ (95,775)
Public Works Contracted School Svcs	\$ (147,970)
SS Medicaid State Reimbursement	\$ (161,474)
Air Rescue	\$ (218,367)
Misc. Wage & Benefit Enterprise Fd Chgs	\$ (533,866)
Debt Service Operating Transfers In	\$ (647,785)
Public Health Division	\$ (945,904)

Enterprise Funds Revenues

The Enterprise Funds 2016-2017 revenue estimates are \$51,680,227, an increase of \$4,250,372 or 9.0%.

The major changes in the revenue estimates include the following:

Stormwater User Fees	\$ 3,658,143
Jetport Car Rental Commission	\$ 437,990
Jetport Terminal Rental	\$ 263,344
Jetport Landing Fees	\$ 223,744
Jetport Concessions	\$ 102,812
Jetport Interest Income	\$ 100,000
Jetport Taxi Business Licenses	\$ (131,525)
Sewer User Fees	\$ (414,758)

Housing & Community Development Program (HCD)

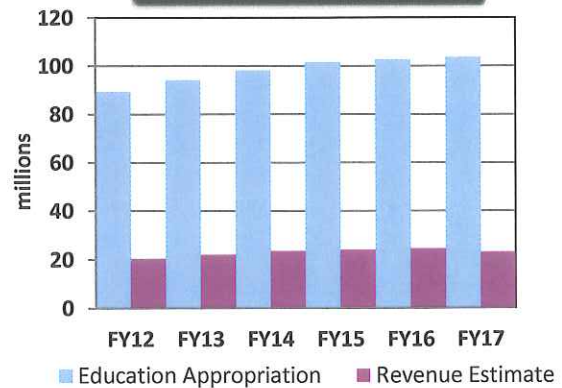
The final 2016-2017 HCD program totals \$1,905,948, an increase of \$384 from the 2015-2016 program. The Entitlement Grant increased \$384, and Program Income and use of Surplus Funds remained unchanged, at \$114,500 and \$0 respectively.

Education

The Education budget for 2016-2017 is \$103,602,884, an increase of \$826,227 or 0.8%. A brief summary of the changes in school expenditures include:

Salaries	\$ 990,099
Student Transportation Purchase Private	\$ 193,508
Books & Periodicals	\$ 187,737
Employee Training & Development Svcs	\$ 174,918
Tuition In-State SAU	\$ 150,000
Stormwater User Fees	\$ 69,154
Natural Gas	\$ (78,207)
Tuition to Private Source	\$ (79,029)
Purchased Professional / Technical Svcs	\$ (79,712)
Heating Oil	\$ (105,142)
Textbooks / Curriculum Update	\$ (116,849)
Debt Service	\$ (204,235)
Benefits	\$ (314,476)

**Education Appropriations &
Non-Tax Revenue Estimates
FY12-FY17**



The total non-tax revenue estimate for Education is \$23,271,508, a decrease of \$1,431,939 or 5.8%. A summary of the revenue changes are as follows:

Use of Surplus	\$ 335,000
Tuition Public K-8	\$ 40,000
PATHS Part I & Part II Assessment	\$ (42,508)
Tuition – State Agency Client	\$ (70,000)
MaineCare Medicaid Reimbursement	\$ (75,000)
Food Service Revenue	\$ (100,457)
State Subsidy - EPS	\$ (1,527,379)

City of Portland
Authorized Employees
FY12-FY17

Department	FY12	FY13	FY14	FY15	FY16	FY17
General Fund:						
City Council	-----	-----	-----	-----	-----	1.0
City Clerk	9.2	9.6	9.2	9.2	8.9	7.4
City Manager	14.0	13.0	9.0	10.0	15.0	8.0
Assessor	4.9	4.9	4.9	4.9	4.9	5.9
Finance	40.6	26.0	25.0	26.0	24.3	24.0
Legal	5.7	5.7	5.5	6.0	6.0	6.0
Human Resources	10.0	10.0	10.0	10.0	10.0	10.5
Parking	29.7	29.6	29.6	29.6	29.6	29.6
Economic Development	-----	-----	3.0	3.0	3.0	5.8
Police	219.0	221.0	220.5	225.3	223.3	227.3
Fire	222.0	234.0	235.0	235.7	228.1	229.6
Planning & Development	33.0	33.0	32.3	35.4	34.7	21.5
Permitting & Inspections	-----	-----	-----	-----	-----	23.0
Information Technology	-----	16.6	16.8	17.3	17.0	17.0
Public Works	150.0	150.0	152.0	152.5	148.5	125.0
Parks, Recreation & Facilities	105.7	107.2	118.1	121.6	120.0	155.2
Health & Human Services:						
HHS-Administration	-----	-----	-----	-----	-----	5.0
Public Health	101.0	80.8	92.4	70.0	62.3	42.2
Social Services	56.7	65.7	76.1	79.4	90.7	78.3
Barron Center	261.3	262.3	264.1	266.2	266.7	260.7
Total HHS:	419.0	408.8	432.6	415.6	419.7	386.2
General Fund Subtotal:	1,262.8	1,269.4	1,303.5	1,302.1	1,293.0	1,283.0

***Notes:**

- City Clerk's Business Licensing, City Manager's Housing Safety & Planning's Inspections transferred to new Permitting & Inspections Department in FY17
- Parks transferred from Public Works Districting to Parks, Recreation & Facilities in FY17
- HHS Administration split from HHS divisions in FY17
- Cemetery & Forestry transferred from Public Works to Parks, Recreation & Facilities during FY16
- City Manager new Housing Safety Division in FY16
- Golf Course Restaurant transferred from the Barron Center to Recreation & Facilities Mgmt in FY15
- Public Health phase-out of city operated Homeless Healthcare Center during FY14
- Economic Development (& DPC) transferred from the City Manager's department in FY14
- Ice Arena & Golf Course Maintenance Operations transferred from the Enterprise Fund to Recreation & Facilities Mgmt in FY14
- Finance Department's Management Information Systems (MIS) division transferred to the Information Technology department in FY13
- Public Health's Portland Community Health Center begins separation from the City in FY13
- Police Dispatch Merger w/ South Portland employee hire transition begins during FY12
- Fire Department receives SAFER Grant during FY12

City of Portland
Authorized Employees
FY12-FY17

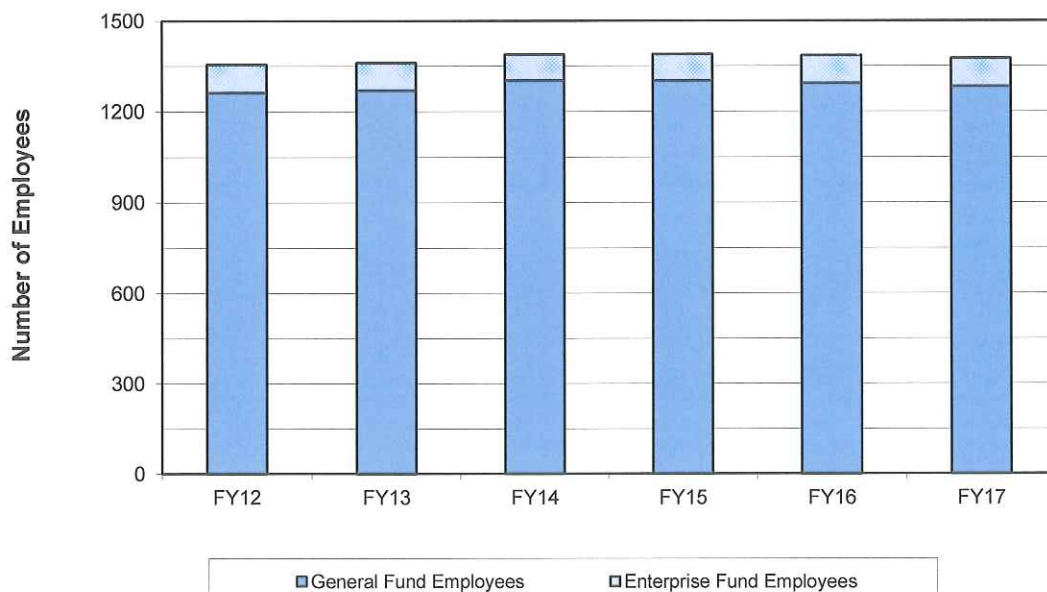
Department	FY12	FY13	FY14	FY15	FY16	FY17
Enterprise Funds:						
Golf Course	4.0	3.0	-----	-----	-----	-----
Sewer Fund	37.0	37.0	38.0	39.0	32.0	31.0
Stormwater Fund	-----	-----	-----	-----	11.5	11.0
Ice Arena	5.0	5.0	-----	-----	-----	-----
Jetport	46.9	47.0	47.0	49.0	49.5	50.5
Enterprise Funds Subtotal:	92.9	92.0	85.0	88.0	93.0	92.5

***Notes:**

- Sewer Stormwater Management transferred to new Stormwater Fund in FY16; FY15 Mid-Year Appropriation Increase
- Ice Arena & Golf Course Maintenance Operations transferred to General Fund Recreation & Facilities Mgmt in FY14

Total City Employees:	1,355.7	1,361.4	1,388.5	1,390.1	1,386.0	1,375.5
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Total City
Authorized Employees
FY12 - FY17



City of Portland, Maine
Approved Capital Expenditures
FY17

Department	Description	Amount	Total
GENERAL FUND:			
Parking	Temple Street Parking Garage Repair Appraisal	\$230,000	
	Elm Street Garage Ticket Dispenser & Register	\$25,000	
	Total Parking		\$255,000
Public Works	Districting Pot Hole Patcher Replacement	\$40,000	
	PDD Tractor Replacement	\$20,000	
	Total Public Works		\$60,000
Parks, Rec & Facilities	Golf Course Rotary Trim Mower Replacement	\$45,000	
	School Maintenance Plow Truck with Sander	\$38,000	
	Expo Conference Room Air Conditioning	\$30,000	
	Total Parks, Recreation & Facilities		\$113,000
Barron Center	Patient Transport Van Replacement	\$35,000	
	Kitchen Box Truck Replacement	\$30,000	
	Laundry Box Truck Replacement	\$30,000	
	Kitchen Vulcan Steamer	\$14,900	
	Total Barron Center		\$109,900
Total General Fund Approved Capital Expenditures:			\$537,900

City of Portland, Maine
Approved Capital Expenditures
FY17

Department	Description	Approved	Total
ENTERPRISE FUNDS:			
Stormwater	Stormwater Storage Filtration @ Sagamore (Hall School)	\$1,246,060	
	Neighborhood Stormwater Drainage	\$200,000	
	Illicit Discharge Elimination Projects	\$50,000	
	Detention Ponds Repair	\$25,000	
	Total Stormwater		\$1,521,060
Jetport	Parking Garage Maintenance & Repair (Year 2 of 20)	\$500,000	
	Terminal Apron Expansion (AIP Local Share)	\$164,500	
	Airfield Areas Repaving	\$100,000	
	Security System Upgrades (Phase I of IV)	\$75,000	
	Terminal Wi-Fi Upgrades	\$75,000	
	Communications Center Console Upgrades	\$65,500	
	Interactive Employee Training System Upgrades	\$65,000	
	Maintenance Facility Siding Replacement	\$60,000	
	Work Order System	\$60,000	
	"Old" Terminal Fire Alarm Upgrades	\$50,000	
	Central Airport Management System	\$50,000	
	Terminal Tug Drive Doors Replacement (2)	\$50,000	
	Jetport Roadways Lighting Improvements	\$45,000	
	Maintenance Facility Fuel Island Area Repaving & Drainage System	\$45,000	
	Airport Improvements Environmental Assessment (AIP Local Share)	\$37,500	
	Police Cruiser Replacement	\$35,000	
	Terminal Energy Management System Upgrades	\$33,000	
	Jet Bridges Repainting (Phase I)	\$32,000	
	Jetport Loop Road & Boulevard Roadway Improvements	\$26,000	
	Airfield Lighting Control System Upgrades	\$20,000	
	Terminal Division's Administrative Areas Carpeting Replacement	\$16,500	
	Airfield Pavement Management System Upgrades	\$15,000	
	Airline Ticket Office Door Proximity Readers	\$15,000	
	Airfield Gate Replacement & Improvements	\$13,000	
	Terminal Communications Systems Upgrades	\$12,500	
	Airfield Skid Mounted 1,000 Gallon Deicer	\$10,000	
	Total Jetport		\$1,670,500
Total Enterprise Funds Approved Capital Expenditures:			\$3,191,560

Key Revenues and Expenditures

Revenues

The operating budget categorizes revenues into seven distinct sources. A brief explanation of the revenue source is provided as well as significant changes in their estimates.

1. GENERAL AND OTHER EXCISE TAXES

Real Estate and Personal Property Tax

The principal tax of the City is the tax on real and personal property. A single tax applies for each fiscal year to the assessed value of the taxable real or personal property. The City's Tax Collector receives the tax commitment from the City Assessor, with assessed values as of April 1 of each year. Property taxes are collected in two installments, September and March.

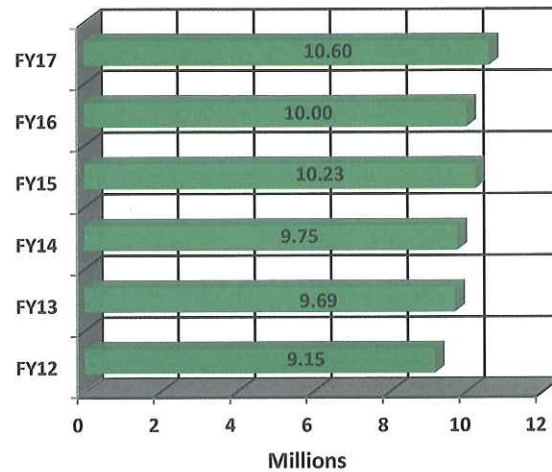
Collection of real estate taxes is ordinarily enforced in the City by the "tax lien" procedure as provided in the Maine Revised Statutes, as amended, to the collection of delinquent real estate taxes. Real Estate Tax Liens are recorded against the individual property at the County Registry of Deeds. This lien has priority over all mortgages, liens, attachments and encumbrances of any nature, subject to any paramount federal tax lien and subject to bankruptcy and insolvency laws. If the account is not satisfied within 18 months, the property becomes tax acquired and may be disposed of by the City.

The last property revaluation was phased in over two years: FY2006 and FY2007. The previous revaluation was done in 1992.

Automobile Excise Taxes

Excise Taxes are another major revenue source in this category. Vehicles are assessed a sum equal to a stated mill rate on each dollar of the manufacturer's suggested list price. The mill rate starts at 24 mills for a current year model and declines to 4 mills for the 6th and succeeding years.

Excise Tax Collections

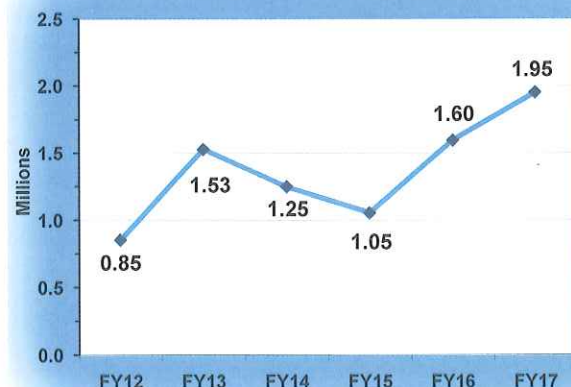


Note: FY16 and FY17 are estimated amounts.

2. LICENSES AND PERMITS

Many of the licenses and permits are established by the City Council and set forth in the Code of Ordinances. However, there are a number of fees established by the City pursuant to state law.

Building Permits



Note: FY16 and FY17 are estimated amounts.

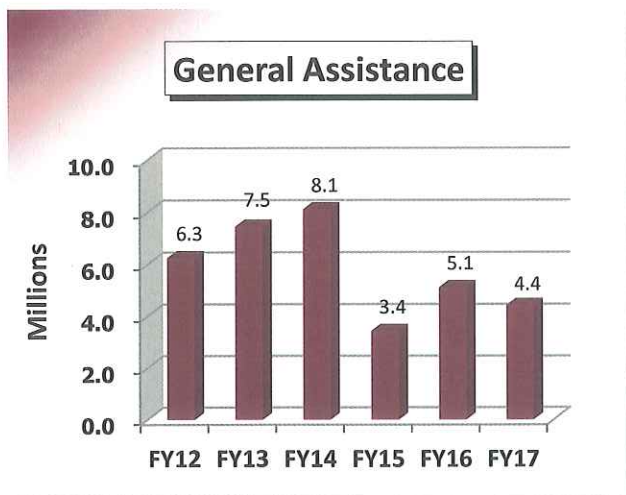
Licenses and permits found in this category include street occupancy permits, business

licenses, police & protective licenses, professional / occupational licenses, and non-business licenses. Building Permits, Business Licenses, and the Cable TV Franchise are the largest sources of revenues in this category.

3. OTHER GOVERNMENTAL AGENCIES

Reimbursements are received from the state, other governmental agencies or individuals generally to compensate either in part or in full for services rendered by the City of Portland.

General Assistance (GA) reimbursement is the largest revenue in this category. In FY16, the State of Maine GA reimbursement rate changed from a tiered percentage reimbursement rate (50% / 90%) to a flat seventy percent (70.0%) reimbursement rate based on the City's eligible program expenditures. The lower FY15 GA revenue collections, as well as the FY16 revenue projection and FY17 estimate, reflect changes by the state in the GA reimbursement eligibility guidelines, excluding certain immigrants. The Social Services division is continually striving to assist its clients to achieve self-sufficiency through its various programs funded by state and federal grants.



Note: FY16 and FY17 are City estimated amounts.

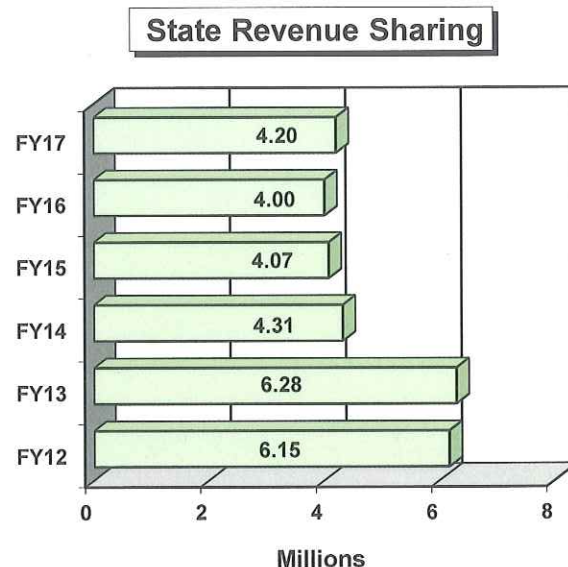
An additional major source of revenue in this category is State Revenue Sharing.

Traditionally the State has set aside 5% of all the sales, corporate, and personal income tax

revenues it receives, creating a Revenue Sharing pool. The Revenue Sharing pool is then shared amongst 492 municipalities and unorganized townships in Maine, and distributed monthly. The total amount received by each municipality is based on two formulas: Revenue Sharing I and Rev-II.

The State's FY16 budget, enacted June 30, 2015, temporarily reduced the Revenue Sharing distribution pool from 5.0% of all state sales, corporate, and personal income tax revenues to 2.0% for four years (FY2016 - FY2019). This reduction replaces the previous FY2014 and FY2015 reduction, which capped Revenue Sharing at \$62.5m.

Under this changed formula, FY17 Revenue Sharing I is calculated by multiplying the total Revenue Sharing Pool by 80%. Revenue Sharing II is calculated by multiplying the total Revenue Sharing Pool by 20%, with an added \$4m lump sum distribution at year end.



Note: FY16 and FY17 are City estimated amounts

Revenue Sharing I is based on the following formula:

$$\frac{\text{population of town} \times \text{assessment (tax levy)}}{\text{state valuation for municipality}} = \text{the town's number}$$

Rev-II distributions are based on this calculation:

- a) assessment / state valuation = mil. rate
- b) (mil. Rate - .01) x population
= the town's number

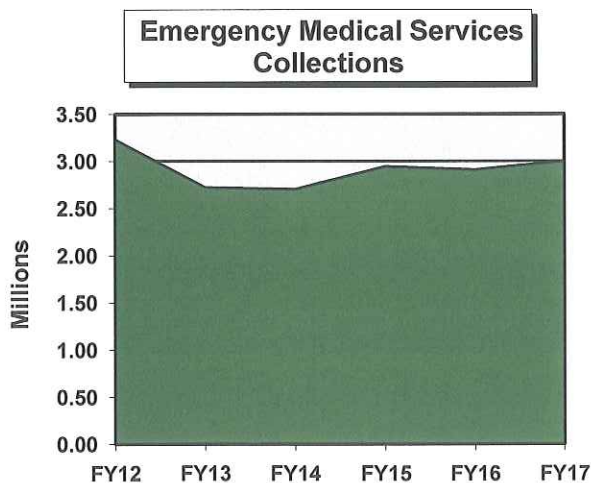
All numbers are added together to come up with a statewide total. From the statewide total, each municipality is assigned a percentage of the total. The resulting percentage is then multiplied by the pool amount.

In FY2017, the State's Revenue Sharing projected share for Portland is 6.1%.

This category also includes the Local Road Assistance Program (LRAP). This state program provides equitable financial assistance to communities for improving local roads, maintaining state roads in urban areas, and assisting the State in making capital improvements to state aid minor collector highways.

4. CHARGES FOR SERVICES

Also called user fees, these charges are voluntary payments for direct, measurable consumption of services provided by the municipality.



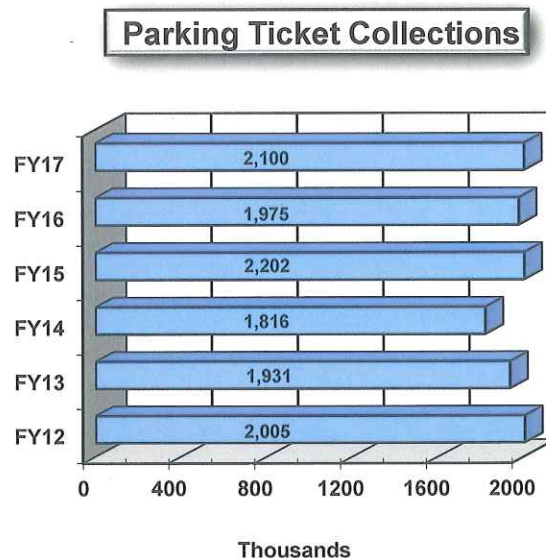
Note: FY16 and FY17 are estimated amounts.

Major sources of revenue are derived from Patient Receipts (Barron Center), Cultural / Recreation Services, Health Insurance Reimbursements, Emergency Medical Services (EMS), and Recycling.

5. FINES, FORFEITS & PENALTIES

This revenue type includes receipts from fines and penalties imposed for the commission of statutory offenses, violation of lawful administrative rules and regulations, and for neglect of official duty. Fines include district court fines and violations of local ordinance such as parking fines and building code violations.

Parking violations contribute to the majority of the revenues found under Fines, Forfeits & Penalties.

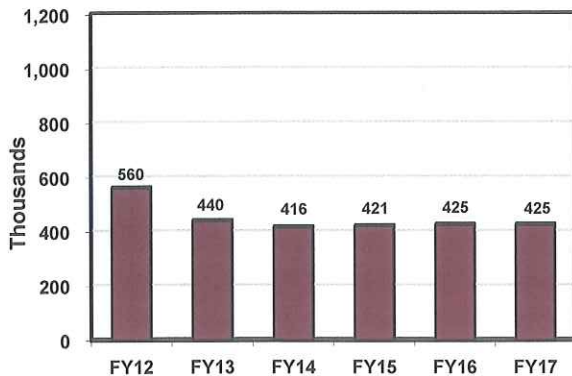


Note: FY16 and FY17 are estimated amounts.

6. USE OF MONEY AND PROPERTY

This revenue type includes revenues received from parking facilities, rental income, and interest earnings.

Interest Income



Note: FY16 and FY17 are estimated amounts.

7. OTHER FINANCING RESOURCES

These revenues include reimbursements both from internal and external sources.

Reimbursements for expenditures incurred by staff departments, fringe benefit accounts, and departments providing direct services to the enterprise funds, cemetery endowments, library, and School department are known as interfund charges. It also includes State Grants, Housing and Community Development Grants, Federal Grants and Other Agency Revenues.

The biggest source of interfund revenue is the debt service chargebacks to the Enterprise Funds and School department. Other large revenue sources include chargebacks to the Enterprise Funds for benefits such as pension, workers' comp and medical insurance.

The Police and Fire departments charge the Jetport for direct services as well as administrative services provided. The direct services encompass 24-hour air rescue and security operations at the Jetport. The Jetport is also charged a minimal portion of each department's administrative cost.

The sale of City property and surplus activity are also found in this category.

Expenditures

Although the General Fund budget presents expenditure information by department, the City of Portland categorizes spending activities by nine areas. The following will provide a brief summary explanation of each of these expenditure types.

1. GENERAL GOVERNMENT

General governmental expenditures include the legislative and administrative functions for the benefit of the public and municipal agency as a whole. This includes expenditures for City Council, City Clerk, City Manager, Assessor, Finance, Legal, Human Resources, Parking, Economic Development, Planning, Permitting & Inspections, Information Technology, Pension, Insurances, Contingency, and Memberships / Other.

2. PUBLIC SAFETY

The Public Safety category includes the Police and Fire / EMS operations. The Public Safety function is the largest tax supported service provided by the City of Portland, aside from the School Department.

Police

The Police Department is the largest municipal law enforcement agency in the state. The department provides a complete spectrum of services, from an active and diverse patrol force to the most advanced investigative services. The department's mission is enhanced by closely integrating field operations with community expectations through the application of the community policing philosophy. A highly trained professional workforce is supplemented by an advanced technology infrastructure. The marriage of the best people and the best tools enables high quality service in an ever more challenging police environment and economic slowdown.

Fire

The Fire Department provides for fire suppression, emergent medical care response and transport. Additional responsibilities include Emergency Management and Homeland and Port Security oversight. Areas of unique responsibility include Hazmat/WMD Technical Response Team, Confined Space Rescue, Fire and Emergency Medical service to the Casco Bay Islands, Air Rescue Fire Fighting at the Jetport, Marine Fire Fighting for Portland Harbor, Fire Prevention, and Fire Inspection, which includes plan review and property safety inspections. The Fire Department is also responsible for a municipal fire alarm system and the maintenance of a city wide 800 MHz radio system.

The Fire Department maintains ten fire stations and the Spring Street Fire Museum. A minimum of Forty-six firefighters and paramedics staff each shift on 18 pieces of apparatus, which include: five engine companies, four ladder companies, five ambulances, one heavy rescue company, two air rescue units, and one marine unit. Each piece of apparatus is equipped with advanced life support equipment 24 hours a day, seven days a week.

3. PUBLIC WORKS

The Department of Public Works is responsible for providing many of the essential services to City of Portland residents throughout the year. These services include the operation of the Riverside Recycling Facility (under a contract arrangement), and a comprehensive solid waste program, which includes trash collection, residential curbside recycling, a fall leaf collection program, as well as a heavy item / bulky collection pick-up program. Public Works also provides for the construction and maintenance of city streets and sidewalks, the sewer system, stormwater maintenance, and technical support / engineering services for Capital Improvements Projects. Other key services include the removal of snow and ice from city streets and sidewalks, maintenance of

the Portland Downtown District, maintenance and repair of all City vehicles and equipment, and traffic management, including maintenance of traffic signaling, street lights and traffic control and calming. Public Works also provides core public works services to four adjacent islands in Casco Bay.

4. HEALTH AND HUMAN SERVICES

The Department of Health and Human Services (HHS) undertakes the planning and coordination of health and human service activities in Portland. This often occurs in collaboration with non-profit agencies and the state and federal government. HHS consists of five operational divisions: HHS Administration, Public Health, Social Services, the Barron Center and the Office of Elder Affairs.

Public Health is the state's most comprehensive local public health department. It consists of six programs: Operations, Family Health, Chronic Disease Prevention, the India Street Clinic, Environmental Health and Safety, and Health Equity and Research.

Social Services provides both financial assistance and support services for low-income Portland residents. Programs operated include General Assistance, Homeless Shelters for individuals and families, Case Management, and Representative Payee Services.

The Barron Center is the state's second largest long-term care nursing facility. The Barron Center is a 219 bed skilled rehabilitation and nursing facility, including a 50 bed specialty unit for the care of dementia. Residents of the Barron Center are able to receive speech, occupational and physical therapy services, and short and long term nursing care services in addition to end of life and hospice services.

The Office of Elder Affairs provides the community with an Elder Advocate. Assistance is provided in the form of senior information and referral, adult day health services, and community collaboration. Elder Affairs also operates Martha's Cottage, which is the only

domestic violence shelter for seniors in the country.

The majority of the funding for the Public Health and Social Services divisions is derived from state and federal grants and reimbursement for direct services. The largest funding source for long-term care services at the Barron Center is MaineCare (Medicaid), followed by Medicare and private insurance.

5. Parks, RECREATION AND FACILITIES

The Department of Parks, Recreation and Facilities oversees the Parks, Forestry and Cemetery divisions, recreational programs and activities, the maintenance of all city and school buildings, including the school HVAC systems and the waterfront properties, and the marketing and events management at the Expo, Merrill Auditorium, Ocean Gateway, Hadlock Field, and Fitzpatrick Stadium.

The City of Portland has managed Portland's open spaces since the nineteenth century beginning with a Cemeteries and Public Grounds Committee. Parks, Recreation and Facilities is responsible for the day to day management and care of the parks and open spaces in the City. Serving people of all ages and contributing to healthy lifestyles and leisure activities of the community, this department reaches out to many citizens and visitors through over 100 individual parks and 9.2 miles of trails.

All of this encompasses a geographical area of over 1,200 acres. The Parks, Recreation, and Facilities Department also maintains a wide variety of City trees as well as providing new plantings, and also manages two active cemeteries (Evergreen and Forest City) and several inactive cemeteries.

Recreation offers a vast array of services and leisure activities including recreation programs,

before and after school care, center for therapeutic recreation, pools, special events, operations of the ice arena, golf course, and golf course restaurant, and the maintenance and scheduling of athletic fields.

6. LIBRARY

The Portland Public Library is governed by a Board of Trustees. As an independent and non-profit organization, the Library is self-supporting through its own resources with additional grants from the City, Cumberland County and the State of Maine. The amount appropriated represents approximately 83.3% of the Library's estimated expenditures. The City also owns the land and building in which the Library operates.

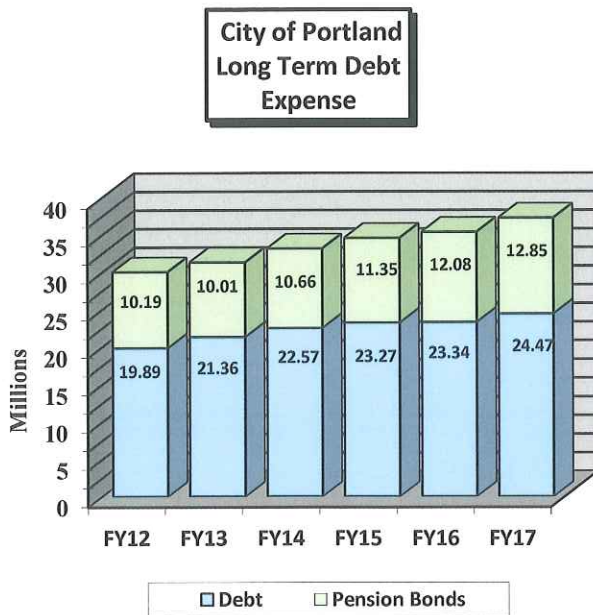
The expenditures under this category are for the City's contribution to the Portland Public Library.

7. METRO

The Greater Portland Transit District, a quasi-municipal organization better known as Metro, is a shared venture to provide public transportation services to the residents of each of its three participating communities. The Town of Falmouth joined the City of Portland and the City of Westbrook, Maine as members in April of 2009. The District is managed by a Board of Directors selected by the municipal officers of each participating municipality. The Board of Directors has responsibility for budgeting and financing. The District's operating and capital expenditures, including debt service, are financed by state and federal grants received directly by the District, fares and assessments of member communities.

The appropriation found under this division represents the City of Portland's assessment for the upcoming fiscal year. The City's portion of the annual assessment is \$2,572,744 or 81.7%.

8. LONG TERM DEBT



Note: FY16 and FY17 are estimated amounts.

Debt Service expenditures repay principal and interest on the City's general obligation bonds, as well as the administration cost of the current and past year bond issuances. The primary reason for borrowing funds is for financing of Capital improvements, some of which are for Schools and Enterprise Funds.

The City's debt source is the single largest item of expense in the City budget. For fiscal year 2017, the gross debt budget is \$37,323,569, or 20.0% of the City's general fund budget; the School Department and Enterprise Funds reimburse the general fund \$14,918,636 of this expense. The FY17 net cost of debt service to the City general fund is \$21,737,962.

9. COUNTY TAX

This expenditure is paid to finance Portland's share of the cost of county government, including debt repayment. This is determined by the ratio of the City's equalized State Valuation to the County's total equalized State Valuation. At January 1, 2016, the City's equalized State Valuation of \$7,996,350,000 was 19.6% of the County's total equalized State Valuation of \$40.8 billion, resulting in a FY17 assessment to the City of Portland of \$5,417,119.

City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Activity/Element/Object	Account Title	Actual Revenues FY15	Estimated Revenues FY16	Projected Revenues FY16	Estimated Revenues FY17
I. Property and Excise Taxes					
311-0000	Current Year's Assessment	149,769,111	159,098,413	156,610,102	164,194,065
311-1000	Less: TIF Refunds	(2,884,008)	(2,051,905)	(1,800,624)	(2,084,318)
311-2000	Less: School Tax Allocation	(77,469,011)	(78,073,211)	(78,073,211)	(80,331,376)
312-0000	Prior Year's Assessment	2,247,563	0	1,800,000	0
313-1000	Automobile Excise	10,231,854	9,943,500	10,000,000	10,600,000
313-2000	Boat Excise	49,293	38,000	38,022	38,950
313-3000	Aircraft Excise	96,468	95,000	94,574	95,000
314-0000	Payments in Lieu of Taxes	561,857	545,000	535,200	570,200
319-0000	Interest and Penalties	402,550	206,117	210,000	290,000
Total Property and Excise Taxes		\$83,005,677	\$89,800,914	\$89,414,063	\$93,372,521
II. Licenses and Permits					
321-0000	Street Occupancy	287,177	310,870	302,502	318,870
322-0000	Business Licenses	911,827	1,335,543	1,320,000	1,505,898
322-1000	Reinspections	0	3,500	250	3,500
323-0000	Police and Protective	1,648	2,200	665	600
325-1000	Solid Waste Control	12,350	13,500	14,480	12,640
326-0000	Non-Business Licenses	617,480	773,492	739,574	692,000
326-0300	Building Permits	1,054,787	1,500,000	1,595,421	1,950,000
326-0400	Electrical Permits	58,895	60,000	70,000	60,000
326-0500	Plumbing Permits	43,035	55,000	47,000	55,000
326-0600	Certificate of Occupancy	32,950	32,000	37,900	32,000
326-0700	Zoning Determination	15,665	10,050	17,000	25,000
326-0800	Board of Appeals	4,584	7,000	7,000	7,000
326-2000	Dog Agent Fees	2,035	2,069	2,047	2,045
326-2100	Hunting and Fishing	929	946	915	909
326-2200	Marriages	33,160	33,984	32,784	32,364
Total Licenses and Permits		\$3,076,522	\$4,140,154	\$4,187,538	\$4,697,826
III. Intergovernmental Revenue					
331-2000	Federal Pass Thru Grants	166,206	0	0	0
335-0300	Social Services	3,436,532	4,075,064	5,119,975	4,426,238
335-1000	Revenue Sharing	4,072,747	4,000,897	4,000,897	4,200,000
335-1500	State of Maine / FEMA	33,241	0	0	0
335-2000	Local Road Assistance Prgm (LRAP)	496,600	500,000	501,438	500,000
335-2500	Medicaid	1,705,822	1,671,802	955,698	870,570
335-3000	Snowmobile Registrations	1,595	1,500	1,734	1,500
335-4000	Tree Growth Reimbursement	1,898	2,000	1,990	2,000
335-5000	Veterans Real Estate Reimb.	41,541	40,000	42,995	43,000
335-6000	Camping Fees	7,822	5,000	5,000	5,000
335-8000	Homestead Tax Relief	884,496	0	892,225	0
335-8500	Business Personal Property Tax Relief	1,817,027	0	1,583,907	0
Total Intergovernmental Revenue		\$12,665,527	\$10,296,263	\$13,105,859	\$10,048,308

City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Activity/Element/Object	Account Title	Actual Revenues FY15	Estimated Revenues FY16	Projected Revenues FY16	Estimated Revenues FY17
IV. Charges for Services					
340-0000	Charges for Services PDD	328,000	328,000	335,329	351,210
341-0000	Misc. Charges for Services	4,523,077	4,351,708	4,675,312	5,090,187
341-1600	Confined Space	0	175,100	140,600	145,600
341-3700	CFPM Classes	0	7,030	2,020	5,600
341-4000	Auto Registration	120,853	100,000	105,000	115,000
341-5000	Program Income	16,955	19,000	16,750	29,650
341-5500	Berthing Income	199,237	167,130	211,000	141,771
341-5800	Passenger Fees	985,641	1,076,925	1,196,490	981,150
341-5900	Fresh Water	36,911	28,000	55,399	36,800
341-8000	Parking	52,360	46,000	46,752	47,000
342-0000	Public Safety	3,816,048	3,219,950	3,386,102	3,500,050
342-0100	Witness Fees	67,387	55,500	55,232	54,000
342-0200	Cruiser Use	164,783	69,250	98,731	79,300
342-1000	Peer Review Reimbursement (Eng.)	157,987	114,725	132,739	90,000
342-1100	Development Application Fee	34,550	30,000	57,500	33,000
342-1200	Development Review (Planners)	76,705	45,000	47,690	90,000
342-1300	Inspection / Review (DRC)	55,638	72,000	76,954	80,000
342-1400	Site Alteration Review	2,600	1,600	1,800	1,600
343-0000	Recycling Program	1,635,702	2,040,185	2,039,784	2,186,662
343-1500	Taxable Sales	17,629	29,106	15,914	15,640
343-2000	Riverside Recycling	273,869	167,660	150,220	167,660
343-2500	Heavy Item Stickers	1,851	3,360	3,360	3,360
343-3000	Peaks Island Transfer Station	7,531	7,135	7,012	6,700
345-0800	STD Clinic	18,573	15,000	19,598	5,234
345-1200	Clinic Fees	42,877	37,907	19,443	30,602
345-2000	Medicaid Reimbursement	133,490	216,797	93,169	232,215
345-6500	Patient Receipts	19,478,682	19,056,234	20,737,290	20,479,397
345-6600	Non-Patient Receipts	465,203	558,978	446,669	469,786
345-9900	Less: Returns / Allowances	(3,276,906)	(1,448,913)	(1,565,969)	(1,819,724)
346-0100	Golf Course Daily Play	377,788	361,300	377,223	381,000
346-0200	Golf Course Gift Certificates	25	0	0	0
346-0300	Golf Course Passholders	238,045	225,000	235,000	239,665
346-0400	Golf Course Pro Shop	46,978	52,000	43,519	44,000
346-0600	Golf Course Tournaments	50,435	52,500	45,077	45,500
346-0700	Golf Course Lockers	5,310	4,145	4,656	4,145
346-0800	Golf Course Cart Rentals	175,674	160,290	175,000	185,014
346-1000	Ice Arena Vendoring	12,775	14,000	14,000	14,000
346-1600	Ice Arena Advertising	3,100	9,200	4,000	4,000
346-2000	Ice Arena Concessions	16,102	26,000	14,503	15,000
346-5000	Ice Rentals	530,223	529,365	541,558	541,560
347-0000	Cultural / Recreation	149,444	140,143	149,800	160,910
347-0100	Burials	130,064	190,887	179,690	152,789
347-0200	Foundations	21,043	20,550	20,481	21,000
347-0400	Annual Care	100	100	100	100
347-0500	Plants	2,970	1,925	3,500	3,500
347-0600	Vault Cover Placements	16,865	21,955	20,105	19,995
347-0700	Lot Sales	46,814	51,200	46,938	82,161
347-0800	Swimming	199,850	234,487	211,404	218,302
347-1000	Camps	291,776	246,000	301,760	305,958

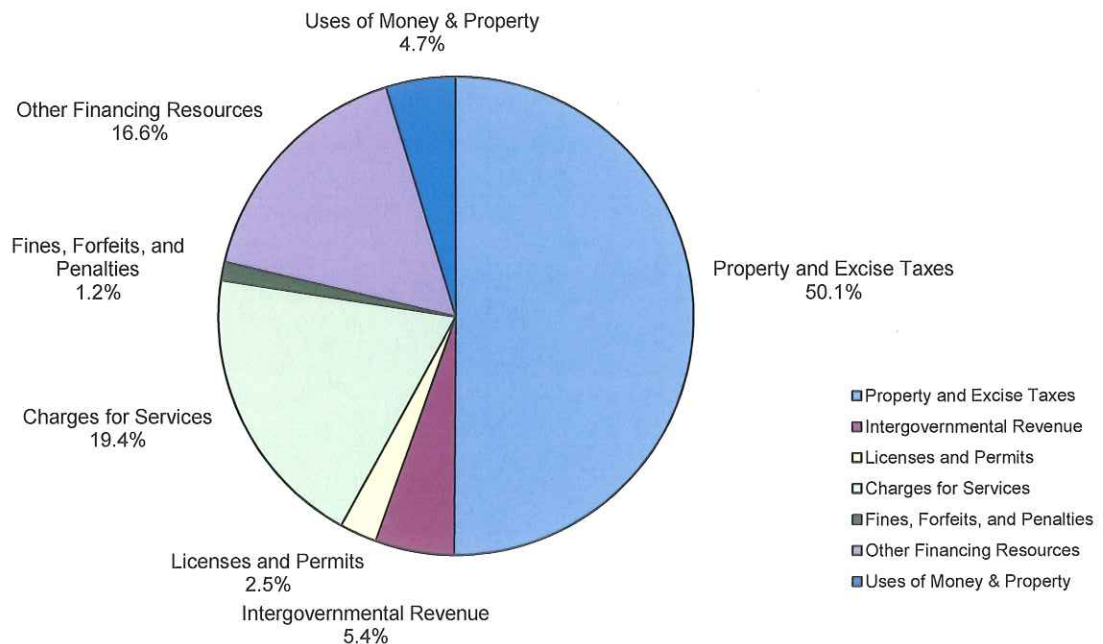
City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Activity/Element/Object	Account Title	Actual Revenues FY15	Estimated Revenues FY16	Projected Revenues FY16	Estimated Revenues FY17
IV. Charges for Services <i>Continued</i>					
347-2000	Before & After School Bell Program	916,993	900,000	917,016	950,000
347-3000	East End Boat Launch	19,589	18,550	18,533	18,550
348-0000	Donations	28,211	138,922	128,183	72,211
Total Charges for Services		\$32,717,407	\$33,988,886	\$36,059,936	\$36,128,810
V. Fines, Forfeits, and Penalties					
351-0000	Code Violations	79,136	108,005	78,882	92,850
351-1000	Denver Boot	95,240	95,000	95,000	95,000
351-2000	Parking Tickets	2,202,165	1,800,000	1,975,000	2,100,000
351-3500	Restaurant Inspections	0	0	1,725	1,750
351-3600	Restaurant Reinspections	0	0	6,840	4,500
351-7000	Solid Waste	330	0	0	0
Total Fines, Forfeits, and Penalties		\$2,376,871	\$2,003,005	\$2,157,447	\$2,294,100
VI. Uses of Money & Property					
361-0000	Interest Income	420,529	455,000	425,004	425,000
361-2000	Kehoe Trust Fund	17,295	13,660	16,434	16,434
363-0000	Rental Income	232,577	222,910	302,528	347,905
363-0100	Primary Tenant	375,094	391,420	364,330	379,000
363-0200	Commercial	328,004	310,700	371,686	386,400
363-0300	Non-Commercial	385,020	333,000	405,173	375,500
363-0400	Food Service	664,947	720,100	731,452	745,500
363-0500	Merchandising	17,354	7,550	25,250	21,500
363-0700	Advertising	59,211	50,000	35,239	35,000
363-0800	Vending	11,257	15,000	12,384	13,000
363-0900	Box Office	48,423	57,200	60,615	59,480
363-1500	Parking Income	9,587	4,360	14,855	10,960
363-2500	Ground Rent	151,014	189,270	188,170	191,525
363-3400	94 Free Street Lease	20,917	23,045	23,044	23,282
364-0000	Garages, Lots, Meters	921,145	894,000	910,000	920,000
364-0100	Hourly Parking	738,106	715,000	738,000	765,000
364-0200	Monthly Parking	964,097	980,952	1,024,385	1,142,640
364-0300	Library	13,588	16,500	14,500	14,000
364-0500	Thames Street Lot	148,735	140,000	150,000	150,000
364-0600	Angelos Acre	1,300	10,000	9,995	10,000
364-1000	Parking Meters	2,353,118	2,300,000	2,380,000	2,510,000
364-2000	Parking Annual Lot Rentals	1,000	1,000	2,000	1,000
364-2500	Snow Tow Lot	49,930	79,200	79,200	79,200
367-0000	Cultural / Recreation	157,306	171,325	175,000	175,000
Total Uses of Money & Property		\$8,089,554	\$8,101,192	\$8,459,244	\$8,797,326

City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Activity/Element/Object	Account Title	Actual Revenues FY15	Estimated Revenues FY16	Projected Revenues FY16	Estimated Revenues FY17
VII. Other Financing Resources					
391-0000	Operating Transfers In	752,998	1,499,072	1,491,774	865,882
392-0000	Sale of City Property	357,952	230,000	230,000	175,000
393-0000	HCD Charges	457,000	517,538	517,538	561,159
394-0000	Fund Balance Appropriation	0	650,000	0	0
395-0000	Enterprise Fund Charges	12,378,545	12,852,349	12,768,832	14,037,241
396-0000	School Department Charges	9,660,477	8,835,783	9,200,627	9,061,783
397-0000	Spec Rev / Endow Fd Chgs	169,532	190,331	173,234	318,471
398-0000	Misc. Reimbursements	914,552	840,203	952,020	919,907
398-0100	Fringe Benefits	492,954	275,010	233,232	288,796
398-0200	Non-State Social Service	52,283	40,000	86,500	35,000
398-1000	Other General Fund Accts	389,030	386,498	393,000	403,110
398-3000	CIP Charges	0	0	0	277,000
398-4000	Grant Reimbursements	4,693,690	4,027,323	3,640,983	3,989,645
Total Other Financing Resources		\$30,319,013	\$30,344,107	\$29,687,740	\$30,932,994
TOTAL GENERAL FUND REVENUES:		\$172,250,571	\$178,674,521	\$183,071,827	\$186,271,885

FY17 Revenues
General Fund by Revenue Source



Note: Due to rounding, totals may not equal 100%

**CITY OF PORTLAND, MAINE
FY17 Annual Budget**

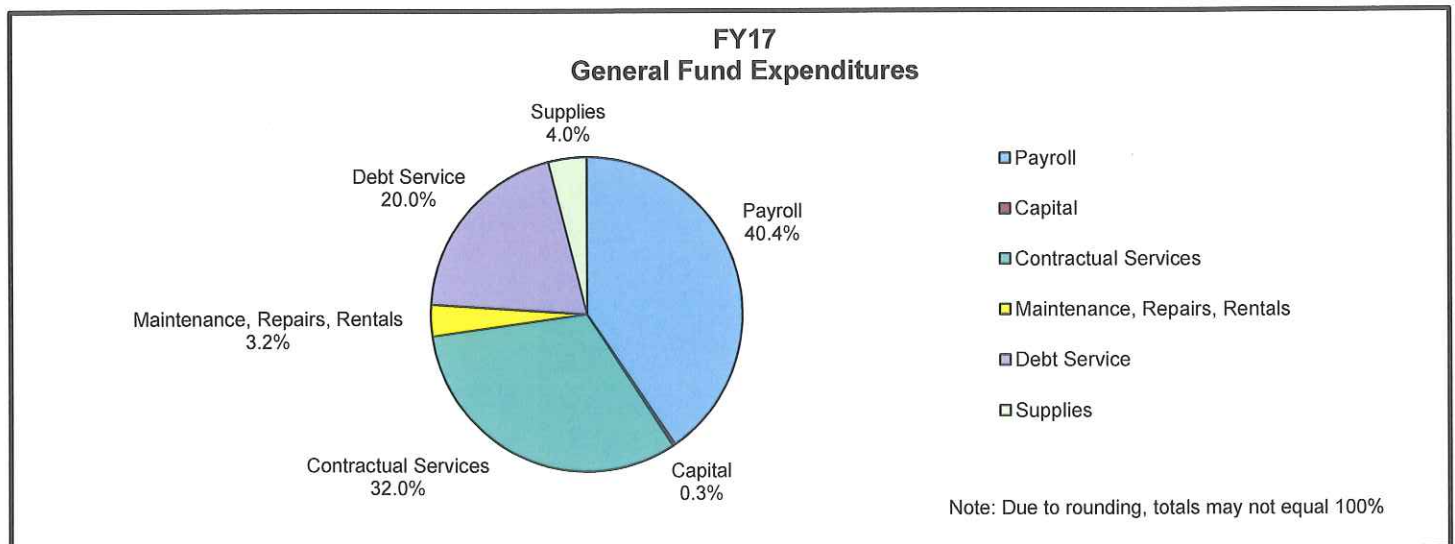
Departmental Budget Summary By Expenditure Category

Account Number	Account Title	Payroll	Contractual Services	Maint. / Repairs & Rentals	Supplies	Capital	Total
11-00	Council	188,680	184,390	0	3,750	0	376,820
12-00	City Clerk	433,627	40,648	11,974	5,900	0	492,149
13-00	City Manager	723,224	47,175	3,000	11,900	0	785,299
14-00	Assessor	381,419	61,870	1,620	8,180	0	453,089
15-00	Finance	1,373,161	332,326	5,750	25,400	0	1,736,637
16-00	Legal	493,352	62,600	100	11,100	0	567,152
17-00	Human Resources	760,643	207,890	3,640	17,000	0	989,173
18-00	Parking	1,454,521	487,682	359,407	44,780	0	2,346,390
19-00	Economic Development	400,969	49,791	2,400	4,750	0	457,910
21-00	Police	14,717,069	518,634	241,382	220,472	0	15,697,557
22-00	Fire	14,719,938	918,669	708,249	516,123	0	16,862,979
24-00	Planning & Development	1,384,533	168,383	10,200	24,000	0	1,587,116
25-00	Permitting & Inspections	1,230,639	104,835	3,900	31,200	0	1,370,574
29-00	Information Technology	1,048,744	504,855	723,264	58,600	0	2,335,463
31-00	Public Works	7,011,252	3,621,061	1,671,871	1,922,865	0	14,227,049
33-00	Parks, Recreation & Facilities	8,313,574	3,538,490	1,401,562	1,760,377	38,000	15,052,003
40-00	HHS Administration	373,372	3,500	0	1,500	0	378,372
41-00	Public Health	2,491,858	262,833	62,987	213,312	0	3,030,990
42-00	Social Services	3,418,284	7,834,398	615,962	198,450	0	12,067,094
43-00	Barron Center	11,615,032	2,198,709	186,917	2,318,808	109,900	16,429,366
48-00	Library	2,785,000	1,040,000	0	0	0	3,825,000
51-00	Pension	0	6,988,107	0	0	0	6,988,107
52-00	Employee Benefits	0	21,001,524	11,100	0	0	21,012,624
61-00	Contingent	0	325,750	0	0	0	325,750
62-00	Liability Insurance	0	778,596	0	0	0	778,596
63-00	County Tax	0	5,417,119	0	0	0	5,417,119
65-00	Memberships & Contr.	0	2,967,938	0	0	0	2,967,938
67-00	Wage Adjustment	0	0	0	0	0	0
70-00	Capital	0	0	0	0	390,000	390,000

Subtotal General Fund Expenditures: \$75,318,891 \$59,667,773 \$6,025,285 \$7,398,467 \$537,900 \$148,948,316

47-00 Debt Service \$37,323,569

Total General Fund Expenditures: \$186,271,885



**CITY OF PORTLAND, MAINE
FY17 Annual Budget**

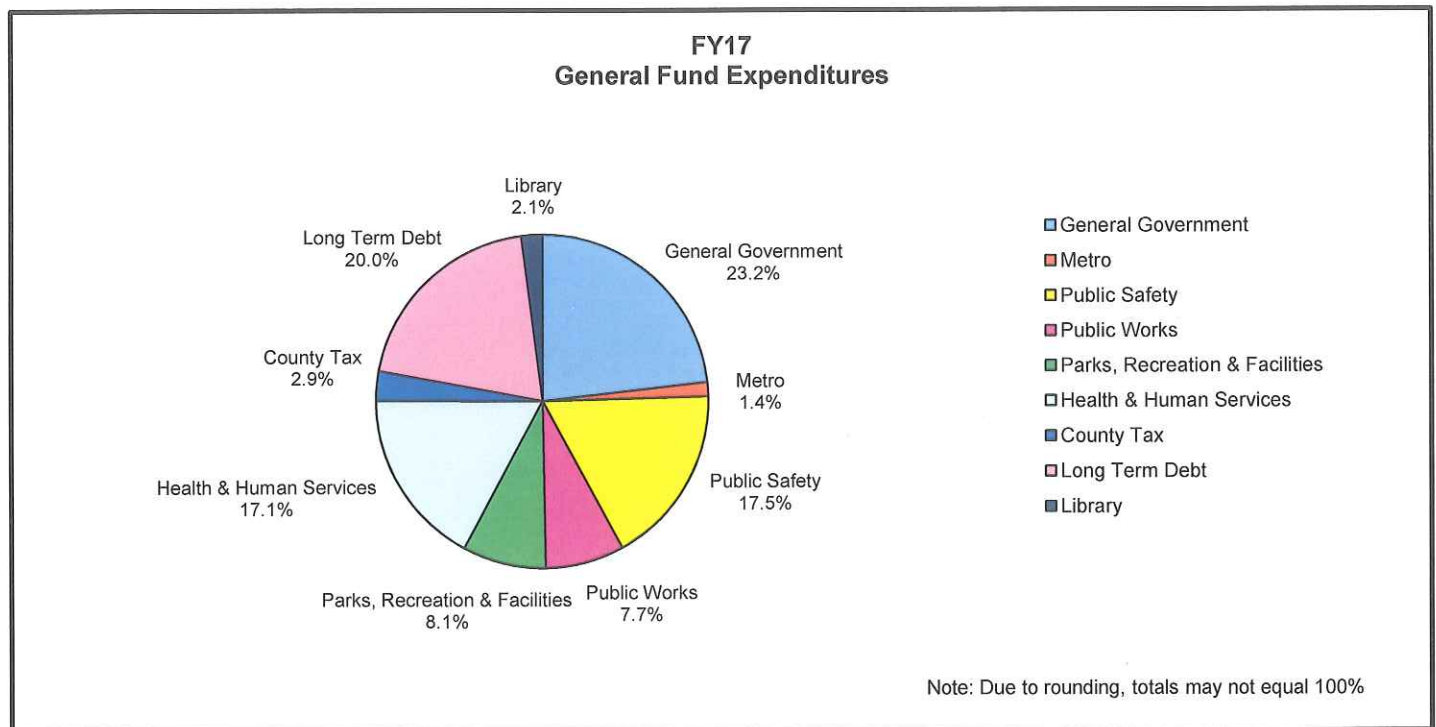
Categorical Budget Summary By Expenditure Category

Account Title	Payroll	Contractual Services	Maint. / Repairs & Rentals	Supplies	Capital	Total
General Government	9,873,512	31,741,616	1,136,355	246,560	255,000	43,253,043
Public Safety	29,437,007	1,437,303	949,631	736,595	0	32,560,536
Public Works	7,011,252	3,621,061	1,671,871	1,922,865	60,000	14,287,049
Parks, Recreation & Facilities	8,313,574	3,538,490	1,401,562	1,760,377	113,000	15,127,003
Health & Human Services	17,898,546	10,299,440	865,866	2,732,070	109,900	31,905,822
Library	2,785,000	1,040,000	0	0	0	3,825,000
County Tax	0	5,417,119	0	0	0	5,417,119
Metro	0	2,572,744	0	0	0	2,572,744

Subtotal General Fund Expenditures: \$75,318,891 \$59,667,773 \$6,025,285 \$7,398,467 \$537,900 \$148,948,316

Long Term Debt \$37,323,569

Total Categorical Expenditures: \$186,271,885



City Council

The City of Portland operates under a charter which was last amended on November 02, 2010. The City Council is comprised of a Mayor, elected for a four year term, five district Council members, and three members elected from the registered voters of the entire City-at-Large. The Council members are elected for three-year staggered terms.

The charter grants to the City Council all powers to enact reasonable by-laws, regulations and ordinances. The council adopts an annual budget, authorizes the issuance of debt and provides for an annual audit. The Mayor has the authority to veto the annual budget, however, the veto may be overridden by six members of the City Council.

In addition to formally meeting two times each month, the Council meets frequently in subcommittees and workshops.

The revenues received by this department are from Housing & Community Development (HCD) grant funds for a portion of the annual audit costs.

Department Summary

Department: City Council

Account: 100-11

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	120,508	141,781	189,977	188,680	188,680	188,680
Administrative Services	50,180	48,430	37,190	37,190	37,190	37,190
Contractual Services	169,000	177,300	146,000	146,000	146,000	146,000
Supplies	3,750	3,750	3,750	3,750	3,750	3,750
Utilities	1,565	1,463	6,600	1,200	1,200	1,200
Total	345,003	372,724	383,517	376,820	376,820	376,820
Less Revenues	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
Net Department Total	340,003	367,724	378,517	371,820	371,820	371,820

Personnel Services Detail

Department: City Council

Division: City Council

Account: 100-11-00

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Mayor	100		1	70,434	1	71,838	1	71,838	1	71,838	1	71,838
City Councilor	100		8	50,074	8	51,072	8	51,072	8	51,072	8	51,072
(1) Special Asst to the Mayor	100		0	0	1	67,067	1	65,770	1	65,770	1	65,770
Gross Personnel Services			9.0	120,508	10.0	189,977	10.0	188,680	10.0	188,680	10.0	188,680

Notes:

(1) 1 New Position Approved during FY16

City Clerk

The Department of City Clerk has three major functions: Elections, Vital Records, and City Records Maintenance; Business Licensing transferred to the Department of Permitting & Inspections, a newly created department in FY17. The City Clerk oversees the operation of these functions and acts as Clerk of the City Council by recording and keeping all its official acts. The Principal Administrative Officer, the Clerk's Deputy, is charged with ensuring the City Clerk's Office runs in accordance with the Clerk's directives and obligations.

The Election Administrator is charged with facilitating municipal and state elections. The City Clerk's office is responsible for all election preparation, including preparing ballots, nomination papers, training election officials, testing the election scanners to certify their accuracy, and absentee voting. The Clerk's Office is also responsible for tallying election results and securing voted ballots. Three elections are budgeted for FY17: the Nov. 2016 Presidential Election, the May 2017 School Budget Validation and 2017 Special City Council Election. Voter Registration is part of the election process and involves maintaining voter lists, certifying election nomination papers and citizen initiative petitions, processing peoples veto papers, and generating reports from the Central Voter Registration system (CVR). This is a statewide system designed to standardize and centralize voter registration.

The Vital Records Clerks are responsible for recording and issuing vital records such as the births, deaths and marriages that occur in Portland. An account has been created to facilitate donations for the preservation of these records, which are in poor condition; these records must be maintained forever. In addition, Clerks are responsible for performing marriages, the licensing of dogs, the sale of fish and game licenses, domestic partnership registrations, genealogy request searches, and providing Notary and Dedimus Justice services.

City record keeping involves indexing and binding Council minutes, responding to research requests, and the storage of the audio/video recordings of several boards and committees.

Department Summary

Department: City Clerk

Account: 100-12

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	488,844	448,869	519,035	433,627	433,627	433,627
Administrative Services	3,239	1,457	5,424	5,324	5,324	5,324
Contractual Services	67,816	69,337	53,633	34,700	34,700	34,700
Maintenance and Repairs	2,750	2,750	3,000	3,000	3,000	3,000
Rentals	8,968	8,218	8,974	8,974	8,974	8,974
Supplies	5,600	5,600	5,900	5,900	5,900	5,900
Utilities	780	780	780	624	624	624
Total	577,997	537,011	596,746	492,149	492,149	492,149
Less Revenues	(1,131,848)	(1,168,946)	(1,178,818)	(227,750)	(227,750)	(227,750)
Net Department Total	(553,851)	(631,935)	(582,072)	264,399	264,399	264,399

Personnel Services Detail

Department: City Clerk

Division: City Clerk

Account: 100-12-00

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
City Clerk	100		1	79,794	1	80,574	1	80,574	1	80,574	1	80,574
Principal Admin Officer	100		0.8	52,826	0.8	55,501	0.8	55,501	0.8	55,501	0.8	55,501
(1) Business License Admin	100		1	47,134	1	49,586	0	0	0	0	0	0
(2) Business License / Election Asst	100		1	33,624	1	35,822	0	0	0	0	0	0
Election Administrator	100		1	43,518	1	44,704	1	44,704	1	44,704	1	44,704
(3) Election Assistant	100		0.2	3,390	1	32,702	1	32,702	1	32,702	1	32,702
(4) Vital Records Clerk	100		3.9	137,070	3.6	131,503	3.6	131,503	3.6	131,503	3.6	131,503
Temporary Help	100			74,668		71,823		71,823		71,823		71,823
Overtime	100			16,820		16,820		16,820		16,820		16,820
Gross Personnel Services			8.9	488,844	9.4	519,035	7.4	433,627	7.4	433,627	7.4	433,627

Notes:

- (1) (1) Position Transferred to Business Licensing (100-2504) in FY17 (FY17 Reorg)
- (2) (1) Position Transferred to Business Licensing (100-2504) in FY17 (FY17 Reorg)
- (3) .8 New Position Approved in FY17 (RE: Business Licenses Reorg)
- (4) (.3) Combined two Part-time Vital Record Clerk Positions into 1 Full-time during FY15

City Manager

This department consists of the City Manager and support staff. The FY17 budget transfers the Housing Safety division to a newly established Department of Permitting & Inspections.

Appointed by the City Council, the City Manager serves as the Chief Executive Officer of the City. In addition to the City Manager, the administrative staff also includes other key staff members necessary for the success in providing high quality services. As the largest municipality in Maine, the staff works diligently toward being involved and pro-active in the Portland community, as well as in the broader local and state community.

Department Summary

Department: City Manager

Account: 100-13

		FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown							
Payroll		1,050,091	851,793	1,041,759	723,224	723,224	723,224
Benefits		0	7,300	7,300	6,000	6,000	6,000
Administrative Services		25,700	33,525	37,025	22,000	22,000	22,000
Contractual Services		44,450	59,800	12,500	15,500	15,500	15,500
Rentals		1,800	1,800	3,600	3,000	3,000	3,000
Supplies		17,400	28,935	16,900	11,900	11,900	11,900
Utilities		7,520	4,973	6,900	3,675	3,675	3,675
Total		1,146,961	988,126	1,125,984	785,299	785,299	785,299
Summary by Division							
City Manager Administration	(13-01)	811,178	764,216	823,594	785,299	785,299	785,299
Housing Safety	(13-10)	335,783	223,910	302,390	0	0	0
Total		1,146,961	988,126	1,125,984	785,299	785,299	785,299
Less Revenues		(1,325,002)	(1,234,119)	(1,243,043)	(813,738)	(813,738)	(813,738)
Net Department Total		(178,041)	(245,993)	(117,059)	(28,439)	(28,439)	(28,439)

City Manager Administration

The Administration division is responsible for the executive management of the City of Portland. Responsibilities include preparation and administration of council agendas and orders; coordination and administration of City departments, services, and programs; developing and enforcing administrative policies; handling of citizen inquiries and complaints, public relations and communication functions, affirmative action; neighborhood, waterfront, and island liaison efforts; local and state government liaison efforts; and preparation of the annual Capital Improvement Plan.

Division Summary

Department: City Manager	Division: City Manager Administration				Account: 100-13-01	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	722,238	675,358	763,494	723,224	723,224	723,224
Benefits	0	6,000	6,000	6,000	6,000	6,000
Administrative Services	25,700	23,181	25,500	22,000	22,000	22,000
Contractual Services	44,200	42,000	7,500	15,500	15,500	15,500
Rentals	1,800	1,800	3,000	3,000	3,000	3,000
Supplies	11,400	12,399	13,900	11,900	11,900	11,900
Utilities	5,840	3,478	4,200	3,675	3,675	3,675
Total	811,178	764,216	823,594	785,299	785,299	785,299
Less Revenues	(890,002)	(852,869)	(813,738)	(813,738)	(813,738)	(813,738)
Net Division Total	(78,824)	(88,653)	9,856	(28,439)	(28,439)	(28,439)

Personnel Services Detail

Department: City Manager

Division: City Manager Administration

Account: 100-13-01

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
City Manager	100		1	152,506	1	148,064	1	148,064	1	148,064	1	148,064
Deputy City Manager	100		1	142,448	1	143,421	1	143,421	1	143,421	1	143,421
(1) Senior Advisor to City Manager	100		0	0	1	92,020	1	92,020	1	92,020	1	92,020
(2) Chief of Staff	100		1	99,485	0	0	0	0	0	0	0	0
City Communications Director	100		1	75,731	1	79,558	1	79,558	1	79,558	1	79,558
(3) Asst to CM/Constituent Svcs	100		0	0	1	75,972	1	75,972	1	75,972	1	75,972
(4) Island/Neighborhood Admin	100		1	73,528	0	0	0	0	0	0	0	0
(5) Dir EO & Multicultural Affairs	100		1	72,041	0	0	0	0	0	0	0	0
(6) Sustainability Coordinator	100		0	0	1	75,972	1	75,972	1	75,972	1	75,972
Archivist Technician	100		0	0	1	40,270	0	0	0	0	0	0
Senior Executive Assistant	100		2	99,299	2	103,067	2	103,067	2	103,067	2	103,067
Temporary Help	100			7,200		5,150		5,150		5,150		5,150
Overtime	100			0		0		0		0		0
Gross Personnel Services			8.0	722,238	9.0	763,494	8.0	723,224	8.0	723,224	8.0	723,224

Notes:

- (1) 1 New Position Approved in FY17
- (2) (1) Position Eliminated in FY17
- (3) 1 Position Replaced Island/Neighborhood Admin during FY16
- (4) (1) Position Replaced w/ Asst to CM/Constituent Svcs during FY16
- (5) (1) Position Transferred to Human Resources (100-1701) in FY17
- (6) 1 New Position Approved in FY17

Housing Safety

The Housing Safety division transferred to the FY17 newly created Department of Permitting & Inspections.

Division Summary

Department: City Manager

Division: Housing Safety

Account: 100-13-10

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	327,853	176,435	278,265	0	0	0
Benefits	0	1,300	1,300	0	0	0
Administrative Services	0	10,344	11,525	0	0	0
Contractual Services	250	17,800	5,000	0	0	0
Rentals	0	0	600	0	0	0
Supplies	6,000	16,536	3,000	0	0	0
Utilities	1,680	1,495	2,700	0	0	0
Total	335,783	223,910	302,390	0	0	0
Less Revenues	(435,000)	(381,250)	(429,305)	0	0	0
Net Division Total	(99,217)	(157,340)	(126,915)	0	0	0

Personnel Services Detail

Department: City Manager

Division: Housing Safety

Account: 100-13-10

Position	Funding Source		FY16 Approved		FY17 Submission		FY17 Manager's Recommendation		FY17 Finance Committee		FY17 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Housing Safety Administrator	100		0	0	1	78,256	0	0	0	0	0	0
Housing Safety Officer	100		1	75,000	0	0	0	0	0	0	0	0
(2) Life Safety CEO/Plan Reviewer	100		0	0	0	0	0	0	0	0	0	0
Educ & Qual Imp Officer	100		1	55,000	0	0	0	0	0	0	0	0
(3) Housing Safety Prgm Coord	100		0	0	1	64,565	0	0	0	0	0	0
Project Manager	100		1	62,853	0	0	0	0	0	0	0	0
(4) Code Enf Officer-Housing Safety	100		0	0	3	135,444	0	0	0	0	0	0
Inspector	100		3	135,000	0	0	0	0	0	0	0	0
(5) Notes												
Gross Personnel Services			6.0	327,853	5.0	278,265	0.0	0	0.0	0	0.0	0

Notes:

- (1) (1) Position Transferred to Housing Safety (100-2503) in FY17
- (2) (1) Position Transferred to Inspections (100-2502) in FY17
- (3) (1) Position Transferred to Housing Safety (100-2503) in FY17
- (4) (3) Positions Transferred to Housing Safety (100-2503) in FY17
- (5) FY17 Reorg to Permitting & Inspections Dept (100-25); FY16 New Program: 6 Position Title Changes

Assessor

The Department of the Assessor is responsible for the creation and maintenance of the tax roll. Additionally, it maintains records on over 1,300 exempt real estate accounts. The distribution of taxes is accomplished by assigning taxable assessed values to approximately 22,600 real estate accounts and 4,200 personal property accounts. Among the documents that must be accurately maintained by this department are real property records, property maps, ownership records, property sales information and personal property records. Computerization and web site development of department records and tasks continue as an enhancement to the assessment and data processing functions of this office.

Department Summary

Department: Assessor

Account: 100-14

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	310,744	312,391	381,419	381,419	381,419	381,419
Administrative Services	7,345	6,135	17,690	17,690	17,690	17,690
Contractual Services	11,980	10,795	14,180	44,180	44,180	44,180
Rentals	1,620	1,581	1,620	1,620	1,620	1,620
Supplies	3,900	3,835	8,180	8,180	8,180	8,180
Total	335,589	334,737	423,089	453,089	453,089	453,089
Less Revenues	(2,520)	(3,900)	(3,900)	(3,900)	(3,900)	(3,900)
Net Department Total	333,069	330,837	419,189	449,189	449,189	449,189

Personnel Services Detail

Department: Assessor

Division: Assessor

Account: 100-14-00

Position	Funding Source	FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
		#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
	City Fed Oth										
Tax Assessor	100	1	105,854	1	107,981	1	107,981	1	107,981	1	107,981
Tax Assessment Analyst	100	1	71,467	1	72,911	1	72,911	1	72,911	1	72,911
Senior Appraiser	100	1	55,634	1	56,745	1	56,745	1	56,745	1	56,745
(1) Appraiser	100	0	0	1	41,516	1	41,516	1	41,516	1	41,516
Office Assistant	100	1.9	77,789	1.9	79,316	1.9	79,316	1.9	79,316	1.9	79,316
Temporary Help	100		0		22,950		22,950		22,950		22,950
Gross Personnel Services		4.9	310,744	5.9	381,419	5.9	381,419	5.9	381,419	5.9	381,419

Notes:

(1) 1 New Position Approved in FY17

Finance

The Department of Finance consists of Administration and Treasury. The Finance Director and two division managers oversee the efficient operations of these functions.

The FY17 division expenditures increased \$50,096, or 3.0%, due to wages. The revenues reflected have increased by \$286,774 or 5.3%. The revenue increase is primarily due to higher projected estimates for Interest & Penalties and Revenue Sharing.

Department Summary

Department: Finance

Account: 100-15

		FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown							
Payroll		1,320,183	1,250,594	1,360,618	1,373,161	1,373,161	1,373,161
Administrative Services		194,965	193,116	204,628	188,628	188,628	188,628
Contractual Services		142,268	145,349	147,090	142,090	142,090	142,090
Maintenance and Repairs		500	0	500	500	500	500
Rentals		3,096	3,096	5,250	5,250	5,250	5,250
Supplies		23,477	23,292	25,400	25,400	25,400	25,400
Utilities		2,052	1,681	1,692	1,608	1,608	1,608
Total		1,686,541	1,617,128	1,745,178	1,736,637	1,736,637	1,736,637
Summary by Division							
Finance Administration	(15-01)	1,040,033	1,023,195	1,077,222	1,089,681	1,089,681	1,089,681
Treasury	(15-02)	646,508	593,933	667,956	646,956	646,956	646,956
Total		1,686,541	1,617,128	1,745,178	1,736,637	1,736,637	1,736,637
Less Revenues		(5,454,819)	(5,416,326)	(5,426,145)	(5,741,593)	(5,741,593)	(5,741,593)
Net Department Total		(3,768,278)	(3,799,198)	(3,680,967)	(4,004,956)	(4,004,956)	(4,004,956)

Finance Administration

Finance Administration oversees all financial operations of the City.

Finance Administration responsibilities include payroll, accounts payable, grant accounting, and general and enterprise fund accounting for all City departments. Payroll processes weekly payroll for over 1,600 full-time, part-time, temporary, on-call and seasonal employees, maintains earnings and reduction records, and reports federal and state taxes and provides extensive earnings research for Maine State Retirement System. Accounts Payable processes all City requests for payments to vendors, and is responsible for sorting all incoming City Hall mail. The Accounting staff also maintains the City's general ledger.

Budget is responsible for monitoring expenditure activity for the City, providing a monthly analysis of expenditures and revenues, reviewing all payment documents, processing departmental requests for transfers between operating accounts, and administering the annual budget process.

Purchasing assists City departments in obtaining goods and services. Purchasing is responsible for issuing bids, obtaining price quotations, and resolving differences with vendors. Purchasing also works closely with the Legal Department to develop procurement contracts.

Division Summary

Department: Finance	Division: Finance Administration				Account: 100-15-01	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	935,694	914,792	963,038	975,581	975,581	975,581
Administrative Services	82,795	82,837	88,350	88,350	88,350	88,350
Contractual Services	6,244	10,185	6,592	6,592	6,592	6,592
Rentals	1,296	1,296	3,450	3,450	3,450	3,450
Supplies	11,952	12,404	14,100	14,100	14,100	14,100
Utilities	2,052	1,681	1,692	1,608	1,608	1,608
Total	1,040,033	1,023,195	1,077,222	1,089,681	1,089,681	1,089,681
Less Revenues	(462,599)	(437,000)	(442,584)	(465,032)	(465,032)	(465,032)
Net Division Total	577,434	586,195	634,638	624,649	624,649	624,649

Personnel Services Detail

Department: Finance

Division: Finance Administration

Account: 100-15-01

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Finance Director	100			1	110,310	1	116,493	1	116,493	1	116,493	116,493
Asst Finance Director	100			1	91,661	1	96,303	1	96,303	1	96,303	96,303
Controller	100			1	79,236	1	82,804	1	82,804	1	82,804	82,804
Purchasing Manager	100			1	77,101	1	81,001	1	81,001	1	81,001	81,001
Budget Analyst	100			1	73,916	1	75,972	1	81,482	1	81,482	81,482
Financial Specialist	85	15		2	136,831	2	143,767	2	150,800	2	150,800	150,800
Senior Accountant	68	32		1	48,548	1	51,008	1	51,008	1	51,008	51,008
Asst Purchasing Manager	100			1	54,710	1	57,471	1	57,471	1	57,471	57,471
Senior Admin Officer	74	26		1	51,346	1	53,946	1	53,946	1	53,946	53,946
Accountant	100			2	80,187	2	82,173	2	82,173	2	82,173	82,173
(1) Account Clerk II	100			1.3	50,093	1	39,429	1	39,429	1	39,429	39,429
Executive Assistant	100			2	81,755	2	82,671	2	82,671	2	82,671	82,671
Gross Personnel Services				15.3	935,694	15.0	963,038	15.0	975,581	15.0	975,581	975,581

Notes:

(1) (.3) Position Eliminated during FY16

Treasury

The Treasury division is responsible for the collection of all monies into the City. This includes the collection of real estate taxes, personal property taxes, delinquent sewer user fees, and vehicle excise taxes and registration fees, as well as issuance of license plates. Treasury also collects parking ticket revenues and miscellaneous receivables, processes boat and utility trailer registrations, and issues island vehicle and golf cart registrations and Metro bus passes. All cash receipts for the City are processed in Treasury.

Residents may visit the Treasury Office in City hall for these services. There are also electronic options for residents:

- (a) Treasury offers an electronic funds transfer (ACH) monthly debit from citizen accounts to conveniently pay taxes.
- (b) Web payments for residents to pay taxes via credit card or e-check: <http://portlandmaine.gov/1567/Pay-Your-Property-Taxes-On-Line>.
- (c) Online options are available for residents to re-register vehicles through the State of Maine website: <https://www1.maine.gov/online/bmv/rapid-renewal/>.
- (d) Parking tickets can also be paid online through the website: <http://www.informe.org/ppt/>.
- (e) View / Print Tax Bills on-line at: <http://www.portlandmaine.gov/taxbill>.

The Treasury general fund expenditures increased minimally by \$448. Non-tax revenue projections include an anticipated increase in Interest and Penalties and Revenue Sharing.

Division Summary

Department: Finance	Division: Treasury				Account: 100-15-02	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	384,489	335,802	397,580	397,580	397,580	397,580
Administrative Services	112,170	110,279	116,278	100,278	100,278	100,278
Contractual Services	136,024	135,164	140,498	135,498	135,498	135,498
Maintenance and Repairs	500	0	500	500	500	500
Rentals	1,800	1,800	1,800	1,800	1,800	1,800
Supplies	11,525	10,888	11,300	11,300	11,300	11,300
Total	646,508	593,933	667,956	646,956	646,956	646,956
Less Revenues	(4,992,220)	(4,979,326)	(4,983,561)	(5,276,561)	(5,276,561)	(5,276,561)
Net Division Total	(4,345,712)	(4,385,393)	(4,315,605)	(4,629,605)	(4,629,605)	(4,629,605)

Personnel Services Detail

Department: Finance

Division: Treasury

Account: 100-15-02

	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
Position	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Treasurer	100			1	76,385	1	80,240	1	80,240	1	80,240	80,240
Asst Treasurer	100			1	58,869	1	57,772	1	57,772	1	57,772	57,772
Financial Admin Asst	50	50		2	76,799	2	79,895	2	79,895	2	79,895	79,895
Cashier Clerk	100			5	171,436	5	171,923	5	171,923	5	171,923	171,923
Temporary Help	100				0		6,750		6,750		6,750	6,750
Overtime	100				1,000		1,000		1,000		1,000	1,000
Gross Personnel Services				9.0	384,489	9.0	397,580	9.0	397,580	9.0	397,580	397,580

Legal

The goal of the Legal Department is to provide competent and cost-effective legal advice, services and representation to the City Council, its officials, boards and commissions, department heads and City staff. The department is under the direction of Corporate Counsel, who manages a staff of three attorneys, one paralegal / insurance claims administrator, and a paralegal / legal assistant.

The department provides a full range of legal services for the City and maintains a high level of expertise in areas of particular importance to municipal government such as tax collections, contracts, economic development, assessments, planning, zoning, Rule 80B appeals, administrative law, general assistance, construction law, transportation, personnel, municipal finance, code enforcement, liability claims and statutory and ordinance drafting and interpretation. In addition, the department staffs and/or provides legal advice to all City standing and special committees and Boards.

The majority of the revenues received by the department are from charge backs for legal services provided by the attorneys for the Fish Pier, Sewer, Stormwater, and Jetport funds. The department also receives revenue for various ordinance code violations, and settlements.

Department Summary

Department: Legal

Account: 100-16

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	476,710	477,715	493,352	493,352	493,352	493,352
Administrative Services	21,403	21,353	26,463	26,463	26,463	26,463
Contractual Services	11,137	30,900	51,137	36,137	36,137	36,137
Maintenance and Repairs	100	100	100	100	100	100
Supplies	5,700	5,700	11,100	11,100	11,100	11,100
Total	515,050	535,768	582,152	567,152	567,152	567,152
Less Revenues	(78,443)	(428,443)	(88,129)	(88,129)	(88,129)	(88,129)
Net Department Total	436,607	107,325	494,023	479,023	479,023	479,023

Personnel Services Detail

Department: Legal

Division: Legal

Account: 100-16-00

Position	Funding Source City Fed Oth	FY16 Approved		FY17 Submission		FY17 Manager's Recommendation		FY17 Finance Committee		FY17 Final Allowance	
		#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Corporate Counsel	100	1	119,009	1	120,198	1	120,198	1	120,198	1	120,198
Associate Corporate Counsel	100	3	260,914	3	271,444	3	271,444	3	271,444	3	271,444
Paralegal / Ins Claims Admin	100	1	54,957	1	57,737	1	57,737	1	57,737	1	57,737
Paralegal / Legal Assistant	100	1	41,830	1	43,973	1	43,973	1	43,973	1	43,973
Gross Personnel Services		6.0	476,710	6.0	493,352	6.0	493,352	6.0	493,352	6.0	493,352

Human Resources

The Department of Human Resources provides many services to all City departments, including recruitment and hiring oversight, civil service program administration, labor relations, organizational development and education, employee health and benefits administration, and safety and risk management.

Expenditures increased \$190,355, or 23.8%, largely related to a mid-year hire of a new EEO Officer / HR Generalist and an enhanced city-wide investment in employee development. The revenues received by this department are from charge backs for the services provided by the Human Resources staff for the Sewer, Stormwater and Jetport funds.

Department Summary

Department: Human Resources

Account: 100-17

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	679,764	684,293	791,026	760,643	760,643	760,643
Benefits	500	500	500	500	500	500
Administrative Services	9,714	44,809	62,855	60,840	60,840	60,840
Contractual Services	91,700	91,700	134,050	144,050	144,050	144,050
Maintenance and Repairs	1,000	1,000	1,000	1,000	1,000	1,000
Rentals	2,640	2,640	2,640	2,640	2,640	2,640
Supplies	11,000	13,723	19,500	17,000	17,000	17,000
Utilities	2,500	2,500	2,500	2,500	2,500	2,500
Total	798,818	841,165	1,014,071	989,173	989,173	989,173
Less Revenues	(125,272)	(125,272)	(112,775)	(112,775)	(112,775)	(112,775)
Net Department Total	673,546	715,893	901,296	876,398	876,398	876,398

Personnel Services Detail

Department: Human Resources

Division: Human Resources Administration

Account: 100-17-01

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Director of Human Resources	100		1	102,505	1	109,295	1	109,295	1	109,295	1	109,295
Labor Relations Manager	100		1	82,186	1	95,430	1	95,430	1	95,430	1	95,430
Benefits Manager	100		1	86,310	1	93,790	1	93,790	1	93,790	1	93,790
WC & Safety Program Manager	100		1	72,308	1	75,776	1	75,776	1	75,776	1	75,776
(1) EEO Officer/HR Generalist	100		0	0	1	60,767	0.5	30,384	0.5	30,384	0.5	30,384
(2) Employment Services Manager	100		0	0	1	77,453	1	77,453	1	77,453	1	77,453
(3) Principal Admin Officer	100		1	69,045	0	0	0	0	0	0	0	0
Employee Assistance Coord	100		1	66,843	1	68,917	1	68,917	1	68,917	1	68,917
Human Resources Associate	100		1	60,694	1	63,586	1	63,586	1	63,586	1	63,586
Safety/Training Officer	100		1	57,740	1	60,669	1	60,669	1	60,669	1	60,669
Human Resources Assistant	100		1	46,875	1	48,313	1	48,313	1	48,313	1	48,313
Administrative Assistant (NU)	100		1	35,258	1	37,030	1	37,030	1	37,030	1	37,030
Gross Personnel Services			10.0	679,764	11.0	791,026	10.5	760,643	10.5	760,643	10.5	760,643

Notes:

- (1) 1 Tfr'd from City Mgr (Replaced Dir EO & Multicultural Affairs) & (.5) Eliminated (Jan 2017 Start)
- (2) 1 Position Reclass Approved from Principal Admin Officer in FY17
- (3) (1) Position Reclass Approved to Employment Services Manager in FY17

Parking

Parking falls under the direction of the Executive Department. The Parking Division manages both on-street and off-street parking in the City and administers the School Crossing Guide program. Parking Control Officers enforce on-street signage and the City's parking ordinance to encourage turnover parking and provide public safety throughout the City. When requested, Parking Control Officers also assist the Police Department with traffic control during fire emergencies, accidents, and other matters of public safety.

The Parking Division also maintains and collects revenue from 1,609 metered spaces throughout the City, 728 of which have been converted to multi-space meters that accept credit cards. The City anticipates converting additional single space meters to multi space meters in the 2017 fiscal year.

Finally, the Parking Division administers, operates, and/or oversees four parking garages and four parking lots. The division provides budgets, physical oversight, staffing, and revenue collection for these facilities.

FY17 expenses are up \$168,959, or 7.8%, largely due to additional funding for garage repairs at the Elm Street, Spring Street and Temple Street parking garages, as well as increased operating costs related to the increased installation of multi-space meters. The estimated FY17 revenues are up by \$756,350, or 10.7%, due to the FY17 garage hourly and monthly rate increases, and anticipated higher revenue collections in parking ticket and meter income.

Department Summary

Department: Parking Account: 100-18

		FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown							
Payroll		1,417,762	1,403,037	1,454,521	1,454,521	1,454,521	1,454,521
Benefits		5,800	5,800	5,800	5,800	5,800	5,800
Administrative Services		34,657	34,192	37,381	35,381	35,381	35,381
Contractual Services		315,611	312,871	379,280	360,340	360,340	360,340
Maintenance and Repairs		141,200	149,440	234,950	234,950	234,950	234,950
Rentals		122,757	122,853	124,457	124,457	124,457	124,457
Supplies		42,820	42,620	44,780	44,780	44,780	44,780
Utilities		94,664	73,866	99,301	84,241	84,241	84,241
Contributions		2,160	1,940	1,920	1,920	1,920	1,920
Total		2,177,431	2,146,619	2,382,390	2,346,390	2,346,390	2,346,390
Summary by Division							
Parking Administration	(18-01)	1,279,612	1,255,523	1,350,957	1,329,957	1,329,957	1,329,957
Crossing Guides	(18-02)	129,200	123,700	131,200	131,200	131,200	131,200
Elm Street Garage	(18-03)	242,647	250,498	300,899	300,899	300,899	300,899
Spring Street Garage	(18-04)	417,796	408,676	475,534	460,534	460,534	460,534
Temple Street Garage	(18-05)	108,176	108,222	123,800	123,800	123,800	123,800
Total		2,177,431	2,146,619	2,382,390	2,346,390	2,346,390	2,346,390
Less Revenues		(7,062,172)	(7,409,524)	(7,518,522)	(7,818,522)	(7,818,522)	(7,818,522)
Net Department Total		(4,884,741)	(5,262,905)	(5,136,132)	(5,472,132)	(5,472,132)	(5,472,132)

Parking Administration

Parking Administration includes the management of on-street parking, the parking meter operation, the Parking Control Officers, and the issuance of residential parking stickers. This division also handles the administration of the Temple Street and Casco Bay parking garages.

Expenses have increased 3.9%. The FY17 revenues have risen \$520,950, or 11.8%, primarily due to anticipated higher collections in both parking ticket and parking meter revenue.

Division Summary

Department: Parking	Division: Parking Administration				Account: 100-18-01	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	860,564	846,380	887,820	887,820	887,820	887,820
Benefits	3,800	3,800	3,800	3,800	3,800	3,800
Administrative Services	11,481	10,970	13,581	11,581	11,581	11,581
Contractual Services	244,450	235,245	282,415	263,475	263,475	263,475
Maintenance and Repairs	1,000	950	950	950	950	950
Rentals	122,657	122,753	124,357	124,357	124,357	124,357
Supplies	31,120	31,120	33,280	33,280	33,280	33,280
Utilities	2,380	2,365	2,834	2,774	2,774	2,774
Contributions	2,160	1,940	1,920	1,920	1,920	1,920
Total	1,279,612	1,255,523	1,350,957	1,329,957	1,329,957	1,329,957
Less Revenues	(4,432,200)	(4,699,145)	(4,653,150)	(4,953,150)	(4,953,150)	(4,953,150)
Net Division Total	(3,152,588)	(3,443,622)	(3,302,193)	(3,623,193)	(3,623,193)	(3,623,193)

Personnel Services Detail

Department: Parking

Division: Parking Administration

Account: 100-18-01

	Funding	FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance
Position	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Parking Div Director	100	1	85,116	1	86,792	1	86,792	1	86,792	1	86,792
Parking Division Supervisor	100	1	71,133	1	72,444	1	72,444	1	72,444	1	72,444
Parking Meter Supervisor	100	1	49,234	1	50,211	1	50,211	1	50,211	1	50,211
Senior Parking Control Officer	100	1	44,187	1	41,535	1	41,535	1	41,535	1	41,535
Maintenance Worker III	100	1	42,598	1	43,451	1	43,451	1	43,451	1	43,451
Parking Meter Technician	100	1	43,418	1	44,287	1	44,287	1	44,287	1	44,287
Parking Control Officer	100	10.6	382,714	10.6	393,077	10.6	393,077	10.6	393,077	10.6	393,077
(1) Administrative Associate	100	0	0	1	44,501	1	44,501	1	44,501	1	44,501
(2) Parking Office Asstistant	100	1	38,699	0	0	0	0	0	0	0	0
Customer Service Rep	100	2	70,658	2	72,287	2	72,287	2	72,287	2	72,287
Holiday Payments	100		807		1,235		1,235		1,235		1,235
Overtime			32,000		38,000		38,000		38,000		38,000
Gross Personnel Services		19.6	860,564	19.6	887,820	19.6	887,820	19.6	887,820	19.6	887,820

Notes:

- (1) 1 Position Reclass Approved from Parking Office Asst in FY17
- (2) (1) Position Reclass Approved to Admin Assoc in FY17

Crossing Guides

The Parking Division administers the School Crossing Guide program to help ensure the safety of Portland children who walk to school. Crossing Guides staff twenty-nine intersections near Portland elementary schools.

Division Summary

Department: Parking **Division:** Crossing Guides **Account:** 100-18-02

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	128,000	122,500	130,000	130,000	130,000	130,000
Supplies	1,200	1,200	1,200	1,200	1,200	1,200
Total	129,200	123,700	131,200	131,200	131,200	131,200

Personnel Services Detail

Department: Parking

Division: Crossing Guides

Account: 100-18-02

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Temporary Help	100				128,000		130,000		130,000		130,000	130,000
Gross Personnel Services					128,000		130,000		130,000		130,000	130,000

Elm Street Garage

The Elm Street Garage is a City-owned parking facility adjacent to Portland High School, and is operated and staffed by the Parking division. The Elm Street Garage provides hourly parking for people wishing to visit downtown businesses and the Merrill Auditorium / Portland Public Library area, as well as providing monthly parking spaces for employees of Portland High School, area businesses, some City Hall employees, and private citizens.

Expenses are up \$58,252, or 24.0%, primarily due to an increase in building repair funding. Revenues are up \$107,060, or 23.9%, due to the increase in the number of monthly parkers, and FY17 increases in hourly and monthly rates.

Division Summary

Department: Parking	Division: Elm Street Garage				Account: 100-18-03	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	184,804	186,013	189,467	189,467	189,467	189,467
Benefits	1,000	1,000	1,000	1,000	1,000	1,000
Contractual Services	22,771	24,955	25,885	25,885	25,885	25,885
Maintenance and Repairs	7,450	15,740	56,100	56,100	56,100	56,100
Supplies	4,450	4,450	4,450	4,450	4,450	4,450
Utilities	22,172	18,340	23,997	23,997	23,997	23,997
Total	242,647	250,498	300,899	300,899	300,899	300,899
Less Revenues	(447,540)	(491,885)	(554,600)	(554,600)	(554,600)	(554,600)
Net Division Total	(204,893)	(241,387)	(253,701)	(253,701)	(253,701)	(253,701)

Personnel Services Detail

Department: Parking

Division: Elm Street Garage

Account: 100-18-03

Position	Funding Source	FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
		#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
	City Fed Oth										
Parking Garage Shift Leader	100	2	76,704	2	79,628	2	79,628	2	79,628	2	79,628
Parking Garage Cashier	100	2.6	82,093	2.6	84,139	2.6	84,139	2.6	84,139	2.6	84,139
Temporary Help	100		8,200		8,200		8,200		8,200		8,200
Holiday Payments	100		3,057		3,500		3,500		3,500		3,500
Overtime	100		14,750		14,000		14,000		14,000		14,000
Gross Personnel Services		4.6	184,804	4.6	189,467	4.6	189,467	4.6	189,467	4.6	189,467

Spring Street Garage

The Spring Street Garage is a City-owned parking facility adjacent to the Cross Arena and is operated and staffed by the Parking Division. The Spring Street Garage has been used successfully as an economic development tool for downtown revitalization and provides parking for Arena events. The garage also provides hourly parking for people visiting businesses in the Congress Street / Free Street area, as well as providing monthly parking spaces for employees of area businesses and private citizens.

Expenses are up \$42,738, or 10.2%, which includes a building condition appraisal study and increased building repairs, offset by an anticipated reduction in electricity expense. Revenues are up \$102,340, or 7.9%, due to increases in hourly and monthly rates.

Division Summary

Department: Parking	Division: Spring Street Garage				Account: 100-18-04	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	244,394	248,144	247,234	247,234	247,234	247,234
Benefits	1,000	1,000	1,000	1,000	1,000	1,000
Contractual Services	48,390	52,671	70,980	70,980	70,980	70,980
Maintenance and Repairs	47,750	47,750	77,900	77,900	77,900	77,900
Rentals	100	100	100	100	100	100
Supplies	6,050	5,850	5,850	5,850	5,850	5,850
Utilities	70,112	53,161	72,470	57,470	57,470	57,470
Total	417,796	408,676	475,534	460,534	460,534	460,534
Less Revenues	(1,288,432)	(1,308,494)	(1,390,772)	(1,390,772)	(1,390,772)	(1,390,772)
Net Division Total	(870,636)	(899,818)	(915,238)	(930,238)	(930,238)	(930,238)

Personnel Services Detail

Department: Parking

Division: Spring Street Garage

Account: 100-18-04

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Parking Garage Shift Leader	100		2	81,491	2	83,140	2	83,140	2	83,140	2	83,140
Parking Garage Cashier	100		2.4	79,751	2.4	80,643	2.4	80,643	2.4	80,643	2.4	80,643
Maintenance Worker III	100		1	42,598	1	43,451	1	43,451	1	43,451	1	43,451
Temporary Help	100			21,000		20,500		20,500		20,500		20,500
Holiday Payments	100			3,054		3,500		3,500		3,500		3,500
Overtime	100			16,500		16,000		16,000		16,000		16,000
Gross Personnel Services			5.4	244,394	5.4	247,234	5.4	247,234	5.4	247,234	5.4	247,234

Temple Street Garage

The Temple Street Garage, located adjacent to the Nickelodeon Theater, is leased and managed by a private company. The Parking Division, however, oversees the operations and must approve all capital improvements in the garage. The Temple Street Garage provides hourly parking for people wishing to visit businesses in the Temple Street area, such as the Nickelodeon Theater and One City Center, as well as providing monthly parking spaces for employees of area businesses and private citizens.

FY17 expenditures are up \$15,624, or 14.4%. FY17 revenues are expected to increase by \$26,000, or 2.9%.

Division Summary

Department: Parking		Division: Temple Street Garage			Account: 100-18-05	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Administrative Services	23,176	23,222	23,800	23,800	23,800	23,800
Maintenance and Repairs	85,000	85,000	100,000	100,000	100,000	100,000
Total	108,176	108,222	123,800	123,800	123,800	123,800
Less Revenues	(894,000)	(910,000)	(920,000)	(920,000)	(920,000)	(920,000)
Net Division Total	(785,824)	(801,778)	(796,200)	(796,200)	(796,200)	(796,200)

Economic Development

The Department of Economic Development is responsible for enhancing the economic growth of the City and is dedicated to fostering a vibrant and healthy economic climate for the benefit of all those who live and work in Portland. The Department strives to facilitate a strong and diversified tax base, an active and revitalized city, and employment opportunities.

By leading a collaborative effort among agencies, both in advocacy and acting as a business resource, the Department provides professional and knowledgeable service through quality programs and coordinated efforts to improve the well-being of Portland. The Department endeavors to keep open the lines of communication so that economic development issues are addressed in a timely, thorough, and proactive manner.

The FY17 Expenditure increase includes the inclusion of Creative Portland's Executive Director salary and assistant salary, offset by an equal increase in the FY17 Revenue, as these positions are funded by the Downtown Transit Oriented Development Tax Increment Financing District.

Department Summary

Department: Economic Development

Account: 100-19

		FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown							
Payroll		300,648	304,059	314,089	400,969	400,969	400,969
Administrative Services		11,050	11,130	11,075	11,075	11,075	11,075
Contractual Services		36,947	36,947	37,072	37,072	37,072	37,072
Rentals		2,400	1,800	2,400	2,400	2,400	2,400
Supplies		4,750	4,750	4,750	4,750	4,750	4,750
Utilities		840	701	1,680	1,644	1,644	1,644
Total		356,635	359,387	371,066	457,910	457,910	457,910
Summary by Division							
Economic Development	(19-20)	328,113	330,865	342,544	429,388	429,388	429,388
Portland Development Corporation	(19-22)	28,522	28,522	28,522	28,522	28,522	28,522
Total		356,635	359,387	371,066	457,910	457,910	457,910
Less Revenues		(114,836)	(115,061)	(118,694)	(205,574)	(205,574)	(205,574)
Net Department Total		241,799	244,326	252,372	252,336	252,336	252,336

Economic Development

The division of Economic Development is comprised of the Director, Business Development Representative, Waterfront Coordinator, and the Senior Executive Assistant. In addition, Creative Portland Corporation (CPC) staffing of 1.8 full-time equivalents was added in FY17; CPC is a nonprofit organization which supports the City of Portland's economic development efforts, which enhances and creates business in the creative economy, arts district development, and employment opportunities.

The new CPC positions are funded 100% through the Downtown Transit Oriented Development Tax Increment Financing District. The Waterfront Coordinator position is funded through revenue from the Waterfront Tax Increment Financing District.

Division Summary

Department: Economic Development	Division: Economic Development				Account: 100-19-20	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	300,648	304,059	314,089	400,969	400,969	400,969
Administrative Services	6,175	6,255	6,200	6,200	6,200	6,200
Contractual Services	14,050	14,050	14,175	14,175	14,175	14,175
Rentals	2,400	1,800	2,400	2,400	2,400	2,400
Supplies	4,000	4,000	4,000	4,000	4,000	4,000
Utilities	840	701	1,680	1,644	1,644	1,644
Total	328,113	330,865	342,544	429,388	429,388	429,388
Less Revenues	(86,314)	(86,539)	(90,172)	(177,052)	(177,052)	(177,052)
Net Division Total	241,799	244,326	252,372	252,336	252,336	252,336

Personnel Services Detail

Department: Department of Economic Development

Division: Economic Development

Account: 100-19-20

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Economic Development Director	100		1	106,480	1	111,881	1	111,881	1	111,881	1	111,881
(1) Waterfront Coordinator		100	1	78,879	1	82,662	1	82,662	1	82,662	1	82,662
Business Development Rep	100		1	63,867	1	67,091	1	67,091	1	67,091	1	67,091
Senior Executive Assistant	100		1	51,422	1	52,455	1	52,455	1	52,455	1	52,455
(2) Executive Director (Contract)		100	0	0	0	0	1	60,000	1	60,000	1	60,000
(3) Program Assistant (Contract)		100	0	0	0	0	0.8	26,880	0.8	26,880	0.8	26,880
Gross Personnel Services			4.0	300,648	4.0	314,089	5.8	400,969	5.8	400,969	5.8	400,969

Notes:

- (1) Position Transferred from City Manager (100-1301) during FY16
- (2) 1 New Position Approved in FY17
- (3) .8 New Position Approved in FY17

Portland Development Corporation

The Portland Development Corporation (PDC) is a quasi-municipal non-profit corporation created in December 1990 by the City Council. The Division specializes in providing specific programs which will assist in the recruitment and development of new and existing business and industry within the city.

The Portland Development Corporation budget is fully funded by the interest income from its business loan programs; the PDC relies on this income from its business loan program to cover its operating expenses. Expenses are offset 100% by program revenue.

Division Summary

Department: Economic Development	Division: Portland Development Corporation				Account: 100-19-22	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Administrative Services	4,875	4,875	4,875	4,875	4,875	4,875
Contractual Services	22,897	22,897	22,897	22,897	22,897	22,897
Supplies	750	750	750	750	750	750
Total	28,522	28,522	28,522	28,522	28,522	28,522
Less Revenues	(28,522)	(28,522)	(28,522)	(28,522)	(28,522)	(28,522)
Net Division Total	0	0	0	0	0	0

Police Department

The Police Department is comprised of six divisions: Administration, Jetport Security, Uniform Operations Group, Bureau of Investigative Services, Operations Support Services, and Dispatch Services.

Following a strategic plan created in 2010, the Police Department mission focuses on three distinct areas: Service Excellence, Community Engagement, and Resource Maximization. Every decision, plan, and contact made places emphasis on these three areas. All members of the Portland Police Department reference the core values of Leadership, Integrity, and Service when interacting with the public.

The Police Department's expense increase of \$1,073,219, or 7.3%, is primarily due to increases in payroll expenses. This budget includes the addition of an Ordinance Enforcement Officer (Support Services), two Telecommunicator positions due to the retirements of South Portland personnel related to the on-going consolidation with South Portland in the Portland Regional Communications Center (Dispatch Services), as well as the transfer of the Radio System Specialist from the Fire Operations Support Services division (Dispatch Services).

Increased Communications Center and Outside Police Jobs reimbursements account for the majority of the 20.9% revenue increase of \$466,900.

Department Summary

Department: Police Department

Account: 100-21

		FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown							
Payroll		13,758,579	13,920,963	14,729,723	14,717,069	14,773,125	14,717,069
Benefits		181,730	177,312	181,455	181,455	181,455	181,455
Administrative Services		78,947	77,769	122,164	122,164	122,164	122,164
Contractual Services		150,563	150,631	190,463	190,463	190,463	190,463
Maintenance and Repairs		203,215	190,303	217,414	217,414	217,414	217,414
Rentals		21,122	18,066	23,968	23,968	23,968	23,968
Supplies		190,522	183,105	205,472	205,472	205,472	205,472
Minor Capital Items		15,000	15,000	15,000	15,000	15,000	15,000
Utilities		24,660	22,428	26,136	24,552	24,552	24,552
Total		14,624,338	14,755,577	15,711,795	15,697,557	15,753,613	15,697,557
Summary by Division							
Police Administration	(21-01)	998,771	967,178	1,024,447	1,028,807	1,028,807	1,028,807
Jetport Security	(21-04)	518,956	499,101	530,628	530,628	530,628	530,628
Uniformed Operations Group	(21-21)	8,709,929	8,889,781	9,346,914	9,286,471	9,342,527	9,286,471
Bureau of Investigative Services	(21-24)	1,692,284	1,702,900	1,757,861	1,757,081	1,757,081	1,757,081
Operation Support Services	(21-28)	733,849	723,379	833,671	833,671	833,671	833,671
Dispatch Services	(21-31)	1,970,549	1,973,238	2,218,274	2,260,899	2,260,899	2,260,899
Total		14,624,338	14,755,577	15,711,795	15,697,557	15,753,613	15,697,557
Less Revenues		(2,235,029)	(2,465,769)	(2,492,804)	(2,701,929)	(2,701,929)	(2,701,929)
Net Department Total		12,389,309	12,289,808	13,218,991	12,995,628	13,051,684	12,995,628

Police Administration

It is the responsibility of the Chief of Police to create policy and make resource management decisions for the Police Department's resources. The administrative staff provides support in the areas of legal assistance, fiscal management, internal standards, human resources, and the investigation of complaints filed against police officers.

Expenditures in this division have increased \$30,036, or 3.0%, primarily due to increases in payroll expenses. Revenues have increased \$16,465, or 14.1%, primarily due to reimbursed Outside Jobs administrative fees.

Division Summary

Department: Police Department	Division: Police Administration				Account: 100-21-01	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	982,006	951,249	1,006,632	1,011,292	1,011,292	1,011,292
Benefits	2,000	2,000	2,000	2,000	2,000	2,000
Administrative Services	7,745	7,299	8,795	8,795	8,795	8,795
Maintenance and Repairs	200	200	200	200	200	200
Rentals	1,480	1,417	1,480	1,480	1,480	1,480
Supplies	1,800	1,581	1,800	1,800	1,800	1,800
Utilities	3,540	3,432	3,540	3,240	3,240	3,240
Total	998,771	967,178	1,024,447	1,028,807	1,028,807	1,028,807
Less Revenues	(116,515)	(127,480)	(132,980)	(132,980)	(132,980)	(132,980)
Net Division Total	882,256	839,698	891,467	895,827	895,827	895,827

Personnel Services Detail

Department: Police

Division: Police Administration

Account: 100-21-01

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Police Chief	100		1	114,212	1	116,493	1	116,493	1	116,493	1	116,493
Asst Police Chief	100		1	99,197	1	101,186	1	101,186	1	101,186	1	101,186
Police Commander	100		1	100,434	1	103,131	1	103,131	1	103,131	1	103,131
Police Legal Advisor	100		1	91,942	1	93,790	1	93,790	1	93,790	1	93,790
Police Lieutenant	100		1	78,356	1	80,110	1	80,110	1	80,110	1	80,110
Police Sergeant	100		1	68,203	1	69,769	1	69,769	1	69,769	1	69,769
Police Planning/Research Coord	100		1	62,642	1	67,065	1	67,065	1	67,065	1	67,065
Crime Analyst	100		1	56,784	1	47,767	1	47,767	1	47,767	1	47,767
Principal Financial Officer	100		1	64,303	1	67,545	1	67,545	1	67,545	1	67,545
Principal Admin Officer	100		1	66,776	1	68,968	1	73,628	1	73,628	1	73,628
Senior Admin Officer	100		1	54,264	1	57,013	1	57,013	1	57,013	1	57,013
(1) Administrative Officer	100		0	0	1	45,494	1	45,494	1	45,494	1	45,494
(2) Administrative Assistant (NU)	100		1	42,463	0	0	0	0	0	0	0	0
Executive Assistant	100		1	41,162	1	43,243	1	43,243	1	43,243	1	43,243
Office Assistant	100		1	37,519	1	38,454	1	38,454	1	38,454	1	38,454
Holiday Payments	100			3,049		3,504		3,504		3,504		3,504
Overtime	100			700		3,100		3,100		3,100		3,100
Gross Personnel Services			14.0	982,006	14.0	1,006,632	14.0	1,011,292	14.0	1,011,292	14.0	1,011,292

Notes:

- (1) 1 Position Reclass Approved from Administrative Asst (NU) in FY17
- (2) (1) Position Reclass Approved to Administrative Officer in FY17

Jetport Security

The sergeant assigned to the Jetport Security division serves as a direct liaison between the Police Department and the Jetport staff and administration.

Officers assigned to the Jetport perform duties as follows: monitor security checkpoint during arrivals and departures, actively patrol the interior of the Jetport terminal, regulate activities of taxi operators utilizing the Jetport, assist in parking enforcement at the terminal, monitor activities at the baggage claim area, perform security checks of secured areas of the complex, make patrol sweeps of the parking areas including the garage, respond to all requests for police or emergency services originating at the Jetport, and process reports accordingly.

Expenditures in this division have increased \$11,672, or 2.2%, due to increases in payroll expenses. The cost for this division is entirely offset by revenues received by the Jetport.

Division Summary

Department: Police Department	Division: Jetport Security				Account: 100-21-04	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	504,456	487,175	517,253	517,253	517,253	517,253
Benefits	8,080	5,923	6,955	6,955	6,955	6,955
Administrative Services	3,450	3,253	3,450	3,450	3,450	3,450
Maintenance and Repairs	250	250	250	250	250	250
Rentals	420	333	420	420	420	420
Supplies	2,300	2,167	2,300	2,300	2,300	2,300
Total	518,956	499,101	530,628	530,628	530,628	530,628
Less Revenues	(518,956)	(499,101)	(530,628)	(530,628)	(530,628)	(530,628)
Net Division Total	0	0	0	0	0	0

Personnel Services Detail

Department: Police

Division: Jetport Security

Account: 100-21-04

Position	Funding	FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Police Sergeant	100	1	69,244	1	70,808	1	70,808	1	70,808	1	70,808
Police Officer	100	4	222,193	4	234,219	4	234,219	4	234,219	4	234,219
Holiday Payments	100		13,019		12,226		12,226		12,226		12,226
Overtime	100		200,000		200,000		200,000		200,000		200,000
Gross Personnel Services		5.0	504,456	5.0	517,253	5.0	517,253	5.0	517,253	5.0	517,253

Uniformed Operations Group

A Commander heads the Uniformed Operations Group. The primary duty of this group is the protection of lives and property. This is accomplished through continuous patrol directed at the repression of crime and the apprehension of violators. The group consists of three patrol teams broken out into twelve squads. This unique deployment structure allows the department to assign a proportionate number of patrol officers to the high and low demand hours of the day and days of the week. It also promotes teamwork and cohesive organizational commitment within the small units. Each team is responsible for conducting routine patrol services such as responding to calls for service, traffic enforcement, building security and maintenance of public order. Directed patrol officers work closely with Senior Lead Officers in each sector of the City to enhance crime prevention and streamline problem solving.

Senior Lead Officers are assigned to six neighborhood sectors and the Youth Services program. These officers work closely with Portland residents, local businesses and their fellow officers to enhance problem solving. In addition to answering calls for police service, these officers attend meetings, collaborate with fellow officers, and work with the Community Policing Coordinators to streamline efforts in their geographically assigned areas. Portland has five neighborhood-based community policing centers located in the Parkside, Bayside, East Bayside, West End, and Munjoy Hill neighborhoods. Community Policing also serves properties owned and managed by the Portland Housing Authority.

The Uniformed Operations Group also contains a Traffic Unit responsible for traffic-related services and an Island Unit responsible for providing public safety services to residents of Peaks Island.

Expenditures in this division have increased \$576,542, or 6.6%, primarily due to increases in payroll expenses. The majority of the budgeted FY17 contractual services increase is due to the transfer of the graffiti removal contract from the City Manager's division; during FY17, graffiti removal services is transferred to Public Works and performed in-house by city staff. Revenues have increased \$182,878, or 22.4%, offsetting Outside Jobs salary and vehicle operational costs, and the increased summer police cadet patrol in the Portland Downtown District (PDD).

Division Summary

Department: Police Department	Division: Uniformed Operations Group				Account: 100-21-21	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	8,279,115	8,467,388	8,861,913	8,801,938	8,857,994	8,801,938
Benefits	128,350	128,676	127,750	127,750	127,750	127,750
Administrative Services	15,618	15,098	16,385	16,385	16,385	16,385
Contractual Services	131,363	130,094	169,713	169,713	169,713	169,713
Maintenance and Repairs	50,355	45,913	57,365	57,365	57,365	57,365
Rentals	9,738	8,740	12,488	12,488	12,488	12,488
Supplies	86,990	86,494	91,940	91,940	91,940	91,940
Utilities	8,400	7,378	9,360	8,892	8,892	8,892
Total	8,709,929	8,889,781	9,346,914	9,286,471	9,342,527	9,286,471
Less Revenues	(816,542)	(1,018,126)	(1,041,462)	(999,420)	(999,420)	(999,420)
Net Division Total	7,893,387	7,871,655	8,305,452	8,287,051	8,343,107	8,287,051

Personnel Services Detail

Department: Police

Division: Uniformed Operations Group

Account: 100-21-21

Position	Funding			FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Police Major	100			1	90,207	1	92,021	1	92,021	1	92,021	1	92,021
Police Lieutenant	100			8	613,474	8	628,716	8	628,716	8	628,716	8	628,716
Police Sergeant	100			15	1,012,973	15	1,040,477	15	1,040,477	15	1,040,477	15	1,040,477
Police Officer	100			100	5,104,613	101	5,386,622	100	5,330,566	101	5,386,622	100	5,330,566
Community Services Coord	35	48	17	6	302,977	6	312,477	6	312,477	6	312,477	6	312,477
Mental Health Coordinator	100			1	61,640	1	64,760	1	64,760	1	64,760	1	64,760
Animal Control Officer	100			1	41,867	1	42,666	1	42,666	1	42,666	1	42,666
Neighborhood Prosecutor	100			1	85,965	1	90,319	1	90,319	1	90,319	1	90,319
Office Assistant	100			1	41,379	1	42,179	1	42,179	1	42,179	1	42,179
Admin Assistant (CEBA)	100			2	79,222	2	80,831	2	80,831	2	80,831	2	80,831
Outside Jobs	8		92		239,550		398,250		398,250		398,250		398,250
Holiday Payments	100				190,733		191,647		191,647		191,647		191,647
Constables	100				6,240		6,760		6,760		6,760		6,760
Police Summer Cadets (Temp)	20		80		15,675		39,188		35,269		35,269		35,269
Overtime	100				392,600		445,000		445,000		445,000		445,000
Gross Personnel Services				136.0	8,279,115	137.0	8,861,913	136.0	8,801,938	137.0	8,857,994	136.0	8,801,938

Bureau of Investigative Services

The Bureau of Investigative Services is commanded by the Assistant Chief and is comprised of the following sections: crimes against persons, crimes against property, and narcotics investigations. The division is responsible for the thorough investigation of criminal incidents referred from the rest of the department. The division also provides supervision of the court officer, criminal process services, and the victim advocacy program.

Expenditures in this division have increased \$64,797, or 3.8%, largely due to increases in payroll expenses. Revenues received include funding from the Maine Drug Enforcement Agency (MDEA) and the Police Victim Witness Advocate grant for salary reimbursement. FY17 revenues reflect an increase of \$2,943 or 1.8%.

Division Summary

Department: Police Department **Division:** Bureau of Investigative Services **Account:** 100-21-24

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	1,645,379	1,651,865	1,709,096	1,709,096	1,709,096	1,709,096
Benefits	24,350	26,284	25,350	25,350	25,350	25,350
Administrative Services	1,635	2,622	1,635	1,635	1,635	1,635
Contractual Services	5,000	7,772	5,500	5,500	5,500	5,500
Maintenance and Repairs	2,000	2,060	2,000	2,000	2,000	2,000
Rentals	1,900	1,938	1,900	1,900	1,900	1,900
Supplies	9,200	8,086	9,200	9,200	9,200	9,200
Utilities	2,820	2,273	3,180	2,400	2,400	2,400
Total	1,692,284	1,702,900	1,757,861	1,757,081	1,757,081	1,757,081
Less Revenues	(163,259)	(201,986)	(166,202)	(166,202)	(166,202)	(166,202)
Net Division Total	1,529,025	1,500,914	1,591,659	1,590,879	1,590,879	1,590,879

Personnel Services Detail

Department: Police

Division: Bureau of Investigative Services

Account: 100-21-24

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Police Lieutenant	100			1	82,288	1	84,041	1	84,041	1	84,041	84,041
Police Sergeant	67	33		3	202,042	3	207,659	3	207,659	3	207,659	207,659
Police Detective	100			18	1,040,525	18	1,093,344	18	1,093,344	18	1,093,344	1,093,344
Police Detective (Contract)		100		1	80,230	1	79,435	1	79,435	1	79,435	79,435
Court Officer	100			1	56,411	1	57,814	1	57,814	1	57,814	57,814
(1) Police Victim/Witness Advoc	10	90		0.3	13,276	0.3	14,663	0.3	14,663	0.3	14,663	14,663
Office Assistant	100			1	39,917	1	40,716	1	40,716	1	40,716	40,716
Process Server	100			1	38,476	1	39,429	1	39,429	1	39,429	39,429
Holiday Payments	100				44,214		43,995		43,995		43,995	43,995
Overtime	100				48,000		48,000		48,000		48,000	48,000
Gross Personnel Services				26.3	1,645,379	26.3	1,709,096	26.3	1,709,096	26.3	1,709,096	1,709,096

Notes:

(1) Grant Expires Sept 2016

Operation Support Services

The Operation Support Services Division is commanded by the Assistant Chief and is comprised of the following sections: computer crimes, forensics, property, training, and records. Included in the budget are minor costs associated with the Regional Forensic Crime Laboratory.

Expenditures in this division have increased \$99,822, or 13.6%, due to increases in payroll expenses including the addition of an Ordinance Enforcement Officer, as well as a return to a normalized level of training expenses. Revenues have decreased \$3,400, or 6.8%.

Division Summary

Department: Police Department **Division:** Operation Support Services **Account:** 100-21-28

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	570,973	573,566	620,254	620,254	620,254	620,254
Benefits	6,000	5,979	6,000	6,000	6,000	6,000
Administrative Services	41,620	40,713	80,485	80,485	80,485	80,485
Contractual Services	12,500	10,665	13,000	13,000	13,000	13,000
Maintenance and Repairs	19,950	12,299	25,450	25,450	25,450	25,450
Rentals	6,984	5,045	7,080	7,080	7,080	7,080
Supplies	74,982	74,404	80,982	80,982	80,982	80,982
Utilities	840	708	420	420	420	420
Total	733,849	723,379	833,671	833,671	833,671	833,671
Less Revenues	(49,926)	(49,216)	(46,526)	(46,526)	(46,526)	(46,526)
Net Division Total	683,923	674,163	787,145	787,145	787,145	787,145

Personnel Services Detail

Department: Police

Division: Operations Support Services

Account: 100-21-28

	Funding	FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
Position	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Police Sergeant	100	1	68,453	1	70,018	1	70,018	1	70,018	1	70,018
Police Detective	100	5	286,722	5	299,525	5	299,525	5	299,525	5	299,525
Property & Evidence Coord	100	1	58,481	1	59,651	1	59,651	1	59,651	1	59,651
Training & Operations Coord	100	1	52,687	1	54,152	1	54,152	1	54,152	1	54,152
(1) Ordinance Enforcement Officer	100	0	0	1	32,702	1	32,702	1	32,702	1	32,702
Public Service Clerk	100	2	73,730	2	75,173	2	75,173	2	75,173	2	75,173
Holiday Payments			13,900		12,033		12,033		12,033		12,033
Overtime			17,000		17,000		17,000		17,000		17,000
Gross Personnel Services		10.0	570,973	11.0	620,254	11.0	620,254	11.0	620,254	11.0	620,254

Notes:

(1) 1 New Position Approved in FY17

Dispatch Services

The Portland Regional Communications Center (PRCC) comprises Dispatch Services, supervised by the Emergency Communications Director. The PRCC is responsible for receiving telephone requests for all emergency services and dispatching appropriate resources as well as providing field officers with automated information 24 hours a day.

In 2011, telecommunications completed a regional consolidation that allowed the dispatch center to dispatch police and fire calls for the towns of South Portland and Cape Elizabeth. This reorganization has allowed all three communities to maximize their resources while emphasizing a commitment to service excellence.

Expenditures in this division have increased \$290,350, or 14.7%, primarily due to payroll increases. This increase incorporates the on-going transition / merger of personnel resulting from the consolidation with South Portland, as well as other payroll increases which include the addition of a Radio System Specialist transferred from the Fire Department. Overtime cost increases include the one-time cost of a new State training requirement for Emergency Fire Dispatchers. Revenues have also increased \$256,342, or 45.0%, due to the regional cost-sharing reimbursement agreement.

Division Summary

Department: Police Department	Division: Dispatch Services				Account: 100-21-31	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	1,776,650	1,789,720	2,014,575	2,057,236	2,057,236	2,057,236
Benefits	12,950	8,450	13,400	13,400	13,400	13,400
Administrative Services	8,879	8,784	11,414	11,414	11,414	11,414
Contractual Services	1,700	2,100	2,250	2,250	2,250	2,250
Maintenance and Repairs	130,460	129,581	132,149	132,149	132,149	132,149
Rentals	600	593	600	600	600	600
Supplies	15,250	10,373	19,250	19,250	19,250	19,250
Minor Capital Items	15,000	15,000	15,000	15,000	15,000	15,000
Utilities	9,060	8,637	9,636	9,600	9,600	9,600
Total	1,970,549	1,973,238	2,218,274	2,260,899	2,260,899	2,260,899
Less Revenues	(569,831)	(569,860)	(575,006)	(826,173)	(826,173)	(826,173)
Net Division Total	1,400,718	1,403,378	1,643,268	1,434,726	1,434,726	1,434,726

Personnel Services Detail

Department: Police

Division: Dispatch Services

Account: 100-21-31

	Funding	FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
Position	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Emergency Communications Dir	100	1	81,978	1	77,327	1	77,327	1	77,327	1	77,327
(1) Radio System Specialist	100	0	0	1	55,702	1	55,702	1	55,702	1	55,702
Telecommunications Supervisor	100	4	215,369	4	220,059	4	220,059	4	220,059	4	220,059
(2) Telecommunicator	100	27	1,235,367	28	1,320,452	29	1,363,113	29	1,363,113	29	1,363,113
Holiday Payments	100		14,332		10,035		10,035		10,035		10,035
Overtime	100		229,604		331,000		331,000		331,000		331,000
Gross Personnel Services		32.0	1,776,650	34.0	2,014,575	35.0	2,057,236	35.0	2,057,236	35.0	2,057,236

Notes:

- (1) 1 Position Transferred from Fire Op Support Svcs (100-2207) in FY17
- (2) 2 New Positions Approved during FY16 (South Portland Absorbed Positions)

Fire Department

The Fire Department consists of five divisions: Administration, Code Enforcement and Community Services, Field Operations, Jetport Air Rescue, and Operations Support Services. The Fire Chief oversees the operation of these divisions.

The Fire Department's overall expenditure increase is \$213,967, or 1.3%. Payroll accounts for the majority of this increase, which comprises of a net of 1.5 new full-time equivalent (FTE) positions and a cost of living increase. The FY17 budget also includes an additional allocation of \$50,000 for an assessment of the fire department stations located around the city. The expenditure increases are offset in part by a decrease of the Canco Road Lease; the City purchased the 212 Canco Road property during FY16.

The Fire Department's revenue decreased \$63,121, or 1.4%. The Air Rescue expenditure budget, reimbursed 100% by the Jetport, decreased \$218,367 largely due to the division's reduction of 4.0 FTE Firefighter/EMT positions. Larger department revenue changes also include an increase in the Emergency Medical Services (EMS) revenue projection.

Department Summary

Department: Fire Department

Account: 100-22

		FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown							
Payroll		14,407,221	14,208,645	15,101,282	14,719,938	14,719,938	14,719,938
Benefits		244,895	416,848	255,820	228,720	228,720	228,720
Administrative Services		148,515	100,330	188,023	161,993	161,993	161,993
Contractual Services		265,080	217,670	259,923	299,923	299,923	299,923
Maintenance and Repairs		309,165	334,553	315,890	293,390	293,390	293,390
Rentals		515,615	503,540	414,859	414,859	414,859	414,859
Supplies		529,757	486,193	563,233	516,123	516,123	516,123
Utilities		228,764	212,230	228,588	228,033	228,033	228,033
Total		16,649,012	16,480,009	17,327,618	16,862,979	16,862,979	16,862,979
Summary by Division							
Fire Administration	(22-01)	705,688	661,330	732,050	622,966	622,966	622,966
Code Enforce & Comm Svcs	(22-02)	374,835	309,711	305,276	245,110	245,110	245,110
Field Operations	(22-03)	13,356,410	13,334,619	14,176,092	14,129,247	14,129,247	14,129,247
Air Rescue Station	(22-04)	1,104,245	1,124,966	1,154,422	885,878	885,878	885,878
Operation Support Svcs	(22-07)	1,107,834	1,049,383	959,778	979,778	979,778	979,778
Total		16,649,012	16,480,009	17,327,618	16,862,979	16,862,979	16,862,979
Less Revenues		(4,435,419)	(4,454,553)	(4,574,763)	(4,372,298)	(4,372,298)	(4,372,298)
Net Department Total		12,213,593	12,025,456	12,752,855	12,490,681	12,490,681	12,490,681

Fire Administration

The Administration Division is responsible for the planning, organization, and day-to-day operations of all fire suppression, emergent medical care, fire prevention, disaster preparations, and terrorism responses within Portland. The policies and procedures that guide the department in carrying out its mission are established by the Fire Chief.

This division also administers the human resources activities for the department including hiring, worker compensation claims, benefits, wellness, risk management, and payroll. The division has instituted a Peer Support Team, using the Police Department model, to deliver support and services to members facing crisis; this endeavor has positively impacted leave associated with Critical Incident Stress cases.

The Fire Administration budget decreased by \$82,722, or 11.7%, mainly due to the reduction of an Assistant Fire Chief position. Division revenues increased \$23,992, or 22.3%, largely due to the Homeland Security grant salary reimbursement associated with the Emergency Management Administrator's increased hours.

Division Summary

Department: Fire Department **Division:** Fire Administration **Account:** 100-22-01

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	620,818	591,007	643,557	547,151	547,151	547,151
Benefits	2,000	824	2,000	2,000	2,000	2,000
Administrative Services	19,040	13,896	25,783	17,333	17,333	17,333
Contractual Services	9,000	7,213	8,800	8,800	8,800	8,800
Rentals	2,160	1,946	2,160	2,160	2,160	2,160
Supplies	48,020	41,821	47,000	43,000	43,000	43,000
Utilities	4,650	4,623	2,750	2,522	2,522	2,522
Total	705,688	661,330	732,050	622,966	622,966	622,966
Less Revenues	(107,778)	(107,940)	(131,770)	(131,770)	(131,770)	(131,770)
Net Division Total	597,910	553,390	600,280	491,196	491,196	491,196

Personnel Services Detail

Department: Fire

Division: Fire Administration

Account: 100-22-01

Position	Funding Source		FY16 Approved		FY17 Submission		FY17 Manager's Recommendation		FY17 Finance Committee		FY17 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Fire Chief	100		1	113,375	1	116,493	1	116,493	1	116,493	1	116,493
(1) Asst Fire Chief	100		3	283,161	3	284,248	2	194,567	2	194,567	2	194,567
(2) Emergency Mgmt Administrator	3	97	0.4	38,499	0.6	51,380	0.6	51,380	0.6	51,380	0.6	51,380
Principal Financial Officer	100		1	60,143	1	61,220	1	54,495	1	54,495	1	54,495
Accountant	100		1	39,468	1	40,248	1	40,248	1	40,248	1	40,248
Executive Assistant	100		1	40,014	1	42,041	1	42,041	1	42,041	1	42,041
Administrative Assistant (NU)	100		1	35,158	1	36,927	1	36,927	1	36,927	1	36,927
Temporary Help	100			8,000		8,000		8,000		8,000		8,000
Overtime	100			3,000		3,000		3,000		3,000		3,000
Gross Personnel Services			8.4	620,818	8.6	643,557	7.6	547,151	7.6	547,151	7.6	547,151

Notes:

- (1) (1) Position Eliminated in FY17
- (2) .2 Hours Increase during FY16

Code Enforcement & Community Services

The division of Code Enforcement and Community Services is responsible for the review of all building permits for renovation or new construction for structures that house three or more units, and the review of all commercial buildings. Additionally, the division reviews site plans, building permits, sprinkler system permits, fire alarm system permits, as well as the installation of above ground & underground storage tanks and liquefied petroleum gas tanks.

The division administers the Fire Prevention Code, N.F.P.A 101 Life Safety Code, the State laws of the Fire Service and the National Fire Codes, food and liquor code requirements, and fuel inspections. Codes are updated throughout the year and educational seminars are conducted. This division also provides the management oversight of company level inspections of residential and commercial properties totaling over 5,000 a year.

The division of Code Enforcement and Community Services also comprises the public information, education and community outreach initiatives, which includes the Portland High School Program, public education materials, and public information of current events affecting the citizens of Portland.

The division's budget decrease of \$129,725, or 34.6%, is mainly attributed to staffing changes: the reduction of a Firefighter/EMT and a transfer of a Captain/EMT to the Field Operations division. Revenues increased \$7,904, or 86.9%, due to an adjustment in licensing and permit revenue.

Division Summary

Department: Fire Department	Division: Code Enforcement & Community Services				Account: 100-22-02	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	345,354	206,286	273,115	215,985	215,985	215,985
Benefits	0	80,000	0	0	0	0
Administrative Services	13,985	12,198	21,885	21,885	21,885	21,885
Contractual Services	1,020	500	520	520	520	520
Supplies	11,200	8,739	8,400	5,400	5,400	5,400
Utilities	3,276	1,988	1,356	1,320	1,320	1,320
Total	374,835	309,711	305,276	245,110	245,110	245,110
Less Revenues	(9,096)	(12,311)	(9,896)	(17,000)	(17,000)	(17,000)
Net Division Total	365,739	297,400	295,380	228,110	228,110	228,110

Personnel Services Detail

Department: Fire

Division: Code Enforcement & Community Services

Account: 100-22-02

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Fire Captain/EMT	100		2	136,306	1	67,418	1	67,418	1	67,418	1	67,418
Fire Lieutenant/EMT	100		1	64,557	1	65,095	1	65,095	1	65,095	1	65,095
(2) Firefighter/EMT	100		1	59,280	1	41,727	0	0	0	0	0	0
Fire Alarm Specialist	100		1	55,411	1	56,472	1	56,472	1	56,472	1	56,472
Temporary Help	100			4,800		5,403		0		0		0
Overtime	100			25,000		37,000		27,000		27,000		27,000
Gross Personnel Services			5.0	345,354	4.0	273,115	3.0	215,985	3.0	215,985	3.0	215,985

Notes:

- (1) (1) Position Transferred to Field Ops (100-2203) during FY16
- (2) (1) Position Eliminated in FY17

Field Operations

The Field Operations Division is responsible for providing emergency services including fire suppression, emergency medical care and transport, hazardous materials response, technical rescue response and any possible public emergency. The division supports fire and life safety programs through routine field safety inspections.

The Field Operations division is responsible for the development of skill sets for the entire department. Training evolutions are conducted daily to ensure proficiency in the delivery of Emergency Medicine and Firefighting services. Responsibilities include ensuring compliance with state mandated EMS requirements, which involves overseeing the medical licenses of over 200 personnel. Field EMS Operations provides advanced life support to the City's residents, and the working and visiting population of Portland. Services range from basic patient assessments and CPR, to sophisticated advanced life support intervention, such as advanced airway management and complex drug therapies. The unit provides in-service training for all fire department members as well.

Field Operations provides emergency services for the waterfront area, islands, and all marine craft associated with Portland Harbor and Casco Bay, including emergency medical transportation for the island residents, as well as training for the islands' volunteer call forces. The crew conducts fire prevention inspections of waterfront facilities and harbor patrols when threat conditions warrant. Additionally, this division provides fire protection for citizens of the Casco Bay Islands associated with the City of Portland, primarily Peaks Island, Cliff Island, Cushing Island, House Island, and Great and Little Diamond Islands. This division provides continuous seamanship and pilot training to assure competent boat handling for the navigation of the Portland Harbor and Casco Bay waters, as mandated by Fire Department operations.

The Field Operations Division expenditure increase is \$772,837, or 5.8%. The largest expenditure increase is in Payroll and incorporates 8.3 restored positions, previously reduced with the ending of the SAFER grant, and a transfer of a Captain/EMT from the Code Enforcement and Community Services division. The revenue increase of \$89,250, or 2.8%, is due to an anticipated increase in EMS collections.

Division Summary

Department: Fire Department	Division: Field Operations				Account: 100-22-03	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	12,350,802	12,304,993	13,128,941	13,136,297	13,136,297	13,136,297
Benefits	221,020	307,353	233,345	217,345	217,345	217,345
Administrative Services	67,000	43,654	92,400	80,900	80,900	80,900
Contractual Services	195,885	187,207	190,800	184,300	184,300	184,300
Maintenance and Repairs	133,000	121,302	101,000	101,000	101,000	101,000
Rentals	2,160	2,562	3,432	3,432	3,432	3,432
Supplies	363,852	344,053	400,323	380,413	380,413	380,413
Utilities	22,691	23,495	25,851	25,560	25,560	25,560
Total	13,356,410	13,334,619	14,176,092	14,129,247	14,129,247	14,129,247
Less Revenues	(3,155,850)	(3,143,661)	(3,186,125)	(3,245,100)	(3,245,100)	(3,245,100)
Net Division Total	10,200,560	10,190,958	10,989,967	10,884,147	10,884,147	10,884,147

Personnel Services Detail

Department: Fire

Division: Field Operations

Account: 100-22-03

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Deputy Fire Chief	100		4	340,411	4	338,890	4	346,246	4	346,246	4	346,246
(1) Fire Captain/EMT	100		13	882,979	14	992,043	14	992,043	14	992,043	14	992,043
(2) Fire Lieutenant/EMT	100		39	2,405,551	41	2,650,797	41	2,650,797	41	2,650,797	41	2,650,797
(3) Fire Lieutenant	100		2	122,691	0	0	0	0	0	0	0	0
(4) Firefighter/EMT	100		134.7	7,354,324	146	7,955,427	146	7,955,427	146	7,955,427	146	7,955,427
(5) Firefighter	100		4	220,313	2	116,299	2	116,299	2	116,299	2	116,299
(6) Paramedic	100		1	49,048	0	0	0	0	0	0	0	0
Overtime	100			975,485		1,075,485		1,075,485		1,075,485		1,075,485
Gross Personnel Services			197.7	12,350,802	207.0	13,128,941	207.0	13,136,297	207.0	13,136,297	207.0	13,136,297

Notes:

- (1) 1 Position Transferred from Code Enforcement (100-2202) during FY16
- (2) 2 Positions Replaced Fire Lieutenant during FY16
- (3) (2) Positions Replaced w/ Fire Lieutenant/EMT during FY16
- (4) 2 Positions Reclassed from FF; 1 Reclassed from Paramedic; 8.3 New Approved during FY16
- (5) (2) Positions Reclassed to Firefighter / EMT during FY16
- (6) (1) Position Reclassed to Firefighter / EMT during FY16

Air Rescue Station

The Jetport Air Rescue Station Division provides aircraft rescue and firefighting for the City's airport. Efforts are also placed on fire prevention measures and fire safety at the aircraft loading areas. Air Rescue Station performance is measured according to Federal Aviation Administration standards for aircraft safety performance. Firefighting abilities are measured in accordance with N.F.P.A. 1003 Professional Qualification Standards.

The Air Rescue Station division's expenditure decrease of \$218,367 or 19.8%, and corresponding revenue decrease, is predominantly due to a reduction in 4.0 Firefighter/EMT positions.

The Air Rescue service expense is fully reimbursed through inter-fund charges to the Jetport's Enterprise Fund.

Division Summary

Department: Fire Department	Division: Air Rescue Station				Account: 100-22-04	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	889,250	904,431	928,870	693,706	693,706	693,706
Benefits	20,475	11,159	20,475	9,375	9,375	9,375
Administrative Services	46,080	28,611	46,080	40,000	40,000	40,000
Contractual Services	5,175	4,750	5,803	2,303	2,303	2,303
Maintenance and Repairs	86,750	125,687	96,975	96,975	96,975	96,975
Supplies	39,010	34,628	40,210	27,510	27,510	27,510
Utilities	17,505	15,700	16,009	16,009	16,009	16,009
Total	1,104,245	1,124,966	1,154,422	885,878	885,878	885,878
Less Revenues	(1,104,245)	(1,124,966)	(1,154,422)	(885,878)	(885,878)	(885,878)
Net Division Total	0	0	0	0	0	0

Personnel Services Detail

Department: Fire

Division: Air Rescue Station

Account: 100-22-04

Position	Funding			FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Deputy Fire Chief	100			1	79,916	1	83,952	1	86,471	1	86,471	1	86,471
Fire Captain/EMT	100			1	66,973	1	70,931	1	70,931	1	70,931	1	70,931
Fire Lieutenant/EMT	100			4	249,570	4	258,356	4	258,356	4	258,356	4	258,356
(1) Firefighter/EMT	100			6	344,454	6	359,079	2	121,396	2	121,396	2	121,396
Firefighter	100			2	113,537	2	118,552	2	118,552	2	118,552	2	118,552
Overtime	100				34,800		38,000		38,000		38,000		38,000
Gross Personnel Services				14.0	889,250	14.0	928,870	10.0	693,706	10.0	693,706	10.0	693,706

Notes:

(1) (4) Positions Eliminated in FY17

Operation Support Services

The Operations Support Services Division encompasses Hydrants, Building Maintenance and Fire Alarm. The hydrant system is the backbone of the fire suppression efforts of the Fire Department. The department is charged by the Portland Water District to ensure that the 1,620 hydrants in the City are properly maintained for use with high-flow firefighting equipment. Building maintenance provides for the operation of nine of the city's fire stations and the fire museum. The division maintains station heating and plumbing systems and makes necessary building repairs, including preventive maintenance for boilers, emergency generators, and compressors. The fire alarm section maintains the City's fire alarm system and emergent and non-emergent radio systems, and supports the 911 Portland Regional Communication Center's (PRCC) core equipment.

The Operations Support Services expenditure decrease of \$128,056, or 11.6%, is attributed to the elimination of lease payments for the Canco Road facility, which the city assumed ownership of in FY16, and the transfer out of the Radio System Specialist position to Police Dispatch. This budget also incorporates additional funds for fire building assessments.

This division's revenue is generated from the Fire Alarm Master Box Connections fees (see City Code Chapter 10, Section 102©).

Division Summary

Department: Fire Department	Division: Operation Support Services				Account: 100-22-07	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	200,997	201,928	126,799	126,799	126,799	126,799
Benefits	1,400	17,512	0	0	0	0
Administrative Services	2,410	1,971	1,875	1,875	1,875	1,875
Contractual Services	54,000	18,000	54,000	104,000	104,000	104,000
Maintenance and Repairs	89,415	87,564	117,915	95,415	95,415	95,415
Rentals	511,295	499,032	409,267	409,267	409,267	409,267
Supplies	67,675	56,952	67,300	59,800	59,800	59,800
Utilities	180,642	166,424	182,622	182,622	182,622	182,622
Total	1,107,834	1,049,383	959,778	979,778	979,778	979,778
Less Revenues	(58,450)	(65,675)	(92,550)	(92,550)	(92,550)	(92,550)
Net Division Total	1,049,384	983,708	867,228	887,228	887,228	887,228

Personnel Services Detail

Department: Fire

Division: Operation Support Services

Account: 100-22-07

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Fire Lieutenant/EMT	100		1	63,484	1	66,270	1	66,270	1	66,270	1	66,270
Firefighter/EMT	100		1	57,871	1	60,529	1	60,529	1	60,529	1	60,529
(1) Radio System Specialist	100		1	54,642	0	0	0	0	0	0	0	0
Overtime	100			25,000		0		0		0		0
Gross Personnel Services			3.0	200,997	2.0	126,799	2.0	126,799	2.0	126,799	2.0	126,799

Notes:

(1) (1) Position Transferred to Police Dispatch (100-2131) in FY17

Department of Planning & Development

The Department of Planning and Urban Development consists of three sections: Housing and Community Development (including Administration and Rehabilitation); Transportation; and Planning (including Historic Preservation). In addition to the City funded planning programs, this budget includes CDBG expenditures for staff, which is federally reimbursed. These divisions are accounted for in various cost centers in the budget (Administration, Planning, Housing & Community Development, and Historic Preservation.)

The reorganization in FY17 moved the Inspections Division from the Planning & Urban Development Department into a new Permitting and Inspections Department.

The department's expenditure budget has decreased by \$657,233, or 29.3%; this expenditure decrease is primarily due to the transfer of the Inspections Division. Excluding the Inspections Division, expenditures have increased 2.1%. Other department changes include the reduction of 1.2 full-time equivalent (FTE) positions, increasing the professional development allocation to invest in staff training, growth and retention, funding for recording / streaming Planning Board meetings, and an increased advertising allocation.

The department's expected revenue, excluding Inspections, decreases \$11,868, or 1.4%. This decrease reflects reductions in the HCD funding for salary reimbursements, offset by FY17 increased fees and project review reimbursements.

Department Summary

Department: Department of Planning & Development

Account: 100-24

		FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown							
Payroll		2,017,029	1,865,498	2,146,862	1,384,533	1,411,200	1,384,533
Benefits		2,700	2,700	2,700	250	250	250
Administrative Services		29,629	25,198	41,845	25,995	25,995	25,995
Contractual Services		136,200	139,435	148,700	139,450	139,450	139,450
Rentals		14,038	14,037	18,700	10,200	10,200	10,200
Supplies		35,648	43,521	39,200	24,000	24,000	24,000
Utilities		9,105	8,855	9,105	2,688	2,688	2,688
Total		2,244,349	2,099,244	2,407,112	1,587,116	1,613,783	1,587,116
Summary by Division							
Planning & Dev. Administration	(24-01)	505,357	465,362	560,746	507,377	534,044	507,377
Inspection Services	(24-02)	690,289	644,387	750,618	0	0	0
Planning	(24-04)	789,862	714,981	809,250	803,174	803,174	803,174
Housing & Community Dev.	(24-05)	132,742	132,742	136,983	136,983	136,983	136,983
Historic Preservation	(24-06)	126,099	141,772	149,515	139,582	139,582	139,582
Total		2,244,349	2,099,244	2,407,112	1,587,116	1,613,783	1,587,116
Less Revenues		(2,509,324)	(2,673,300)	(2,512,406)	(829,331)	(829,331)	(829,331)
Net Department Total		(264,975)	(574,056)	(105,294)	757,785	784,452	757,785

Planning & Development Administration

The Administration division oversees all operations of the Department of Planning and Urban Development. A greater part of the expenditures are salaries that are included on the CDBG side of the budget.

Expenditures have increased minimally by \$2,020, or 0.4%.

Revenues have decreased \$16,364 or 6.2%. Changes include the revenue reduction of the part-time Bicycle / Pedestrian Program Coordinator project position which was eliminated in the FY17 budget and a lower HCD allocation for salary reimbursement, offset by a projected increase in transportation project review revenues.

Division Summary

Department: Dpt of Planning & Develop **Division:** Planning & Development Administration **Account:** 100-24-01

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	496,242	456,561	550,096	496,763	523,430	496,763
Administrative Services	3,315	3,033	7,000	7,000	7,000	7,000
Contractual Services	0	38	250	250	250	250
Supplies	4,900	4,900	2,500	2,500	2,500	2,500
Utilities	900	830	900	864	864	864
Total	505,357	465,362	560,746	507,377	534,044	507,377
Less Revenues	(263,977)	(263,977)	(247,613)	(247,613)	(247,613)	(247,613)
Net Division Total	241,380	201,385	313,133	259,764	286,431	259,764

Personnel Services Detail

Department: Department of Planning & Development

Division: Planning & Development Administration

Account: 100-24-01

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Dir of Planning/Development	100		1	108,331	1	113,807	1	113,807	1	113,807	1	113,807
HCD Service Director	100		1	73,883	1	77,614	1	77,614	1	77,614	1	77,614
Transportation Program Manager	85	15	1	69,413	1	72,930	1	72,930	1	72,930	1	72,930
(1) Bicycle/Ped Prog Coord (Proj)	100		0.5	25,089	0	0	0	0	0.5	26,667	0	0
Principal Admin Officer	100		1	54,952	1	57,730	1	57,730	1	57,730	1	57,730
Senior Accountant	100		1	58,481	1	59,651	1	59,651	1	59,651	1	59,651
(2) HCD Program Manager	100		0.8	49,967	1	53,131	1	53,131	1	53,131	1	53,131
Senior Planner	100		0	0	1	53,333	0	0	0	0	0	0
Planner	100		1	46,832	1	51,688	1	51,688	1	51,688	1	51,688
Administrative Officer	80	20	1	42,385	1	44,527	1	44,527	1	44,527	1	44,527
Less Hsg & Comm Dev Chgs	100			(33,091)		(34,315)		(34,315)		(34,315)		(34,315)
Gross Personnel Services			8.3	496,242	9.0	550,096	8.0	496,763	8.5	523,430	8.0	496,763

Notes:

- (1) (.5) Position Eliminated in FY17
- (2) .2 Hours Increase during FY16

Inspection Services

As part of the FY17 city-wide reorganization plan, the Inspections Division transferred to the newly created Permitting and Inspections department.

Division Summary

Department: Dpt of Planning & Develop

Division: Inspection Services

Account: 100-24-02

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	642,304	600,427	699,063	0	0	0
Benefits	2,450	2,450	2,450	0	0	0
Administrative Services	13,764	10,924	15,850	0	0	0
Contractual Services	8,250	6,642	9,250	0	0	0
Rentals	2,636	2,635	2,500	0	0	0
Supplies	14,580	15,184	15,200	0	0	0
Utilities	6,305	6,125	6,305	0	0	0
Total	690,289	644,387	750,618	0	0	0
Less Revenues	(1,668,125)	(1,781,821)	(1,683,075)	0	0	0
Net Division Total	(977,836)	(1,137,434)	(932,457)	0	0	0

Personnel Services Detail

Department: Department of Planning & Development

Division: Inspection Services

Account: 100-24-02

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Inspections Service Div Dir	100		1	76,410	1	80,265	0	0	0	0	0	0
(2) Deputy Director of Inspections	100		1	64,462	1	67,706	0	0	0	0	0	0
Zoning Administrator	100		1	56,687	1	62,557	0	0	0	0	0	0
Zoning Specialist	100		1	53,684	1	48,446	0	0	0	0	0	0
(3) Code Enf Officer/Electrical	100		1	48,761	2	102,999	0	0	0	0	0	0
Code Enf Officer/Plan Reviewer	100		2	104,666	2	107,679	0	0	0	0	0	0
(4) Certified Code Enforcement Off	100		3	143,255	2	96,960	0	0	0	0	0	0
Life Safety CEO/Plan Reviewer	100		0	0	1	47,963	0	0	0	0	0	0
(5) Inspections Office Assistant	100		1	34,472	1	35,822	0	0	0	0	0	0
(6) Admin Assistant (CEBA)	100		1	34,560	1	35,666	0	0	0	0	0	0
Charges from Planning	100			18,847		0		0		0		0
Temporary Help	100			2,500		5,000		0		0		0
Overtime	100			4,000		8,000		0		0		0
(7) Notes												
Gross Personnel Services			12.0	642,304	13.0	699,063	0.0	0	0.0	0	0.0	0

Notes:

- (1) (1) Position Eliminated in FY17
- (2) (1) Position Eliminated in FY17
- (3) 1 Position Reclass Approved from Certified Code Enforcement Officer in FY17
- (4) (1) Position Reclass Approved to Code Enf Officer / Electrical in FY17
- (5) (1) Position Eliminated in FY17
- (6) (1) Position Eliminated in FY17
- (7) FY17 Reorg: (8) Positions Transferred to Permitting & Inspections Dept (100-2502)

Planning

The Planning division provides development review services for site plan, subdivision, historic preservation, DEP site location permits, and rezoning requests. Planning also provides comprehensive and long range planning for the City. These services include the East Bayside Areawide Brownfields Plan, neighborhood planning and implementation of general and specific master plans, and public realm planning. Planning also manages the Congress Square Park redesign, the Public Art program, and other urban design initiatives.

Planning expenditures have increased by \$13,312, or 1.7%. FY17 expenditure changes include the reduction of an Office Assistant.

Planning revenues have decreased \$3,032, or 0.8%, due to reduced revenue from HCD funds toward salaries, offset by an increase in application and reimbursable reviewer charge revenue.

Division Summary

Department: Dpt of Planning & Develop		Division: Planning			Account: 100-24-04	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	635,572	551,960	631,535	631,535	631,535	631,535
Benefits	250	250	250	250	250	250
Administrative Services	8,300	7,673	14,745	14,745	14,745	14,745
Contractual Services	121,250	123,339	126,100	126,100	126,100	126,100
Rentals	11,402	11,402	16,200	10,200	10,200	10,200
Supplies	11,668	18,937	19,000	19,000	19,000	19,000
Utilities	1,420	1,420	1,420	1,344	1,344	1,344
Total	789,862	714,981	809,250	803,174	803,174	803,174
Less Revenues	(380,762)	(435,202)	(377,730)	(377,730)	(377,730)	(377,730)
Net Division Total	409,100	279,779	431,520	425,444	425,444	425,444

Personnel Services Detail

Department: Department of Planning & Development

Division: Planning

Account: 100-24-04

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Planning Division Director	100		1	99,197	1	88,457	1	88,457	1	88,457	1	88,457
Development Review Svc Mgr	100		1	74,490	1	77,433	1	77,433	1	77,433	1	77,433
Development Review Coord	100		1	62,459	1	63,706	1	63,706	1	63,706	1	63,706
Urban Designer	75	25	1	61,597	1	68,547	1	68,547	1	68,547	1	68,547
Senior Planner	73	27	2	126,598	2	131,122	2	131,122	2	131,122	2	131,122
(1) Planner	100		2.6	144,004	2.7	152,915	2.7	152,915	2.7	152,915	2.7	152,915
Office Manager	100		1	48,380	1	49,355	1	49,355	1	49,355	1	49,355
(2) Office Assistant	100		1	37,694	0	0	0	0	0	0	0	0
Less Inspections Charges	100			(18,847)		0		0		0		0
Gross Personnel Services			10.6	635,572	9.7	631,535	9.7	631,535	9.7	631,535	9.7	631,535

Notes:

- (1) .1 Hours Increase during FY16
- (2) (1) Position Eliminated in FY17

Housing & Community Development

Housing and Community Development is responsible for administering all of the City-assisted housing rehabilitation loan and grant programs, as well as homeownership efforts. Housing-related planning activities are also carried out by this division.

This portion of the Housing and Community Development budget is entirely funded by the Community Development Block Grant (CDBG), Home Grant, and Housing Development Fund (program income from CDBG loan paybacks); any increase or decrease in the budget has no impact on the tax levy.

Division Summary

Department: Dpt of Planning & Develop	Division: Housing & Community Development				Account: 100-24-05	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	132,742	132,742	136,983	136,983	136,983	136,983
Total	132,742	132,742	136,983	136,983	136,983	136,983
Less Revenues	(132,742)	(132,742)	(136,983)	(136,983)	(136,983)	(136,983)
Net Division Total	0	0	0	0	0	0

Personnel Services Detail

Department: Department of Planning & Development

Division: Housing & Community Development

Account: 100-24-05

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Loan Officer	100			1	55,635	1	56,745	1	56,745	1	56,745	56,745
Rehabilitation Specialist	100			1	44,016	1	45,923	1	45,923	1	45,923	45,923
Charges from Admin	100				33,091		34,315		34,315		34,315	34,315
Gross Personnel Services				2.0	132,742	2.0	136,983	2.0	136,983	2.0	136,983	136,983

Historic Preservation

Historic Preservation provides services relating to the historic preservation ordinance and historic preservation planning and grants. The staff works closely with the Historic Preservation Board in enforcing and interpreting the City's historic preservation ordinance. A major project for this fiscal year will be working with the Army Corps of Engineers and the Friends of Fort Gorges on safety and stabilization improvements.

Expenses increased \$13,483, or 10.7%, primarily for assisting in the creation of three new Historic Preservation Districts.

Revenues increased \$3,287, or 5.2%, due to FY17 fee increases. Revenues received include Certified Local Government (CLG) grant funding from the Maine Historic Preservation Commission.

Division Summary

Department: Dpt of Planning & Develop **Division:** Historic Preservation **Account:** 100-24-06

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	110,169	123,808	129,185	119,252	119,252	119,252
Administrative Services	4,250	3,568	4,250	4,250	4,250	4,250
Contractual Services	6,700	9,416	13,100	13,100	13,100	13,100
Supplies	4,500	4,500	2,500	2,500	2,500	2,500
Utilities	480	480	480	480	480	480
Total	126,099	141,772	149,515	139,582	139,582	139,582
Less Revenues	(63,718)	(59,558)	(67,005)	(67,005)	(67,005)	(67,005)
Net Division Total	62,381	82,214	82,510	72,577	72,577	72,577

Personnel Services Detail

Department: Department of Planning & Development

Division: Historic Preservation

Account: 100-24-06

Position	Funding			FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Historic Preservation Manager	47	35	18	1	72,047	1	73,518	1	73,518	1	73,518	1	73,518
Preservation Compliance Off	100			0.8	38,122	1	49,667	0.8	39,734	0.8	39,734	0.8	39,734
Temporary Help	100				0		3,000		3,000		3,000		3,000
Overtime	100				0		3,000		3,000		3,000		3,000
Gross Personnel Services				1.8	110,169	2.0	129,185	1.8	119,252	1.8	119,252	1.8	119,252

Permitting & Inspections

This is a new department which centralizes permitting, inspections, business licensing and housing safety with the goal of creating a more efficient, stream-lined process, resulting in improved customer service.

Department Summary

Department: Permitting & Inspections

Account: 100-25

		FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown							
Payroll		0	0	0	1,230,639	1,230,639	1,230,639
Benefits		0	0	0	3,450	3,450	3,450
Administrative Services		0	0	0	31,675	31,675	31,675
Contractual Services		0	0	0	60,381	60,381	60,381
Rentals		0	0	0	3,900	3,900	3,900
Supplies		0	0	0	31,200	31,200	31,200
Utilities		0	0	0	9,329	9,329	9,329
Total		0	0	0	1,370,574	1,370,574	1,370,574
Summary by Division							
Administration	(25-01)	0	0	0	151,553	151,553	151,553
Inspections	(25-02)	0	0	0	808,126	808,126	808,126
Housing Safety	(25-03)	0	0	0	301,454	301,454	301,454
Business Licensing	(25-04)	0	0	0	109,441	109,441	109,441
Total		0	0	0	1,370,574	1,370,574	1,370,574
Less Revenues		0	0	0	(3,644,973)	(3,644,973)	(3,644,973)
Net Department Total		0	0	0	(2,274,399)	(2,274,399)	(2,274,399)

Permitting & Inspections Administration

The Permitting & Inspections Administration division supports this newly created FY17 department centralizing the functions of Inspections, Housing Safety and Business Licensing. This division consists of the Permitting & Inspections Director, as well as an administrative support position, and the necessary tools to support the oversight of the department operations.

Division Summary

Department: Permitting & Inspections **Division:** Permitting & Inspections Administration **Account:** 100-25-01

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	0	0	0	139,653	139,653	139,653
Contractual Services	0	0	0	1,000	1,000	1,000
Rentals	0	0	0	3,300	3,300	3,300
Supplies	0	0	0	7,000	7,000	7,000
Utilities	0	0	0	600	600	600
Total	0	0	0	151,553	151,553	151,553

Personnel Services Detail

Department: Permitting & Inspections

Division: Permitting & Inspections Administration

Account: 100-25-01

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Permitting & Inspections Director	100		0	0	0	0	1	103,038	1	103,038	1	103,038
(2) Executive Assistant	100		0	0	0	0	1	36,615	1	36,615	1	36,615
Gross Personnel Services			0.0	0	0.0	0	2.0	139,653	2.0	139,653	2.0	139,653

Notes:

- (1) 1 New Position Approved in FY17
- (2) 1 New Position Approved in FY17

Inspections

Inspections issues permits for construction of all types, and acts as the enforcement agency for building, environmental, plumbing, electrical, mechanical, food service establishments, and zoning and land use rules and regulations.

As part of the FY17 city-wide reorganization, this division transferred from the Planning Department to the newly created Permitting and Inspections Department.

For comparative purposes, the Inspections Division's expenditure budget has increased by \$117,837. The majority of this increase is due to changes in staffing needs, including a net increase of one position and the transfer of the Life Safety CEO/Plan Reviewer position from Housing Safety. The increases in the non-payroll expenditures are largely due to the shift of the Taxi licensing expenses from the Jetport; during FY17, the Taxi Licensing related items are transferred to the Permitting & Inspections' Business Licensing Division.

The revenue budget increase of \$596,475 is attributed primarily to the anticipated increase in Building Permit collections and the transferal of the Taxi Licensing revenue from the Jetport enterprise fund.

Division Summary

Department: Permitting & Inspections **Division:** Inspections **Account:** 100-25-02

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	0	0	0	727,313	727,313	727,313
Benefits	0	0	0	2,450	2,450	2,450
Administrative Services	0	0	0	20,050	20,050	20,050
Contractual Services	0	0	0	35,448	35,448	35,448
Supplies	0	0	0	16,200	16,200	16,200
Utilities	0	0	0	6,665	6,665	6,665
Total	0	0	0	808,126	808,126	808,126
Less Revenues	0	0	0	(2,264,600)	(2,264,600)	(2,264,600)
Net Division Total	0	0	0	(1,456,474)	(1,456,474)	(1,456,474)

Personnel Services Detail

Department: Permitting & Inspections

Division: Inspections

Account: 100-25-02

Position	Funding Source	FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
		#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Permitting Manager	100	0	0	0	0	1	65,072	1	65,072	1	65,072
(2) Inspections Manager	100	0	0	0	0	1	65,072	1	65,072	1	65,072
Zoning Administrator	100	0	0	0	0	1	62,557	1	62,557	1	62,557
Zoning Specialist	100	0	0	0	0	1	48,446	1	48,446	1	48,446
Code Enf Officer/Electrical	100	0	0	0	0	2	102,999	2	102,999	2	102,999
Code Enf Officer/Plan Reviewer	100	0	0	0	0	2	107,679	2	107,679	2	107,679
Certified Code Enforcement Off	100	0	0	0	0	2	96,960	2	96,960	2	96,960
(3) Life Safety CEO/Plan Reviewer	100	0	0	0	0	1	47,963	1	47,963	1	47,963
(4) Permit Tech	100	0	0	0	0	3	110,565	3	110,565	3	110,565
Temporary Help	100		0		0		5,000		5,000		5,000
Overtime	100		0		0		15,000		15,000		15,000
(5) Notes											
Gross Personnel Services		0.0	0	0.0	0	14.0	727,313	14.0	727,313	14.0	727,313

Notes:

- (1) 1 New Position Approved in FY17
- (2) 1 New Position Approved in FY17
- (3) 1 Position Transferred from Housing Safety (100-1310) in FY17
- (4) 3 New Positions Approved in FY17
- (5) FY17 Reorg: 8 Positions Transferred from Planning Dept (100-2402)

Housing Safety

In FY17, Housing Safety transferred from the City Manager's department to Permitting & Inspections. This division is responsible for ensuring the rental housing unit properties register with the city. The purpose of the program is to inspect the approximately 17,000 units for life safety issues and respond to housing complaints. The rental housing inspection program is funded by the revenue collected from the rental units' annual registration fee.

The FY17 budget more accurately represents the costs associated with the division's operations; the Housing Safety division was created in FY16. The Housing Safety budget is down \$34,329 mainly due to the transfer of one position to the Inspections Division.

Division Summary

Department: Permitting & Inspections **Division:** Housing Safety **Account:** 100-25-03

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	0	0	0	278,265	278,265	278,265
Benefits	0	0	0	1,000	1,000	1,000
Administrative Services	0	0	0	11,525	11,525	11,525
Contractual Services	0	0	0	5,000	5,000	5,000
Rentals	0	0	0	600	600	600
Supplies	0	0	0	3,000	3,000	3,000
Utilities	0	0	0	2,064	2,064	2,064
Total	0	0	0	301,454	301,454	301,454
Less Revenues	0	0	0	(429,305)	(429,305)	(429,305)
Net Division Total	0	0	0	(127,851)	(127,851)	(127,851)

Personnel Services Detail

Department: Permitting & Inspections

Division: Housing Safety

Account: 100-25-03

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Housing Safety Administrator	100		0	0	0	0	1	78,256	1	78,256	1	78,256
Housing Safety Prgm Coord	100		0	0	0	0	1	64,565	1	64,565	1	64,565
Code Enf Officer-Housing Safety	100		0	0	0	0	3	135,444	3	135,444	3	135,444
(1) Notes												
Gross Personnel Services			0.0	0	0.0	0	5.0	278,265	5.0	278,265	5.0	278,265

Notes:

(1) FY17 Reorg: 5 Positions Transferred from City Manager's Department Housing Safety (100-1310)

Business Licensing

The Business License Specialist and an Assistant maintain and process over 2,000 licenses annually as required by the City Code. This division provides license applications and facilitates the business licensing process, coordinating all interdepartment approvals pursuant to licensing ordinances. A major emphasis of the coming year is to streamlining the process for the customers and partners.

Division Summary

Department: Permitting & Inspections	Division: Business Licensing				Account: 100-25-04	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	0	0	0	85,408	85,408	85,408
Administrative Services	0	0	0	100	100	100
Contractual Services	0	0	0	18,933	18,933	18,933
Supplies	0	0	0	5,000	5,000	5,000
Total	0	0	0	109,441	109,441	109,441
Less Revenues	0	0	0	(951,068)	(951,068)	(951,068)
Net Division Total	0	0	0	(841,627)	(841,627)	(841,627)

Personnel Services Detail

Department: Permitting & Inspections

Division: Business Licensing

Account: 100-25-04

	Funding	FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
Position	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Business License Admin	100	0	0	0	0	1	49,586	1	49,586	1	49,586
(2) Business License / Election Asst	100	0	0	0	0	1	35,822	1	35,822	1	35,822
(3) Notes											
Gross Personnel Services		0.0	0	0.0	0	2.0	85,408	2.0	85,408	2.0	85,408

Notes:

- (1) 1 Position Transferred from City Clerk (100-1200) in FY17
- (2) 1 Position Transferred from City Clerk (100-1200) in FY17
- (3) FY17 Reorg

Information Technology

The Information Technology Department (IT) is responsible for the design, development and maintenance of a large, wide-area information network, managing all the technology hardware and software used by the City of Portland. The department is divided in four sections of expertise: Applications, Technical and Customers Services, Operations, and Geographic Information Systems (GIS).

The Applications support team develops software for specialized needs, and supports the software purchased by the City. The Technical and Customer Services team is responsible for the internal and external customer service for the City of Portland. The Technical Services team manages data and voice networks, including the Help Desk, which support our workforce of more than 1,300 technology users. The Customer Services team manages customer support using a social media application called FixIt! Portland; 3,325 customer service requests were processed in 2015 from Portland residents and visitors. The Operations team monitors and maintains AS400 systems for Public Administration and Public Safety, installing quarterly updates and semi-annual updates for all applications. The Geographic Information Systems section maintains and updates the computerized mapping systems used by Public Administration and Public Safety. Additionally, IT is responsible for maintaining the technology infrastructure that supports a combined Public Safety Answering Services (PSAP) for Portland, South Portland and Cape Elizabeth.

The department's expenditure budget has increased by \$196,542, or 9.2%. The increase is a result of our migration to Google Apps for Work and upgrades planned for other critical systems. The Revenues received represent the reimbursement of costs and services provided to the Enterprise Funds and the PSAP.

Department Summary

Department: Information Technology

Account: 100-29

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	1,022,557	980,725	1,048,744	1,048,744	1,048,744	1,048,744
Administrative Services	5,355	6,104	11,525	11,525	11,525	11,525
Contractual Services	26,410	92,059	155,720	216,915	216,915	216,915
Maintenance and Repairs	729,503	729,491	706,464	706,464	706,464	706,464
Rentals	17,280	12,894	16,800	16,800	16,800	16,800
Supplies	58,600	57,804	78,100	58,600	58,600	58,600
Utilities	279,216	239,212	278,056	276,415	276,415	276,415
Total	2,138,921	2,118,289	2,295,409	2,335,463	2,335,463	2,335,463
Less Revenues	(363,366)	(359,120)	(363,271)	(363,271)	(363,271)	(363,271)
Net Department Total	1,775,555	1,759,169	1,932,138	1,972,192	1,972,192	1,972,192

Personnel Services Detail

Department: Information Technologies

Division: Information Technologies Administration

Account: 100-29-01

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
IT Director	100		1	107,478	1	112,882	1	112,882	1	112,882	1	112,882
Asst IT Manager	100		1	72,779	1	76,475	1	76,475	1	76,475	1	76,475
Network Engineer	100		1	75,923	1	77,433	1	77,433	1	77,433	1	77,433
MIS Coordinator	100		1	65,247	1	68,305	1	68,305	1	68,305	1	68,305
GIS Manager	100		1	73,976	1	75,953	1	75,953	1	75,953	1	75,953
Programmer-Analyst	100		2	115,880	2	108,437	2	108,437	2	108,437	2	108,437
Computer Operations Mgr	100		1	58,481	1	59,651	1	59,651	1	59,651	1	59,651
Technical/Customer Serv Coord	100		1	69,801	1	72,131	1	72,131	1	72,131	1	72,131
Systems Coordinator	100		1	64,331	1	65,618	1	65,618	1	65,618	1	65,618
Network Operations Specialist	100		3	143,077	3	145,978	3	145,978	3	145,978	3	145,978
Web Master	100		1	48,380	1	49,355	1	49,355	1	49,355	1	49,355
Help Desk Specialist	100		1	48,224	1	49,179	1	49,179	1	49,179	1	49,179
Computer Operator	100		1	37,791	1	40,046	1	40,046	1	40,046	1	40,046
(1) Call Center Specialist	100		0	0	1	41,301	1	41,301	1	41,301	1	41,301
(2) Customer Service Specialist	100		1	41,189	0	0	0	0	0	0	0	0
Overtime	100			0		6,000		6,000		6,000		6,000
Gross Personnel Services			17.0	1,022,557	17.0	1,048,744	17.0	1,048,744	17.0	1,048,744	17.0	1,048,744

Notes:

- (1) 1 Replaced Customer Service Specialist during FY16
- (2) (1) Replaced w/ Call Center Specialist during FY16

Public Works

The Director of Public Works oversees the operations of ten (10) divisions within the General Fund as well as the Street Openings, Sewer and Stormwater funds. The Director along with an Assistant Director of Operations, division managers and administrative support staff provide day to day supervision for these functions. The department is responsible for basic municipal services, wastewater - stormwater utilities, public infrastructure management, citywide fleet management, and the development and implementation of capital improvement plans. Department staff supports city committees including the Transportation Sustainability and Energy Committee, and staffs a task force on funding for stormwater program obligations.

As part of the city-wide reorganization plan, the Cemeteries and Forestry division moved to the newly titled Parks, Recreation and Facilities department during FY16. In FY17, the parks operation split from Districting, completing this portion of the transition. The Construction Company division program was also discontinued in FY17.

The FY17 Public Works budget also reflects other staffing restructuring. The department recognized the need for increased staffing in the engineering and traffic divisions to eliminate the need of hiring outside consulting services at a much higher cost. Additionally, the shifting of personnel between the general, sewer and stormwater fund is part of a more comprehensive plan to ensure compliance with the Federal Clean Water Act.

The Public Works expenditure budget decreased by \$500,501, or 3.4%. Largely due to Parks relocation, Public Works payroll shows an overall decrease of \$280,674 or seven full-time positions. In addition, the continued low price of vehicle fuel continues to provide savings. Revenue projections increased by \$168,356, or 3.5%. Revenue increases include higher estimated trash bag collections and higher salary reimbursements, accompanied by funding source changes. Revenue changes also include departmental restructuring to the Department of Parks, Recreation and Facilities.

Department Summary

Department: Public Works

Account: 100-31

		FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown							
Payroll		7,291,926	7,048,597	7,275,942	7,011,252	7,011,252	7,011,252
Benefits		96,371	105,846	79,155	79,155	79,155	79,155
Administrative Services		40,704	34,737	67,679	63,679	63,679	63,679
Contractual Services		2,233,083	2,254,414	2,387,178	2,196,198	2,196,198	2,196,198
Maintenance and Repairs		1,248,453	1,444,323	1,454,475	1,341,675	1,341,675	1,341,675
Rentals		324,416	308,871	434,238	330,196	330,196	330,196
Supplies		2,131,316	2,029,448	1,965,865	1,891,865	1,891,865	1,891,865
Minor Capital Items		29,000	28,952	31,000	31,000	31,000	31,000
Utilities		1,332,281	1,325,143	1,286,273	1,282,029	1,282,029	1,282,029
Total		14,727,550	14,580,331	14,981,805	14,227,049	14,227,049	14,227,049
Summary by Division							
Public Works Administration	(31-01)	774,591	830,347	689,839	692,123	692,123	692,123
Districting	(31-12)	2,041,273	1,993,789	1,476,693	1,509,513	1,509,513	1,509,513
Solid Waste	(31-14)	2,787,475	2,776,214	2,739,975	2,590,851	2,590,851	2,590,851
Communications	(31-15)	150,000	145,710	123,946	121,002	121,002	121,002
Portland Downtown District	(31-16)	335,329	335,329	351,246	351,210	351,210	351,210
Construction	(31-21)	400,130	330,041	0	0	0	0
Transportation Operations	(31-35)	2,188,670	2,154,220	2,780,501	2,645,471	2,645,471	2,645,471
Engineering	(31-37)	738,836	684,728	1,333,667	1,123,224	1,123,224	1,123,224
Winter Operations	(31-38)	1,149,187	1,091,316	1,343,653	1,165,512	1,165,512	1,165,512
Fleet Services	(31-45)	3,592,514	3,672,256	3,545,235	3,431,093	3,431,093	3,431,093
Island Services	(31-46)	569,545	566,381	597,050	597,050	597,050	597,050
Total		14,727,550	14,580,331	14,981,805	14,227,049	14,227,049	14,227,049
Less Revenues		(4,784,691)	(4,599,763)	(4,517,399)	(4,953,047)	(4,953,047)	(4,953,047)
Net Department Total		9,942,859	9,980,568	10,464,406	9,274,002	9,274,002	9,274,002

Public Works Administration

The Administration division provides strategic planning and management for the department. Accounting, payroll, human resource functions, general office support, issuance of street opening permits, and customer service are all integral components of this division. In addition, the department's Safety and Training program is managed through this division.

Overall FY17 expenditure decreases in this department resulted from both a department and city-wide reorganization. Payroll changes include the shifting of 1.5 event staff positions to the Department of Parks, Recreation & Facilities' Public Assembly Facility division, among other department staff restructuring changes.

Division Summary

Department: Public Works	Division: Public Works Administration				Account: 100-31-01	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	709,613	771,600	626,161	633,505	633,505	633,505
Benefits	560	560	560	560	560	560
Administrative Services	12,835	9,973	15,320	11,320	11,320	11,320
Contractual Services	4,500	4,464	5,900	4,900	4,900	4,900
Maintenance and Repairs	8,828	8,884	23,050	23,050	23,050	23,050
Rentals	3,000	3,000	3,000	3,000	3,000	3,000
Supplies	14,555	15,383	14,180	14,180	14,180	14,180
Utilities	20,700	16,483	1,668	1,608	1,608	1,608
Total	774,591	830,347	689,839	692,123	692,123	692,123
Less Revenues	(183,386)	(163,418)	(193,848)	(193,848)	(193,848)	(193,848)
Net Division Total	591,205	666,929	495,991	498,275	498,275	498,275

Personnel Services Detail

Department: Public Works

Division: Public Works Administration

Account: 100-31-01

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#
Director of Public Services	49	51	1	112,355	1	103,038	1	103,038	1	103,038	1	103,038
Asst Director/Operations	100		1	90,539	1	80,282	1	80,282	1	80,282	1	80,282
(1) Envir Resources/Open Space Mg	100		1	86,443	0	0	0	0	0	0	0	0
Principal Financial Officer	50	50	1	60,494	1	63,553	1	66,728	1	66,728	1	66,728
Principal Admin Officer	50	50	1	66,249	1	68,917	1	73,086	1	73,086	1	73,086
Safety & Training Administrator	100		1	61,470	1	64,577	1	64,577	1	64,577	1	64,577
(2) Accountant	77	23	0	0	2	80,032	2	80,032	2	80,032	2	80,032
Executive Assistant	100		1	45,643	1	47,549	1	47,549	1	47,549	1	47,549
Account Clerk II	49	51	2	77,610	2	79,170	2	79,170	2	79,170	2	79,170
Office Assistant	100		1	35,841	1	37,498	1	37,498	1	37,498	1	37,498
(3) Lead Events Coordinator	100		1	54,119	0	0	0	0	0	0	0	0
(4) Events Assistant	100		0.5	16,995	0	0	0	0	0	0	0	0
Overtime	100			1,855		1,545		1,545		1,545		1,545
Gross Personnel Services			11.5	709,613	11.0	626,161	11.0	633,505	11.0	633,505	11.0	633,505

Notes:

- (1) (1) Position Eliminated in FY17
- (2) 1 Tfr'd from Sewer Admin (570-3101) in FY17; 1 Tfr'd from Districting (100-3112) in FY17
- (3) (1) Position Transferred to PAF (100-3310) in FY17
- (4) (.5) Position Transferred to PAF (100-3310) in FY17

Districting

The Districting division is a national award winning multi-tasking Public Works maintenance program comprised of five working crews. The division is responsible for maintaining each of the five Districts within the City. Each crew consists of a supervisor and a group of highly trained maintenance workers capable of performing all aspects of work as it relates to municipal street, sidewalk, parks and grounds maintenance, including winter sidewalk snow removal operations.

Districting continues to perform the maintenance and reconstruction of brick, concrete and asphalt sidewalks, installation and repair of granite and bituminous curbing, street repair and reconstruction, and maintenance and repair of driveway aprons. Crew duties also include culvert replacement, grading and maintaining gravel roads, roadside mowing, and maintaining the general cleanliness of the City. This division participates in winter operations including plowing, sand and salt operations, snow removal, and repairing of all damage to streets, sidewalks and lawns due to winter damage. Furthermore, the division is responsible for several municipal programs, including sidewalk sweeping, spring cleanup, and weed control.

Districting expenditure reductions of \$531,760 are primarily due to the FY17 separation of the parks assignments to a new Parks division within the Department of Parks, Recreation & Facilities. The revenue reduction of \$262,100 is attributed predominantly to the FY17 Public Works personnel shift / restructuring between the general fund and enterprise funds.

Division Summary

Department: Public Works	Division: Districting				Account: 100-31-12	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	1,722,786	1,679,803	1,229,949	1,262,769	1,262,769	1,262,769
Benefits	16,430	21,329	15,785	15,785	15,785	15,785
Administrative Services	525	240	0	0	0	0
Contractual Services	33,200	31,401	20,400	20,400	20,400	20,400
Rentals	7,000	6,699	15,500	15,500	15,500	15,500
Supplies	183,277	177,240	169,939	169,939	169,939	169,939
Minor Capital Items	9,500	9,500	18,000	18,000	18,000	18,000
Utilities	68,555	67,577	7,120	7,120	7,120	7,120
Total	2,041,273	1,993,789	1,476,693	1,509,513	1,509,513	1,509,513
Less Revenues	(286,576)	(281,896)	(24,476)	(24,476)	(24,476)	(24,476)
Net Division Total	1,754,697	1,711,893	1,452,217	1,485,037	1,485,037	1,485,037

Personnel Services Detail

Department: Public Works

Division: Districting

Account: 100-31-12

	Funding	FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
Position	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
District Coordinator	100	1	72,047	1	73,518	1	73,518	1	73,518	1	73,518
Sr Public Services Supervisor	100	5	253,906	5	258,960	5	258,960	5	258,960	5	258,960
(1) Accountant	100	1	42,978	0	0	0	0	0	0	0	0
(2) Supervising Park Ranger	100	1	34,433	0	0	0	0	0	0	0	0
(3) Maintenance Worker III	100	26	1,100,099	14	603,994	14	603,994	14	603,994	14	603,994
(4) Maintenance Worker II	100	1	37,146	5	191,589	5	191,589	5	191,589	5	191,589
Maintenance Worker I	100	1	36,822	1	37,837	1	37,837	1	37,837	1	37,837
(5) Custodial Worker	100	0.5	16,848	0	0	0	0	0	0	0	0
Meal Allow/Standby Pay	100		15,050		13,966		13,966		13,966		13,966
Winter Stipends	100		21,132		20,960		20,960		20,960		20,960
Temporary Help	100		67,207		8,320		41,140		41,140		41,140
Overtime	100		25,118		20,805		20,805		20,805		20,805
Gross Personnel Services		36.5	1,722,786	26.0	1,229,949	26.0	1,262,769	26.0	1,262,769	26.0	1,262,769

Notes:

- (1) (1) Position Transferred to PW Admin (100-3101) in FY17
- (2) (1) Position Transferred to Parks (100-3334) in FY17
- (3) (8) Positions Tfr'd to Parks (100-3334) in FY17; (4) Replaced w/ MW II (Career Ladder) during FY16
- (4) 1 Tfr'd from Solid Waste (31-14) & 4 Replaced MW III during FY16; (1) Tfr'd to Parks (33-34) in FY17
- (5) (.5) Position Transferred to Parks (100-3334) in FY17

Solid Waste

The Solid Waste division provides weekly curbside collection of recyclables and a pay-as-you-throw trash collection system. The recycling program allows residents to commingle all of their recyclable materials in a single bin. This has allowed the department to utilize compactor trucks for recycling collection, reducing the recycling fleet from six to three trucks. The division also services 150+ trash receptacles within the Portland Downtown District, and the City's parks and open spaces, as well as over 60 solar smart trash compactor units.

City property owners may dispose up to ten qualified bulky items annually at no charge using their electronic pass (E-Card). Items such as furniture, gas grills, bicycles, yard equipment (mowers), yard waste, and up to ten gallons of household hazardous waste can be brought to the Riverside Recycling Facility. Multifamily property owners receive one card

The Bulky Item Pick-up program was implemented in May of 2012. Residents must apply online and request stickers to attach to their approved items for disposal. Qualified small items, less than 30 pounds, which will not fit in a City trash bag and can be lifted by one person, are free of charge to residents. Ten qualified small items are allowed each year, and are picked up by city packer trucks on the same day as residential trash pick-up. A collection fee is charged to residents for qualified items over 30 pounds.

Expenditure reductions of \$196,624 is attributed to the division's reduction of two staff positions, as well as an anticipated decrease in contractual and supply costs. The revenue increase of \$126,948 is a result of an estimated increase in trash bag collections.

Division Summary

Department: Public Works	Division: Solid Waste				Account: 100-31-14	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	842,062	770,669	785,541	777,137	777,137	777,137
Benefits	9,370	11,378	12,165	12,165	12,165	12,165
Administrative Services	5,030	5,393	4,030	4,030	4,030	4,030
Contractual Services	1,706,793	1,771,117	1,769,273	1,628,793	1,628,793	1,628,793
Maintenance and Repairs	1,500	1,541	3,000	3,000	3,000	3,000
Rentals	2,160	5,480	720	720	720	720
Supplies	216,360	206,279	158,400	158,400	158,400	158,400
Utilities	4,200	4,357	6,846	6,606	6,606	6,606
Total	2,787,475	2,776,214	2,739,975	2,590,851	2,590,851	2,590,851
Less Revenues	(2,328,621)	(2,294,950)	(2,455,569)	(2,455,569)	(2,455,569)	(2,455,569)
Net Division Total	458,854	481,264	284,406	135,282	135,282	135,282

Personnel Services Detail

Department: Public Works

Division: Solid Waste

Account: 100-31-14

Position	Funding Source	FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Solid Waste Coordinator	100	1	53,157	0	0	0	0	0	0	0	0
Solid Waste Supervisor	100	1	50,773	1	52,788	1	52,788	1	52,788	1	52,788
Solid Waste Foreman	100	1	42,462	1	44,429	1	44,429	1	44,429	1	44,429
(2) Maint Worker II (Solid Waste)	100	15	583,166	14	557,794	14	557,794	14	557,794	14	557,794
Administrative Associate	100	1	40,716	1	42,358	1	42,358	1	42,358	1	42,358
Meal Allow/Standby Pay	100		200		8,180		8,180		8,180		8,180
Overtime	100		71,588		79,992		71,588		71,588		71,588
Gross Personnel Services		19.0	842,062	17.0	785,541	17.0	777,137	17.0	777,137	17.0	777,137

Notes:

- (1) (1) Position Eliminated in FY17
- (2) (1) Position Transferred to Districting (100-3112) during FY16

Communications

The Communications section encompasses a wide variety of services, including serving as the primary point of contact for customers calling in with requests, work order database management, and daily dispatch functions. This section is involved with developing and overseeing departmental projects such as equipment logbook distribution, and communications with other departments and outside agencies. A large focus is supporting customer service throughout the department.

The Dispatch Center is staffed six days a week during the spring, summer and fall seasons for the daylight hours, and operates 24 hours a day / 7 days a week during the winter. The center participates in the "Radio Watch" program by notifying appropriate response personnel (Police, Fire and EMS) of emergency situations occurring on the streets of Portland as reported by any Public Works employees. Dispatchers track work order requests for follow up and evaluation purposes. The Dispatch Center supports the operations of the department during emergency response events.

The FY17 reduction in expenditures is due to the reassignment of safety items to the applicable divisions.

Division Summary

Department: Public Works		Division: Communications			Account: 100-31-15	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	101,064	101,826	103,671	101,695	101,695	101,695
Benefits	28,086	24,976	1,165	1,165	1,165	1,165
Administrative Services	1,614	779	1,614	1,614	1,614	1,614
Contractual Services	5,800	4,831	5,300	4,800	4,800	4,800
Maintenance and Repairs	500	478	500	500	500	500
Rentals	6,836	7,228	6,836	6,836	6,836	6,836
Supplies	6,100	5,592	3,600	3,600	3,600	3,600
Utilities	0	0	1,260	792	792	792
Total	150,000	145,710	123,946	121,002	121,002	121,002
Less Revenues	(4,986)	(4,986)	(5,083)	(5,083)	(5,083)	(5,083)
Net Division Total	145,014	140,724	118,863	115,919	115,919	115,919

Personnel Services Detail

Department: Public Works

Division: Communications

Account: 100-31-15

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Public Services Dispatcher	90	10		1	49,858	1	50,835	1	50,835	1	50,835	50,835
Asst Dispatcher	100			1	44,761	1	45,656	1	45,656	1	45,656	45,656
Meal Allow/Standby Pay	100				100		580		580		580	580
Overtime	100				6,345		6,600		4,624		4,624	4,624
Gross Personnel Services				2.0	101,064	2.0	103,671	2.0	101,695	2.0	101,695	101,695

Portland Downtown District

The Portland Downtown District (PDD) is responsible for providing maintenance, cleaning services, and sidewalk snow removal to the downtown district. Expenses for this division are offset by revenue from the PDD Corporation for the services provided.

Replacement barrels and a slight increase in payroll costs are the major contributors to the expenditure increase of \$15,881, or 4.7%.

Division Summary

Department: Public Works **Division:** Portland Downtown District **Account:** 100-31-16

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	301,986	304,114	307,773	307,773	307,773	307,773
Benefits	3,275	2,791	3,275	3,275	3,275	3,275
Contractual Services	9,500	9,500	9,500	9,500	9,500	9,500
Maintenance and Repairs	500	611	500	500	500	500
Rentals	300	300	300	300	300	300
Supplies	13,750	13,740	23,880	23,880	23,880	23,880
Utilities	6,018	4,273	6,018	5,982	5,982	5,982
Total	335,329	335,329	351,246	351,210	351,210	351,210
Less Revenues	(328,000)	(335,329)	(351,246)	(351,210)	(351,210)	(351,210)
Net Division Total	7,329	0	0	0	0	0

Personnel Services Detail

Department: Public Works

Division: Portland Downtown District

Account: 100-31-16

Position	Funding Source	FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Sr Public Services Supervisor	100	1	51,749	1	52,788	1	52,788	1	52,788	1	52,788
PDD Steward	100	1	44,678	1	45,531	1	45,531	1	45,531	1	45,531
(1) Maintenance Worker III	100	3	126,611	2	88,254	2	88,254	2	88,254	2	88,254
(2) Maintenance Worker II	100	0	0	1	38,131	1	38,131	1	38,131	1	38,131
Meal Allow/Standby Pay	100		950		3,110		3,110		3,110		3,110
Temporary Help	100		28,800		28,800		28,800		28,800		28,800
Overtime	100		49,198		51,159		51,159		51,159		51,159
Gross Personnel Services		5.0	301,986	5.0	307,773	5.0	307,773	5.0	307,773	5.0	307,773

Notes:

- (1) (1) Position Replaced w/ MW II during FY16 (Career Ladder)
- (2) 1 Position Replaced MW III during FY16 (Career Ladder)

Construction

The Construction Company had been involved in a myriad of projects including sidewalk and handicap ramp construction, sewer culvert and trench work, sewer maintenance support, winter operations, playground and track construction, traffic calming installation, relocation of City property, building repairs, and special assistance with Island Service needs. This workload has been disbursed to other divisions within the Public Works Department as part of the FY17 reorganization plan.

Division Summary

Department: Public Works **Division:** Construction **Account:** 100-31-21

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	381,020	308,933	0	0	0	0
Benefits	3,810	5,764	0	0	0	0
Administrative Services	200	200	0	0	0	0
Rentals	1,000	1,012	0	0	0	0
Supplies	7,100	7,180	0	0	0	0
Minor Capital Items	7,000	6,952	0	0	0	0
Total	400,130	330,041	0	0	0	0

Personnel Services Detail

Department: Public Works

Division: Construction

Account: 100-31-21

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Construction Coordinator	100		1	64,330	0	0	0	0	0	0	0	0
(2) Sr Public Services Supervisor	100		2	102,543	0	0	0	0	0	0	0	0
(3) Maintenance Worker III	100		4	168,779	0	0	0	0	0	0	0	0
(4) Maintenance Worker II	100		1	39,370	0	0	0	0	0	0	0	0
Meal Allow/Standby Pay	100			100		0		0		0		0
Winter Stipends	100			0		0		0		0		0
Overtime	100			5,898		0		0		0		0
(5) Notes												
Gross Personnel Services			8.0	381,020	0.0	0	0.0	0	0.0	0	0.0	0

Notes:

- (1) (1) Position Eliminated during FY16
- (2) (1) Position Transferred to Parks (100-3334) in FY17; (1) Position Eliminated in FY17
- (3) (2) Positions Tfr'd to Sewer Districting (570- 3112) in FY17; (2) Replaced w/ MW II during FY16
- (4) (2) Tfr'd to Sewer Districting (570-3112) in FY17 (2 Replaced MW III); (1) Eliminated during FY16
- (5) Construction Company Division Eliminated in FY17

Transportation Operations

The Transportation Operations division operates and maintains traffic and pedestrian signal systems and most street lighting. All electric utility costs for these systems are borne by this budget. The division also designs and makes its own signage throughout the City and is responsible for the installation and maintenance of all traffic control signage and road markings, including crosswalks and bike lanes. Traffic markings are installed by a contractor and supervised by staff from this section. In addition, traffic calming, road closures, and detour requests are processed by this division, as well as transportation studies and pedestrian counts. The Transportation Operations division supports the Planning Department's development process by providing comprehensive review of parking strategies and traffic impacts for incoming site plan and subdivision applications. The division works with MaineDOT on safety improvement projects and purchases of safety devices. The City also participates in a Portland Area Comprehensive Transportation System (PACTS) supported Regional Traffic Management System (RTMS), which is tasked with long term regional goals of traffic signal specifications and communications.

As a result of a department-wide reorganization, the FY17 Traffic Operations budget calls for a net increase of 6 full-time positions: 4 new positions and 2 position transfers from the Engineering division. To reduce costs, in lieu of hiring outside consulting services, reimbursement of approximately \$117,000 in staff project work is anticipated.

Division Summary

Department: Public Works Division: Transportation Operations Account: 100-31-35

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	472,887	483,857	876,489	776,239	776,239	776,239
Benefits	3,250	3,612	7,265	7,265	7,265	7,265
Administrative Services	6,680	6,107	19,705	19,705	19,705	19,705
Contractual Services	349,050	310,737	399,750	383,750	383,750	383,750
Maintenance and Repairs	28,065	26,138	42,275	42,275	42,275	42,275
Rentals	1,500	1,500	3,000	3,000	3,000	3,000
Supplies	104,131	99,679	201,431	185,431	185,431	185,431
Minor Capital Items	7,000	7,000	7,500	7,500	7,500	7,500
Utilities	1,216,107	1,215,590	1,223,086	1,220,306	1,220,306	1,220,306
Total	2,188,670	2,154,220	2,780,501	2,645,471	2,645,471	2,645,471
Less Revenues	(292,211)	(287,320)	(296,919)	(413,919)	(413,919)	(413,919)
Net Division Total	1,896,459	1,866,900	2,483,582	2,231,552	2,231,552	2,231,552

Personnel Services Detail

Department: Public Works

Division: Transportation Operations

Account: 100-31-35

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Transporation Systems Engineer	85	15		1	78,124	1	80,512	1	80,512	1	80,512	80,512
(1) Traffic Operations Coordinator	95	5		0	0	1	62,283	1	62,283	1	62,283	62,283
(2) Trans Policy & Reg Comp Mgr	100			1	64,305	0	0	0	0	0	0	0
(3) Senior Project Engineer	60	40		0	0	1	76,458	1	76,458	1	76,458	76,458
(4) Project Engineer	10	90		0	0	2	107,848	1	56,075	1	56,075	56,075
Asst Engineer	100			0	0	1	48,477	0	0	0	0	0
(5) Sr Public Services Supervisor	100			0	0	1	56,525	1	56,525	1	56,525	56,525
(6) Traffic Supervisor	100			1	52,296	0	0	0	0	0	0	0
Systems & Lighting Technician	100			2	100,929	2	104,307	2	104,307	2	104,307	104,307
(7) Traffic Signal Repair Wk III	100			0	0	1	40,498	1	40,498	1	40,498	40,498
Traffic Signal Computer Oper	100			1	42,598	1	43,451	1	43,451	1	43,451	43,451
(8) Maintenance Worker III	100			2	85,197	3	125,548	3	125,548	3	125,548	125,548
(9) Transportation Technician	40	60		0	0	1	46,766	1	46,766	1	46,766	46,766
(10) Senior Engineering Tech	100			0	0	1	37,323	1	37,323	1	37,323	37,323
Meal Allow/Standby Pay	100				14,923		10,195		10,195		10,195	10,195
Temporary Help	100				2,400		1,920		1,920		1,920	1,920
Overtime	100				32,115		34,378		34,378		34,378	34,378
Gross Personnel Services				8.0	472,887	16.0	876,489	14.0	776,239	14.0	776,239	776,239

Notes:

- (1) 1 New Position Approved during FY16
- (2) (1) Position Eliminated in FY17
- (3) 1 Position Transferred from GF Engineering (100-3137) in FY17
- (4) 1 New Approved during FY16 (& Tfr'd / Reclass Approved from GF Eng in FY17)
- (5) 1 Position Reclassed from Traffic Supervisor during FY15
- (6) (1) Position Reclassed to Sr Public Services Supervisor during FY15
- (7) 1 New Position Approved in FY17
- (8) 1 New Position Approved in FY17
- (9) 1 Position Transfer from GF Engineering (100-3137) in FY17
- (10) 1 New Position Approved in FY17

Engineering

The Engineering division is of a team of professional and technical staff who provide a variety of civil and construction engineering services for the City. This team develops, designs, seeks (alternative) funding for, administers, and constructs transportation and some environmental infrastructure projects in addition to managing a variety of compliance programs and customer support services. Additional tasks include record-keeping, mapping, and reviewing and inspecting private development. Capital projects focus on roadway, sidewalk, traffic, bicycle network, trail systems, stormwater, and sewer systems.

FY17 expense increases are largely due to the department-wide reorganization, involving division staff reassignment and the authorization of three new positions. Revenue is generated by way of salary reimbursement from projects, as well as the Street Openings, Sewer and Stormwater funds. Both expenditures and revenues have increased, by \$384,388 and \$360,580 respectively.

Division Summary

Department: Public Works	Division: Engineering				Account: 100-31-37	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	710,203	658,028	1,193,118	1,016,335	1,016,335	1,016,335
Benefits	890	500	2,230	2,230	2,230	2,230
Administrative Services	4,970	4,624	16,010	16,010	16,010	16,010
Contractual Services	9,900	9,325	65,400	32,400	32,400	32,400
Maintenance and Repairs	650	639	2,150	2,150	2,150	2,150
Rentals	780	780	1,560	1,560	1,560	1,560
Supplies	9,324	8,822	47,144	47,144	47,144	47,144
Utilities	2,119	2,010	6,055	5,395	5,395	5,395
Total	738,836	684,728	1,333,667	1,123,224	1,123,224	1,123,224
Less Revenues	(677,238)	(681,691)	(719,134)	(1,037,818)	(1,037,818)	(1,037,818)
Net Division Total	61,598	3,037	614,533	85,406	85,406	85,406

Personnel Services Detail

Department: Public Works

Division: Engineering

Account: 100-31-37

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Engineering Manager	74	26		1	97,464	1	99,529	1	99,529	1	99,529	99,529
(1) Deputy City Engineer	100			1	79,977	0	0	0	0	0	0	0
(2) Senior Project Engineer	98	2		2	149,857	1	76,458	1	76,458	1	76,458	76,458
(3) Project Engineer	22	78		1	68,190	2	139,109	2	139,109	2	139,109	139,109
(4) Project Engineer (Proj)	100			0	0	0	0	0	0	0	0	0
Field Insp Coordinator	25	75		1	66,591	1	71,256	1	71,256	1	71,256	71,256
(5) Senior Surveyor	15	85		0	0	1	56,698	1	56,698	1	56,698	56,698
(6) Surveyor	35	65		0	0	4	196,566	2	108,781	2	108,781	108,781
(7) GIS Mapping Specialist	100			0	0	2	92,664	1	46,332	1	46,332	46,332
(8) GIS Mapping Technician	100			1	44,199	0	0	1	43,895	1	43,895	43,895
(9) Transportation Technician	100			1	48,403	0	0	0	0	0	0	0
(10) Associate Engineer	29	71		3	152,003	6	297,848	6	297,848	6	297,848	297,848
(11) Senior Engineering Tech		100		0	0	2	76,168	1	38,084	1	38,084	38,084
Asst Engineer	100			0	0	1	48,477	0	0	0	0	0
(12) Customer Service Specialist	100			0	0	1	33,345	1	33,345	1	33,345	33,345
Overtime	100				3,519		5,000		5,000		5,000	5,000
Gross Personnel Services				11.0	710,203	22.0	1,193,118	18.0	1,016,335	18.0	1,016,335	1,016,335

Notes:

- (1) (1) Position Eliminated in FY17
- (2) (1) Position Transferred to Traffic (100-3135) in FY17
- (3) 1 Position Transferred from Sewer Engineering (570-3137) in FY17
- (4) New Position Approved during FY16: Tfr'd to Traffic & Position Reclass Approved to Proj Eng in FY17
- (5) 1 Position Transferred from Sewer Engineering (570-3137) in FY17
- (6) 2 Positions Transferred from Sewer Engineering (570-3137) in FY17
- (7) 1 Position Upgraded from GIS Mapping Tech during FY16
- (8) (1) Position Upgraded to GIS Mapping Specialist during FY16 & 1 New Position Approved in FY17
- (9) (1) Position Transferred to Traffic (100-3135) in FY17
- (10) 1 New Position Approved in FY17; 2 Tfr'd from Sewer Engineering (570-3137) in FY17
- (11) 1 New Position Approved in FY17
- (12) 1 New Position Approved in FY17

Winter Operations

Winter Operations provides daily operations of sanding and salting streets, plowing, and snow and ice removal services throughout the City. Plowing city sidewalks along school routes and other designated areas helps to ensure safe mobility for pedestrians. The Public Works workforce unites to participate in Winter Operations, with the primary function being snow and ice removal during winter months to ensure the safety of the public.

Winter Expenses increased by \$16,325. Reflecting the loss of the Somerset snow dump, the city's snow removal appropriation increased. Also in FY17, the school's parking lot plowing contract responsibilities transferred to the School Department, thus decreasing both the expenditures and the offsetting revenue reimbursement; school revenues decreased \$75,217. Winter operations actual expenses remain dependent on snowfall and severity of winter conditions.

Division Summary

Department: Public Works	Division: Winter Operations				Account: 100-31-38	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	376,992	336,716	394,433	376,992	376,992	376,992
Administrative Services	2,100	2,100	2,100	2,100	2,100	2,100
Contractual Services	2,600	1,625	2,625	2,625	2,625	2,625
Maintenance and Repairs	9,000	5,264	9,000	9,000	9,000	9,000
Rentals	271,120	250,942	388,120	285,420	285,420	285,420
Supplies	486,775	494,069	546,775	488,775	488,775	488,775
Utilities	600	600	600	600	600	600
Total	1,149,187	1,091,316	1,343,653	1,165,512	1,165,512	1,165,512
Less Revenues	(181,537)	(164,183)	(103,600)	(103,600)	(103,600)	(103,600)
Net Division Total	967,650	927,133	1,240,053	1,061,912	1,061,912	1,061,912

Personnel Services Detail

Department: Public Works

Division: Winter Operations

Account: 100-31-38

Position	Funding			FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Meal Allow/Standby Pay	100				13,120		13,120		13,120		13,120		13,120
Overtime	100				344,701		347,417		344,701		344,701		344,701
Police Wages	100				19,171		33,896		19,171		19,171		19,171
Gross Personnel Services					376,992		394,433		376,992		376,992		376,992

Fleet Services

The Fleet Services division purchases, repairs, and rebuilds the City-owned vehicles, and runs a preventative maintenance schedule to assure optimum equipment availability. The division serves Police, Fire, EMS, City Administration, Public Works, Parks Recreation and Facilities, and assists other users including the Fire Boat. The total number of vehicles and equipment in the fleet exceeds 800. Fleet Services provides for the cost of all parts, outside repairs, and fuel for all City equipment, supports the Fleet User Committee and maintains the vehicle replacement program city-wide.

Fleet Services is also responsible for the 82 Hanover Street building, which houses the winter equipment. The Weld & Fabrication Shop services the Jetport, Engineering, and other City departments, with two certified fabricators.

Overall expenses in the FY17 budget decreased \$161,421 despite the restoration of a Fleet Services Supervisor, reduced in the FY16 budget, and an increase in repairs and maintenance of an aging fleet. Cost savings continue to be recognized in the reduction of fuel costs, correspondingly attributing to the lower reimbursements received by the School Department and Enterprise Fund users. The projected sale of city equipment also contributes to the division's total revenue decrease of \$134,762.

Division Summary

Department: Public Works	Division: Fleet Services				Account: 100-31-45	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	1,273,719	1,230,800	1,340,152	1,340,152	1,340,152	1,340,152
Benefits	27,700	31,793	32,245	32,245	32,245	32,245
Administrative Services	5,950	4,521	5,950	5,950	5,950	5,950
Contractual Services	3,520	3,488	2,730	2,730	2,730	2,730
Maintenance and Repairs	1,194,910	1,397,298	1,368,500	1,255,700	1,255,700	1,255,700
Rentals	30,720	31,930	15,202	13,860	13,860	13,860
Supplies	1,047,535	963,991	761,000	761,000	761,000	761,000
Minor Capital Items	5,500	5,500	5,500	5,500	5,500	5,500
Utilities	2,960	2,935	13,956	13,956	13,956	13,956
Total	3,592,514	3,672,256	3,545,235	3,431,093	3,431,093	3,431,093
Less Revenues	(493,936)	(377,856)	(359,174)	(359,174)	(359,174)	(359,174)
Net Division Total	3,098,578	3,294,400	3,186,061	3,071,919	3,071,919	3,071,919

Personnel Services Detail

Department: Public Works

Division: Fleet Services

Account: 100-31-45

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Fleet Manager	100		1	84,565	1	88,856	1	88,856	1	88,856	1	88,856
(1) Fleet Services Supervisor	100		0	0	1	49,878	1	49,878	1	49,878	1	49,878
Plow Bay Foreman	100		1	52,258	1	53,254	1	53,254	1	53,254	1	53,254
Fire Equipment Specialist	100		1	58,344	1	60,070	1	60,070	1	60,070	1	60,070
Machine /Weld Shop Foreman	100		1	52,832	1	54,850	1	54,850	1	54,850	1	54,850
Public Services Parts Manager	100		1	50,668	1	51,664	1	51,664	1	51,664	1	51,664
Vehicle Maintenance Foreman	100		1	53,872	1	54,850	1	54,850	1	54,850	1	54,850
Autobody Repair Worker (ASE)	100		1	46,842	1	47,736	1	47,736	1	47,736	1	47,736
2nd Class Welder	100		1	43,680	1	43,150	1	43,150	1	43,150	1	43,150
Service Writer	100		1	55,473	1	56,451	1	56,451	1	56,451	1	56,451
(2) Mechanic III	100		13	630,260	12	588,425	12	588,425	12	588,425	12	588,425
(3) Mechanic I	100		0	0	1	42,265	1	42,265	1	42,265	1	42,265
(4) Accountant	100		0	0	1	41,301	1	41,301	1	41,301	1	41,301
(5) Account Clerk II	100		1	37,694	0	0	0	0	0	0	0	0
Meal Allow/Standby Pay	100			10,800		10,800		10,800		10,800		10,800
Overtime	100			96,431		96,602		96,602		96,602		96,602
Gross Personnel Services			23.0	1,273,719	24.0	1,340,152	24.0	1,340,152	24.0	1,340,152	24.0	1,340,152

Notes:

- (1) 1 New Position Approved in FY17
- (2) (1) Position Replaced w/ Mechanic I during FY16 (Career Ladder)
- (3) 1 Position Replaced Mechanic III during FY16 (Career Ladder)
- (4) 1 Position Upgraded from Account Clerk II during FY16
- (5) (1) Position Upgraded to Accountant during FY16

Island Services

Island Services is responsible for all Public Works functions including roads, fences, earthwork, solid waste collection and normal maintenance for four islands: Cliff, Little Diamond, Great Diamond, and Peaks Island. Island Services also serves Cushing Island in a limited capacity. Island Services responds to requests from all City divisions for boat transportation and assists the Fire Department on all Portland islands.

Expenditures increased \$27,505, or 4.8%, mainly due to increases in payroll and addition of the new stormwater utility fee.

Division Summary

Department: Public Works

Division: Island Services

Account: 100-31-46

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	399,594	402,251	418,655	418,655	418,655	418,655
Benefits	3,000	3,143	4,465	4,465	4,465	4,465
Administrative Services	800	800	2,950	2,950	2,950	2,950
Contractual Services	108,220	107,926	106,300	106,300	106,300	106,300
Maintenance and Repairs	4,500	3,470	5,500	5,500	5,500	5,500
Supplies	42,409	37,473	39,516	39,516	39,516	39,516
Utilities	11,022	11,318	19,664	19,664	19,664	19,664
Total	569,545	566,381	597,050	597,050	597,050	597,050
Less Revenues	(8,200)	(8,134)	(8,350)	(8,350)	(8,350)	(8,350)
Net Division Total	561,345	558,247	588,700	588,700	588,700	588,700

Personnel Services Detail

Department: Public Works

Division: Island Services

Account: 100-31-46

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Sr Public Services Supervisor	100			1	57,844	1	60,965	1	60,965	1	60,965	60,965
(1) Maintenance Worker III	100			6	257,773	5	221,296	5	221,296	5	221,296	221,296
Maintenance Worker II	100			1	40,498	1	41,600	1	41,600	1	41,600	41,600
(2) Maintenance Worker I	100			0	0	1	38,272	1	38,272	1	38,272	38,272
Meal Allow/Standby Pay	100				7,345		11,185		11,185		11,185	11,185
Temporary Help	100				14,976		18,200		18,200		18,200	18,200
Overtime	100				21,158		27,137		27,137		27,137	27,137
Gross Personnel Services				8.0	399,594	8.0	418,655	8.0	418,655	8.0	418,655	418,655

Notes:

- (1) (1) Position Replaced w/ MW I during FY16 (Career Ladder)
- (2) 1 Position Replaced MW III during FY16 (Career Ladder)

Parks, Recreation & Facilities

Parks, Recreation and Facilities, formerly the Recreation and Facilities Management Department, consists of four major sections: Parks, Recreation, Public Assembly Facilities, and Building Maintenance. The Parks section oversees parks, playgrounds, courts, athletic fields, cemeteries, forestry and horticulture, and fountains. Recreation manages five community centers, pools, Riverside Golf course and restaurant, Troubh Ice Arena, senior adult programming and therapeutic recreation. The Public Facilities section is responsible for scheduling and management of Merrill Auditorium, Hadlock Stadium, Portland Exposition Building, Ocean Gateway, and the Maine State Pier. Lastly, the Building Maintenance responsibilities include the maintenance, repair and renovation of a variety of City and School buildings.

Reorganization within the City and this department occurred in FY16 and FY17. During FY16, the Cemeteries and Forestry Divisions transferred from Public Works, while Parks split from Public Works Districting in FY17. The Canco Road Division was created mid-year FY16, a newly acquired property: the Parks, Recreation and Facilities staff occupies 212 Canco Road and Public Works staff occupies 250 Canco Road. In addition, Therapeutic Recreation merged with the Aquatics Division in FY17.

Department Summary

Department: Parks, Recreation & Facilities

Account: 100-33

		FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown							
Payroll		7,139,641	7,184,819	8,247,691	8,313,574	8,313,574	8,313,574
Benefits		50,055	54,021	59,955	59,955	59,955	59,955
Administrative Services		85,917	83,389	90,548	90,548	90,548	90,548
Contractual Services		1,067,150	1,153,101	1,171,711	1,159,461	1,159,461	1,159,461
Maintenance and Repairs		1,198,805	1,206,689	1,206,125	1,181,125	1,181,125	1,181,125
Rentals		180,330	188,354	228,437	220,437	220,437	220,437
Supplies		1,461,389	1,500,412	1,707,617	1,694,377	1,694,377	1,694,377
Minor Capital Items		41,400	41,199	59,000	66,000	66,000	66,000
Utilities		1,853,580	1,910,725	2,261,134	2,228,526	2,228,526	2,228,526
Capital Outlay		206,000	206,000	38,000	38,000	38,000	38,000
Total		13,284,267	13,528,709	15,070,218	15,052,003	15,052,003	15,052,003
Summary by Division							
Administration	(33-00)	301,629	285,306	310,213	315,322	315,322	315,322
Trades	(33-01)	893,645	900,776	933,122	974,016	974,016	974,016
Public Safety Buildings	(33-02)	382,505	374,415	386,470	376,470	376,470	376,470
City Hall	(33-03)	447,440	449,448	466,845	433,845	433,845	433,845
Merrill Auditorium	(33-04)	450,249	472,495	478,968	478,968	478,968	478,968
Hadlock Stadium	(33-05)	270,650	270,650	270,650	270,650	270,650	270,650
Other Public Buildings	(33-06)	512,153	520,470	535,158	551,968	551,968	551,968
Ice Arena	(33-07)	551,105	532,108	575,576	575,516	575,516	575,516
Exposition Building	(33-08)	426,876	430,725	448,786	441,286	441,286	441,286
Waterfront Maintenance	(33-09)	788,103	828,834	915,023	877,825	877,825	877,825
Public Assembly Facility	(33-10)	788,915	872,728	957,559	957,379	957,379	957,379
Concessions	(33-11)	313,520	334,106	330,476	355,416	355,416	355,416
School HVAC	(33-12)	539,303	473,896	483,120	482,844	482,844	482,844
Athletic Facilities	(33-13)	740,159	747,290	798,683	770,907	770,907	770,907
Recreation	(33-14)	1,687,354	1,704,227	1,854,877	1,848,741	1,848,741	1,848,741
Aquatics	(33-15)	418,906	421,112	595,521	595,341	595,341	595,341
School Maintenance	(33-16)	1,078,755	1,095,452	1,096,257	1,096,257	1,096,257	1,096,257
Therapeutic Recreation	(33-17)	190,111	188,231	0	0	0	0
Riverside Golf Course	(33-18)	781,166	815,516	879,428	879,248	879,248	879,248
Golf Course Restaurant	(33-19)	366,050	400,401	392,590	392,590	392,590	392,590
Canco Road Buildings	(33-29)	150,000	208,225	250,763	250,763	250,763	250,763
Cemeteries	(33-32)	581,235	580,561	664,408	661,502	661,502	661,502
Forestry	(33-33)	624,438	621,737	628,635	628,335	628,335	628,335
Parks	(33-34)	0	0	817,090	836,814	836,814	836,814
Total		13,284,267	13,528,709	15,070,218	15,052,003	15,052,003	15,052,003
Less Revenues		(9,763,078)	(10,206,141)	(9,726,451)	(10,023,133)	(10,023,133)	(10,023,133)
Net Department Total		3,521,189	3,322,568	5,343,767	5,028,870	5,028,870	5,028,870

Parks, Recreation & Facilities Administration

The Parks, Recreation and Facilities Administrative division serves a large and extremely diverse department. The Administration division oversees the numerous activities and challenges that transpire within the department. Functions include providing general administrative support, involving much of the centralized accounting and payroll duties.

The expenditure increase of \$13,693, or 4.5%, is attributed primarily to payroll expenses.

Division Summary

Department: Parks, Recreation & Facilities **Division:** Parks, Recreation & Facilities Administration **Account:** 100-33-00

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	285,514	267,794	288,453	293,838	293,838	293,838
Administrative Services	5,917	6,490	6,520	6,520	6,520	6,520
Contractual Services	7,798	9,367	11,340	11,340	11,340	11,340
Supplies	1,500	1,500	3,000	3,000	3,000	3,000
Utilities	900	155	900	624	624	624
Total	301,629	285,306	310,213	315,322	315,322	315,322

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Parks, Recreation & Facilities Administration

Account: 100-33-00

	Funding	FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
Position	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Dir of Rec & Facilities Mgmt	100	1	111,482	1	108,309	1	113,694	1	113,694	1	113,694
Principal Financial Officer	100	1	67,743	1	72,543	1	72,543	1	72,543	1	72,543
Principal Admin Officer	100	1	63,311	1	69,089	1	69,089	1	69,089	1	69,089
(1) Administrative Associate	100	0	0	1	38,512	1	38,512	1	38,512	1	38,512
(2) Accountant	100	1	42,978	0	0	0	0	0	0	0	0
Gross Personnel Services		4.0	285,514	4.0	288,453	4.0	293,838	4.0	293,838	4.0	293,838

Notes:

- (1) 1 Position Upgraded from Accountant during FY15
- (2) (1) Position Upgraded to Admin Associate during FY15

Trades

The Trades division budget is comprised of a highly skilled workforce that maintains, repairs, and renovates the various City buildings. Services provided include carpentry, painting, electrical, plumbing, remodeling, and the maintenance of heating and ventilating systems.

Expenses have increased by \$80,371, or 9.0%, primarily due to the addition of one Trades Worker position to assist with the expanded needs on the waterfront and the increased department operations' labor needs.

Division Summary

Department: Parks, Recreation & Facilities **Division:** Trades **Account:** 100-33-01

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	842,410	858,738	890,853	931,351	931,351	931,351
Benefits	12,975	12,975	12,975	12,975	12,975	12,975
Administrative Services	11,280	12,255	12,314	12,314	12,314	12,314
Contractual Services	10,700	641	700	700	700	700
Rentals	180	180	180	180	180	180
Supplies	12,500	12,497	12,500	12,500	12,500	12,500
Utilities	3,600	3,490	3,600	3,996	3,996	3,996
Total	893,645	900,776	933,122	974,016	974,016	974,016
Less Revenues	(27,000)	(27,693)	(27,000)	(27,000)	(27,000)	(27,000)
Net Division Total	866,645	873,083	906,122	947,016	947,016	947,016

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Trades

Account: 100-33-01

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Director of Public Buildings	50	50	1	80,880	1	86,563	1	86,563	1	86,563	1	86,563
Director of Project Mgmt	100		1	61,253	1	64,363	1	64,363	1	64,363	1	64,363
Project Manager	50	50	1	51,511	1	53,071	1	53,071	1	53,071	1	53,071
HVAC Coordinator	100		1	51,511	1	55,299	1	55,299	1	55,299	1	55,299
HVAC Technician III	100		1	50,378	1	52,268	1	52,268	1	52,268	1	52,268
Facilities Master Electrician	100		2	109,530	2	112,180	2	112,180	2	112,180	2	112,180
Facilities Master Plumber	100		1	53,421	1	54,503	1	54,503	1	54,503	1	54,503
Sr Public Bldgs Supervisor	100		1	52,853	1	53,872	1	53,872	1	53,872	1	53,872
(1) Trades Worker III (Trades)	100		6	256,675	6	266,619	7	307,117	7	307,117	7	307,117
Administrative Associate	50	50	1	44,187	1	45,064	1	45,064	1	45,064	1	45,064
Less School Maint Chgs (33-16)		100		(88,289)		(92,349)		(92,349)		(92,349)		(92,349)
Temporary Help	100			100,500		121,400		121,400		121,400		121,400
Overtime	100			18,000		18,000		18,000		18,000		18,000
Gross Personnel Services			16.0	842,410	16.0	890,853	17.0	931,351	17.0	931,351	17.0	931,351

Notes:

(1) 1 New Position Approved in FY17

Public Safety Buildings

This division includes all the expenses for maintaining the City's Public Safety building, which houses the Police Department.

Expenses have decreased by \$6,035, or 1.6%.

Division Summary

Department: Parks, Recreation & Facilities **Division:** Public Safety Buildings **Account:** 100-33-02

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	86,405	79,093	85,450	85,450	85,450	85,450
Benefits	1,350	1,350	1,350	1,350	1,350	1,350
Contractual Services	5,000	6,300	6,300	6,300	6,300	6,300
Maintenance and Repairs	59,700	64,112	47,900	47,900	47,900	47,900
Supplies	28,500	29,510	41,500	41,500	41,500	41,500
Utilities	201,550	194,050	203,970	193,970	193,970	193,970
Total	382,505	374,415	386,470	376,470	376,470	376,470

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Public Safety Buildings

Account: 100-33-02

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
PAF Operations Foreman	100			1	46,613	1	47,549	1	47,549	1	47,549	47,549
Custodial Worker	100			1	36,192	1	34,301	1	34,301	1	34,301	34,301
Overtime	100				3,600		3,600		3,600		3,600	3,600
Gross Personnel Services				2.0	86,405	2.0	85,450	2.0	85,450	2.0	85,450	85,450

City Hall

This division includes all the expenses for maintaining City Hall, which houses various administrative offices.

Expenditures have decreased by \$13,595, or 3.0%.

Division Summary

Department: Parks, Recreation & Facilities **Division:** City Hall **Account:** 100-33-03

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	122,439	124,156	125,470	125,470	125,470	125,470
Benefits	2,025	2,025	2,025	2,025	2,025	2,025
Contractual Services	4,400	4,650	4,650	4,650	4,650	4,650
Maintenance and Repairs	61,000	61,000	71,000	46,000	46,000	46,000
Rentals	0	0	8,000	0	0	0
Supplies	43,200	43,200	44,000	44,000	44,000	44,000
Minor Capital Items	7,800	7,800	0	0	0	0
Utilities	206,576	206,617	211,700	211,700	211,700	211,700
Total	447,440	449,448	466,845	433,845	433,845	433,845

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: City Hall

Account: 100-33-03

Position	Funding	FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
PAF Operations Foreman	100	1	47,549	1	48,485	1	48,485	1	48,485	1	48,485
Custodial Worker (Floating)	100	1	37,066	1	37,814	1	37,814	1	37,814	1	37,814
Custodial Worker	100	1	34,824	1	36,171	1	36,171	1	36,171	1	36,171
Overtime	100		3,000		3,000		3,000		3,000		3,000
Gross Personnel Services		3.0	122,439	3.0	125,470	3.0	125,470	3.0	125,470	3.0	125,470

Merrill Auditorium

This division includes all the expenses for maintaining Merrill Auditorium, a 1,900 seat performing arts venue attached to City Hall. The theater hosts a variety of performances each year including opera, ballet, musical theater and concerts.

Expenditures have increased \$28,719, or 6.4%, in part due to Payroll increases, including additional hours for custodial services. The FY17 budget also includes monies for Phase III of the Sprinkler Head Replacement and Phase II of the Heat System Pipe Replacement. Revenues have decreased by \$28,640, or 4.9%.

Division Summary

Department: Parks, Recreation & Facilities **Division:** Merrill Auditorium **Account:** 100-33-04

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	211,514	242,580	229,033	229,033	229,033	229,033
Benefits	2,700	2,700	2,700	2,700	2,700	2,700
Contractual Services	27,035	15,135	15,135	15,135	15,135	15,135
Maintenance and Repairs	99,500	100,080	120,100	120,100	120,100	120,100
Rentals	1,000	1,000	1,000	1,000	1,000	1,000
Supplies	41,000	41,000	41,000	41,000	41,000	41,000
Utilities	67,500	70,000	70,000	70,000	70,000	70,000
Total	450,249	472,495	478,968	478,968	478,968	478,968
Less Revenues	(582,120)	(526,927)	(543,480)	(553,480)	(553,480)	(553,480)
Net Division Total	(131,871)	(54,432)	(64,512)	(74,512)	(74,512)	(74,512)

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Merrill Auditorium

Account: 100-33-04

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
PAF Operations Supervisor	100		1	49,234	1	50,211	1	50,211	1	50,211	1	50,211
(1) Custodial Worker	100		1.5	52,604	1.8	64,764	1.8	64,764	1.8	64,764	1.8	64,764
Technical Director	100		1	51,618	1	54,227	1	54,227	1	54,227	1	54,227
Asst Technical Director	100		1.2	52,058	1.2	53,831	1.2	53,831	1.2	53,831	1.2	53,831
Overtime	100			6,000		6,000		6,000		6,000		6,000
Gross Personnel Services			4.7	211,514	5.0	229,033	5.0	229,033	5.0	229,033	5.0	229,033

Notes:

(1) .3 Position Approved during FY16; Half-time Shared Positions (2): w/ Wtft (33-09) & Parks (33-34)

Hadlock Stadium

This division includes all the expenses for maintaining Hadlock Stadium, home of the Portland Seadogs and the Deering and Portland high school varsity baseball teams.

Division Summary

Department: Parks, Recreation & Facilities

Division: Hadlock Stadium

Account: 100-33-05

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Contractual Services	3,650	3,650	3,650	3,650	3,650	3,650
Maintenance and Repairs	52,500	50,500	50,500	50,500	50,500	50,500
Rentals	8,000	8,000	8,000	8,000	8,000	8,000
Supplies	27,500	28,000	28,000	28,000	28,000	28,000
Utilities	179,000	180,500	180,500	180,500	180,500	180,500
Total	270,650	270,650	270,650	270,650	270,650	270,650
Less Revenues	(324,600)	(326,026)	(326,500)	(332,500)	(332,500)	(332,500)
Net Division Total	(53,950)	(55,376)	(55,850)	(61,850)	(61,850)	(61,850)

Other Public Buildings

This division includes all the expenses for maintaining a variety of other City-owned buildings and structures.

Expenses have increased \$39,815, or 7.8%. The FY17 budget increases include an added half-time custodial worker and the new stormwater utility fees.

Division Summary

Department: Parks, Recreation & Facilities **Division:** Other Public Buildings **Account:** 100-33-06

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	40,418	49,582	57,777	57,777	57,777	57,777
Benefits	675	675	675	675	675	675
Contractual Services	12,150	11,780	16,280	16,280	16,280	16,280
Maintenance and Repairs	74,350	71,242	71,850	71,850	71,850	71,850
Supplies	62,500	62,500	62,500	62,500	62,500	62,500
Utilities	322,060	324,691	326,076	342,886	342,886	342,886
Total	512,153	520,470	535,158	551,968	551,968	551,968
Less Revenues	0	(9,450)	(9,450)	0	0	0
Net Division Total	512,153	511,020	525,708	551,968	551,968	551,968

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Other Public Buildings

Account: 100-33-06

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Custodial Worker (Floating)	100		1	38,418	1	39,166	1	39,166	1	39,166	1	39,166
(1) Custodial Worker	100		0	0	0.5	16,611	0.5	16,611	0.5	16,611	0.5	16,611
Overtime	100			2,000		2,000		2,000		2,000		2,000
Gross Personnel Services			1.0	40,418	1.5	57,777	1.5	57,777	1.5	57,777	1.5	57,777

Notes:

(1) .5 New Position Approved during FY16

Ice Arena

The William B. Troubh Ice Arena is named in honor of the late William B. Troubh; William B. Troubh was instrumental in creating the ice rink when he served on the City Council during the 1970s-80's. The City-owned rink, located next to the Portland Expo and Hadlock Field, provides rental of ice time to various community users including adult leagues, high school, middle school and youth hockey organizations, and to the public. Ice skating and Figure Skating lessons are offered as well. The City also operates the Ice Arena concession stand.

The majority of the expenditure increase of \$24,411, or 4.4%, is a result of supplies related to building maintenance improvements. Revenues are estimated to stay relatively flat.

Division Summary

Department: Parks, Recreation & Facilities

Division: Ice Arena

Account: 100-33-07

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	264,045	259,749	275,026	275,026	275,026	275,026
Benefits	1,000	934	800	800	800	800
Administrative Services	900	850	850	850	850	850
Contractual Services	16,200	15,546	16,000	16,000	16,000	16,000
Maintenance and Repairs	30,780	29,786	22,800	22,800	22,800	22,800
Rentals	360	360	1,680	1,680	1,680	1,680
Supplies	37,400	32,463	35,800	35,800	35,800	35,800
Minor Capital Items	0	0	31,200	31,200	31,200	31,200
Utilities	200,420	192,420	191,420	191,360	191,360	191,360
Total	551,105	532,108	575,576	575,516	575,516	575,516
Less Revenues	(605,765)	(602,461)	(602,960)	(602,960)	(602,960)	(602,960)
Net Division Total	(54,660)	(70,353)	(27,384)	(27,444)	(27,444)	(27,444)

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Ice Arena

Account: 100-33-07

Position	Funding	FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Ice Arena Manager	100	1	53,400	1	56,119	1	56,119	1	56,119	1	56,119
Facilities Coordinator	100	1	41,182	1	43,236	1	43,236	1	43,236	1	43,236
(1) Office Associate	100	0	0	1	41,847	1	41,847	1	41,847	1	41,847
(2) Account Clerk II	100	1	38,630	0	0	0	0	0	0	0	0
Recreation Programmer I	100	2	57,033	2	59,162	2	59,162	2	59,162	2	59,162
Temporary Help	100		67,800		68,662		68,662		68,662		68,662
Overtime	100		6,000		6,000		6,000		6,000		6,000
Gross Personnel Services		5.0	264,045	5.0	275,026	5.0	275,026	5.0	275,026	5.0	275,026

Notes:

- (1) 1 Position Upgraded from Account Clerk II during FY16
- (2) (1) Position Upgraded to Office Associate during FY16

Exposition Building

This division includes all the expenses for maintaining and managing the Portland Exposition Building. Numerous events are held each year at this facility by profit and non-profit organizers, including many school related sport activities. The Portland Expo is home to Portland high varsity basketball and the Maine Red Claws, a NBA development league which began playing in 2010.

Expenditures have increased \$14,410 or 3.4%. Revenues have increased by \$6,450 or 2.2%.

Division Summary

Department: Parks, Recreation & Facilities **Division:** Exposition Building **Account:** 100-33-08

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	168,701	169,889	175,511	175,511	175,511	175,511
Benefits	2,700	2,700	2,700	2,700	2,700	2,700
Contractual Services	11,875	11,875	11,875	11,875	11,875	11,875
Maintenance and Repairs	35,600	38,900	40,900	40,900	40,900	40,900
Rentals	500	500	500	500	500	500
Supplies	44,000	43,800	51,300	43,800	43,800	43,800
Utilities	163,500	163,061	166,000	166,000	166,000	166,000
Total	426,876	430,725	448,786	441,286	441,286	441,286
Less Revenues	(297,550)	(298,659)	(304,000)	(304,000)	(304,000)	(304,000)
Net Division Total	129,326	132,066	144,786	137,286	137,286	137,286

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Exposition Building

Account: 100-33-08

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) PAF Operations Supervisor	100		0	0	1	48,547	1	48,547	1	48,547	1	48,547
(2) PAF Operations Foreman	100		1	47,078	0	0	0	0	0	0	0	0
(3) Custodial Worker	100		3	109,623	3	114,964	3	114,964	3	114,964	3	114,964
Overtime	100			12,000		12,000		12,000		12,000		12,000
Gross Personnel Services			4.0	168,701	4.0	175,511	4.0	175,511	4.0	175,511	4.0	175,511

Notes:

- (1) 1 Position Upgraded from PAF Ops Foreman during FY16
- (2) (1) Position Upgraded to PAF Ops Supervisor during FY16
- (3) Half-time Shared Position: (1) Athletic Fields (33-13) & (3) Cemetery (33-32)

Waterfront Maintenance

Waterfront Maintenance is responsible for the repair, maintenance and operations of City-owned waterfront property which includes the Portland Ocean Terminal, Maine State Pier and Ocean Gateway.

Portland's 2015 cruise ship season comprised of 80 ships carrying over 94,000 passengers. More than 80 ships in excess of 100,000 passengers are estimated to visit Portland in 2016.

The expense increase of \$89,722, or 11.4%, is due primarily to the increases in utility expenses, a revenue offset, as well as smaller increases in various other lines. Revenues are anticipated to decrease by \$92,979, or 5.6%. Revenue changes include the loss of the Nova Star lease.

Division Summary

Department: Parks, Recreation & Facilities **Division:** Waterfront Maintenance **Account:** 100-33-09

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	89,238	88,749	93,373	93,373	93,373	93,373
Benefits	350	350	350	350	350	350
Administrative Services	14,000	14,000	16,000	16,000	16,000	16,000
Contractual Services	218,530	224,560	227,560	227,560	227,560	227,560
Maintenance and Repairs	100,800	100,800	100,800	100,800	100,800	100,800
Rentals	8,525	7,614	11,430	11,430	11,430	11,430
Supplies	44,500	44,500	49,700	49,700	49,700	49,700
Utilities	312,160	348,261	415,810	378,612	378,612	378,612
Total	788,103	828,834	915,023	877,825	877,825	877,825
Less Revenues	(1,656,885)	(1,896,500)	(1,421,928)	(1,563,906)	(1,563,906)	(1,563,906)
Net Division Total	(868,782)	(1,067,666)	(506,905)	(686,081)	(686,081)	(686,081)

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Waterfront Maintenance

Account: 100-33-09

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Port Facility Security Officer	100		1	51,168	1	52,182	1	52,182	1	52,182	1	52,182
(1) Custodial Worker	100		0.5	16,870	0.5	17,191	0.5	17,191	0.5	17,191	0.5	17,191
Temporary Help	100			3,200		4,000		4,000		4,000		4,000
Overtime	100			18,000		20,000		20,000		20,000		20,000
Gross Personnel Services			1.5	89,238	1.5	93,373	1.5	93,373	1.5	93,373	1.5	93,373

Notes:

(1) Half-time Shared Position (1) w/ Merrill (33-04)

Public Assembly Facility

The Public Assembly division handles the general management, marketing, booking, event coordination and other miscellaneous staff and operation needs of the Facilities Management section functions of the department.

Expenditures have increased by \$168,464, or 21.4%, attributed to increased payroll costs, including the transfer of 1.5 employees from Public Works (permitting). Revenues have also increased by \$174,870, or 51.0%, due to new weekend rates at Ocean Gateway, additional waterfront concerts, and the transfer of the permitting functions.

Division Summary

Department: Parks, Recreation & Facilities Division: Public Assembly Facility Account: 100-33-10

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	750,660	793,662	886,074	886,074	886,074	886,074
Administrative Services	4,345	3,915	3,915	3,915	3,915	3,915
Contractual Services	10,250	51,033	43,250	43,250	43,250	43,250
Maintenance and Repairs	1,200	1,200	1,200	1,200	1,200	1,200
Rentals	2,300	2,464	2,540	2,540	2,540	2,540
Supplies	15,900	16,341	15,900	15,900	15,900	15,900
Utilities	4,260	4,113	4,680	4,500	4,500	4,500
Total	788,915	872,728	957,559	957,379	957,379	957,379
Less Revenues	(342,550)	(503,064)	(517,420)	(517,420)	(517,420)	(517,420)
Net Division Total	446,365	369,664	440,139	439,959	439,959	439,959

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Public Assembly Facility (PAF)

Account: 100-33-10

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Dir Public Assembly Facilities	100			1	73,715	1	77,457	1	77,457	1	77,457	77,457
Director of Operations	100			1	62,829	1	66,022	1	66,022	1	66,022	66,022
Sales & Marketing Coord	100			1	58,480	1	59,650	1	59,650	1	59,650	59,650
Office Associate	100			1	40,253	1	41,280	1	41,280	1	41,280	41,280
Office Assistant	100			1	39,098	1	42,697	1	42,697	1	42,697	42,697
(1) Lead Events Coordinator	100			4	200,314	5	267,129	5	267,129	5	267,129	267,129
(2) Events Assistant	100			0	0	0.5	16,956	0.5	16,956	0.5	16,956	16,956
Event Staff	100			6.1	155,721	6.1	160,683	6.1	160,683	6.1	160,683	160,683
Security Pay	100				6,250		10,700		10,700		10,700	10,700
Temporary Help	100				103,000		132,500		132,500		132,500	132,500
Overtime	100				11,000		11,000		11,000		11,000	11,000
Gross Personnel Services				15.1	750,660	16.6	886,074	16.6	886,074	16.6	886,074	886,074

Notes:

- (1) 1 Position Transferred from Public Works Admin (100-3101) in FY17
- (2) .5 Position Transferred from Public Works Admin (100-3101) in FY17

Concessions

The Concessions division manages the concessions and catering operations for Merrill Auditorium, Portland Exposition, Fitzpatrick stadium and the Trough Ice Arena.

Expenditures have increased \$41,896, or 13.4%, due largely to new point of sale equipment, as well as rises in payroll and food expenses. Concessions income has also increased, by \$23,000 or 6.1%.

Division Summary

Department: Parks, Recreation & Facilities **Division:** Concessions **Account:** 100-33-11

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	133,800	143,076	145,751	145,751	145,751	145,751
Benefits	600	600	600	600	600	600
Administrative Services	2,425	2,525	2,525	2,525	2,525	2,525
Contractual Services	5,655	4,771	5,880	5,880	5,880	5,880
Maintenance and Repairs	3,000	3,901	3,000	3,000	3,000	3,000
Supplies	166,400	178,014	171,500	171,500	171,500	171,500
Minor Capital Items	0	0	0	25,000	25,000	25,000
Utilities	1,640	1,219	1,220	1,160	1,160	1,160
Total	313,520	334,106	330,476	355,416	355,416	355,416
Less Revenues	(375,000)	(383,210)	(388,000)	(398,000)	(398,000)	(398,000)
Net Division Total	(61,480)	(49,104)	(57,524)	(42,584)	(42,584)	(42,584)

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Concessions

Account: 100-33-11

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Food Service Manager	100			1	58,300	1	61,251	1	61,251	1	61,251	61,251
Temporary Help	100				75,000		84,000		84,000			84,000
Overtime	100				500		500		500			500
Gross Personnel Services				1.0	133,800	1.0	145,751	1.0	145,751	1.0	145,751	145,751

School HVAC

The School HVAC division is responsible for heating, ventilation and air conditioning maintenance for all twenty elementary, middle and high school buildings. All expenses are reimbursed by the School Department through inter-fund transfers.

The FY17 budget reflects the reduction of one position; this position was relocated to the School Department during FY16.

Division Summary

Department: Parks, Recreation & Facilities Division: School HVAC Account: 100-33-12

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	161,378	98,261	116,020	116,020	116,020	116,020
Benefits	3,075	2,050	2,050	2,050	2,050	2,050
Administrative Services	2,500	2,500	2,500	2,500	2,500	2,500
Contractual Services	25,250	24,750	11,650	11,650	11,650	11,650
Maintenance and Repairs	220,000	220,000	190,000	190,000	190,000	190,000
Supplies	125,500	125,500	160,000	160,000	160,000	160,000
Utilities	1,600	835	900	624	624	624
Total	539,303	473,896	483,120	482,844	482,844	482,844
Less Revenues	(539,303)	(473,896)	(483,120)	(482,844)	(482,844)	(482,844)
Net Division Total	0	0	0	0	0	0

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: School HVAC

Account: 100-33-12

Position	Funding			FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) HVAC Technician III	100			3	149,002	1	52,623	1	52,623	1	52,623	1	52,623
(2) HVAC Technician II	100			0	0	1	41,413	1	41,413	1	41,413	1	41,413
Standby Pay	100				2,376		1,584		1,584		1,584		1,584
Temporary Help	100				0		10,400		10,400		10,400		10,400
Overtime	100				10,000		10,000		10,000		10,000		10,000
Gross Personnel Services				3.0	161,378	2.0	116,020	2.0	116,020	2.0	116,020	2.0	116,020

Notes:

- (1) (1) Position Transferred to School Department & (1) Position Replaced w/ HVAC Tech II during FY16
- (2) 1 Position Replaced HVAC Technician III during FY16 (Career Ladder)

Athletic Facilities

The department's Parks section oversees the Athletic Facilities division. Athletic Facilities is responsible for the care of all City-owned athletic facilities in Portland. This includes fourteen baseball/softball fields, two artificial surface football/soccer stadiums, fifteen multi-purpose fields, thirty playgrounds, and a variety of tennis, basketball and volleyball courts, as well as ornamental water fountains.

Expenditures increased by \$30,748, or 4.2%, due to the new stormwater user fees. Revenues have increased by \$3,675 or 1.4%.

Division Summary

Department: Parks, Recreation & Facilities

Division: Athletic Facilities

Account: 100-33-13

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	472,859	486,298	484,888	484,888	484,888	484,888
Benefits	6,600	6,600	6,600	6,600	6,600	6,600
Administrative Services	2,530	2,513	3,400	3,400	3,400	3,400
Contractual Services	22,070	22,024	28,800	19,300	19,300	19,300
Maintenance and Repairs	30,500	30,500	30,000	30,000	30,000	30,000
Rentals	32,500	32,006	35,532	35,532	35,532	35,532
Supplies	94,200	94,248	94,400	94,400	94,400	94,400
Minor Capital Items	19,000	19,000	18,000	0	0	0
Utilities	59,900	54,101	97,063	96,787	96,787	96,787
Total	740,159	747,290	798,683	770,907	770,907	770,907
Less Revenues	(271,891)	(275,566)	(275,566)	(275,566)	(275,566)	(275,566)
Net Division Total	468,268	471,724	523,117	495,341	495,341	495,341

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Athletic Facilities

Account: 100-33-13

Position	Funding	FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Athletic Fac & Program Mgr	100	1	62,482	1	65,645	1	65,645	1	65,645	1	65,645
Athletic Facilities Supervisor	100	1	50,794	1	51,792	1	51,792	1	51,792	1	51,792
Recreation Facilities Technician	100	1	51,875	1	52,915	1	52,915	1	52,915	1	52,915
Playground Technician	100	1	42,599	1	43,451	1	43,451	1	43,451	1	43,451
Maintenance Worker III	100	3	127,795	3	130,354	3	130,354	3	130,354	3	130,354
(1) Custodial Worker	100	0.5	17,274	0.5	17,191	0.5	17,191	0.5	17,191	0.5	17,191
Meal Allow/Standby Pay	100		1,000		1,000		1,000		1,000		1,000
Temporary Help	100		66,540		66,540		66,540		66,540		66,540
Overtime	100		52,500		56,000		56,000		56,000		56,000
Gross Personnel Services		7.5	472,859	7.5	484,888	7.5	484,888	7.5	484,888	7.5	484,888

Notes:

(1) Half-time Shared Position (1) w/ Expo (33-08)

Recreation

The Recreation Division provides a wide range of programming/leagues and clinics for all age groups in the City and operates community centers in the Riverton, Reiche, East, Cummings Center and Peaks Island. The Recreation division offers before-and-after school programming at all elementary schools (no before care at Peaks), as well as summer camp programs for children currently in K-7th grade. This division also offers an extensive program for senior adults.

For the 7th year, the 4th of July Fireworks display and concert will continue due to the generous donations and support of the Stars and Stripes Foundation, local businesses and the community.

Expenditures have increased \$161,387, or 9.6%, primarily due to increased staffing in the before-and-after school program, and the personnel shift of one position from the Aquatics division. Program expenses have also increased. Similarly, revenues are projected to increase \$145,230, or 10.6%, attributed largely to increased enrollment in the camp and before-and-after school programs.

Division Summary

Department: Parks, Recreation & Facilities	Division: Recreation				Account: 100-33-14	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	1,356,259	1,353,123	1,488,141	1,488,141	1,488,141	1,488,141
Benefits	3,750	3,750	3,750	3,750	3,750	3,750
Administrative Services	23,455	23,083	23,605	23,605	23,605	23,605
Contractual Services	171,730	177,220	195,595	195,595	195,595	195,595
Rentals	59,260	66,965	59,260	59,260	59,260	59,260
Supplies	54,530	62,911	64,900	59,160	59,160	59,160
Utilities	18,370	17,175	19,626	19,230	19,230	19,230
Total	1,687,354	1,704,227	1,854,877	1,848,741	1,848,741	1,848,741
Less Revenues	(1,371,968)	(1,461,228)	(1,492,198)	(1,517,198)	(1,517,198)	(1,517,198)
Net Division Total	315,386	242,999	362,679	331,543	331,543	331,543

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Recreation

Account: 100-33-14

	Funding	FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
Position	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Recreation Division Manager	100	1	87,015	1	83,637	1	83,637	1	83,637	1	83,637
(1) Asst Recreation Director	100	0	0	1	71,400	1	71,400	1	71,400	1	71,400
Administrative Associate	100	2	81,188	2	90,129	2	90,129	2	90,129	2	90,129
Recreation Supervisor	100	2	106,197	2	106,724	2	106,724	2	106,724	2	106,724
Recreation Division Leader	100	3	136,240	3	132,376	3	132,376	3	132,376	3	132,376
(2) Recreation Programmer II	100	12.8	449,229	13.2	467,958	13.2	467,958	13.2	467,958	13.2	467,958
(3) Recreation Programmer I	100	13.9	400,259	15.6	431,577	15.6	431,577	15.6	431,577	15.6	431,577
Office Associate	100	1	41,028	1	35,822	1	35,822	1	35,822	1	35,822
Temporary Help	100		46,903		57,518		57,518		57,518		57,518
Overtime	100		8,200		11,000		11,000		11,000		11,000
Gross Personnel Services		35.7	1,356,259	38.8	1,488,141	38.8	1,488,141	38.8	1,488,141	38.8	1,488,141

Notes:

- (1) 1 Position Transferred from Aquatics (100-3315) in FY17
- (2) .4 New Position Approved in FY17
- (3) 1.7 New Positions Approved in FY17

Aquatics

The Aquatics division operates two indoor pools at the Riverton and Reiche Community Centers and a seasonal outdoor pool, the Kiwanis Pool on Douglas Street. In FY17 the Therapeutic Recreation merged with the Aquatics division. The division offers swimming lessons and aquatic programming for all ages including adult water aerobics and Master's level program.

The expenditure net increase, taking into the account the division merger and personnel restructuring, is predominantly due to the addition of one full-time equivalent position. The net revenue decrease of the combined programs is due to projection adjustments in therapeutic and swimming income.

Division Summary

Department: Parks, Recreation & Facilities		Division: Aquatics			Account: 100-33-15	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	345,686	348,257	507,026	507,026	507,026	507,026
Benefits	1,200	1,200	1,950	1,950	1,950	1,950
Administrative Services	1,250	1,009	2,635	2,635	2,635	2,635
Contractual Services	26,200	26,260	33,400	33,400	33,400	33,400
Maintenance and Repairs	1,700	1,678	2,100	2,100	2,100	2,100
Rentals	200	200	500	500	500	500
Supplies	26,750	26,742	31,150	31,150	31,150	31,150
Utilities	15,920	15,766	16,760	16,580	16,580	16,580
Total	418,906	421,112	595,521	595,341	595,341	595,341
Less Revenues	(298,682)	(272,541)	(413,939)	(413,939)	(413,939)	(413,939)
Net Division Total	120,224	148,571	181,582	181,402	181,402	181,402

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Aquatics

Account: 100-33-15

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
(1) Asst Recreation Director	100			1	67,991	0	0	0	0	0	0	0
(2) Therapeutic Recreation Manager	100			0	0	1	64,564	1	64,564	1	64,564	64,564
(3) Recreation Division Leader	100			0	0	1	43,797	1	43,797	1	43,797	43,797
Aquatic Supervisor	100			1	50,663	1	52,572	1	52,572	1	52,572	52,572
(4) Recreation Programmer II	100			3	111,599	4.6	166,555	4.6	166,555	4.6	166,555	166,555
(5) Recreation Programmer I	100			3.1	89,908	3.9	97,368	3.9	97,368	3.9	97,368	97,368
Temporary Help	100				25,025		79,670		79,670		79,670	79,670
Overtime	100				500		2,500		2,500		2,500	2,500
(6) Notes												
Gross Personnel Services				8.1	345,686	11.5	507,026	11.5	507,026	11.5	507,026	507,026

Notes:

- (1) (1) Position Transferred to Recreation (100-3314) in FY17
- (2) 1 Position Transferred from Therapeutic Rec (100-3317) in FY17
- (3) 1 Position Transferred from Therapeutic Rec (100-3317) in FY17
- (4) 1.4 Positions Transferred & Upgrade from Rec Pgm I from Therapeutic Rec; .2 Hours Increase in FY17
- (5) .8 New Position Approved in FY17
- (6) Therapeutic Recreation Division Merger w/ Aquatics (100-3317) in FY17

School Maintenance

The City assumed supervisory responsibility for the School Maintenance functions in FY11. This division is responsible for the maintenance of all twenty elementary, middle and high school buildings. All expenses are reimbursed by the School Department through inter-fund transfers.

Division Summary

Department: Parks, Recreation & Facilities

Division: School Maintenance

Account: 100-33-16

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	151,650	146,940	158,902	158,902	158,902	158,902
Administrative Services	7,000	3,350	3,350	3,350	3,350	3,350
Contractual Services	278,105	289,465	289,505	289,505	289,505	289,505
Maintenance and Repairs	374,500	375,398	376,500	376,500	376,500	376,500
Supplies	211,500	224,299	230,000	230,000	230,000	230,000
Capital Outlay	56,000	56,000	38,000	38,000	38,000	38,000
Total	1,078,755	1,095,452	1,096,257	1,096,257	1,096,257	1,096,257
Less Revenues	(1,078,755)	(1,095,452)	(1,096,257)	(1,096,257)	(1,096,257)	(1,096,257)
Net Division Total	0	0	0	0	0	0

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: School Maintenance

Account: 100-33-16

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Director of Building Trades	100		1	63,361	1	66,553	1	66,553	1	66,553	1	66,553
Charges from Trades (33-01)	100			88,289		92,349		92,349		92,349		92,349
Gross Personnel Services			1.0	151,650	1.0	158,902	1.0	158,902	1.0	158,902	1.0	158,902

Therapeutic Recreation

In FY17, the Therapeutic Recreation division merged with the Aquatics division.

Division Summary

Department: Parks, Recreation & Facilities

Division: Therapeutic Recreation

Account: 100-33-17

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	181,711	180,347	0	0	0	0
Benefits	750	706	0	0	0	0
Administrative Services	1,110	1,108	0	0	0	0
Contractual Services	2,200	1,702	0	0	0	0
Maintenance and Repairs	400	400	0	0	0	0
Rentals	300	300	0	0	0	0
Supplies	2,800	2,828	0	0	0	0
Utilities	840	840	0	0	0	0
Total	190,111	188,231	0	0	0	0
Less Revenues	(153,000)	(129,909)	0	0	0	0
Net Division Total	37,111	58,322	0	0	0	0

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Therapeutic Recreation

Account: 100-33-17

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Therapeutic Recreation Manager	100		1	61,484	0	0	0	0	0	0	0	0
Recreation Division Leader	100		1	41,691	0	0	0	0	0	0	0	0
Recreation Programmer I	100		1.4	46,866	0	0	0	0	0	0	0	0
Temporary Help	100			29,670		0		0		0		0
Overtime	100			2,000		0		0		0		0
(1) Notes												
Gross Personnel Services			3.4	181,711	0.0	0	0.0	0	0.0	0	0.0	0

Notes:

(1) Therapeutic Recreation Division Merger w/ Aquatics (100-3315) in FY17

Riverside Golf Course

The City-owned Riverside Golf Course offers 30 holes: the 18-hole North Course, the 9-hole South course and the 3-hole practice course. Amenities include lessons and clinics which are managed by Recreation. The FY17 budget includes the return of a golf pro. Riverside is home to several golf tournaments events each year. The 3-hole practice course is utilized by the new golf pro to provide lessons to beginner golfers and by golfers sharpening their short game skills.

FY17 expenditures are increased by \$98,082, or 12.6%, primarily due to the addition of the golf pro position, as well as an increase in cart rental expense. Cart rental income likewise increased, as well as projections for golf play, contributing to the total revenue increase of \$51,589, or 5.9%.

Division Summary

Department: Parks, Recreation & Facilities	Division: Riverside Golf Course				Account: 100-33-18	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	418,154	447,027	498,816	498,816	498,816	498,816
Benefits	2,650	4,280	2,905	2,905	2,905	2,905
Administrative Services	1,290	1,695	1,750	1,750	1,750	1,750
Contractual Services	38,710	40,719	41,050	41,050	41,050	41,050
Maintenance and Repairs	43,500	43,500	43,500	43,500	43,500	43,500
Rentals	55,665	55,665	85,255	85,255	85,255	85,255
Supplies	143,957	145,129	126,522	126,522	126,522	126,522
Utilities	77,240	77,501	79,630	79,450	79,450	79,450
Total	781,166	815,516	879,428	879,248	879,248	879,248
Less Revenues	(870,735)	(906,772)	(922,324)	(922,324)	(922,324)	(922,324)
Net Division Total	(89,569)	(91,256)	(42,896)	(43,076)	(43,076)	(43,076)

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Golf Course Maintenance Operations

Account: 100-33-18

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Golf Course Manager	100			1	62,991	1	66,175	1	66,175	1	66,175	66,175
Golf Course Superintendent	100			1	69,567	1	73,095	1	73,095	1	73,095	73,095
(1) Golf Course Supervisor	100			0	0	1	52,788	1	52,788	1	52,788	52,788
(2) Parks Supervisor	100			1	50,773	0	0	0	0	0	0	0
(3) Golf Pro (Contract)	100			0	0	0.8	22,027	0.8	22,027	0.8	22,027	22,027
Temporary Help	100				223,453		273,361		273,361		273,361	273,361
Overtime	100				11,370		11,370		11,370		11,370	11,370
Gross Personnel Services				3.0	418,154	3.8	498,816	3.8	498,816	3.8	498,816	498,816

Notes:

- (1) 1 Position Reclassed from Parks Supervisor during FY15
- (2) (1) Position Reclassed to Golf Course Supervisor during FY15
- (3) .8 New Position Approved during FY16

Golf Course Restaurant

The Riverside Golf Course restaurant, the Riverside Grill, opened its doors in May 2014. The restaurant is managed by Parks, Recreation and Facilities and is managed in-house by the Food Service Manager and an experienced Chef. The restaurant is open to golfers and the general public alike for lunch and dinner, as well as brunch on Saturdays and Sundays. The restaurant also provides a golfers' beverage cart option.

Division Summary

Department: Parks, Recreation & Facilities

Division: Golf Course Restaurant

Account: 100-33-19

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	145,300	158,695	149,000	149,000	149,000	149,000
Administrative Services	1,800	1,920	2,170	2,170	2,170	2,170
Contractual Services	9,020	24,390	24,470	24,470	24,470	24,470
Maintenance and Repairs	3,500	3,500	3,500	3,500	3,500	3,500
Rentals	10,120	11,701	13,140	13,140	13,140	13,140
Supplies	188,310	188,310	188,310	188,310	188,310	188,310
Utilities	8,000	11,885	12,000	12,000	12,000	12,000
Total	366,050	400,401	392,590	392,590	392,590	392,590
Less Revenues	(361,000)	(360,750)	(361,000)	(361,000)	(361,000)	(361,000)
Net Division Total	5,050	39,651	31,590	31,590	31,590	31,590

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Golf Course Restaurant

Account: 100-33-19

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Restaurant Chef (Contract)	100		1	45,000	1	37,000	1	37,000	1	37,000	1	37,000
Temporary Help	100			99,300		110,000		110,000		110,000		110,000
Overtime	100			1,000		2,000		2,000		2,000		2,000
Gross Personnel Services			1.0	145,300	1.0	149,000	1.0	149,000	1.0	149,000	1.0	149,000

Canco Road Buildings

The Canco Road Buildings is a new division, following the 2015 and 2016 property acquisitions of 212 Canco Road and 250 Canco Road. This budget provides for the maintenance and cleaning operations of both facilities. Parks, Recreation and Facilities staff, formerly housed in several locations, is now centrally located at 212 Canco Road. The Public Works Districting and Communication division staff recently occupied 250 Canco Road, with the Transportation Operations division to follow in the fall of FY17; the Fleet division is expected to relocate in FY18. In addition, the Canco Road facility provides storage space for Public Safety, previously leased, and is home to the Fire Department's Fire Alarms section. The consolidation of city operations into one larger facility fulfills city goals to maximize efficiencies.

The FY17 revenue is attributed to the 212 Canco Road leased tenant space at time of the property purchase; the remainder of these leases expires during FY17.

Division Summary

Department: Parks, Recreation & Facilities **Division:** Canco Road Buildings **Account:** 100-33-29

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Contractual Services	0	5,000	20,244	20,244	20,244	20,244
Maintenance and Repairs	0	5,000	20,000	20,000	20,000	20,000
Supplies	0	12,500	50,000	50,000	50,000	50,000
Utilities	0	35,725	160,519	160,519	160,519	160,519
Capital Outlay	150,000	150,000	0	0	0	0
Total	150,000	208,225	250,763	250,763	250,763	250,763
Less Revenues	0	(76,435)	0	(113,430)	(113,430)	(113,430)
Net Division Total	150,000	131,790	250,763	137,333	137,333	137,333

Cemeteries

The Cemetery division is responsible for the care and maintenance of Evergreen and Forest City Cemeteries, the City's two active burial grounds. In addition to the care of grounds, the division is responsible for interments and disinterments, lot sales and other funeral-related services. The Cemetery crew maintains the two largest inactive cemeteries in the City, Eastern and Western Cemeteries, as well as the inactive Pine Grove Cemetery which is adjacent to the grounds of Evergreen Cemetery. Wilde Memorial Chapel, located on the grounds of Evergreen Cemetery, may be rented through this division for weddings, funerals, and memorial services.

The Cemetery division transferred from Public Works mid-year FY16 as part of the city-wide reorganization plan.

Expenses increased by \$80,267, or 13.8%, primarily due to labor costs and additional funds to remove hazardous trees. Revenues have remained fairly flat.

Division Summary

Department: Parks, Recreation & Facilities	Division: Cemeteries				Account: 100-33-32	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	474,267	474,417	506,975	506,975	506,975	506,975
Benefits	3,895	4,208	5,425	5,425	5,425	5,425
Administrative Services	2,740	3,131	5,040	5,040	5,040	5,040
Contractual Services	20,852	21,243	55,277	52,527	52,527	52,527
Maintenance and Repairs	5,075	5,002	9,275	9,275	9,275	9,275
Rentals	1,420	1,399	1,420	1,420	1,420	1,420
Supplies	50,922	49,432	61,640	61,640	61,640	61,640
Minor Capital Items	14,600	14,399	9,800	9,800	9,800	9,800
Utilities	7,464	7,330	9,556	9,400	9,400	9,400
Total	581,235	580,561	664,408	661,502	661,502	661,502
Less Revenues	(509,829)	(494,026)	(503,545)	(503,545)	(503,545)	(503,545)
Net Division Total	71,406	86,535	160,863	157,957	157,957	157,957

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Cemeteries

Account: 100-33-32

Position	Funding Source	FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
		#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Parks & Cemeteries Coord	100	1	68,640	1	70,025	1	70,025	1	70,025	1	70,025
(1) Sr Public Services Supervisor	100	0	0	1	52,788	1	52,788	1	52,788	1	52,788
(2) Parks Supervisor	100	1	51,749	0	0	0	0	0	0	0	0
(3) Cemetery Foreman	100	0	0	1	47,549	1	47,549	1	47,549	1	47,549
(4) Parks Foreman	100	1	46,613	0	0	0	0	0	0	0	0
Administrative Associate	100	1	44,187	1	45,064	1	45,064	1	45,064	1	45,064
(5) Maintenance Worker II	100	2	80,829	3	125,876	3	125,876	3	125,876	3	125,876
(6) Maintenance Worker	100	1	38,709	0	0	0	0	0	0	0	0
(7) Custodial Worker	100	1.5	54,023	1.5	55,411	1.5	55,411	1.5	55,411	1.5	55,411
Meal Allow/Standby Pay	100		3,656		3,756		3,756		3,756		3,756
Temporary Help	100		65,220		72,000		72,000		72,000		72,000
Overtime	100		20,641		34,506		34,506		34,506		34,506
(8) Notes											
Gross Personnel Services		8.5	474,267	8.5	506,975	8.5	506,975	8.5	506,975	8.5	506,975

Notes:

- (1) 1 Reclassed from Parks Supervisor during FY15
- (2) (1) Reclassed to Sr Public Services Supervisor during FY15
- (3) 1 Title Change from Parks Foreman during FY16
- (4) (1) Title Change to Cemetery Foreman during FY16
- (5) 1 Upgrade from MW during FY16 (Career Ladder)
- (6) (1) Upgrade to MW II during FY16 (Career Ladder)
- (7) Half-time Shared Positions (3) w/ Expo (33-08)
- (8) FY16 Mid-Year Reorganization: Division Transfer from Public Works (100-31)

Forestry

The Forestry and Horticulture division is responsible for the care of over 20,000 street trees throughout the City and nearly an equal number in the park areas. Routine maintenance trimming is done as necessary, and Forestry employees are on-call 24 hours a day to respond to emergencies such as fallen limbs that are blocking streets. The successful Community Garden program is run through this division, with over 300 plots in eight gardens.

The division actively seeks grant money from the State to increase the number of city trees planted each year. Forestry and Horticulture also promotes the "Tree Challenge" program, where individuals and businesses may donate funds to help plant additional trees in the City. The division helps to maintain the City's status as a "Tree City USA".

The Forestry division transferred from Public Works mid-year FY16 as part of the city-wide reorganization plan.

Expenses have increased by \$3,897 or 0.6%. Revenues have decreased by \$77,231, or 80.1%, as the Forestry division no longer manages the School Department's contractual grounds work.

Division Summary

Department: Parks, Recreation & Facilities	Division: Forestry				Account: 100-33-33	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	437,233	414,386	445,486	445,486	445,486	445,486
Benefits	3,760	6,918	5,590	5,590	5,590	5,590
Administrative Services	3,375	3,045	3,424	3,424	3,424	3,424
Contractual Services	139,770	161,020	87,600	87,600	87,600	87,600
Maintenance and Repairs	1,200	190	1,200	1,200	1,200	1,200
Supplies	38,020	35,188	82,995	82,995	82,995	82,995
Utilities	1,080	990	2,340	2,040	2,040	2,040
Total	624,438	621,737	628,635	628,335	628,335	628,335
Less Revenues	(96,445)	(85,576)	(19,214)	(19,214)	(19,214)	(19,214)
Net Division Total	527,993	536,161	609,421	609,121	609,121	609,121

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Forestry

Account: 100-33-33

Position	Funding			FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Parks Oper Mgr / City Arborist	100			1	72,047	1	73,518	1	73,518	1	73,518	1	73,518
Sr Public Services Supervisor	100			2	104,559	2	106,636	2	106,636	2	106,636	2	106,636
Maintenance Worker III	100			1	42,598	1	43,451	1	43,451	1	43,451	1	43,451
(1) Arborist III	100			1	45,622	2	88,924	2	88,924	2	88,924	2	88,924
(2) Arborist II	100			3	123,431	1	39,257	1	39,257	1	39,257	1	39,257
(3) Arborist I	100			0	0	1	37,065	1	37,065	1	37,065	1	37,065
Meal Allow/Standby Pay	100				15,405		18,555		18,555		18,555		18,555
Temporary Help	100				25,920		30,240		30,240		30,240		30,240
Overtime	100				7,651		7,840		7,840		7,840		7,840
(4) Notes													
Gross Personnel Services				8.0	437,233	8.0	445,486	8.0	445,486	8.0	445,486	8.0	445,486

Notes:

- (1) 1 Position Replaced Arborist II in FY17 (Career Ladder)
- (2) (1) Position Replaced w/ Arborist I during FY16 & (1) Replaced w/ Arborist III in FY17
- (3) 1 Position Replaced Arborist II during FY16 (Career Ladder)
- (4) FY16 Mid-Year Reorganization: Division Transfer from Public Works (100-31)

Parks

Parks maintains the year-round care of community and neighborhood parks and open spaces. Over 100 individual parks and open spaces are cared for. The Parks crew also maintains 7.5 miles of trail on Eastern Promenade, Back Cove and Bayside Trail.

In FY17, the Parks division split from the Public Works Districting division as part of the city-wide reorganization plan.

The Parks division total expenditures for FY17 include staff restructuring. Revenues of \$18,550 are associated with East End Beach.

Division Summary

Department: Parks, Recreation & Facilities	Division: Parks				Account: 100-33-34	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	0	0	639,666	659,666	659,666	659,666
Benefits	0	0	7,510	7,510	7,510	7,510
Administrative Services	0	0	550	550	550	550
Contractual Services	0	0	21,500	21,500	21,500	21,500
Supplies	0	0	61,000	61,000	61,000	61,000
Utilities	0	0	86,864	86,588	86,588	86,588
Total	0	0	817,090	836,814	836,814	836,814
Less Revenues	0	0	(18,550)	(18,550)	(18,550)	(18,550)
Net Division Total	0	0	798,540	818,264	818,264	818,264

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Parks

Account: 100-33-34

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
(1) Parks Division Manager	100			0	0	1	83,637	1	83,637	1	83,637	83,637
(2) Sr Public Services Supervisor	100			0	0	1	51,792	1	51,792	1	51,792	51,792
(3) Maintenance Worker III	100			0	0	8	347,610	8	347,610	8	347,610	347,610
(4) Maintenance Worker II	100			0	0	1	38,359	1	38,359	1	38,359	38,359
(5) Supervising Park Ranger	100			0	0	1	35,371	1	35,371	1	35,371	35,371
(6) Custodial Worker	100			0	0	0.5	17,552	0.5	17,552	0.5	17,552	17,552
Temporary Help	100				0		61,120		61,120		61,120	61,120
Overtime	100				0		4,225		24,225		24,225	24,225
(7) Notes												
Gross Personnel Services				0.0	0	12.5	639,666	12.5	659,666	12.5	659,666	659,666

Notes:

- (1) 1 New Position Approved during FY16
- (2) 1 Position Transferred from Construction Co. (100-3121) in FY17
- (3) 8 Positions Transferred from Districting (100-3112) in FY17
- (4) 1 Position Transferred from Districting (100-3112) in FY17
- (5) 1 Position Transferred from Districting (100-3112) in FY17
- (6) .5 Position Tfr'd from Districting (100-3112) in FY17: Half-time Shared Position w/ Merrill (33-04)
- (7) FY17 New Division: Split from Districting (100-3112)

Department of Health & Human Services

The City of Portland's Health and Human Services Administration division consists of five full-time positions. The creation of this division has allowed Health and Human Services to consolidate the finance and human resources functions within the department, which includes Public Health, Social Services and the Barron Center. The Director of Health and Human Services, an Executive Assistant, and the Director of Elder Affairs are also included in the Administration division's budget.

In addition to payroll expenses, the budget includes minor operational expenses.

Department Summary

Department: Health and Human Services Administration

Account: 100-40

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll and Benefits	0	0	300,893	373,372	373,372	373,372
Administrative Services	0	0	1,500	1,500	1,500	1,500
Contractual Services	0	0	500	500	500	500
Supplies	0	0	1,500	1,500	1,500	1,500
Utilities	0	0	1,620	1,500	1,500	1,500
Total	0	0	306,013	378,372	378,372	378,372

Personnel Services Detail

Department: Health & Human Services Administration

Division: HHS Administration

Account: 100-40-01

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Director Health & Human Svcs	100			0	0	1	115,780	1	115,780	1	115,780	115,780
(1) Director of Elder Affairs	85	15		0	0	0	0	1	72,479	1	72,479	72,479
(2) Financial Manager	100			0	0	1	77,121	1	77,121	1	77,121	77,121
(3) Principal Admin Officer	100			0	0	1	60,314	1	60,314	1	60,314	60,314
Executive Assistant	100			0	0	1	47,678	1	47,678	1	47,678	47,678
(4) Notes												
Gross Personnel Services				0.0	0	4.0	300,893	5.0	373,372	5.0	373,372	373,372

Notes:

- (1) 1 Position Transferred from Elder Affairs (100-4315) in FY17
- (2) 1 New Position Approved during FY16: Tranferred from Barron Center Admin (107-4301) in FY17
- (3) 1 New Position Approved in FY17
- (4) FY17 New Department / Reorg: 2 Transferred from Barron Center Admin (107-4301)

Public Health

Public Health, a division of the Health and Human Services Department, is the State's most comprehensive local public health department. Public Health consists of five programs: Operations, Family Health, Chronic Disease Prevention, the India Street Clinic, Environmental Health and Safety, and Health Equity and Research. As part of the FY17 reorganization plan, the Environmental Health and Safety division responsibilities were redistributed to other divisions during FY17; this includes the food service establishment inspections which merged with the new Permitting & Inspections Department. Public Health's specific activities include, but are not limited to, direct clinical services for the uninsured and underinsured, health policy development, and health education. The division relies primarily on grant funding.

The FY17 Public Health budget reflects the transition of some clinical services to community partners throughout the fiscal budget year.

Department Summary

Department: Public Health

Account: 100-41

		FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown							
Payroll		3,509,593	3,270,027	3,602,068	2,345,508	2,491,858	2,491,858
Benefits		1,200	4,444	1,200	1,200	1,200	1,200
Administrative Services		89,638	81,242	96,989	62,767	62,767	62,767
Client Expenses		9,146	80,736	99,623	24,874	24,874	24,874
Contractual Services		54,852	54,239	93,835	164,200	165,200	165,200
Maintenance and Repairs		750	0	0	0	0	0
Rentals		40,366	42,348	44,533	23,987	43,987	62,987
Supplies		114,478	88,891	139,714	213,312	213,312	213,312
Utilities		16,140	16,254	17,730	8,792	8,792	8,792
Total		3,836,163	3,638,181	4,095,692	2,844,640	3,011,990	3,030,990
Summary by Division							
Operations	(41-01)	346,281	305,469	307,861	244,361	244,361	244,361
Family Health	(41-02)	892,215	849,091	1,028,957	1,060,550	1,060,550	1,060,550
Chronic Disease Prevention	(41-03)	885,452	834,264	928,993	535,389	535,389	535,389
Health Care / Homeless	(41-04)	0	140	0	0	0	0
India Street Clinic	(41-05)	1,204,739	1,169,277	1,332,600	607,337	774,687	793,687
Environmental Health & Safety	(41-07)	237,634	236,170	254,606	264,693	264,693	264,693
Health Equity & Research	(41-08)	269,842	243,770	242,675	132,310	132,310	132,310
Total		3,836,163	3,638,181	4,095,692	2,844,640	3,011,990	3,030,990
Less Revenues		(3,120,681)	(2,872,169)	(3,027,961)	(2,048,122)	(2,174,777)	(2,174,777)
Net Department Total		715,482	766,012	1,067,731	796,518	837,213	856,213

Public Health Operations

The Operations program provides support services to five programs within the Public Health Division and is responsible for the grant management oversight of over thirty grants. These administrative services include accounting and payroll, human resources functions, policy & procedures creation and management, ensuring HIPAA and confidentiality compliance, credentials all clinical providers, tracking certifications and licenses, clinical billing management, supply ordering, facilities support, and liaises with City departments.

The Program is funded through both City funds as well as Grant funds.

The FY17 budget for Operations decreased by \$101,920, or 29.4%, primarily due to a reduction in staffing.

Division Summary

Department: Public Health	Division: Public Health Operations				Account: 100-41-01	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	328,112	288,561	276,861	220,077	220,077	220,077
Administrative Services	250	250	9,500	8,500	8,500	8,500
Contractual Services	9,250	8,250	10,750	6,250	6,250	6,250
Maintenance and Repairs	750	0	0	0	0	0
Rentals	500	1,250	1,250	1,250	1,250	1,250
Supplies	6,579	6,318	8,300	7,300	7,300	7,300
Utilities	840	840	1,200	984	984	984
Total	346,281	305,469	307,861	244,361	244,361	244,361
Less Revenues	(211,244)	(212,046)	(206,235)	(173,450)	(173,450)	(173,450)
Net Division Total	135,037	93,423	101,626	70,911	70,911	70,911

Personnel Services Detail

Department: Public Health

Division: Public Health Operations

Account: 100-41-01

Position	Funding Source			FY16 Approved		FY17 Submission		FY17 Manager's Recommendation		FY17 Finance Committee		FY17 Final Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Public Health Administrator	38	13	49	1	81,725	1	81,922	1	81,922	1	81,922	1	81,922
Program Manager (PH/SS)	25	18	58	1	69,380	1	72,897	1	72,897	1	72,897	1	72,897
Senior Accountant	18	20	61	1	53,488	1	49,891	1	49,891	1	49,891	1	49,891
(1) Office Manager	27		73	1	48,380	0	0	0	0	0	0	0	0
(2) Accountant	17	27	55	1	40,482	1	36,485	0.5	18,242	0.5	18,242	0.5	18,242
(3) Account Clerk II	17	23	59	1	34,657	1	35,666	0	0	0	0	0	0
Less Env Hlth & Safety Chgs (41-			100		0		0		(2,875)		(2,875)		(2,875)
Gross Personnel Services				6.0	328,112	5.0	276,861	3.5	220,077	3.5	220,077	3.5	220,077

Notes:

- (1) (1) Position Eliminated in FY17
- (2) (.5) Position Eliminated in FY17
- (3) (1) Position Eliminated in FY17

Family Health

Family Health is comprised of the Children's Oral Health, Maternal & Child Health, School-Based Health Centers and the Portland Defending Childhood programs. These programs provide access to school-based medical, dental, behavioral health care and services, violence prevention, and maternal and child health services in home and at community locations. Collectively, Family Health has served more than 3,800 individuals with more than 7,400 visits. Additionally, Portland Defending Childhood implemented evidenced-informed violence prevention curricula in nearly 100 class rooms throughout the Portland Public School system.

The FY17 budget for Family Health has increased by \$168,335, or 18.9%, primarily due to the addition of the electronic dental record system (EDR) and contractual staffing, offset by a decrease in city staff positions.

Division Summary

Department: Public Health	Division: Family Health				Account: 100-41-02	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	821,631	796,407	880,133	742,139	742,139	742,139
Benefits	0	3,244	0	0	0	0
Administrative Services	27,995	21,865	31,470	31,470	31,470	31,470
Client Expenses	0	0	25,000	0	0	0
Contractual Services	4,700	3,860	26,750	124,858	124,858	124,858
Rentals	0	250	1,080	1,080	1,080	1,080
Supplies	37,049	22,511	61,704	159,923	159,923	159,923
Utilities	840	954	2,820	1,080	1,080	1,080
Total	892,215	849,091	1,028,957	1,060,550	1,060,550	1,060,550
Less Revenues	(663,835)	(548,429)	(684,771)	(727,810)	(727,810)	(727,810)
Net Division Total	228,380	300,662	344,186	332,740	332,740	332,740

Personnel Services Detail

Department: Public Health

Division: Family Health

Account: 100-41-02

Position	Funding			FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Program Manager (PH/SS)	74	26		1	65,550	0	0	0	0	0	0	0	0
(2) Program Manager-PH/SS (Proj)	91	7	2	0	0	1	71,946	1	71,946	1	71,946	1	71,946
Program Coordinator	100			1	63,953	1	69,069	1	69,069	1	69,069	1	69,069
(3) Program Coordinator (Proj)	15	55	30	2	113,021	1.8	104,736	1.8	104,736	1.8	104,736	1.8	104,736
(4) Mid-Level Health Prac (Proj)	9		91	0.8	63,748	0.8	67,223	0	0	0	0	0	0
(5) Dentist (Contract)	100			1	115,050	0.8	104,033	0.8	104,033	0.8	104,033	0.8	104,033
Public Health Nurse	11	6	83	1.6	95,800	1.6	98,705	1.6	98,705	1.6	98,705	1.6	98,705
(6) Dental Hygienist	78		22	1.1	64,396	1	60,723	1	60,723	1	60,723	1	60,723
(7) Dental Hygienist (Proj)	100			0	0	0.5	28,114	0.5	28,114	0.5	28,114	0.5	28,114
(8) Dental Assistant	87		13	2.2	76,325	1.6	60,721	1.6	60,721	1.6	60,721	1.6	60,721
(9) Dental Assistant (Proj)	100			0	0	1	35,022	1	35,022	1	35,022	1	35,022
Comm Health Promo Spec	89		11	1	51,538	1	54,522	1	54,522	1	54,522	1	54,522
Comm Health Promo Spec (Proj)	68		32	0.7	34,359	0.7	35,048	0.7	35,048	0.7	35,048	0.7	35,048
(10) Clinical Assistant			100	1.6	56,889	1.2	42,148	0	0	0	0	0	0
(11) Clinical Assistant (Proj)			100	0.5	16,120	0.4	12,525	0	0	0	0	0	0
(12) Medical Assistant (Proj)			100	0	0	0	0	0.4	12,954	0.4	12,954	0.4	12,954
Charges from Health Equity			100		0		6,546		6,546		6,546		6,546
Temporary Help			100		4,882		29,052		0		0		0
Gross Personnel Services				14.5	821,631	14.4	880,133	12.4	742,139	12.4	742,139	12.4	742,139

Notes:

- (1) (1) Position Replaced w/ Program Manager-PH/SS (Proj) during FY16
- (2) 1 Position Replaced Program Manager-PH/SS during FY16
- (3) (.2) Hours Decrease in FY17 (School Year)
- (4) (.8) Position Eliminated in FY17
- (5) (.2) Hours Decrease during FY16
- (6) (.1) Hours Decrease during FY16
- (7) .5 New Position Approved during FY16
- (8) (.6) Position Eliminated during FY16
- (9) 1 New Position Approved during FY16
- (10) (1.6) Positions Eliminated in FY17
- (11) (.5) Position Eliminated in FY17
- (12) .4 New Position Approved in FY17

Chronic Disease Prevention

The Chronic Disease Prevention Program implements evidence-based community health interventions designed to improve the health of those who live, work and learn in Portland. The health issues addressed include tobacco, smoke-free living, physical activity, healthy eating, lead poisoning prevention, sodium reduction and substance abuse prevention.

The FY17 budget for Chronic Disease Prevention has decreased by \$350,063, or 39.5%, due to decreased grant funding.

Division Summary

Department: Public Health **Division:** Chronic Disease Prevention **Account:** 100-41-03

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	878,690	825,876	922,023	532,229	532,229	532,229
Administrative Services	1,038	1,668	1,750	1,000	1,000	1,000
Client Expenses	1,046	1,046	0	0	0	0
Contractual Services	3,458	4,454	4,250	1,250	1,250	1,250
Rentals	100	100	50	50	50	50
Supplies	700	700	500	500	500	500
Utilities	420	420	420	360	360	360
Total	885,452	834,264	928,993	535,389	535,389	535,389
Less Revenues	(812,346)	(803,080)	(835,629)	(465,695)	(465,695)	(465,695)
Net Division Total	73,106	31,184	93,364	69,694	69,694	69,694

Personnel Services Detail

Department: Public Health

Division: Chronic Disease Prevention

Account: 100-41-03

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Program Manager (PH/SS)	100		1	69,436	0	0	0	0	0	0	0	0
(2) Program Manager-PH/SS (Proj)	100		0	0	1	70,108	1	70,108	1	70,108	1	70,108
(3) Program Coordinator (Proj)		100	5	283,981	4.3	252,077	2.9	169,924	2.9	169,924	2.9	169,924
(4) Comm Health Promo Spec (Proj)		100	6.8	314,286	7.8	369,934	2.1	102,346	2.1	102,346	2.1	102,346
Registered Dietician (Contr)		100	3	152,350	3	159,512	3	159,512	3	159,512	3	159,512
(5) Admin Assistant (CEBA)	24	76	1	38,586	1	40,716	0.2	10,179	0.2	10,179	0.2	10,179
Admin Assistant (Proj)	17	8 75	0.8	26,735	0.8	28,093	0.8	28,093	0.8	28,093	0.8	28,093
Charges from India Street		100		(6,684)		3,828		1,967		1,967		1,967
Charges from Health Equity		100		0		6,950		1,738		1,738		1,738
Less India Str Clinic Chgs (41-05)		100		0		(7,023)		(2,341)		(2,341)		(2,341)
Less Env Hlth & Safety Chgs (41-		100		0		0		(7,125)		(7,125)		(7,125)
Less Hlth Equity Chgs (41-08)		100		0		(2,172)		(2,172)		(2,172)		(2,172)
Gross Personnel Services			17.6	878,690	17.9	922,023	10.0	532,229	10.0	532,229	10.0	532,229

Notes:

- (1) (1) Position Replaced w/ Program Manager PH/SS (Proj) during FY16
- (2) 1 Position Replaced Program Manager (PH/SS) during FY16
- (3) (2.1) Positions Eliminated in FY17
- (4) (4.7) Positions Eliminated in FY17
- (5) (.8) Position Eliminated in FY17

India Street Clinic

The clinic, at 103 India Street, offers a range of integrated safety net services to the medically under-served populations of Portland and Cumberland County. The India Street Clinic supports approximately 5,000 individuals per year; services include adult immunization, TB testing, flu clinics, and sexually transmitted disease (STD) clinics which provide treatment, education, counseling and partner notification services. India Street also has a comprehensive Primary Care Practice; services include mental health and substance abuse counseling, plus psychiatric care for people with HIV disease. In the Portland Needle Exchange, enrollees may access clean syringes, education, counseling, testing, overdose prevention and linkage to treatment. The Portland Community Free Clinic is a partnership between volunteers, The Friends of the Free Clinic, and the City's Department of Health and Human Services. The clinic provides medical care to the uninsured who earn below 250% of Federal Poverty. India Street also houses a Public Health Laboratory.

The India Street Clinic's FY17 budget reflects the proposed transition of the Ryan White Positive Healthcare Grant to Greater Portland Health on December 31, 2016. The HIV and STD testing services and the Needle Exchange will remain at the clinic on India Street.

The FY17 budget for the India Street Clinic decreased by \$411,052, or 34.1%.

Division Summary

Department: Public Health	Division: India Street Clinic				Account: 100-41-05	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	1,002,611	900,251	1,060,952	485,504	631,854	631,854
Administrative Services	56,334	56,359	47,903	16,701	16,701	16,701
Client Expenses	8,100	79,690	74,623	24,874	24,874	24,874
Contractual Services	31,884	31,325	37,320	18,270	19,270	19,270
Rentals	38,502	39,484	41,093	20,547	40,547	59,547
Supplies	55,813	50,673	59,414	35,793	35,793	35,793
Utilities	11,495	11,495	11,295	5,648	5,648	5,648
Total	1,204,739	1,169,277	1,332,600	607,337	774,687	793,687
Less Revenues	(1,123,649)	(992,385)	(1,103,457)	(482,022)	(608,677)	(608,677)
Net Division Total	81,090	176,892	229,143	125,315	166,010	185,010

Personnel Services Detail

Department: Public Health

Division: India Street Clinic

Account: 100-41-05

	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final		
	Source		Approved		Submission		Recommendation		Committee		Allowance		
Position	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Program Manager-PH/SS (Proj)	18	78		1	70,902	1	74,490	0.5	37,245	0.5	37,245	0.5	37,245
(1) Program Coordinator (Proj)		100		1	61,276	1	64,349	0.5	32,174	0.8	48,262	0.8	48,262
Mid-Level Health Practitioner	92	8		0.7	54,912	0.7	56,004	0.3	28,002	0.3	28,002	0.3	28,002
(2) Mid-Level Health Prac (Proj)	81	19		0.8	59,982	0	0	0	0	0	0	0	0
Public Health Nurse	52	48		1.9	109,511	1.9	116,948	1	58,475	1	58,475	1	58,475
Public Health Nurse (Proj)	91	9		0.8	43,875	0.8	44,912	0.4	22,456	0.4	22,456	0.4	22,456
Comm Health Promo Spec		100		1	54,791	1	56,102	0.5	28,051	1	56,102	1	56,102
Comm Health Promo Spec (Proj)		100		3	139,918	3	140,146	1.5	69,744	3	139,798	3	139,798
Clinical Social Worker (Proj)		100		1	67,856	1	70,025	0.5	35,012	0.5	35,012	0.5	35,012
Laboratory Director		100		0.8	50,828	0.8	53,396	0.4	26,698	0.4	26,698	0.4	26,698
Laboratory Technician	100			0	0	0.8	30,058	0	0	0	0	0	0
Office Manager	100			1	40,095	1	42,111	0.5	21,056	1	42,111	1	42,111
Admin Assistant (CEBA)	100			0	0	0.8	27,210	0	0	0	0	0	0
Data Entry Clerk	100			1	36,426	1	37,148	0.5	18,574	0.5	18,574	0.5	18,574
Office Assistant	46	54		0.6	22,545	0.7	24,999	0.3	12,500	0.3	12,500	0.3	12,500
Physician (Contract)	69	31		0.7	97,500	0.7	104,000	0.3	52,000	0.3	52,000	0.3	52,000
Medical Assistant	100			0	0	0.8	25,662	0	0	0	0	0	0
Medical On-Call (PH)		100			9,360		9,360		3,120		3,120		3,120
Charges from Chronic Disease		100			6,684		7,023		2,341		2,341		2,341
Less Chronic Disease (41-03)		100			0		(3,828)		(1,967)		(1,967)		(1,967)
Temporary Help		100			76,150		80,837		40,023		51,125		51,125
(3) Notes													
Gross Personnel Services				15.3	1,002,611	17.0	1,060,952	7.2	485,504	10.0	631,854	10.0	631,854

Notes:

- (1) (.2) Position Eliminated in FY17 (Funding Ends March 2017)
- (2) (.8) Position Eliminated during FY16
- (3) (4.3) Positions Eliminated in FY17 (Funding Ends Dec. 2016)

Environmental Health & Safety

The Environmental Health & Safety program inspects food service establishments and prepares response efforts in the event of a biological public health crisis. The risk of foodborne illness from food service establishments is decreased through the education of restaurant personnel and the enforcement of state laws and city ordinances by Health Inspectors. This program is partially funded by the U.S. Centers for Disease Control and Prevention's Public Health Preparedness and Response for Bioterrorism Cooperative Grant, distributed at the state level to the Maine Center for Disease Control and Prevention and then onto the City of Portland. This funding supports the planning and response for biological public health hazards through the Cities Readiness Initiative.

The FY17 budget for Environmental Health and Safety increased by \$27,059, or 11.4%.

During FY17, as part of the overall City's FY17 reorganization plan, the food service inspections program merges with the Business Licensing division under the new Permitting and Inspections Department; the emergency response coordination efforts transfer to the City Manager's department.

Division Summary

Department: Public Health **Division:** Environmental Health & Safety **Account:** 100-41-07

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	221,538	221,538	231,860	241,860	241,860	241,860
Benefits	1,200	1,200	1,200	1,200	1,200	1,200
Administrative Services	0	0	520	520	520	520
Contractual Services	3,150	3,282	11,065	11,272	11,272	11,272
Rentals	700	700	700	700	700	700
Supplies	10,206	8,610	8,421	8,421	8,421	8,421
Utilities	840	840	840	720	720	720
Total	237,634	236,170	254,606	264,693	264,693	264,693
Less Revenues	(106,592)	(109,836)	(99,856)	(109,856)	(109,856)	(109,856)
Net Division Total	131,042	126,334	154,750	154,837	154,837	154,837

Personnel Services Detail

Department: Public Health

Division: Environmental Health & Safety

Account: 100-41-07

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Program Manager (PH/SS)	70	30		1	69,641	1	73,173	1	73,173	1	73,173	73,173
Program Coordinator (Proj)		100		1	63,016	1	66,202	1	66,202	1	66,202	66,202
Health Inspector	100			2	88,881	2	91,985	2	91,985	2	91,985	91,985
Overtime	100				0		500		500		500	500
Charges from Admin		100			0		0		2,875		2,875	2,875
Charges from Chronic Disease		100			0		0		7,125		7,125	7,125
Gross Personnel Services				4.0	221,538	4.0	231,860	4.0	241,860	4.0	241,860	241,860

Health Equity & Research

The Health Equity and Research Program supports the Public Health Division with health services to minority populations, health assessments, and accreditation efforts. Specific activities for minority populations include health education to racial and ethnic minority groups, enrolling individuals in health insurance, and training public health and health care professionals in cultural competency. Specific research activities include data analysis, quality improvement initiatives, and program evaluation. The program also manages the Cumberland District Public Health Council, which brings together area partners to address public health issues collaboratively, and publishes the Annual Report.

The Health Equity and Research budget decreased by \$137,532, or 51.0%, primarily due to decreased funding.

Division Summary

Department: Public Health	Division: Health Equity & Research				Account: 100-41-08	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	257,011	237,254	230,239	123,699	123,699	123,699
Administrative Services	4,021	1,100	5,846	4,576	4,576	4,576
Contractual Services	2,410	3,068	3,700	2,300	2,300	2,300
Rentals	564	564	360	360	360	360
Supplies	4,131	79	1,375	1,375	1,375	1,375
Utilities	1,705	1,705	1,155	0	0	0
Total	269,842	243,770	242,675	132,310	132,310	132,310
Less Revenues	(203,015)	(206,393)	(98,013)	(89,289)	(89,289)	(89,289)
Net Division Total	66,827	37,377	144,662	43,021	43,021	43,021

Personnel Services Detail

Department: Public Health

Division: Health Equity & Research

Account: 100-41-08

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
(1) Program Coordinator	92		8	1	62,585	0	0	0	0	0	0	0
(2) Program Coordinator (Proj)	48	7	45	1	55,478	2	121,988	1.5	92,844	1.5	92,844	92,844
(3) Minority Health Prom Sp (PR)	21	10	69	0.4	21,682	0	0	0	0	0	0	0
(4) Comm Health Promo Spec (Proj)			100	2.5	117,266	2	98,512	0.5	24,628	0.5	24,628	24,628
(5) Human Service Counselor (Proj)			100	0	0	0.5	21,063	0.3	12,339	0.3	12,339	12,339
Charges from Chronic Disease			100		0		2,172		2,172		2,172	2,172
Less Family Health Chgs (41-02)			100		0		(6,546)		(6,546)		(6,546)	(6,546)
Less Chronic Disease (41-03)			100		0		(6,950)		(1,738)		(1,738)	(1,738)
Gross Personnel Services				4.9	257,011	4.5	230,239	2.3	123,699	2.3	123,699	123,699

Notes:

- (1) (1) Position Replaced w/ Program Coord (Proj) during FY16
- (2) 1 Position Replaced Program Coord during FY16; (.5) Position Eliminated in FY17
- (3) (.4) Position Eliminated during FY16
- (4) (.5) Position Eliminated during FY16; (1.5) Positions Eliminated in FY17 (Grant Expires Sept 2016)
- (5) 1.8 Tfr'd from SS Refugee Svcs (100-4204) & (1.5) Eliminated in FY17 (Grant Expires Sept 2016)

Social Services

The Social Services Division provides both financial assistance and support services for low-income Portland residents. Its purpose is to provide quality services that encourage dignity, self-respect and self-reliance in the transition from public assistance to self-sufficiency. Programs operated include General Assistance (GA), Homeless Shelters for individuals and families, Case Management and Representative Payee Services.

The City funds approximately 41% of the Social Services FY17 budget, as compared to the 48% budgeted in FY16; the remaining 59% of expenditures is primarily funded through federal and state grants. Revenues have increased due to increased shelter grant funding from Maine State Housing Authority, an anticipated increase in GA reimbursement, and HCD program funding.

The FY17 Social Services program changes include creating separate divisions for the Oxford Shelter and Family Shelter divisions, and the elimination of the Refugee Services and Portland Community Support Fund divisions.

Department Summary

Department: Social Services

Account: 100-42

		FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown							
Payroll		3,865,245	3,603,403	3,415,008	3,418,284	3,418,284	3,418,284
Benefits		2,500	2,157	2,400	2,400	2,400	2,400
Administrative Services		3,025	3,008	11,325	11,325	11,325	11,325
Client Expenses		7,150,766	6,949,394	7,103,230	7,103,230	7,103,230	7,103,230
Contractual Services		288,420	301,088	583,539	579,139	579,139	579,139
Maintenance and Repairs		26,200	10,200	104,600	104,600	104,600	104,600
Rentals		527,342	532,882	511,362	511,362	511,362	511,362
Supplies		173,900	128,614	198,450	198,450	198,450	198,450
Utilities		114,945	129,760	138,304	138,304	138,304	138,304
Total		12,152,343	11,660,506	12,068,218	12,067,094	12,067,094	12,067,094
Summary by Division							
Social Services Administration	(42-01)	382,025	502,777	389,856	385,456	385,456	385,456
General Assistance	(42-02)	5,230,275	6,101,695	7,831,268	7,831,268	7,831,268	7,831,268
Shelter Division	(42-03)	2,977,992	3,100,902	0	0	0	0
Refugee Services	(42-04)	351,516	177,672	0	0	0	0
Housing & Support Services	(42-05)	576,535	317,951	154,355	154,355	154,355	154,355
Portland Community Support Fund	(42-06)	2,634,000	1,459,509	0	0	0	0
Oxford Street Shelter	(42-11)	0	0	2,760,646	2,760,646	2,760,646	2,760,646
Family Shelter	(42-12)	0	0	932,093	935,369	935,369	935,369
Total		12,152,343	11,660,506	12,068,218	12,067,094	12,067,094	12,067,094
Less Revenues		(6,271,390)	(6,837,508)	(7,085,268)	(7,085,268)	(7,085,268)	(7,085,268)
Net Department Total		5,880,953	4,822,998	4,982,950	4,981,826	4,981,826	4,981,826

Social Services Administration

The administrative unit is responsible for overall management of division programs. Administrative services includes grant management, data/statistical analysis, payroll, accounts payable, receivables and other operational responsibilities.

The FY17 budget for Administration increased by \$3,431, or 0.9%.

Division Summary

Department: Social Services Division: Social Services Administration Account: 100-42-01

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	276,015	389,603	265,241	265,241	265,241	265,241
Benefits	2,500	2,007	2,400	2,400	2,400	2,400
Administrative Services	2,175	2,158	3,475	3,475	3,475	3,475
Contractual Services	17,370	20,336	19,770	15,370	15,370	15,370
Maintenance and Repairs	2,700	2,200	2,700	2,700	2,700	2,700
Rentals	62,275	62,682	71,640	71,640	71,640	71,640
Supplies	10,875	13,395	13,875	13,875	13,875	13,875
Utilities	8,115	10,396	10,755	10,755	10,755	10,755
Total	382,025	502,777	389,856	385,456	385,456	385,456
Less Revenues	(68,600)	(142,984)	(148,821)	(148,821)	(148,821)	(148,821)
Net Division Total	313,425	359,793	241,035	236,635	236,635	236,635

Personnel Services Detail

Department: Social Services

Division: Social Services Administration

Account: 100-42-01

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Social Services Administrator	83	17		1	61,629	1	75,605	1	75,605	1	75,605	75,605
(1) Maintenance Worker (Proj)		100		0	0	1	37,025	1	37,025	1	37,025	37,025
(2) Custodial Worker (Proj)	7	93		2	68,892	1	36,046	1	36,046	1	36,046	36,046
Senior Accountant	78	22		1	56,434	1	57,915	1	57,915	1	57,915	57,915
(3) Accountant	76	24		3	116,134	2.5	105,320	2.5	105,320	2.5	105,320	105,320
Account Clerk II	62	38		1	34,577	1	33,897	1	33,897	1	33,897	33,897
(4) Executive Assistant	100			0	0	1	36,079	1	36,079	1	36,079	36,079
(5) Administrative Assistant (NU)	100			1	32,656	0	0	0	0	0	0	0
Less SS H&SS Charges		100			(63,265)		(17,859)		(17,859)		(17,859)	(17,859)
Less SS Shelters Charges		100			(33,696)		0		0		0	0
Less Oxford St Shelter Charges		100			0		(84,925)		(84,925)		(84,925)	(84,925)
Less Family Shelter Charges		100			0		(16,462)		(16,462)		(16,462)	(16,462)
Overtime	100				2,654		2,600		2,600		2,600	2,600
Gross Personnel Services				9.0	276,015	8.5	265,241	8.5	265,241	8.5	265,241	265,241

Notes:

- (1) 1 Position Upgraded from Custodial Worker (Proj) during FY16
- (2) (1) Position Upgraded to Maintenance Worker (Proj) during FY16
- (3) (.5) Position Eliminated in FY17
- (4) 1 Position Upgraded from Administrative Asst (NU) during FY15
- (5) (1) Position Upgraded to Executive Asst during FY15

General Assistance

State law requires municipalities to administer General Assistance (GA) which provides for immediate aid to individuals who meet eligibility requirements and are unable to provide basic necessities essential to maintaining themselves or their families. Maine law states that municipalities have the responsibility to provide financial assistance to all eligible residents of their municipality, as well as non-residents who intend to reside in the municipality and have no other residence. GA provides basic needs in the areas of shelter, housing costs, utilities, food, medication, disposable diapers and hygiene items. All assistance is issued in vouchers and no cash is provided. The GA program processes an average of 1,500 applications per month and provides assistance to 4,350 individuals per year (unduplicated number).

In FY17, GA has an increased focus on self-sufficiency through the creation of the HIRE (Helping Individuals Regain Employment) program. The division has increased the City's partnership with local employers, education professionals and the local Career Center in order to aid our GA recipients in finding long term employment.

Due to the elimination of the Portland Community Support Fund and the increased need for General Assistance, the GA expenditures increased by \$2,600,993, or 49.7%. Revenues increased by \$511,451, or 15.8%.

Division Summary

Department: Social Services **Division:** General Assistance **Account:** 100-42-02

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	357,491	319,487	430,389	430,389	430,389	430,389
Client Expenses	4,583,670	5,489,885	7,084,180	7,084,180	7,084,180	7,084,180
Contractual Services	144,525	152,627	177,970	177,970	177,970	177,970
Maintenance and Repairs	3,000	3,000	3,000	3,000	3,000	3,000
Rentals	102,714	102,064	92,404	92,404	92,404	92,404
Supplies	23,825	15,219	23,375	23,375	23,375	23,375
Utilities	15,050	19,413	19,950	19,950	19,950	19,950
Total	5,230,275	6,101,695	7,831,268	7,831,268	7,831,268	7,831,268
Less Revenues	(3,239,119)	(4,109,399)	(3,750,570)	(3,750,570)	(3,750,570)	(3,750,570)
Net Division Total	1,991,156	1,992,296	4,080,698	4,080,698	4,080,698	4,080,698

Personnel Services Detail

Department: Social Services

Division: Social Services General Assistance

Account: 100-42-02

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Social Services Program Mgr	100		1	74,490	1	59,735	1	59,735	1	59,735	1	59,735
(1) Senior Human Service Counselor	75	25	0	0	1	44,048	1	44,048	1	44,048	1	44,048
(2) Human Service Counselor (Proj)	100		0	0	1	43,261	1	43,261	1	43,261	1	43,261
(3) Financial Eligibility Spec	100		6	215,382	3	115,804	3	115,804	3	115,804	3	115,804
(4) Financial Elig Spec (Proj)	100		1	34,566	4	143,366	4	143,366	4	143,366	4	143,366
Admin Assistant (CEBA)	100		1	33,053	1	35,220	1	35,220	1	35,220	1	35,220
Less Oxford St Shelter Charges		100		0		(11,045)		(11,045)		(11,045)		(11,045)
Gross Personnel Services			9.0	357,491	11.0	430,389	11.0	430,389	11.0	430,389	11.0	430,389

Notes:

- (1) 1 New Position Approved during FY16
- (2) 1 New Position Approved during FY16
- (3) (3) Positions Replaced w/ Financial Eligibility Spec (Proj) during FY16
- (4) 3 Positions Replaced Financial Eligibility Spec during FY16

Shelter Division

In FY17, the Oxford Street Shelter and Family Shelter has been divided into two separate divisions.

Division Summary

Department: Social Services

Division: Shelter Division

Account: 100-42-03

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	2,284,938	2,444,092	0	0	0	0
Benefits	0	150	0	0	0	0
Administrative Services	850	850	0	0	0	0
Contractual Services	126,525	127,525	0	0	0	0
Maintenance and Repairs	20,500	5,000	0	0	0	0
Rentals	318,084	327,984	0	0	0	0
Supplies	139,200	100,000	0	0	0	0
Utilities	87,895	95,301	0	0	0	0
Total	2,977,992	3,100,902	0	0	0	0
Less Revenues	(2,101,915)	(2,165,046)	0	0	0	0
Net Division Total	876,077	935,856	0	0	0	0

Personnel Services Detail

Department: Social Services

Division: Social Services Shelters

Account: 100-42-03

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Program Manager-Shelter Admin	50		50	1	59,793	0	0	0	0	0	0	0
(1) Program Coordinator	23	21	56	2	115,703	0	0	0	0	0	0	0
(2) Senior Human Service Counselor	32		68	3	147,528	0	0	0	0	0	0	0
Senior Human Service Cr (Proj)	50		50	1	43,134	0	0	0	0	0	0	0
(3) Clinical Social Worker (Proj)			100	1	64,904	0	0	0	0	0	0	0
(4) Human Services Counselor		33	67	3	124,998	0	0	0	0	0	0	0
(5) Human Service Counselor (Proj)		36	64	4.8	189,333	0	0	0	0	0	0	0
(6) Human Services Specialist/SS		100		2	76,824	0	0	0	0	0	0	0
(7) Human Services Spec (Proj)			100	1	36,924	0	0	0	0	0	0	0
(8) Shelter Attendant	50		50	7.8	279,620	0	0	0	0	0	0	0
(9) Shelter Attendant (Proj)	50		50	18	606,928	0	0	0	0	0	0	0
Facilities Manager	50		50	1	53,099	0	0	0	0	0	0	0
Maintenance Worker III	50		50	1	42,598	0	0	0	0	0	0	0
(10) Maintenance Worker III (Proj)	50		50	1	40,191	0	0	0	0	0	0	0
(11) Maintenance Worker (Proj)	18		82	0	0	0	0	0	0	0	0	0
(12) Custodial Worker (Proj)	50		50	2	67,142	0	0	0	0	0	0	0
(13) Admin Assistant (CEBA)	12	14	74	2	71,431	0	0	0	0	0	0	0
Charges from SS Admin	50		50		33,696		0		0		0	0
Charges from SS H&SS			100		18,842		0		0		0	0
Temporary Help	50		50		164,339		0		0		0	0
Overtime	50		50		47,911		0		0		0	0
(14) Notes					0		0		0		0	0
Gross Personnel Services				51.6	2,284,938	0.0	0	0.0	0	0.0	0	0

Notes:

- (1) (1) Position Transferred to Family Shelter (100-4212) in FY17
- (2) (1) Position Transferred to Family Shelter (100-4212) in FY17
- (3) (1) Position Eliminated in FY17
- (4) (1) Position Transferred to Family Shelter (100-4212) in FY17
- (5) (.8) Position Eliminated in FY17
- (6) (2) Positions Transferred to Family Shelter (100-4212) in FY17
- (7) (1) Position Transferred to Family Shelter (100-4212) in FY17
- (8) 2.6 Positions Replaced Shelter Attendant (Proj) during FY16
- (9) (2.6) Replaced w/ Shelter Attendant; (1.5) TF to Family Shelter (100-4212) in FY17
- (10) (1) Position Transferred to Family Shelter (100-4212)
- (11) 1 Position Reclassed from Custodial Wkr (Proj) during FY16
- (12) (1) Position Reclassed to Maint Wkr (Proj) during FY16
- (13) (1) Position Transferred to Family Shelter (100-4212) in FY17
- (14) FY17 Shelter Split (42-03) Oxford (42-11): (-40.3) FTEs (2) Family Shlfr (42-12): (-9.5) FTEs

Refugee Services

In FY17, the Refugee Services division has been eliminated due to the absence of grant funding.

Division Summary

Department: Social Services

Division: Refugee Services

Account: 100-42-04

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	303,362	132,270	0	0	0	0
Contractual Services	0	600	0	0	0	0
Rentals	44,269	40,152	0	0	0	0
Utilities	3,885	4,650	0	0	0	0
Total	351,516	177,672	0	0	0	0
Less Revenues	(285,322)	(154,201)	0	0	0	0
Net Division Total	66,194	23,471	0	0	0	0

Personnel Services Detail

Department: Social Services

Division: Social Services Refugee Services

Account: 100-42-04

Position	Funding			FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Program Manager-PH/SS (Proj)	57	33	10	1	64,057	0	0	0	0	0	0	0	0
(2) Senior Human Service Cr (Proj)	100			1	53,978	0	0	0	0	0	0	0	0
(3) Human Service Counselor (Proj)	80	20		3.6	152,590	0	0	0	0	0	0	0	0
(4) Admin Assistant (Proj)	88	12		1	32,737	0	0	0	0	0	0	0	0
(5) Notes													
Gross Personnel Services				6.6	303,362	0.0	0	0.0	0	0.0	0	0.0	0

Notes:

- (1) (1) Position Eliminated in FY17 (Funding Loss)
- (2) (1) Position Eliminated during FY16 (Funding Loss)
- (3) (1.8) Positions Eliminated during FY16 (Funding Loss); (1.8) Tfr to PH Health Equity (41-08) in FY17
- (4) (1) Position Eliminated during FY16 (Funding Loss)
- (5) Refugee Services Division Eliminated in FY17

Housing & Support Services

The Housing and Support Services Division provides case management, employment assistance, representative payee services, and housing assistance to homeless individuals in Portland. This Division also operates the Home to Stay program which is fully funded by a grant from the Maine State Housing Authority and the Tenant Based Rental Assistance Program (TBRA).

Home to Stay is a rapid re-housing initiative designed to help individuals and families quickly exit homelessness and return to permanent housing. The Program helps participants locate and secure permanent housing and continues to work with the household to help prevent the recurrence of homelessness. Home to Stay provides follow up case management services and housing subsidies to homeless individuals and families. The HUD Home funded TBRA program provides security deposits and first month rental assistance to homeless individuals and families.

In FY17, the budgeted revenues and expenditures for the Home to Stay initiative have been transferred to the Oxford Street and Family Shelters. Support services including workfare and representative payee are provided in the Housing and Support Services Division.

Division Summary

Department: Social Services **Division:** Housing & Support Services **Account:** 100-42-05

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	576,535	317,951	154,355	154,355	154,355	154,355
Total	576,535	317,951	154,355	154,355	154,355	154,355
Less Revenues	(576,434)	(264,644)	(135,141)	(135,141)	(135,141)	(135,141)
Net Division Total	101	53,307	19,214	19,214	19,214	19,214

Personnel Services Detail

Department: Social Services

Division: Social Services Housing & Support Services

Account: 100-42-05

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Program Coordinator (Proj)		100	1	53,580	0	0	0	0	0	0	0	0
(2) Senior Human Service Cr (Proj)	100		1	44,062	0	0	0	0	0	0	0	0
(3) Human Services Counselor	100		2	88,731	1	49,354	1	49,354	1	49,354	1	49,354
(4) Human Service Counselor (Proj)	20	80	5	209,221	0	0	0	0	0	0	0	0
Human Services Elig Specialist		100	2	85,356	2	87,142	2	87,142	2	87,142	2	87,142
(5) Accountant	100		0.5	18,536	0	0	0	0	0	0	0	0
(6) Admin Assistant (Proj)	100		1	32,626	0	0	0	0	0	0	0	0
Charges from SS Admin		100		63,265		17,859		17,859		17,859		17,859
Less SS Shelters Charges		100		(18,842)		0		0		0		0
Gross Personnel Services			12.5	576,535	3.0	154,355	3.0	154,355	3.0	154,355	3.0	154,355

Notes:

- (1) (1) Position Eliminated during FY16 (Funding Loss)
- (2) (1) Position Eliminated in FY17
- (3) (1) Position Transferred to Oxford St Shelter (100-4211) in FY17
- (4) (1) Eliminated in FY16; (1) Tfr to OSS (100-4211); (3) Tfrs to Family Shltr (100-4212) in FY17
- (5) (0.5) Position Eliminated during FY16 (Funding Loss)
- (6) (1.0) Position Eliminated during FY16 (Funding Loss)

Portland Community Support Fund

The Portland Community Support Fund was established in FY16 to provide basic necessities assistance for immigrants who have received General Assistance in the past but were deemed non-qualified for reimbursement by the State during Fiscal Year 2015.

There is no funding allocated for the Portland Community Support Fund in FY17.

Division Summary

Department: Social Services **Division:** Portland Community Support Fund **Account:** 100-42-06

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	66,904	0	0	0	0	0
Client Expenses	2,567,096	1,459,509	0	0	0	0
Total	2,634,000	1,459,509	0	0	0	0
Less Revenues	0	(1,234)	0	0	0	0
Net Division Total	2,634,000	1,458,275	0	0	0	0

Personnel Services Detail

Department: Social Services

Division: Portland Community Support Fund

Account: 100-42-06

Position	Funding Source	FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Financial Eligibility Spec	100	2	66,904	0	0	0	0	0	0	0	0
(2) Notes											
Gross Personnel Services		2.0	66,904	0.0	0	0.0	0	0.0	0	0.0	0

Notes:

- (1) (2) Positions Eliminated during FY16
- (2) Portland Community Support Fund Division Eliminated in FY17

Oxford Street Shelter

The Social Services Division operates the Oxford Street Shelter and Community Overflow Shelter for adults. The Oxford Street Shelter is a low barrier facility that provides access to safe overnight shelter for homeless adults (18+) 365 days a year. The Oxford Street Shelter has a capacity of 154 beds. This division also operates an off-site Community Overflow Shelter at the Preble Street Resource Center and a warming center at the General Assistance waiting room. Additionally, clients are provided with a place to access a day shelter on weekends.

The shelter promotes a housing culture by offering an array of services such as housing triage, housing orientation, current apartment lists and assistance with travel to apartment showings.

Division Summary

Department: Social Services

Division: Oxford Street Shelter

Account: 100-42-11

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	0	0	1,963,997	1,963,997	1,963,997	1,963,997
Administrative Services	0	0	4,425	4,425	4,425	4,425
Client Expenses	0	0	10,550	10,550	10,550	10,550
Contractual Services	0	0	357,129	357,129	357,129	357,129
Maintenance and Repairs	0	0	68,200	68,200	68,200	68,200
Rentals	0	0	147,052	147,052	147,052	147,052
Supplies	0	0	148,200	148,200	148,200	148,200
Utilities	0	0	61,093	61,093	61,093	61,093
Total	0	0	2,760,646	2,760,646	2,760,646	2,760,646
Less Revenues	0	0	(2,134,418)	(2,134,418)	(2,134,418)	(2,134,418)
Net Division Total	0	0	626,228	626,228	626,228	626,228

Personnel Services Detail

Department: Social Services

Division: Oxford Street Shelter

Account: 100-42-11

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Program Manager-Shelter Admin		100	0	0	1	61,518	1	61,518	1	61,518	1	61,518
(1) Program Coordinator	17	83	0	0	2	105,020	2	105,020	2	105,020	2	105,020
Senior Human Service Counselor	33	67	0	0	2	93,270	2	93,270	2	93,270	2	93,270
Senior Human Service Cr (Proj)		100	0	0	1	46,313	1	46,313	1	46,313	1	46,313
(2) Human Services Counselor	34	66	0	0	3	125,393	3	125,393	3	125,393	3	125,393
(3) Human Service Counselor (Proj)	49	51	0	0	5	200,729	5	200,729	5	200,729	5	200,729
Shelter Attendant	33	67	0	0	10.4	382,410	10.4	382,410	10.4	382,410	10.4	382,410
Shelter Attendant (Proj)	33	67	0	0	13.9	485,640	13.9	485,640	13.9	485,640	13.9	485,640
Facilities Manager	33	67	0	0	1	54,152	1	54,152	1	54,152	1	54,152
Maintenance Worker III	33	67	0	0	1	43,451	1	43,451	1	43,451	1	43,451
Maintenance Worker (Proj)	33	67	0	0	1	36,733	1	36,733	1	36,733	1	36,733
Custodial Worker (Proj)	33	67	0	0	1	34,382	1	34,382	1	34,382	1	34,382
Admin Assistant (CEBA)	17	49 34	0	0	1	35,666	1	35,666	1	35,666	1	35,666
Charges from SS Admin		100		0		84,925		84,925		84,925		84,925
Charges from SS GA				0		11,045		11,045		11,045		11,045
Temporary Help	33	67		0		99,223		99,223		99,223		99,223
Overtime	33	67		0		64,127		64,127		64,127		64,127
(4) Notes												
Gross Personnel Services			0.0	0	43.3	1,963,997	43.3	1,963,997	43.3	1,963,997	43.3	1,963,997

Notes:

- (1) 1 New Position Approved during FY16 (Shelters)
- (2) 1 Position Transferred from Housing & Support Svcs (100-4205) in FY17
- (3) 1 Position Transferred from Housing & Support Svcs (100-4205) in FY17
- (4) FY17 Shelter Split (42-03) (1) 40.3 FTEs Tfr to Oxford St Division; 1 New Approved during FY16

Family Shelter

The Social Services Division operates the City of Portland's Family Shelter. The Family Shelter assists families with children under the age of 18. The Family Shelter has a capacity of 104 beds. Shelter services are provided to over 2,200 adults and 305 families each year. The Family Shelter is an apartment style homeless shelter that offers private rooms and shared spaces. Families who reside at the shelter work on several goals including housing, establishing medical care, enrolling children in school, and establishing mainstream resources.

Division Summary

Department: Social Services

Division: Family Shelter

Account: 100-42-12

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	0	0	601,026	604,302	604,302	604,302
Administrative Services	0	0	3,425	3,425	3,425	3,425
Client Expenses	0	0	8,500	8,500	8,500	8,500
Contractual Services	0	0	28,670	28,670	28,670	28,670
Maintenance and Repairs	0	0	30,700	30,700	30,700	30,700
Rentals	0	0	200,266	200,266	200,266	200,266
Supplies	0	0	13,000	13,000	13,000	13,000
Utilities	0	0	46,506	46,506	46,506	46,506
Total	0	0	932,093	935,369	935,369	935,369
Less Revenues	0	0	(916,318)	(916,318)	(916,318)	(916,318)
Net Division Total	0	0	15,775	19,051	19,051	19,051

Personnel Services Detail

Department: Social Services

Division: Family Shelter

Account: 100-42-12

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
(1) Program Manager (PH/SS)	100			0	0	0	0	1	68,804	1	68,804	1 68,804
(2) Program Coordinator	100			0	0	1	65,528	0	0	0	0	0 0
Senior Human Service Counselor	100			0	0	1	55,009	1	55,009	1	55,009	1 55,009
Human Services Counselor	100			0	0	1	46,008	1	46,008	1	46,008	1 46,008
(3) Human Service Counselor (Proj)	100			0	0	3	121,830	3	121,830	3	121,830	3 121,830
Human Services Specialist/SS	66	33		0	0	2	81,050	2	81,050	2	81,050	2 81,050
Human Services Spec (Proj)	100			0	0	1	38,513	1	38,513	1	38,513	1 38,513
Shelter Attendant (Proj)	100			0	0	1.5	51,972	1.5	51,972	1.5	51,972	1.5 51,972
Maintenance Worker III (Proj)	33	67		0	0	1	41,371	1	41,371	1	41,371	1 41,371
Admin Assistant (CEBA)	37	63		0	0	1	37,499	1	37,499	1	37,499	1 37,499
Charges from SS Admin		100			0		16,462		16,462		16,462	16,462
Temporary Help	33	67			0		36,539		36,539		36,539	36,539
Overtime	9	91			0		9,245		9,245		9,245	9,245
(4) Notes												
Gross Personnel Services				0.0	0	12.5	601,026	12.5	604,302	12.5	604,302	12.5 604,302

Notes:

- (1) 1 Position Upgrade Approved from Program Coord in FY17
- (2) (1) Position Upgrade Approved to Program Manager in FY17
- (3) 3 Positions Transferred from SS Housing & Support Svcs (100-4205) in FY17
- (4) FY17 Shelter Division Split (42-03): 9.5 FTEs Transferred to New Family Shelter Division

Barron Center

The Barron Center, a division of the Department of Health & Human Services, is the state's second largest long-term care nursing facility. The former Portland City Hospital serves the residents of Portland and the surrounding communities. The Barron Center's three major funding sources are the MaineCare (Medicaid) Program, the Medicare Program, and private insurances. The Barron Center consists of nine divisions.

The Barron Center provides comprehensive health care services to individuals in need recognizing the unique value of each person with the purpose of preserving and enhancing the individual's quality of life. The Barron Center is a 219 bed skilled rehabilitation and nursing facility, including a 50 bed specialty unit for the care of dementia. The Center provides speech, occupational and physical therapy services, and short and long term nursing care services in addition to end of life and hospice services.

The FY17 Barron Center's expenditure budget increased by \$729,014, or 4.6%, primarily due to the increased costs in billing services, rehabilitation services, and capital outlay needs. The FY17 revenue budget for the Barron Center increased \$586,726, or 3.0%. This increase is related to the acuity of residents and the higher reimbursement associated for care based on acuity.

Department Summary

Department: Barron Center

Account: 107-43

		FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown							
Payroll		11,652,592	11,374,318	11,866,235	11,615,032	11,615,032	11,615,032
Benefits		27,630	31,217	29,890	29,890	29,890	29,890
Administrative Services		50,945	47,545	57,292	57,292	57,292	57,292
Client Expenses		29,710	26,000	26,800	26,800	26,800	26,800
Contractual Services		1,006,642	1,770,091	1,688,520	1,640,920	1,640,920	1,640,920
Maintenance and Repairs		131,058	129,384	144,187	140,187	140,187	140,187
Rentals		45,745	43,240	46,730	46,730	46,730	46,730
Supplies		2,289,137	2,245,483	2,293,688	2,279,808	2,279,808	2,279,808
Minor Capital Items		30,000	15,500	39,000	39,000	39,000	39,000
Utilities		436,893	456,877	472,347	443,807	443,807	443,807
Capital Outlay		0	23,099	109,900	109,900	109,900	109,900
Total		15,700,352	16,162,754	16,774,589	16,429,366	16,429,366	16,429,366
Summary by Division							
Barron Center Administration	(43-01)	1,821,241	2,549,625	2,229,256	2,174,320	2,174,320	2,174,320
Office of Elder Affairs	(43-15)	337,560	320,158	342,648	234,593	234,593	234,593
Therapeutic Recreation	(43-16)	263,611	236,858	272,042	272,042	272,042	272,042
Nursing Administration	(43-21)	1,208,487	1,127,670	1,399,484	1,399,484	1,399,484	1,399,484
Nursing Direct Care	(43-30)	6,785,875	6,632,381	7,029,296	6,885,788	6,885,788	6,885,788
Nutrition and Supply	(43-40)	3,215,404	3,204,358	3,326,521	3,315,701	3,315,701	3,315,701
Environmental Services	(43-70)	992,578	1,016,647	1,044,347	1,016,443	1,016,443	1,016,443
Housekeeping	(43-72)	600,246	577,103	609,255	609,255	609,255	609,255
Laundry Services	(43-73)	475,350	497,954	521,740	521,740	521,740	521,740
Total		15,700,352	16,162,754	16,774,589	16,429,366	16,429,366	16,429,366
Less Revenues		(19,172,355)	(20,113,332)	(19,656,542)	(19,741,081)	(19,741,081)	(19,741,081)
Net Department Total		(3,472,003)	(3,950,578)	(2,881,953)	(3,311,715)	(3,311,715)	(3,311,715)

Barron Center Administration

The Barron Center Administration division is responsible for the care and management of the facility's 219 residents and 300+ full and part-time employees. The Business Office is responsible for the financial operations, which includes budgeting, payroll, accounts payable, and accounts receivable (including coordinating with the Barron Center's billing vendor). Social Services coordinates all resident admissions and provides for the psychosocial needs of the residents and their families. Lastly, the Administration division includes the department's Human Resources functions.

The FY17 budget for Administration increased by \$353,079, or 19.4%, primarily due to the increased contractual services related to a new billing vendor, increased rehabilitation services (offset by increased revenues), and the replacement of the patient transportation van.

Division Summary

Department: Barron Center	Division: Barron Center Administration				Account: 107-43-01	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	813,651	794,092	562,201	562,201	562,201	562,201
Administrative Services	33,040	32,840	34,777	34,777	34,777	34,777
Contractual Services	879,905	1,640,391	1,510,553	1,462,953	1,462,953	1,462,953
Maintenance and Repairs	13,600	13,806	16,180	16,180	16,180	16,180
Rentals	4,630	4,359	5,370	5,370	5,370	5,370
Supplies	54,375	50,337	51,375	44,675	44,675	44,675
Minor Capital Items	8,000	0	0	0	0	0
Utilities	14,040	13,800	13,800	13,164	13,164	13,164
Capital Outlay	0	0	35,000	35,000	35,000	35,000
Total	1,821,241	2,549,625	2,229,256	2,174,320	2,174,320	2,174,320

Personnel Services Detail

Department: Barron Center

Division: Barron Center Administration

Account: 107-43-01

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Director Health & Human Svcs	100		1	111,177	0	0	0	0	0	0	0	0
Long Term Care Administrator	100		1	91,743	1	96,389	1	96,389	1	96,389	1	96,389
Dir Social Services/Admissions	100		1	68,512	1	71,965	1	71,965	1	71,965	1	71,965
(2) Financial Manager	100		0	0	0	0	0	0	0	0	0	0
(3) Financial Administrator	100		1	69,609	0	0	0	0	0	0	0	0
(4) Principal Financial Officer	100		0	0	1	69,088	1	69,088	1	69,088	1	69,088
(5) Principal Admin Officer	100		1	69,046	0.5	36,139	0.5	36,139	0.5	36,139	0.5	36,139
Senior Admin Officer	100		1	57,176	1	58,749	1	58,749	1	58,749	1	58,749
(6) Accountant	100		2	77,172	0	0	0	0	0	0	0	0
(7) Executive Assistant	100		1	46,667	0	0	0	0	0	0	0	0
Geriatric Social Worker	100		3	126,268	3	130,186	3	130,186	3	130,186	3	130,186
Switchboard Operator	100		2.1	67,855	2.1	70,150	2.1	70,150	2.1	70,150	2.1	70,150
Receptionist	100		0.7	19,631	0.7	19,655	0.7	19,655	0.7	19,655	0.7	19,655
Temporary Help	100			2,600		2,600		2,600		2,600		2,600
Overtime	100			2,400		4,235		4,235		4,235		4,235
Holiday Payments	100			3,795		3,045		3,045		3,045		3,045
Gross Personnel Services			14.8	813,651	10.3	562,201	10.3	562,201	10.3	562,201	10.3	562,201

Notes:

- (1) (1) Position Transfer to New HHS Admin Dept/Div (100-4001) in FY17
- (2) Tfr to New HHS Admin Dept/Div (100-4001) in FY17 (1 New Position Approved during FY16)
- (3) (1) Position Replaced w/ Principal Financial Officer during FY16
- (4) 1 Position Replaced Financial Administrator during FY16
- (5) (.5) Position Eliminated in FY17
- (6) (2) Positions Eliminated during FY16
- (7) (1) Position Transfer to New HHS Admin Dept/Div (100-4001) in FY17

Office of Elder Affairs

Through the Office of Elder Affairs, the City provides the community with an Elder Advocate who is available to work with any Portland senior who needs help. Assistance is provided in the form of senior information and referral, adult day health services, and community collaboration.

The FY17 budget for the Office of Elder Affairs decreased \$102,967, or 30.5%, attributable to the reallocation of the Director's salary to the new HHS Administration division, as well as a reduction in staff.

Division Summary

Department: Barron Center

Division: Office of Elder Affairs

Account: 107-43-15

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	301,430	291,118	310,531	202,836	202,836	202,836
Administrative Services	1,755	1,755	3,990	3,990	3,990	3,990
Contractual Services	4,815	4,315	4,395	4,395	4,395	4,395
Supplies	28,360	21,770	22,532	22,172	22,172	22,172
Utilities	1,200	1,200	1,200	1,200	1,200	1,200
Total	337,560	320,158	342,648	234,593	234,593	234,593
Less Revenues	(293,060)	(181,750)	(185,560)	(204,280)	(204,280)	(204,280)
Net Division Total	44,500	138,408	157,088	30,313	30,313	30,313

Personnel Services Detail

Department: Barron Center

Division: Office of Elder Affairs

Account: 107-43-15

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Director of Elder Affairs	85	15	1	69,002	1	72,479	0	0	0	0	0	0
Adult Day Services Nurse	100		0.8	50,153	0.8	51,151	0.8	51,151	0.8	51,151	0.8	51,151
(2) Certified Nurse Aide (CNA)	100		4	140,751	5.3	186,901	4	144,185	4	144,185	4	144,185
(3) CNA (Proj)	100		1.3	41,274	0	0	0	0	0	0	0	0
Temporary Help	100			250		0		7,500		7,500		7,500
Gross Personnel Services			7.1	301,430	7.1	310,531	4.8	202,836	4.8	202,836	4.8	202,836

Notes:

- (1) (1) Position Transferred to HHS Admin (100-4001) in FY17
- (2) (1.3) Positions Eliminated in FY17: Replaced CNA (Proj) during FY15
- (3) Positions Replaced w/ CNA during FY15

Therapeutic Recreation

Therapeutic Recreation provides a broad variety of individual and group recreational activities for all residents and also oversees the 150 member volunteer program.

The FY17 budget for Therapeutic Recreation increased by \$8,431, or 3.2%.

Division Summary

Department: Barron Center **Division:** Therapeutic Recreation **Account:** 107-43-16

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	244,311	217,858	251,742	251,742	251,742	251,742
Administrative Services	1,200	1,000	1,200	1,200	1,200	1,200
Contractual Services	6,600	6,600	7,600	7,600	7,600	7,600
Supplies	11,500	11,400	11,500	11,500	11,500	11,500
Total	263,611	236,858	272,042	272,042	272,042	272,042

Personnel Services Detail

Department: Barron Center

Division: Therapeutic Recreation

Account: 107-43-16

Position	Funding Source		FY16 Approved		FY17 Submission		FY17 Manager's Recommendation		FY17 Finance Committee		FY17 Final Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
(1) Dir Life Enrichment/Volunteers	100			0	0	1	68,949	1	68,949	1	68,949	68,949
(2) Director Recreation/Comm Relat	100			1	63,224	0	0	0	0	0	0	0
Recreation Assistant	100			5	177,306	5	179,012	5	179,012	5	179,012	179,012
Temporary Help	100				1,295		1,295		1,295		1,295	1,295
Overtime	100				772		1,178		1,178		1,178	1,178
Holiday Payments	100				1,714		1,308		1,308		1,308	1,308
Gross Personnel Services				6.0	244,311	6.0	251,742	6.0	251,742	6.0	251,742	251,742

Notes:

- (1) 1 Title Change from Director Recreation/Comm Relations during FY16
- (2) (1) Title Change to Dir Life Enrichment / Volunteers during FY16

Nursing Administration

Nursing Administration is responsible for the supervision and management of the Nursing Direct Care division in two buildings 24-hours per day, seven days a week. The division's 18.2 positions provide clinical nursing supervision and direction to the Barron Center's nursing staff on the five nursing units in the main building and the fifty bed Alzheimer's unit (Barron Center II). Staffing patterns on the six units are continually adjusted to meet the changing needs of the resident population and to meet State of Maine mandated minimum staffing ratios.

The FY17 budget for Nursing Administration increased by \$190,997 or 15.8%. This increase is attributed mainly to additional payroll costs, including the addition of a part-time Resident Services Director position, and the costs associated with the electronic medical records system.

Division Summary

Department: Barron Center **Division:** Nursing Administration **Account:** 107-43-21

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	1,129,442	1,049,386	1,271,652	1,271,652	1,271,652	1,271,652
Benefits	7,500	7,761	10,000	10,000	10,000	10,000
Administrative Services	13,030	10,000	13,030	13,030	13,030	13,030
Contractual Services	19,800	28,308	63,087	63,087	63,087	63,087
Supplies	32,215	32,215	32,215	32,215	32,215	32,215
Minor Capital Items	6,500	0	9,500	9,500	9,500	9,500
Total	1,208,487	1,127,670	1,399,484	1,399,484	1,399,484	1,399,484

Personnel Services Detail

Department: Barron Center

Division: Nursing Administration

Account: 107-43-21

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Director of Nursing	100		1	79,547	1	83,576	1	83,576	1	83,576	1	83,576
Asst Dir of Nursing Serv	100		1	70,481	1	75,075	1	75,075	1	75,075	1	75,075
Principal RN (BC)	100		4	245,010	4	253,031	4	253,031	4	253,031	4	253,031
RSD	100		10	623,406	10	689,952	10	689,952	10	689,952	10	689,952
(1) RSD (Proj)	100		0	0	0.8	54,908	0.8	54,908	0.8	54,908	0.8	54,908
LPN	100		1	54,454	1	55,536	1	55,536	1	55,536	1	55,536
Dental Hygienist	100		0.4	25,264	0.4	26,419	0.4	26,419	0.4	26,419	0.4	26,419
Temporary Help	100			2,080		8,840		8,840		8,840		8,840
Overtime	100			16,859		10,887		10,887		10,887		10,887
Holiday Payments	100			12,341		13,428		13,428		13,428		13,428
Gross Personnel Services			17.4	1,129,442	18.2	1,271,652	18.2	1,271,652	18.2	1,271,652	18.2	1,271,652

Notes:

(1) .8 New Position Approved during FY16

Nursing Direct Care

Nursing Direct Care is comprised of six nursing units: Zolov, 2 North, 2 South, 3 North, 3 South, and Barron Center (BC) II. Each nursing unit focuses in a specialized form of care:

- The Zolov Unit is located on the main floor of the facility, is a 25 bed unit for short-term rehabilitation and more intensive-care residents.
- 2 North is a 36 bed unit located on the second floor. The majority of the patients on 2 North have long-term skilled nursing needs requiring higher levels of professional staff to meet their clinical needs.
- 2 South is a 36 bed unit located on the second floor. The dementia residents on the 2 South unit (continuing care dementia) are the most labor intensive, and are often completely dependent on nursing care services as a result of their specific disease process.
- 3 North and 3 South are both 36 bed units located on the third floor, which are traditional long-term care units.
- BC II is a 50 bed unit, managed as five 10 bed "neighborhoods" which provide Alzheimer related / type services. Residents of BC II are highly mobile and require unique staffing considerations.

The FY17 budget for Nursing Direct Care budget consists only of wages, and increased \$99,913 or 1.5%.

Division Summary

Department: Barron Center **Division:** Nursing Direct Care **Account:** 107-43-30

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	6,785,875	6,627,685	7,029,296	6,885,788	6,885,788	6,885,788
Benefits	0	4,696	0	0	0	0
Total	6,785,875	6,632,381	7,029,296	6,885,788	6,885,788	6,885,788

Personnel Services Detail

Department: Barron Center

Division: Nursing Direct Care

Account: 107-43-30

	Funding	FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
Position	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
RN	100	16.4	953,858	16.4	983,851	16.4	983,851	16.4	983,851	16.4	983,851
LPN	100	16.7	870,182	16.7	890,722	16.7	890,722	16.7	890,722	16.7	890,722
Certified Nurse Aide (CNA)	100	118.5	3,900,951	118.5	3,948,451	118.5	3,948,451	118.5	3,948,451	118.5	3,948,451
Unit Clerk	100	6	225,206	6	229,730	6	229,730	6	229,730	6	229,730
Temporary Help	100		204,240		201,596		201,596		201,596		201,596
Overtime	100		341,537		514,366		370,858		370,858		370,858
Holiday Payments	100		289,901		260,580		260,580		260,580		260,580
Gross Personnel Services		157.6	6,785,875	157.6	7,029,296	157.6	6,885,788	157.6	6,885,788	157.6	6,885,788

Nutrition and Supply

The Nutrition and Supply division consists of Resident Nutrition, Cafeteria / Catering, and Central Medical Supply. The Resident Nutrition program is responsible for the therapeutic and nutritional needs of the residents. The Cafeteria / Catering program provides food services for employees, residents, families, visitors, and operates The Clock Tower Cafe at City Hall. Catering services are provided for City functions, receptions, and celebrations. Central Medical Supply purchases, receives, stores, and distributes routine medical supplies, over the counter drugs, and other supplies for the various divisions within the Barron Center.

The FY17 budget expenditures increased \$100,297, or 3.1%. The rise in expenses is largely attributed to the capital costs, including a kitchen box truck replacement, food expense and increased wage costs.

Division Summary

Department: Barron Center

Division: Nutrition and Supply

Account: 107-43-40

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	1,217,872	1,252,518	1,244,672	1,244,672	1,244,672	1,244,672
Benefits	13,380	11,500	12,140	12,140	12,140	12,140
Administrative Services	1,445	1,445	3,295	3,295	3,295	3,295
Client Expenses	29,710	26,000	26,800	26,800	26,800	26,800
Contractual Services	36,535	31,490	43,100	43,100	43,100	43,100
Maintenance and Repairs	13,500	15,320	14,480	10,480	10,480	10,480
Rentals	41,115	38,881	41,360	41,360	41,360	41,360
Supplies	1,861,847	1,827,204	1,895,774	1,888,954	1,888,954	1,888,954
Capital Outlay	0	0	44,900	44,900	44,900	44,900
Total	3,215,404	3,204,358	3,326,521	3,315,701	3,315,701	3,315,701

Personnel Services Detail

Department: Barron Center

Division: Nutrition & Supply

Account: 107-43-40

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Dir Nutrition & Cen Med Supply	100		1	75,923	1	77,433	1	77,433	1	77,433	1	77,433
Asst Director Food Services	100		1	49,310	1	50,304	1	50,304	1	50,304	1	50,304
Materials Manager	100		1	42,978	1	43,836	1	43,836	1	43,836	1	43,836
Licensed Dietetic Technician	100		3	116,111	3	120,195	3	120,195	3	120,195	3	120,195
Cook II	100		1	44,636	1	45,533	1	45,533	1	45,533	1	45,533
Cook I	100		4	144,945	4	148,792	4	148,792	4	148,792	4	148,792
Cafeteria Cook	100		3	102,936	3	106,397	3	106,397	3	106,397	3	106,397
Support Team Worker	100		19	577,040	19	578,252	19	578,252	19	578,252	19	578,252
Temporary Help	100			3,000		3,204		3,204		3,204		3,204
Overtime	100			26,283		38,272		38,272		38,272		38,272
Holiday Payments	100			34,710		32,454		32,454		32,454		32,454
Gross Personnel Services			33.0	1,217,872	33.0	1,244,672	33.0	1,244,672	33.0	1,244,672	33.0	1,244,672

Environmental Services

The Barron Center's Environmental Services Division is composed of six employees who are responsible for the maintenance of the twelve-acre Brighton Avenue facility. The maintenance division keeps the building and grounds in repair and working order through completing projects themselves or arranging for outside vendors. Maintenance also conducts facility fire drills and provides orientation education for drill procedures.

The expenditures in the FY17 Environmental Services budget increased \$23,865, or 2.4%.

Division Summary

Department: Barron Center **Division:** Environmental Services **Account:** 107-43-70

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	314,010	301,284	327,919	327,919	327,919	327,919
Benefits	3,350	4,350	4,350	4,350	4,350	4,350
Administrative Services	350	350	750	750	750	750
Contractual Services	55,987	55,987	56,785	56,785	56,785	56,785
Maintenance and Repairs	94,893	91,758	105,027	105,027	105,027	105,027
Supplies	102,335	97,942	78,169	78,169	78,169	78,169
Minor Capital Items	0	0	14,000	14,000	14,000	14,000
Utilities	421,653	441,877	457,347	429,443	429,443	429,443
Capital Outlay	0	23,099	0	0	0	0
Total	992,578	1,016,647	1,044,347	1,016,443	1,016,443	1,016,443

Personnel Services Detail

Department: Barron Center

Division: Environmental Services

Account: 107-43-70

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Dir Environmental Services	100		1	66,440	1	68,926	1	68,926	1	68,926	1	68,926
Master Electrician	100		1	46,104	1	47,026	1	47,026	1	47,026	1	47,026
Maintenance Worker III	100		3	135,304	3	138,459	3	138,459	3	138,459	3	138,459
Maintenance Worker I	100		1	36,580	1	39,766	1	39,766	1	39,766	1	39,766
Temporary Help	100			8,000		12,160		12,160		12,160		12,160
Overtime	100			19,742		19,654		19,654		19,654		19,654
Holiday Payments	100			1,840		1,928		1,928		1,928		1,928
Gross Personnel Services			6.0	314,010	6.0	327,919	6.0	327,919	6.0	327,919	6.0	327,919

Housekeeping

The Barron Center's Housekeeping staff is responsible for providing a clean and appealing environment for all residents of the Barron Center.

The FY17 Housekeeping expenditures increased minimally \$9,009, or 1.5%.

Division Summary

Department: Barron Center	Division: Housekeeping				Account: 107-43-72	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	440,986	422,007	445,567	445,567	445,567	445,567
Benefits	2,000	1,481	2,000	2,000	2,000	2,000
Contractual Services	3,000	3,000	3,000	3,000	3,000	3,000
Maintenance and Repairs	1,065	500	500	500	500	500
Supplies	137,695	134,615	142,688	142,688	142,688	142,688
Minor Capital Items	15,500	15,500	15,500	15,500	15,500	15,500
Total	600,246	577,103	609,255	609,255	609,255	609,255

Personnel Services Detail

Department: Barron Center

Division: Housekeeping

Account: 107-43-72

Position	Funding Source	FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
		#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
	City Fed Oth										
Housekeeping Supervisor	100	1	39,454	1	41,498	1	41,498	1	41,498	1	41,498
Support Team Worker	100	13	366,422	13	377,205	13	377,205	13	377,205	13	377,205
Temporary Help	100		7,360		3,204		3,204		3,204		3,204
Overtime	100		10,967		6,313		6,313		6,313		6,313
Holiday Payments	100		16,783		17,347		17,347		17,347		17,347
Gross Personnel Services		14.0	440,986	14.0	445,567	14.0	445,567	14.0	445,567	14.0	445,567

Laundry Services

The Laundry division provides a clean and adequate supply of laundry to the residents. Personal laundry services are provided to nearly all of the residents. Laundry services are also provided to the City's Oxford Street Shelter and to Greater Portland Health on Park Avenue.

The FY17 budget for Laundry increased by \$46,390, or 9.8%. This increase is attributed to the replacement of a laundry truck and increased payroll expenses.

Division Summary

Department: Barron Center

Division: Laundry Services

Account: 107-43-73

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	405,015	418,370	422,655	422,655	422,655	422,655
Benefits	1,400	1,429	1,400	1,400	1,400	1,400
Administrative Services	125	155	250	250	250	250
Maintenance and Repairs	8,000	8,000	8,000	8,000	8,000	8,000
Supplies	60,810	70,000	59,435	59,435	59,435	59,435
Capital Outlay	0	0	30,000	30,000	30,000	30,000
Total	475,350	497,954	521,740	521,740	521,740	521,740

Personnel Services Detail

Department: Barron Center

Division: Laundry Services

Account: 107-43-73

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Laundry Supervisor	100		1	38,347	1	40,367	1	40,367	1	40,367	1	40,367
Support Team Worker	100		7.8	247,445	7.8	259,015	7.8	259,015	7.8	259,015	7.8	259,015
Laborer	100		2	69,868	2	72,313	2	72,313	2	72,313	2	72,313
Temporary Help	100			24,355		23,660		23,660		23,660		23,660
Overtime	100			10,252		11,936		11,936		11,936		11,936
Holiday Payments	100			14,748		15,364		15,364		15,364		15,364
Gross Personnel Services			10.8	405,015	10.8	422,655	10.8	422,655	10.8	422,655	10.8	422,655

Debt Service

The Debt Service account provides for the payment of the principal and interest on the City's outstanding General Obligation Bonds, as well as the cost for the current-year bond issuance. Revenue in this department is from bond costs, primarily for the enterprise funds and the School Department.

Department Summary

Department: Debt Service

Account: 100-47

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Contractual Services	908,200	917,528	695,500	695,500	695,500	695,500
Debt Service	34,761,650	34,502,693	36,206,289	36,628,069	36,628,069	36,628,069
Total	35,669,850	35,420,221	36,901,789	37,323,569	37,323,569	37,323,569
Less Revenues	(13,731,813)	(14,640,021)	(15,716,488)	(15,585,607)	(15,585,607)	(15,585,607)
Net Department Total	21,938,037	20,780,200	21,185,301	21,737,962	21,737,962	21,737,962

Library

Portland Public Library is a general purpose library system that serves the Portland community by providing a diverse collection of books, media, programs, classes, and electronic resources at four branch locations and a Portable Library (Bookmobile). Portland Public Library (PPL) also provides patrons with access to materials nationwide through its Interlibrary Loan program. PPL services support and encourage the educational, informational, civic, and recreational interests of all members of the community. As a regional library, PPL resources are available to citizens throughout Cumberland and York Counties and, via reciprocal service agreements, with other libraries nationwide.

Portland Public Library is governed by a Board of Trustees who serve three year staggered terms. As an independent 501c3 non-profit organization, PPL finances all its collections, programs, and outreach through an Annual Campaign, operational grants, fees, and endowment income. The City of Portland owns the land and buildings in which the Library operates its branch locations. Municipal support from the City of Portland, Cumberland County, and the Maine State Library is directed solely to the infrastructure needs of these buildings and the salaries of Library employees.

In April 2010, the Main Library located on Monument Square completed Phase I of a renovation project. This location now features increased natural light and more flexible, useable public space, meaning PPL can now welcome and engage with a broader spectrum of users. Visitation and use of the Library's collection and resources have greatly increased as a result of the renovation. Phase II of the Main Library renovation is in the conceptual planning phase.

In 2013, following a comprehensive community survey by the Library the year before, PPL began its Portable Library Program in neighborhoods throughout the City. This effort encompasses the Bookmobile, deposit collections, and other outreach that serves Portland citizens with practical challenges to reaching a library location to access resources.

Department Summary

Department: Library

Account: 100-48

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	2,646,000	2,627,855	2,785,000	2,785,000	2,785,000	2,785,000
Benefits	385,000	388,425	400,000	400,000	400,000	400,000
Contributions	650,713	665,433	640,000	640,000	640,000	640,000
Total	3,681,713	3,681,713	3,825,000	3,825,000	3,825,000	3,825,000

Personnel Services Detail

Department: Public Library

Division: Public Library

Account: 100-48-00

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Library Executive Director	100		1	92,015	1	95,700	1	95,700	1	95,700	1	95,700
Library Associate Director	100		1	77,813	1	78,000	1	78,000	1	78,000	1	78,000
Library Dir of Human Resources	100		1	72,950	1	69,420	1	69,420	1	69,420	1	69,420
Library Director of Finance & Ope	100		1	72,950	1	75,855	1	75,855	1	75,855	1	75,855
Library Development Manager	100		1	72,950	1	75,855	1	75,855	1	75,855	1	75,855
Library Programming Manager	100		0.8	35,428	0.8	36,847	0.8	36,847	0.8	36,847	0.8	36,847
Library Asst to the Director	100		1	45,845	1	47,678	1	47,678	1	47,678	1	47,678
Library Finance / HR Specialist	100		1	47,249	1	49,140	1	49,140	1	49,140	1	49,140
Librarian III	100		3	208,826	4	273,605	4	273,605	4	273,605	4	273,605
Librarian II	100		4	208,455	4	209,215	4	209,215	4	209,215	4	209,215
Librarian I	100		6.5	310,592	7.5	356,635	7.5	356,635	7.5	356,635	7.5	356,635
Library Senior Tech Asst II	100		4.2	183,763	3.2	142,890	3.2	142,890	3.2	142,890	3.2	142,890
Library Senior Tech Asst	100		7.7	320,500	5.7	253,945	5.7	253,945	5.7	253,945	5.7	253,945
Library Tech Assistant	100		10.6	383,266	11.6	448,538	11.6	448,538	11.6	448,538	11.6	448,538
Library Supr Maint & Secuirty	100		1	42,218	1	46,586	1	46,586	1	46,586	1	46,586
Library Maintenance / Security	100		2	63,843	2	69,303	2	69,303	2	69,303	2	69,303
(1) Library Maintenance	100		2.2	68,655	2.3	70,398	2.3	70,398	2.3	70,398	2.3	70,398
Library Assistant II	100		4.4	146,792	4.4	152,681	4.4	152,681	4.4	152,681	4.4	152,681
Library Assistant	100		0.5	19,890	0.5	20,709	0.5	20,709	0.5	20,709	0.5	20,709
Separation Pay	100			10,000		0		0		0		0
Termination / Promotion	100			0		10,000		10,000		10,000		10,000
Temporary Help	100			147,000		182,000		182,000		182,000		182,000
Overtime	100			15,000		20,000		20,000		20,000		20,000
Gross Personnel Services			53.9	2,646,000	54.0	2,785,000	54.0	2,785,000	54.0	2,785,000	54.0	2,785,000

Notes:

(1) .1 Hours Increase during FY16

Pension

The City makes contributions for the future retirement of employees and disability payments.

The City has two separate defined benefit pension plans. Full retirement benefits are available to non-Public Safety employees with 25 years of service at age 60 (or at age 65 after July 1, 2014), and Public Safety employees with 25 years of service. There is also a plan covering grandfathered Public Safety employees with 20 years of service. Contributions to the Maine Public Employees Retirement System (MainePERS) are made by both the employee and the City. Generally, participants are vested after five creditable years of service.

Employees also have the choice of an International City Management Association Retirement Corporation (ICMA RC) 401(a) defined contribution plan.

Department Summary

Department: Pension

Account: 100-51

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Benefits	7,156,027	6,424,584	7,119,820	6,988,107	6,995,741	6,988,107
Total	7,156,027	6,424,584	7,119,820	6,988,107	6,995,741	6,988,107
Less Revenues	(1,497,348)	(1,258,337)	(808,406)	(762,597)	(762,597)	(762,597)
Net Department Total	5,658,679	5,166,247	6,311,414	6,225,510	6,233,144	6,225,510

Employee Benefits

The Employee Benefits account consists of the following divisions: Health Insurance Program, Workers' Compensation, Group Life Insurance, Unemployment, and FICA. Since all benefit costs for the City are budgeted for in one account, this budget is considered a non-departmental budget. The Department of Human Resources has oversight responsibility.

Department Summary

Department: Employee Benefits

Account: 100-52

		FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown							
Benefits		16,266,089	19,198,022	18,311,200	18,284,984	18,303,821	18,284,984
Administrative Services		949,640	909,808	758,185	758,185	758,185	758,185
Contractual Services		839,000	829,905	871,400	871,400	871,400	871,400
Rentals		10,800	10,800	11,100	11,100	11,100	11,100
Insurance		759,980	935,009	1,181,760	981,760	981,760	981,760
Utilities		1,420	1,420	1,420	1,420	1,420	1,420
Contributions		113,775	115,283	113,775	103,775	103,775	103,775
Total		18,940,704	22,000,247	21,248,840	21,012,624	21,031,461	21,012,624
Summary by Division							
Health Insurance Program	(52-02)	15,915,250	18,861,814	18,002,890	18,002,890	18,020,527	18,002,890
Workers' Compensation	(52-03)	1,657,755	1,785,365	1,872,250	1,662,250	1,662,250	1,662,250
Group Life Insurance	(52-05)	198,790	191,000	193,700	192,214	192,214	192,214
Unemployment	(52-06)	150,000	150,000	150,000	150,000	150,000	150,000
FICA	(52-07)	1,018,909	1,012,068	1,030,000	1,005,270	1,006,470	1,005,270
Total		18,940,704	22,000,247	21,248,840	21,012,624	21,031,461	21,012,624
Less Revenues		(5,084,981)	(4,851,476)	(5,917,161)	(5,786,340)	(5,786,340)	(5,786,340)
Net Department Total		13,855,723	17,148,771	15,331,679	15,226,284	15,245,121	15,226,284

Health Insurance Program

The Health Insurance account provides funding for the City's self-insured health plan. The City picks up the full cost of medical coverage for all full-time employees as well as the family costs for grandfathered employees. For all remaining employees, the City picks up 81% of employee and child(ren) costs, 77% of employee and adult costs and 70% of family costs. Claim payments are made by a third party administrator.

Division Summary

Department: Employee Benefits	Division: Health Insurance Program				Account: 100-52-02	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Benefits	14,898,390	17,844,954	16,937,500	16,937,500	16,955,137	16,937,500
Administrative Services	1,004,640	1,004,640	1,052,870	1,052,870	1,052,870	1,052,870
Rentals	10,800	10,800	11,100	11,100	11,100	11,100
Utilities	1,420	1,420	1,420	1,420	1,420	1,420
Total	15,915,250	18,861,814	18,002,890	18,002,890	18,020,527	18,002,890
Less Revenues	(4,800,045)	(4,539,031)	(5,466,725)	(5,340,836)	(5,340,836)	(5,340,836)
Net Division Total	11,115,205	14,322,783	12,536,165	12,662,054	12,679,691	12,662,054

Workers' Compensation

The City is self-insured under the provisions of the Maine Workers' Compensation Act. Our third-party administrator, Maine Municipal Association, processes all claims and maintains files and provides WC Board filing of notices. Monthly reports are received from MMA outlining payments made for medical, legal, indemnity and other expenditures on open claims. This account includes all the aforementioned payments as well as administration fees charged based on claims activity. When applicable, this account also carries the debt payments on bonds purchased for the settlement of on-going WC claims. The Risk Prevention line, which funds the City's Drug and Alcohol Testing program, is also a function of this budget.

Division Summary

Department: Employee Benefits **Division:** Workers' Compensation **Account:** 100-52-03

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Administrative Services	(55,000)	(94,832)	(294,685)	(294,685)	(294,685)	(294,685)
Contractual Services	839,000	829,905	871,400	871,400	871,400	871,400
Insurance	759,980	935,009	1,181,760	981,760	981,760	981,760
Contributions	113,775	115,283	113,775	103,775	103,775	103,775
Total	1,657,755	1,785,365	1,872,250	1,662,250	1,662,250	1,662,250
Less Revenues	(179,042)	(223,583)	(346,913)	(346,913)	(346,913)	(346,913)
Net Division Total	1,478,713	1,561,782	1,525,337	1,315,337	1,315,337	1,315,337

Group Life Insurance

The Group Life Insurance account pays the full cost of this insurance for qualified retirees, Police, Fire and EMS. The City's contributions are based on the employee's actual wages. The wages are multiplied by the applicable insurance rate per \$1,000. This program is administered by the Maine Public Employees Retirement System (MainePERS).

All other City employees pay the entire cost of life insurance.

The revenues received are from inter-fund transfers to the Jetport for the cost of the group life insurance contributions paid on the public safety employees assigned to the Air Rescue Station and Jetport Security forces.

Division Summary

Department: Employee Benefits **Division:** Group Life Insurance **Account:** 100-52-05

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Benefits	198,790	191,000	193,700	192,214	192,214	192,214
Total	198,790	191,000	193,700	192,214	192,214	192,214
Less Revenues	(7,924)	(7,331)	(8,000)	(6,514)	(6,514)	(6,514)
Net Division Total	190,866	183,669	185,700	185,700	185,700	185,700

Unemployment

The Unemployment Insurance Program is mandated by state and federal law. The City is self-insured and reimburses the state for all benefits paid to eligible recipients as determined by the Maine Unemployment Security Commission.

Division Summary

Department: Employee Benefits **Division:** Unemployment **Account:** 100-52-06

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Benefits	150,000	150,000	150,000	150,000	150,000	150,000
Total	150,000	150,000	150,000	150,000	150,000	150,000

FICA

In 1986, the Internal Revenue Service began requiring employees covered by pension plans other than Social Security to contribute to Medicare. Therefore, employees hired after April 1, 1986, are required to contribute a percentage of their annual wages for Medicare coverage. The City must also make a matching contribution. The current rate is 1.45%.

Division Summary

Department: Employee Benefits	Division: FICA				Account: 100-52-07	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Benefits	1,018,909	1,012,068	1,030,000	1,005,270	1,006,470	1,005,270
Total	1,018,909	1,012,068	1,030,000	1,005,270	1,006,470	1,005,270
Less Revenues	(97,970)	(81,531)	(95,523)	(92,077)	(92,077)	(92,077)
Net Division Total	920,939	930,537	934,477	913,193	914,393	913,193

Contingency

The Contingency account provides funds which are set aside as a necessary provision for meeting unforeseen contingencies and emergencies which may arise during the year. Expenditures for contingencies arising in the implementation of the policies and work programs established by the City Council are authorized by the City Manager.

The FY17 expenditure decrease is primarily a result of the reallocation of the new FY16 stormwater utility charges to their respective departments and the appropriation increase in FY16 for legal services related to General Assistance. The FY17 budget includes monies for an American with Disabilities (ADA) self-evaluation plan study.

Department Summary

Department: Contingency

Account: 100-61

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Administrative Services	750	750	750	750	750	750
Contractual Services	479,250	450,000	425,000	325,000	325,000	325,000
Utilities	131,000	131,000	21,810	0	0	0
Total	611,000	581,750	447,560	325,750	325,750	325,750

Liability Insurance

This account funds the City's self-insurance program, including the defense and/or settlement of claims against the City, and repair of damage to City property. Claims are processed in-house in the legal department through Maine Municipal Association's (MMA) property and casualty pool. In addition, the City purchases insurance policies to cover property and liability exposures that could possibly exceed the liability limits set forth in the Maine Tort Claims Act.

Insurance premiums are charged to enterprise funds for buildings and contents, boiler, crime bond, airport and marine coverage. Revenue is also derived through subrogation to third parties for damage to City property.

Department Summary

Department: Liability Insurance

Account: 100-62

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Administrative Services	5,200	5,200	5,200	5,200	5,200	5,200
Contractual Services	20,000	5,000	20,000	0	0	0
Insurance	749,803	712,713	848,396	773,396	773,396	773,396
Total	775,003	722,913	873,596	778,596	778,596	778,596
Less Revenues	(160,337)	(153,552)	(148,731)	(148,731)	(148,731)	(148,731)
Net Department Total	614,666	569,361	724,865	629,865	629,865	629,865

County Tax

County tax is assessed to each municipality by the county in which it resides. Distribution of the tax burden is made on the basis of the valuation of a municipality as determined by the State Board of Equalization. Portland's share of Cumberland County tax has increased by \$177,110 or 3.4%.

	2015		2016		%
	State Certified	2015	State Certified	2016	Tax
	Valuation	Tax	Valuation	Tax	Change
Baldwin	\$146,000,000	\$99,264	\$147,150,000	\$99,688	0.43%
Bridgeton	961,500,000	653,709	942,750,000	638,665	-2.30%
Brunswick	2,000,400,000	1,360,042	2,082,600,000	1,410,855	3.74%
Cape Elizabeth	1,723,250,000	1,171,612	1,840,800,000	1,247,048	6.44%
Casco	645,350,000	438,764	640,200,000	433,703	-1.15%
Chebeague Island	194,350,000	132,136	193,650,000	131,188	-0.72%
Cumberland	1,099,350,000	747,431	1,144,550,000	775,374	3.74%
Falmouth	2,141,950,000	1,456,279	2,253,100,000	1,526,360	4.81%
Freeport	1,385,250,000	941,811	1,462,950,000	991,074	5.23%
Frye Island	158,400,000	107,694	151,000,000	102,295	-5.01%
Gorham	1,467,850,000	997,969	1,541,700,000	1,044,423	4.65%
Gray	846,050,000	575,217	884,000,000	598,865	4.11%
Harpwell	1,846,200,000	1,255,204	1,852,450,000	1,254,940	-0.02%
Harrison	484,800,000	329,608	492,400,000	333,576	1.20%
Long Island	140,650,000	95,626	145,250,000	98,399	2.90%
Naples	692,450,000	470,786	732,250,000	496,062	5.37%
New Gloucester	470,300,000	319,750	485,300,000	328,766	2.82%
North Yarmouth	431,500,000	293,370	442,700,000	299,907	2.23%
Portland	7,707,200,000	5,240,009	7,996,350,000	5,417,119	3.38%
Pownal	214,100,000	145,563	228,250,000	154,628	6.23%
Raymond	953,050,000	647,964	998,250,000	676,263	4.37%
Scarborough	3,667,300,000	2,493,342	3,791,950,000	2,568,852	3.03%
Sebago	378,700,000	257,472	372,050,000	252,045	-2.11%
South Portland	3,580,100,000	2,434,056	3,696,350,000	2,504,088	2.88%
Standish	977,050,000	664,282	1,004,900,000	680,768	2.48%
Westbrook	1,838,750,000	1,250,138	1,884,650,000	1,276,754	2.13%
Windham	1,788,800,000	1,216,178	1,867,050,000	1,264,831	4.00%
Yarmouth	1,438,950,000	978,320	1,532,200,000	1,037,987	6.10%
	\$39,379,600,000	\$26,773,597	\$40,806,800,000	\$27,644,523	3.25%

Department Summary

Department: County Tax

Account: 100-63

	FY16	FY16	FY17	FY17	FY17	FY17
	Approp.	Projected	Department	Manager's	Finance	Final
		Expend.	Submission	Recomm.	Comm.	Allowance
Classification Breakdown						
Contributions	5,240,009	5,240,009	5,417,119	5,417,119	5,417,119	5,417,119
Total	5,240,009	5,240,009	5,417,119	5,417,119	5,417,119	5,417,119

Memberships/Other

The Memberships account provides for City membership in various professional and governmental organizations whose purpose is to provide services and information to the City. A significant portion of this budget is comprised of the Metro subsidy.

Department Summary

Department: Memberships/Other

Account: 100-65

		FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown							
Contractual Services		50,000	50,000	50,000	50,000	50,000	50,000
Contributions		2,989,722	2,985,855	3,034,263	2,906,938	2,917,938	2,917,938
Total		3,039,722	3,035,855	3,084,263	2,956,938	2,967,938	2,967,938
Summary by Division							
Transit District (Metro)	(65-02)	2,485,115	2,485,054	2,572,744	2,572,744	2,572,744	2,572,744
Regional Transportation	(65-06)	130,459	130,459	130,459	32,134	32,134	32,134
Memberships - Misc	(65-07)	424,148	420,342	381,060	352,060	363,060	363,060
Total		3,039,722	3,035,855	3,084,263	2,956,938	2,967,938	2,967,938

Transit District (Metro)

The Transit District account provides subsidy support to the Greater Portland Transit District, better known as Metro.

The Greater Portland Transit District is a shared venture to provide public transportation services to the residents of the municipalities it serves. In April 2009, the Town of Falmouth joined the City of Portland and the City of Westbrook, Maine as members. The district is managed by a Board of Directors selected by the municipal officers of each participating municipality. The Board of Directors has responsibility for budgeting and financing. The district's operating and capital expenditures, including debt service, are financed by state and federal grants received directly by the district, fares, and assessments of member communities. The City of Portland's share of the local operating subsidy is approximately 82%. Portland's actual share of the Metro budget has increased by \$87,690 or 3.5%.

Division Summary

Department: Memberships/Other	Division: Transit District (Metro)				Account: 100-65-02	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Contributions	2,485,115	2,485,054	2,572,744	2,572,744	2,572,744	2,572,744
Total	2,485,115	2,485,054	2,572,744	2,572,744	2,572,744	2,572,744

Regional Transportation

The Regional Transportation Program (RTP) provides para-transit services to the City on a contractual basis, for individuals unable to use public transportation (METRO), in accordance with the American with Disabilities Act (ADA). RTP services the cities of Portland, South Portland, and Westbrook, with the cost apportioned based on ridership. The FY17 ridership is increasing and expenses are anticipated to surpass the FY17 allocation.

Division Summary

Department: Memberships/Other

Division: Regional Transportation

Account: 100-65-06

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Contributions	130,459	130,459	130,459	32,134	32,134	32,134
Total	130,459	130,459	130,459	32,134	32,134	32,134

Memberships - Miscellaneous

The Memberships account provides for City membership in various professional and governmental organizations whose purpose is to provide services and information to the City. This year's budget includes funding for Community Television Network, the Maine Municipal Association, the Greater Portland Council of Governments, Peaks Island Council, the Board of Harbor Commissioners, the HOME Team, and Community Counseling for TIP Program.

Division Summary

Department: Memberships/Other **Division:** Memberships - Miscellaneous **Account:** 100-65-07

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Contractual Services	50,000	50,000	50,000	50,000	50,000	50,000
Contributions	374,148	370,342	331,060	302,060	313,060	313,060
Total	424,148	420,342	381,060	352,060	363,060	363,060

Wage Adjustment

The Wage Adjustment account provides a wage reserve, which may result from scheduled union contract negotiations or other personnel compensation agreements.

Department Summary

Department: Wage Adjustment

Account: 100-67

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	(111,827)	0	0	0	0	0
Total	(111,827)	0	0	0	0	0

Capital

The Capital budget consolidates the normal operating annual capital expenses into one comprehensive budget, rather than incorporating these expenses in the individual department budgets. This presentational format is designed to better assess yearly changes on a budgetary level, and to serve as a useful tool in managing capital needs.

Department Summary

Department: Capital

Account: 100-70

		FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown							
Capital Outlay		375,000	323,560	465,000	390,000	390,000	390,000
Total		375,000	323,560	465,000	390,000	390,000	390,000
Summary by Division							
Parking	(70-18)	60,000	0	255,000	255,000	255,000	255,000
Fire	(70-22)	30,000	30,000	0	0	0	0
Information Technologies	(70-29)	110,000	141,832	0	0	0	0
Public Works	(70-31)	175,000	151,728	135,000	60,000	60,000	60,000
Parks, Recreation & Facilities	(70-33)	0	0	75,000	75,000	75,000	75,000
Total		375,000	323,560	465,000	390,000	390,000	390,000

Street Openings

The Street Opening program and budget are governed by state law, and must be kept separate from the general fund. Each time one of the City's roads or sidewalks is excavated, the Street Opening program provides the services for permitting, inspection, and enforcement of the work. To fully fund the program, the City collects fees for services and to provide for the permanent restoration of excavations made by private contractors. The fee structure is based on the actual costs of administering the program.

In addition to administering and monitoring the excavations made by private contractors and utility companies, this fund also provides for some of the services required by state tort liability laws.

Department Summary

Department: Public Works

Account: 247-31

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	198,592	196,673	217,817	296,866	296,866	296,866
Benefits	57,195	56,926	65,911	65,911	65,911	65,911
Administrative Services	2,010	1,563	1,610	1,610	1,610	1,610
Contractual Services	3,500	2,180	57,850	57,850	57,850	57,850
Maintenance and Repairs	3,760	3,469	7,260	7,260	7,260	7,260
Supplies	18,020	18,270	10,170	10,170	10,170	10,170
Utilities	5,100	4,860	3,060	2,376	2,376	2,376
Capital Outlay	173,320	173,320	300,250	300,250	300,250	300,250
Total	461,497	457,261	663,928	742,293	742,293	742,293
Less Revenues	(461,497)	(457,261)	(663,928)	(742,293)	(742,293)	(742,293)
Net Department Total	0	0	0	0	0	0

Personnel Services Detail

Department: Public Works

Division: Street Openings

Account: 247-31-00

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Charges from Admin	100			41,040		41,746		41,746		41,746		41,746
Charges from Communications	100			4,986		5,083		5,083		5,083		5,083
Charges from Transportation	100			3,906		3,114		3,114		3,114		3,114
Charges from Engineering (GF)	100			88,286		153,769		232,818		232,818		232,818
Charges from Sewer Engineering	100			38,376		0		0		0		0
Overtime	100			21,998		14,105		14,105		14,105		14,105
Gross Personnel Services				198,592		217,817		296,866		296,866		296,866

Portland, Maine



Yes. Life's good here.

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Key Revenues and Expenses

Revenues

FISH PIER

The Fish Pier Authority is a segregated budget that maintains the Portland Fish Pier and keeps its own fund balance. Administered by the Fish Pier Authority board, this fund receives revenues from leases and parking on the pier. Revenue generated by fish pier operations is required to be used to support the pier maintenance and capital improvements, as well as supporting the Portland Fish Exchange auction.

SEWER FUND

100% of the revenues generated by the Sewer Fund are from sewer user fees. The Portland Water District bills the City's residents and businesses for water and sewer. The sewer portion is based upon water volume.

On January 1, 2017, the sewer user fee increases to \$9.35 per hundred cubic feet (hcf). This is an increase of \$0.40 over the FY16 blended two-tier rate of \$9.70 per hcf effective July 1, 2015 and \$8.20 per hcf effective January 1, 2016, an increase of 4.5%. The Stormwater program / rate separated from the Sewer Fund mid-year FY16, allowing more equitable distribution of user costs based on impervious area. The City has been making improvements to its combined sewer overflows. The second tier of projects was completed in 2013, and 2014 begins the third tier of CSO projects. The revised estimate of these projects totals over \$200 million over an estimated 15-25 years, the cost to be financed by the Sewer user fees and the Stormwater service charges.

In FY17, approximately 81.2% of the budget is allocated for debt service and assessment fees to the Water District.

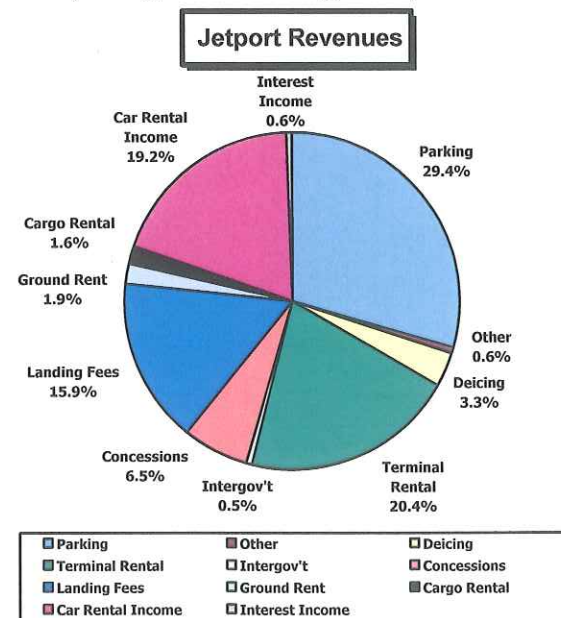
STORMWATER FUND

FY17 is the 1st year in which both the Stormwater revenues and expenditures are estimated for a full year. The Stormwater Fund was created in FY16, and the new Stormwater fee was effective mid-year FY16, January 1, 2016. A stormwater division, previously a component of the Sewer Fund, separated in FY16 as part of an effort to achieve greater fairness in paying stormwater costs among its' users.

The PWD continues to provide billing services for the Sewer fees, while the City maintains the billing system for the costs related to Stormwater or the impervious areas. The FY17 Stormwater Service Charge remains unchanged at \$6.00/month per 1,200 square feet of impervious surface. The collected funds will be used to maintain and improve the City's infrastructure.

JETPORT

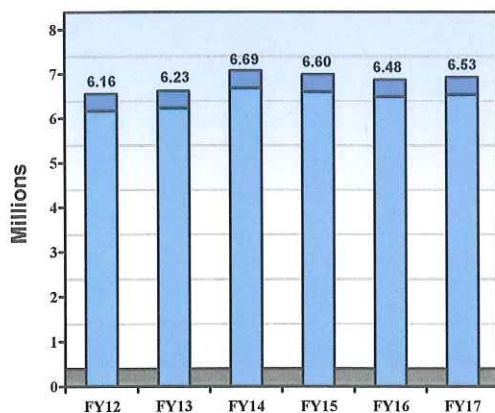
The Jetport is ranked by the Federal Aviation Administration as the 93rd largest airport in the United States based on enplanements. In calendar year 2015, a total of 1,744,979 passengers flew into and out of the Jetport. The Jetport is served by American Airlines, Delta Airlines, Elite Airways, JetBlue, Southwest Airlines, and United Airlines, along with their regional partners.



Airlines pay terminal rental and landing fees based on Jetport cost center expenses. Airline revenues account for approximately 35% of the Jetport's total FY17 revenue, with parking, rental cars, concessions, ground rent, and miscellaneous revenue providing the other 65%.

Rental cars are provided on-site by Alamo, Avis, Budget, Dollar, Enterprise, Hertz, and National. Each agency pays a commission to the Jetport based on gross sales. In FY17, car rental agency income is expected to draw 29% of the non-airline revenue. Parking, representing 45% of non-airline revenue, is contracted out to a private management company which pays the Jetport a monthly fee based on total net revenue earned.

Jetport Parking Division Income



Note: FY16 and FY17 are estimated amounts

The Airfield Deicing Facility is a net zero cost operation, with all costs initially paid by the Jetport and then reimbursed by airlines for services rendered.

All revenues generated by the Jetport are dedicated, meaning that any excess of revenue after expenses have been paid at year-end must remain in the Jetport fund to be used for future expansion or major capital improvement needs.

Expenditures

Enterprise Fund accounting is used to account for operations that are financed and operated in a manner similar to private business enterprises. The intent of the governing body is that the costs of providing goods and services to the public be financed primarily through user charges. There are four enterprise funds administered by three departments of the City. A brief description of each of these operations follows.

FISH PIER

The Fish Pier Authority is a segregated budget that maintains the Portland Fish Pier and keeps its own fund balance. The Fish Pier falls under the direction of the Department of Parks, Recreation and Facilities. The Pier was deeded to the City in 1984 by the State to use in support of commercial fishing activities.

SEWER FUND

The principal function of the Sewer Fund is to account for the sewer services to the City residents and business establishments. The City is also served by the Portland Water District (PWD), a wholly separate quasi-municipal entity, whose operations are not part of the City for treatment of its wastewater. The City owns and maintains the infrastructure sewer lines and is responsible for the cost of their maintenance, improvements and expansion. The PWD owns and operates a treatment plant for sewage delivered to the plant by the City, for which the City pays a monthly fee. The City is responsible for the entire debt service required to finance the PWD's treatment plant in Portland.

STORMWATER FUND

The principal function of the Stormwater fund is to account for operating, maintaining, and meeting the capital costs requirements of the City of Portland stormwater and combined sewer infrastructure systems. The City of Portland maintains 129 miles of stormwater infrastructure, 141 miles of combined sewer systems, 96 miles of sanitary sewer and approximately 15,000 other structures that help to move and treat stormwater.

The city is also responsible for the capital costs necessary to maintain the system and the development and redevelopment of properties within the city and for meeting State and Federal mandates regarding the quality of streams and tidal waters within its jurisdiction.

JETPORT

The City of Portland's Department of Aviation and Transportation is responsible for the operation and maintenance of the Portland Jetport. The Jetport serves as a vital transportation link to the City of Portland and the entire southern region of Maine. Passenger enplanements have increased from approximately 250,111 passengers annually in 1980 to 876,398 for calendar year 2015.

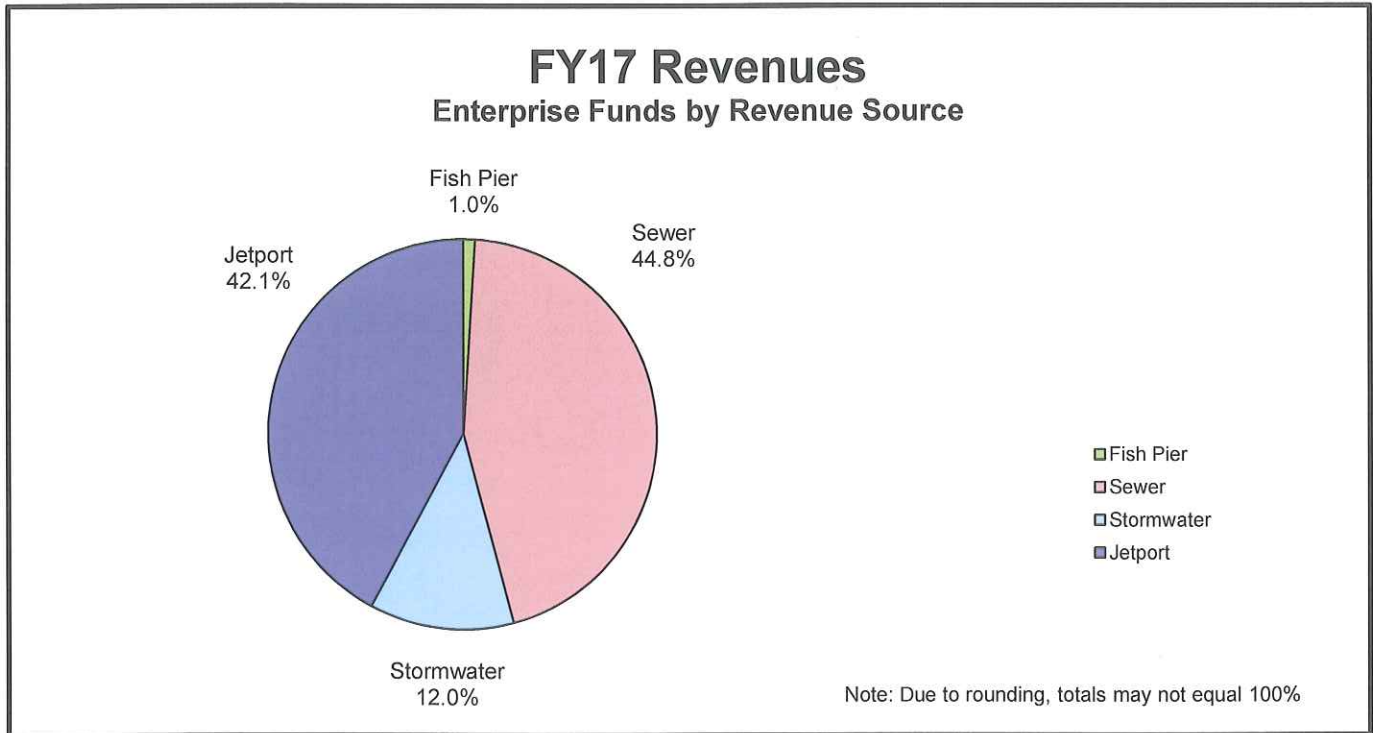
The Jetport's major expenses include the terminal building, operation of the Jetport Parking division, and maintenance of the Airfield runways, taxiways and aprons. Other central expenses include security, administrative, and marketing costs.

City of Portland, Maine
Comparative Statement of Revenues
For Enterprise Funds

Activity/Element/Object	Account Title	Actual Revenues FY15	Estimated Revenues FY16	Projected Revenues FY16	Estimated Revenues FY17
Fish Pier Fund:					
341-0000	Misc. Charges for Services	24,721	14,440	14,440	14,655
341-5500	Berthing Income	29,376	29,376	29,376	29,376
363-1500	Parking Income	271,980	288,394	288,398	305,750
363-2500	Ground Rent	163,474	169,764	169,764	172,266
394-0000	Fund Balance Appropriation	0	(165,179)	(169,183)	(179,314)
Total Fish Pier Fund:		\$489,551	\$336,795	\$332,795	\$342,733
Sewer Fund:					
321-0400	Sewer Connects	20,850	19,900	20,000	22,900
327-0000	Misc. Licenses and Permits	12,450	2,550	3,650	2,550
331-2000	Federal Pass Thru Grants	2,400	0	0	0
341-0000	Misc. Charges for Services	29,456	18,000	21,137	18,000
341-7000	Lien and Foreclosure Cost	19,784	10,000	9,268	10,000
344-1000	Residential Sewer Fees	13,238,089	13,412,179	13,407,479	13,185,315
344-2000	Commercial Sewer Fees	6,798,478	6,989,179	6,989,197	6,771,466
344-3000	Industrial Sewer Fees	1,571,450	1,585,782	1,585,765	1,571,004
344-4000	Governmental Sewer Fees	831,041	824,028	824,026	833,625
344-5000	Commercial Surcharge Inc.	123,845	115,000	115,015	150,000
344-6000	Industrial Surcharge Inc.	243,982	250,000	249,939	250,000
361-0000	Interest Income	34,822	26,000	31,962	26,000
361-3000	Interest / Penalty Delinquencies	34,073	25,000	25,083	25,000
394-0000	Fund Balance Appropriation	0	(625,412)	(7,257,262)	517,582
395-0000	Enterprise Fund Charges	0	231,700	231,700	199,651
397-0000	Spec Rev / Endow Fd Chgs	27,733	38,376	38,376	0
398-0100	Fringe Benefits	0	64,969	64,969	94,932
Total Sewer Fund:		\$22,988,453	\$22,987,251	\$16,360,304	\$23,678,025
Stormwater Fund:					
344-6500	Stormwater User Fees	0	2,562,157	2,562,200	6,220,300
394-0000	Fund Balance Appropriation	0	(127,259)	(229,320)	(2,108,788)
Total Stormwater Fund:		\$0	\$2,434,898	\$2,332,880	\$4,111,512
Jetport Fund:					
322-0000	Business Licenses	127,984	131,525	122,968	0
331-2000	Federal Pass Thru Grants	126,175	116,800	116,800	116,800
335-0000	State of Maine	75,406	0	0	0
341-0000	Misc. Charges for Services	1,007,737	894,051	800,379	852,210
361-0000	Interest Income	129,681	20,000	119,087	120,000
363-1500	Parking Income	6,475,767	6,391,613	6,357,642	6,410,288
363-2000	Concessions	1,363,565	1,301,865	1,368,653	1,404,677
363-2500	Ground Rent	403,412	416,735	416,735	419,908
363-3000	Landing Fees	2,832,098	3,248,724	3,278,024	3,472,468
363-3500	Terminal Rental	4,168,623	4,184,032	4,203,244	4,447,376
363-4000	Commissions - Car Rentals	3,906,499	3,598,118	3,922,902	4,036,108
363-4500	Car-Service Facility	31,477	31,739	31,739	32,054
363-4700	Car Rental - Terminal Use	123,238	123,238	123,238	123,238
363-4800	Cargo Revenue	325,683	294,621	306,732	342,310
Total Jetport Fund:		\$21,097,345	\$20,753,061	\$21,168,143	\$21,777,437

City of Portland, Maine
Comparative Statement of Revenues
For Enterprise Funds

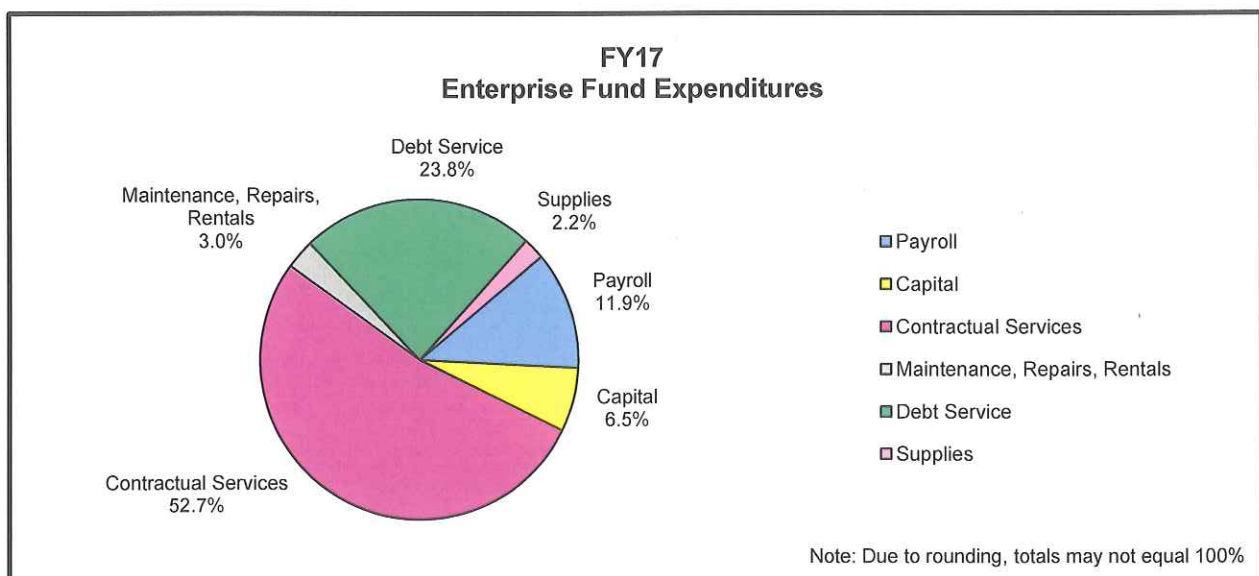
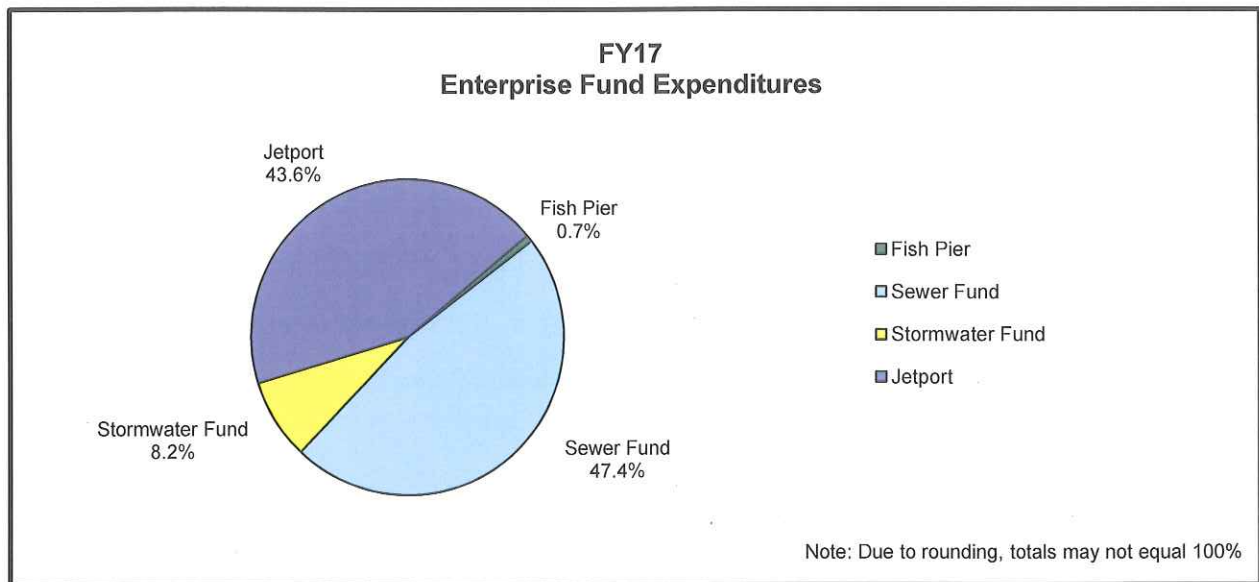
Activity/Element/Object	Account Title	Actual Revenues FY15	Estimated Revenues FY16	Projected Revenues FY16	Estimated Revenues FY17
TOTAL ENTERPRISE FUND REVENUES:		\$44,575,349	\$46,512,005	\$40,194,122	\$49,909,707



**CITY OF PORTLAND, MAINE
FY17 Annual Budget**

Departmental Budget Summary By Expenditure Category

Account Number	Account Title	Payroll	Contractual Services	Maint. / Repairs & Rentals	Supplies	Capital	Debt Service	Total
530	Fish Pier	32,000	93,947	104,850	13,500	40,000	58,436	342,733
570	Sewer Fund	1,987,692	13,903,344	240,692	266,858	0	7,279,439	23,678,025
571	Stormwater Fund	844,666	1,250,444	116,500	104,450	1,521,060	274,392	4,111,512
583	Jetport	3,075,001	11,041,314	1,027,198	708,354	1,670,500	4,255,070	21,777,437
Total Enterprise Funds:		\$5,939,359	\$26,289,049	\$1,489,240	\$1,093,162	\$3,231,560	\$11,867,337	\$49,909,707



Fish Pier Authority

The Fish Pier Authority, a quasi-municipal corporation, was created in 1989 to operate the eighteen-acre site. The pier is home to the City owned Portland Fish Exchange, the first public auction site for fresh seafood in the nation.

The bylaws of the Fish Pier Authority require that all revenue generated from the Fish Pier operations must stay with the Authority.

As an Enterprise Fund, expenditures and revenues net to zero.

Department Summary

Department: Parks, Recreation & Facilities

Account: 530-33

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	32,000	32,000	32,000	32,000	32,000	32,000
Benefits	1,200	1,200	1,200	1,200	1,200	1,200
Administrative Services	7,168	7,168	7,251	7,251	7,251	7,251
Contractual Services	44,619	44,619	44,619	44,619	44,619	44,619
Maintenance and Repairs	104,850	104,850	104,850	104,850	104,850	104,850
Insurance	12,900	12,900	13,440	13,440	13,440	13,440
Supplies	13,500	13,500	13,500	13,500	13,500	13,500
Utilities	19,000	15,000	27,437	27,437	27,437	27,437
Capital Outlay	40,000	40,000	40,000	40,000	40,000	40,000
Debt Service	61,558	61,558	61,558	58,436	58,436	58,436
Total	336,795	332,795	345,855	342,733	342,733	342,733
Less Revenues	(336,795)	(332,795)	(345,855)	(342,733)	(342,733)	(342,733)
Net Department Total	0	0	0	0	0	0

Personnel Services Detail

Department: Parks, Recreation & Facilities Management

Division: Fish Pier

Account: 530-33-31

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Charges from Trades (33-01)		100			24,000		24,000		24,000		24,000	24,000
Overtime		100			8,000		8,000		8,000		8,000	8,000
Gross Personnel Services					32,000		32,000		32,000		32,000	32,000

Sewer Fund

The principal function of this fund is to account for the sewer services provided to City residents and business establishments. The Portland Water District (not a city department) owns and operates the wastewater treatment plant for which the Sewer Fund pays a monthly fee. The City owns and maintains the infrastructure sewer lines and is responsible for the costs of maintenance, improvements, and expansion.

All users of the system pay monthly or quarterly fees, based upon water volume, to support the expenses of the fund.

The Sewer Fund expenditures increased \$690,774, or 3.0%. This increase is mainly attributed to the increased Portland Water District (PWD) assessment fees and debt service. The FY17 budget also reflects the Public Works department-wide reorganization designed to facilitate EPA reporting requirements, including personnel staffing changes in the Public Works Sewer Administration and Engineering divisions. Overall, the Sewer Fund has a net reduction of one full-time position.

Department Summary

Department: Public Works

Account: 570

		FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown							
Payroll		1,973,708	1,876,626	2,012,411	1,987,692	1,987,692	1,987,692
Benefits		839,700	755,238	918,909	918,909	918,909	918,909
Administrative Services		11,756,154	11,447,068	12,117,995	12,117,995	12,117,995	12,117,995
Contractual Services		1,175,320	727,460	706,561	739,067	739,067	739,067
Maintenance and Repairs		179,498	145,931	204,350	204,350	204,350	204,350
Rentals		5,280	12,267	23,000	36,342	36,342	36,342
Insurance		22,763	28,312	25,833	25,833	25,833	25,833
Supplies		135,209	122,165	266,858	266,858	266,858	266,858
Utilities		80,324	77,176	102,008	101,540	101,540	101,540
Capital Outlay		90,000	69,600	0	0	0	0
Debt Service		6,729,295	6,752,831	5,538,525	7,279,439	7,279,439	7,279,439
Total		22,987,251	22,014,674	21,916,450	23,678,025	23,678,025	23,678,025
Summary by Division							
Sewer Finance	(15-03)	87,405	85,358	90,430	90,430	90,430	90,430
Sewer Public Works Administration	(31-01)	350,679	290,023	989,581	877,450	877,450	877,450
Sewer Districting	(31-12)	1,779,367	1,674,928	1,757,925	1,766,068	1,766,068	1,766,068
Sewer Communications	(31-15)	68,857	64,659	67,533	67,533	67,533	67,533
Sewer Engineering	(31-37)	902,786	866,195	309,748	328,391	328,391	328,391
Sewer Debt Service	(31-55)	7,249,665	6,881,209	5,727,286	7,574,206	7,574,206	7,574,206
Sewer Fringe Benefits	(31-56)	1,292,651	1,007,278	1,325,943	1,325,943	1,325,943	1,325,943
PWD Assessment	(31-58)	11,255,841	11,145,024	11,648,004	11,648,004	11,648,004	11,648,004
Total		22,987,251	22,014,674	21,916,450	23,678,025	23,678,025	23,678,025
Less Revenues		(22,987,251)	(22,014,674)	(21,916,450)	(23,678,025)	(23,678,025)	(23,678,025)
Net Department Total		0	0	0	0	0	0

Sewer Finance

This division's services are provided by the City's Finance Department. Finance provides billing and collection services, as well as lien processing for delinquent accounts. The Finance Department also maintains the financial records for the Sewer Fund and the computer network system.

Division Summary

Department: Finance Division: Sewer Finance Account: 570-15-03

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	67,285	67,285	70,297	70,297	70,297	70,297
Administrative Services	5,820	5,412	5,833	5,833	5,833	5,833
Contractual Services	12,500	10,861	12,500	12,500	12,500	12,500
Supplies	1,800	1,800	1,800	1,800	1,800	1,800
Total	87,405	85,358	90,430	90,430	90,430	90,430

Personnel Services Detail

Department: Finance

Division: Sewer Finance Administration

Account: 570-15-03

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Finance - Budget/Accounting	100			28,885		30,349		30,349		30,349		30,349
Finance - Treasury	100			38,400		39,948		39,948		39,948		39,948
Gross Personnel Services				67,285		70,297		70,297		70,297		70,297

Sewer Public Works Administration

The Sewer Administration division accounts for the associated costs incurred by the Department of Public Works administrative staff for sewer related activities.

Overall the FY17 Administration expenditures show an increase of \$526,771, largely due to the reallocation of monies between the Sewer Administration and Sewer Engineering divisions, and general restructuring of the Sewer Fund. This reorganization is part of an effort to enhance EPA reporting requirements. The Administration budget includes funding for Capacity, Management, Operation, and Maintenance (CMOM) asset management program development, Green Infrastructure (GI) program assessment, and Fats, Oils & Greases (FOG) inspection fees, as well as increases in software licensing.

Division Summary

Department: Public Works **Division:** Sewer Public Works Administration **Account:** 570-31-01

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	271,257	213,804	656,717	610,054	610,054	610,054
Benefits	250	210	1,120	1,120	1,120	1,120
Administrative Services	8,620	8,199	19,460	19,460	19,460	19,460
Contractual Services	4,400	2,556	183,450	118,450	118,450	118,450
Maintenance and Repairs	8,078	8,033	48,350	48,350	48,350	48,350
Supplies	3,250	2,770	76,800	76,800	76,800	76,800
Utilities	4,824	4,451	3,684	3,216	3,216	3,216
Capital Outlay	50,000	50,000	0	0	0	0
Total	350,679	290,023	989,581	877,450	877,450	877,450

Personnel Services Detail

Department: Public Works

Division: Sewer Public Works Administration

Account: 570-31-01

Position	Funding Source		FY16 Approved		FY17 Submission		FY17 Manager's Recommendation		FY17 Finance Committee		FY17 Final Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Water Resources Manager	100			1	88,920	1	92,021	1	92,021	1	92,021	92,021
(1) Compliance Section Coordinator	100			0	0	1	57,827	1	57,827	1	57,827	57,827
Asset & Information Mgmt Spec	100			1	56,879	1	54,912	1	54,912	1	54,912	54,912
(2) Water Quality Technician	100			0	0	1	45,610	1	45,610	1	45,610	45,610
(3) Senior Engineering Tech	100			0	0	1	46,663	0	0	0	0	0
(4) Senior Water Resouces Tech	100			0	0	1	46,995	1	46,995	1	46,995	46,995
(5) Programmer-Analyst	100			0	0	1	47,581	1	47,581	1	47,581	47,581
(6) Asset Management Tech	100			0	0	2	88,200	2	88,200	2	88,200	88,200
(7) Customer Service Specialist	100			0	0	1	37,429	1	37,429	1	37,429	37,429
(8) Accountant	100			1	45,792	0	0	0	0	0	0	0
Charges from Admin (GF)	100				78,975		135,852		135,852			135,852
Overtime	100				691		3,627		3,627			3,627
(9) Notes				0	0	0	0	0	0	0	0	0
Gross Personnel Services				3.0	271,257	10.0	656,717	9.0	610,054	9.0	610,054	610,054

Notes:

- (1) 1 New Position Approved in FY17
- (2) 1 Position Transferred from Sewer Engineering (570-3137) in FY17
- (3) 1 Position Transferred from Sewer Engineering (570-3137) & (1) Position Eliminated in FY17
- (4) 1 Position Transferred from Sewer Engineering (570-3137) in FY17
- (5) 1 New Position Approved in FY17
- (6) 1 New Position Approved in FY17; 1 Trfd from Sewer Districting (570-3112) in FY17
- (7) 1 Position Transferred from Stormwater (571-3140) in FY17
- (8) (1) Position Transferred to Public Works Admin General Fund (100-3101) in FY17
- (9) FY17 Sewer Fund Reorg

Sewer Districting

The Sewer Districting division is responsible for the maintenance and repair of the City's sanitary sewer and stormwater systems including pump station operations and maintenance, catch basin cleaning, right of way inspections and maintenance, and sewer inspections and investigations.

Division expenditures have decreased \$13,299. This division includes a significant decrease in contractual services largely due to the FY16 funding of TV sewer-line inspections, offset by increases in staffing and supplies as a result of the Sewer Fund restructuring.

Division Summary

Department: Public Works **Division:** Sewer Districting **Account:** 570-31-12

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	803,637	779,501	968,316	988,117	988,117	988,117
Benefits	7,795	4,300	10,910	10,910	10,910	10,910
Administrative Services	14,770	32,260	25,330	25,330	25,330	25,330
Contractual Services	569,650	532,937	314,600	289,600	289,600	289,600
Maintenance and Repairs	166,500	133,412	151,500	151,500	151,500	151,500
Rentals	3,000	10,045	20,500	33,842	33,842	33,842
Supplies	99,715	91,428	171,325	171,325	171,325	171,325
Utilities	74,300	71,445	95,444	95,444	95,444	95,444
Capital Outlay	40,000	19,600	0	0	0	0
Total	1,779,367	1,674,928	1,757,925	1,766,068	1,766,068	1,766,068

Personnel Services Detail

Department: Public Works

Division: Sewer Districting

Account: 570-31-12

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Wastewater Facilities Coord	100			1	68,640	1	71,315	1	71,315	1	71,315	71,315
(1) Sr Public Services Supervisor	100			1	50,773	2	103,584	2	103,584	2	103,584	103,584
(2) Public Works Foreman				0	0	0	0	3	142,646	3	142,646	142,646
(3) Asset Management Tech	100			1	45,849	0	0	0	0	0	0	0
Sewer Inspector	100			3	156,623	3	158,746	3	158,746	3	158,746	158,746
Sewer Facilities Technician	100			1	42,598	1	43,451	1	43,451	1	43,451	43,451
(4) Maintenance Worker III	100			8	340,788	9	391,896	8	348,445	8	348,445	348,445
(5) Maintenance Worker II	100			0	0	2	79,394	0	0	0	0	0
Meal Allow/Standby Pay	100				26,004		26,516		26,516		26,516	26,516
Winter Stipends	100				5,400		5,400		5,400		5,400	5,400
Temporary Help	100				20,000		40,000		40,000		40,000	40,000
Overtime	100				46,962		48,014		48,014		48,014	48,014
Gross Personnel Services				15.0	803,637	18.0	968,316	18.0	988,117	18.0	988,117	988,117

Notes:

- (1) 1 Position Transferred from Stormwater (571-3140) in FY17
- (2) 1 Position Replacement Approved from MW III & 2 Position Replacements Approved from MW II in FY17
- (3) [1] Position Transferred to PW Sewer Admin (570-3101) in FY17
- (4) 2 Tfr'd from Const Co; (1) Tfr'd to Stormwater (571-31); (1) Replacement Approved w/ Foreman in FY17
- (5) 2 Positions Tfr'd from PW Const. Co (100-31) & (2) Position Replacements Approved w/ Foreman in FY17

Sewer Communications

The Public Works Sewer Communications division accounts for the associated costs incurred for sewer related functions including service requests, street flooding and Dig Safe requests.

This budget remains relatively flat, with expenditures showing a decrease of \$1,324.

Division Summary

Department: Public Works **Division:** Sewer Communications **Account:** 570-31-15

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	56,513	53,612	57,644	57,644	57,644	57,644
Benefits	5,260	4,947	5,247	5,247	5,247	5,247
Administrative Services	300	100	100	100	100	100
Rentals	1,500	1,500	1,500	1,500	1,500	1,500
Supplies	5,284	4,500	3,042	3,042	3,042	3,042
Total	68,857	64,659	67,533	67,533	67,533	67,533

Personnel Services Detail

Department: Public Works

Division: Sewer Communications

Account: 570-31-15

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Senior Operations Dispatcher	100		1	50,773	1	51,792	1	51,792	1	51,792	1	51,792
Meal Allow/Standby Pay	100			100		100		100		100		100
Overtime	100			5,640		5,752		5,752		5,752		5,752
Gross Personnel Services			1.0	56,513	1.0	57,644	1.0	57,644	1.0	57,644	1.0	57,644

Sewer Engineering

The environmental engineering component of the Engineering division concentrates on sewer and storm water systems and compliance programs. Services include sanitary sewer and storm water system construction and rehabilitation, separation of sewage and storm water systems, investigation of drainage complaints and system failures, various environmental permitting, and enforcement of City ordinances and technical standards for sewage, stormwater and industrial waste discharge. This group is also responsible for implementing the Combined Sewer Overflow (CSO) abatement program and industrial pretreatment program, both federally mandated by the Clean Water Act.

Overall the FY17 Sewer Engineering expenditures reflect a decrease of \$574,395, largely due to the reallocation of monies between the Sewer Engineering and Sewer Administration divisions, and general restructuring of the Sewer Fund. This reorganization is part of an effort to enhance EPA reporting requirements. This division shows a net decrease of ten full-time positions, as well as a decrease in contractual services.

Division Summary

Department: Public Works	Division: Sewer Engineering				Account: 570-31-37	
	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	775,016	762,424	259,437	261,580	261,580	261,580
Benefits	1,650	743	1,640	1,640	1,640	1,640
Administrative Services	25,660	22,145	19,150	19,150	19,150	19,150
Contractual Services	68,400	52,728	7,250	23,750	23,750	23,750
Maintenance and Repairs	4,920	4,486	4,500	4,500	4,500	4,500
Rentals	780	722	1,000	1,000	1,000	1,000
Supplies	25,160	21,667	13,891	13,891	13,891	13,891
Utilities	1,200	1,280	2,880	2,880	2,880	2,880
Total	902,786	866,195	309,748	328,391	328,391	328,391

Personnel Services Detail

Department: Public Works

Division: Sewer Engineering

Account: 570-31-37

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Senior Project Engineer	100		1	74,929	1	76,458	1	76,458	1	76,458	1	76,458
(1) Project Engineer	100		2	132,522	2	124,383	2	124,383	2	124,383	2	124,383
(2) Asst Engineer	100		1	51,187	0	0	0	0	0	0	0	0
(3) Senior Water Resources Tech	100		0	0	0	0	0	0	0	0	0	0
(4) Senior Wastewater Technician	100		1	53,444	0	0	0	0	0	0	0	0
(5) Associate Engineer	100		2	95,940	0	0	0	0	0	0	0	0
(6) Senior Surveyor	100		1	55,582	0	0	0	0	0	0	0	0
(7) Surveyor	100		2	103,160	0	0	0	0	0	0	0	0
(8) Senior Engineering Tech	100		1	45,747	0	0	0	0	0	0	0	0
(9) Water Quality Technician	100		1	44,694	0	0	0	0	0	0	0	0
(10) Admin Assistant (CEBA)	100		1	39,916	0	0	0	0	0	0	0	0
Charges from Eng (GF)	100			69,228		49,755		51,898		51,898		51,898
Overtime	100			8,667		8,841		8,841		8,841		8,841
Gross Personnel Services			13.0	775,016	3.0	259,437	3.0	261,580	3.0	261,580	3.0	261,580

Notes:

- (1) 1 Position Upgrade Approved from Asst Engineer in FY17; (1) Tfr'd to GF Eng (100-3137) in FY17
- (2) (1) Position Upgrade Approved to Project Engineer in FY17
- (3) (1) Position Tfr'd to Sewer Admin (570-3101) in FY17 (Title Chg from Sr WW Tech during FY16)
- (4) Title Change to Sr Water Resources Technician during FY16
- (5) (2) Positions Transferred to GF Engineering (100-3137) in FY17
- (6) (1) Position Transferred to GF Engineering (100-3137) in FY17
- (7) (2) Positions Transferred to GF Engineering (100-3137) in FY17
- (8) (1) Position Transferred to Sewer Admin (570-3101) in FY17
- (9) (1) Position Transferred to Sewer Admin (570-3101) in FY17
- (10) (1) Position Eliminated in FY17

Sewer Debt Service

The Debt Service account provides for the sewer fund's portion of the principal and interest on the City's outstanding general obligation bonds.

Division Summary

Department: Public Works **Division:** Sewer Debt Service **Account:** 570-31-55

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Contractual Services	520,370	128,378	188,761	294,767	294,767	294,767
Debt Service	6,729,295	6,752,831	5,538,525	7,279,439	7,279,439	7,279,439
Total	7,249,665	6,881,209	5,727,286	7,574,206	7,574,206	7,574,206

Sewer Fringe Benefits

The Fringe Benefits account provides for the sewer fund's portion of the employees' fringe benefit costs as well as its share of the administrative services provided by the City's staff departments.

Division Summary

Department: Public Works **Division:** Sewer Fringe Benefits **Account:** 570-31-56

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Benefits	824,745	745,038	899,992	899,992	899,992	899,992
Administrative Services	445,143	233,928	400,118	400,118	400,118	400,118
Insurance	22,763	28,312	25,833	25,833	25,833	25,833
Total	1,292,651	1,007,278	1,325,943	1,325,943	1,325,943	1,325,943

PWD Assessment

The Assessment account provides for the monthly assessment from the Portland Water District (PWD) for the filtration plant operations.

Division Summary

Department: Public Works **Division:** PWD Assessment **Account:** 570-31-58

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Administrative Services	11,255,841	11,145,024	11,648,004	11,648,004	11,648,004	11,648,004
Total	11,255,841	11,145,024	11,648,004	11,648,004	11,648,004	11,648,004

Stormwater Fund

Stormwater Management separated from the Sewer Fund beginning in FY16. The stormwater fee, which began January of 2016, was designed to fund the expenditures needed to operate and maintain this critical infrastructure system, preventing pollutants from entering valued waterways as mandated by the federal Clean Water Act (CWA). This new fee structure was designed to disperse the program costs to all City property owners who benefit from the positive impacts of this investment. The stormwater fee is based on the impervious area on a property.

The FY17 budget reflects the first full year of the new Stormwater Fund program, and includes staffing modifications.

Department Summary

Department: Public Works

Account: 571

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	1,022,119	1,002,557	745,028	844,666	844,666	844,666
Benefits	213,354	163,046	184,846	184,846	184,846	184,846
Administrative Services	89,615	119,498	159,360	159,360	159,360	159,360
Contractual Services	679,845	648,722	889,740	906,238	906,238	906,238
Maintenance and Repairs	70,000	48,530	111,500	111,500	111,500	111,500
Rentals	10,025	14,073	5,000	5,000	5,000	5,000
Supplies	64,940	63,012	104,450	104,450	104,450	104,450
Capital Outlay	285,000	254,914	275,000	1,521,060	1,521,060	1,521,060
Debt Service	0	18,528	271,766	274,392	274,392	274,392
Total	2,434,898	2,332,880	2,746,690	4,111,512	4,111,512	4,111,512
Summary by Division						
Stormwater Finance Administration (15-01)	189,204	170,684	223,252	245,700	245,700	245,700
Stormwater Management (31-40)	2,035,714	2,014,816	1,976,427	3,316,177	3,316,177	3,316,177
Stormwater Debt Service (31-55)	0	17,950	285,356	287,980	287,980	287,980
Stormwater Fringe Benefits (31-56)	209,980	129,430	261,655	261,655	261,655	261,655
Total	2,434,898	2,332,880	2,746,690	4,111,512	4,111,512	4,111,512
Less Revenues	(2,434,898)	(2,332,880)	(2,746,690)	(4,111,512)	(4,111,512)	(4,111,512)
Net Department Total	0	0	0	0	0	0

Stormwater Finance Administration

The Stormwater Finance division is providing billing, collection and customer service to all property owners in the City of Portland. The new Stormwater fees began in January 2016.

Division Summary

Department: Finance **Division:** Stormwater Finance Administration **Account:** 571-15-01

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	94,904	94,426	128,725	151,173	151,173	151,173
Administrative Services	56,000	55,978	44,087	44,087	44,087	44,087
Contractual Services	26,300	14,701	45,440	45,440	45,440	45,440
Supplies	12,000	5,579	5,000	5,000	5,000	5,000
Total	189,204	170,684	223,252	245,700	245,700	245,700

Personnel Services Detail

Department: Finance

Division: Stormwater Finance Administration

Account: 571-15-01

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Programmer-Analyst	100		1	46,500	1	55,483	1	55,483	1	55,483	1	55,483
(1) Account Clerk II	100		0.8	27,030	1	34,788	1	34,788	1	34,788	1	34,788
(2) Cashier Clerk	100		0.7	21,374	1	38,454	1	38,454	1	38,454	1	38,454
Charges from GF Finance	100			0		0		22,448		22,448		22,448
(3) Notes												
Gross Personnel Services			2.5	94,904	3.0	128,725	3.0	151,173	3.0	151,173	3.0	151,173

Notes:

- (1) .2 Position Approved during FY16
- (2) .3 Position Approved during FY16
- (3) FY16 New Program: FY16 Position Mid-Year Starts

Stormwater Management

The Stormwater Management division separated from the Sewer Fund in FY16. This division represents the costs to operate and maintain this critical infrastructure system, and to meet or exceed the Stormwater Management requirements of the Clean Water Act. The activities supported by this budget include proportional amounts of catch basin cleaning, ditch clearing, drainage system maintenance, materials disposal, fleet maintenance, and minor structural system repairs that are attributed to the stormwater versus the sewer system. This budget also includes the personnel and consulting service costs for "Small Municipal Separate Storm Sewer System" (MS4) compliance program development and administration, as well as the ongoing participation in the regional Interlocal Stormwater Working Group (ISWG) and anticipated payments towards the Long Creek Watershed Management Plan.

The Sweeping division removes materials such as litter, winter sand, leaves, debris and small particles from City streets. They perform street flushing, and clean up after special events (parades, New Year's celebration, etc.). Their efforts promote cleanliness and help the City comply with stormwater quality regulations. Most Sweeping personnel work from 11:00 PM to 7:00 AM. The division provides for daytime sweeping in Parkside, in addition to the longstanding daytime operations on Munjoy Hill.

The FY17 budget calls for an additional \$1.2m in capital outlay for the development of a single stormwater storage filtration management system to be located on the redeveloped Hall School property. This system will provide treatment for both the Sagamore Village neighborhood and the new school as part of a more comprehensive plan.

Division Summary

Department: Public Works **Division:** Stormwater Management **Account:** 571-31-40

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	927,215	908,131	616,303	693,493	693,493	693,493
Benefits	3,374	33,616	3,214	3,214	3,214	3,214
Administrative Services	33,615	63,520	35,250	35,250	35,250	35,250
Contractual Services	653,545	633,166	830,710	847,210	847,210	847,210
Maintenance and Repairs	70,000	48,530	111,500	111,500	111,500	111,500
Rentals	10,025	14,073	5,000	5,000	5,000	5,000
Supplies	52,940	57,433	99,450	99,450	99,450	99,450
Capital Outlay	285,000	254,914	275,000	1,521,060	1,521,060	1,521,060
Debt Service	0	1,433	0	0	0	0
Total	2,035,714	2,014,816	1,976,427	3,316,177	3,316,177	3,316,177

Personnel Services Detail

Department: Public Works

Division: Stormwater Management

Account: 571-31-40

	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final
	Source		Approved		Submission		Recommendation		Committee		Allowance
Position	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Stormwater Coordinator	100	1	62,458	1	63,707	1	63,707	1	63,707	1	63,707
(1) Sr Public Services Supervisor	100	1	53,127	0	0	0	0	0	0	0	0
(2) Public Works Foreman		0	0	0	0	1	47,549	1	47,549	1	47,549
(3) Project Engineer	100	0	0	1	57,370	1	57,370	1	57,370	1	57,370
(4) Asst Engineer	100	1	46,700	0	0	0	0	0	0	0	0
(5) Customer Service Specialist	100	0	0	0	0	0	0	0	0	0	0
(6) Customer Service Rep	100	1	31,900	0	0	0	0	0	0	0	0
(7) Maintenance Worker III	100	5	211,393	6	260,707	5	217,256	5	217,256	5	217,256
Charges from Districting (GF)	100		242,900		0		0		0		0
Charges from Engineering (GF)	100		0		0		73,092		73,092		73,092
Charges from Sewer Admin	100		44,460		170,269		170,269		170,269		170,269
Charges from Sewer Districting	100		161,646		0		0		0		0
Charges from Sewer Engineering	100		25,594		29,382		29,382		29,382		29,382
Meal Allow/Standby Pay	100		1,400		1,400		1,400		1,400		1,400
Winter Stipends	100		3,132		2,880		2,880		2,880		2,880
Overtime	100		42,505		30,588		30,588		30,588		30,588
(8) Notes											
Gross Personnel Services		9.0	927,215	8.0	616,303	8.0	693,493	8.0	693,493	8.0	693,493

Notes:

- (1) (1) Position Transferred to Sewer Districting (570-3112-500) in FY17
- (2) 1 Position Replacement Approved from MW III in FY17
- (3) 1 Position Upgrade Approved from Asst Engineer in FY17
- (4) (1) Position Upgrade Approved to Project Engineer in FY17
- (5) (1) Position Tfr'd to Sewer Admin (570-3101-500) in FY17 (Upgraded from Cust Svc Rep during FY16)
- (6) Upgraded to Customer Service Specialist during FY16
- (7) 1 Position Tfr'd from Sewer Districting (570-3112) & (1) Replacement Approved to Foreman in FY17
- (8) FY17 Stormwater Reorg

Stormwater Debt Service

The Debt Service account provides for the stormwater fund's portion of the principal and interest on the City's outstanding general obligation bonds.

Division Summary

Department: Public Works **Division:** Stormwater Debt Service **Account:** 571-31-55

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Contractual Services	0	855	13,590	13,588	13,588	13,588
Debt Service	0	17,095	271,766	274,392	274,392	274,392
Total	0	17,950	285,356	287,980	287,980	287,980

Stormwater Fringe Benefits

The Fringe Benefits account provides for the stormwater fund's portion of the employees' fringe benefit costs as well as its share of the administrative services provided by the City's staff departments.

Division Summary

Department: Public Works **Division:** Stormwater Fringe Benefits **Account:** 571-31-56

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Benefits	209,980	129,430	181,632	181,632	181,632	181,632
Administrative Services	0	0	80,023	80,023	80,023	80,023
Total	209,980	129,430	261,655	261,655	261,655	261,655

Jetport

The Portland International Jetport provides commercial air service to over a million and a half passengers a year and also provides a general aviation facility for private aircraft and an air cargo terminal. The Jetport is a dedicated fund, which means that all revenues generated remain with the airport to fund both normal airport operations as well as capital improvements. No tax dollars are used to support the Jetport. In order to balance the fund for budgetary purposes, the projected revenue excess over projected expenditures is budgeted under Administrative Services as the anticipated surplus. The airport has focused on completing minor capital improvement projects and is working on a new Airport Master Plan, providing guidance through the next 10-20 years.

The Jetport's overall expenditure budget (excluding surplus) reflects an increase of \$445,802, or 2.2%. Revenues have increased by \$1,024,376, or 5.0%.

Department Summary

Department: Aviation & Transportation

Account: 583-28

		FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown							
Payroll		2,826,395	2,794,832	3,073,501	3,075,001	3,075,001	3,075,001
Benefits		1,699,450	1,711,905	1,954,422	1,862,134	1,862,134	1,862,134
Administrative Services		1,197,664	1,675,339	1,391,767	1,725,338	1,725,338	1,725,338
Contractual Services		4,129,652	4,115,754	4,373,917	4,373,917	4,373,917	4,373,917
Maintenance and Repairs		1,006,981	976,791	987,575	987,575	987,575	987,575
Rentals		15,249	41,895	39,623	39,623	39,623	39,623
Insurance		138,789	163,393	140,992	140,992	140,992	140,992
Supplies		742,656	718,652	708,354	708,354	708,354	708,354
Minor Capital Items		8,000	8,000	0	0	0	0
Utilities		1,244,010	1,246,747	1,320,625	1,317,277	1,317,277	1,317,277
Contributions		1,832,286	1,825,524	1,848,200	1,621,656	1,621,656	1,621,656
Capital Outlay		1,639,843	1,617,225	1,670,500	1,670,500	1,670,500	1,670,500
Debt Service		4,272,086	4,272,086	4,267,961	4,255,070	4,255,070	4,255,070
Total		20,753,061	21,168,143	21,777,437	21,777,437	21,777,437	21,777,437
Summary by Division							
Jetport Administration	(28-01)	894,921	910,433	981,945	981,309	981,309	981,309
Jetport Field	(28-02)	3,116,380	3,086,415	3,395,947	3,395,803	3,395,803	3,395,803
General Aviation	(28-03)	26,293	146,606	17,168	17,168	17,168	17,168
Jetport Fringe & Indirect Costs	(28-04)	3,559,028	3,596,884	3,744,794	3,425,962	3,425,962	3,425,962
Jetport Security Division	(28-05)	1,663,772	1,658,508	1,861,187	1,860,791	1,860,791	1,860,791
Terminal Division	(28-06)	5,099,636	5,148,664	5,277,417	5,276,745	5,276,745	5,276,745
Jetport Surplus	(28-07)	528,643	1,023,117	773,646	1,107,217	1,107,217	1,107,217
Jetport Marketing	(28-08)	545,259	500,120	583,070	583,070	583,070	583,070
Jetport Parking Division	(28-09)	4,614,302	4,440,227	4,460,560	4,447,669	4,447,669	4,447,669
Airfield Deicing Facility	(28-10)	704,827	657,169	681,703	681,703	681,703	681,703
Total		20,753,061	21,168,143	21,777,437	21,777,437	21,777,437	21,777,437
Less Revenues		(20,753,061)	(21,168,143)	(21,777,437)	(21,777,437)	(21,777,437)	(21,777,437)
Net Department Total		0	0	0	0	0	0

Jetport Administration

The Jetport's Administration division is responsible for the day-to-day management of the Jetport and planning future operations. Divisional services include payroll, accounts payable and accounts receivable, budgeting and human resources functions.

The Administration budget has increased by \$86,388, or 9.7%. This increase is largely due to payroll increases, which includes one new position and a transfer of one position from the Jetport Security division.

Division Summary

Department: Aviation & Transportation **Division:** Jetport Administration **Account:** 583-28-01

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	513,914	504,336	643,339	643,339	643,339	643,339
Administrative Services	49,016	50,394	47,625	47,625	47,625	47,625
Contractual Services	196,920	220,891	166,000	166,000	166,000	166,000
Maintenance and Repairs	9,463	2,453	3,000	3,000	3,000	3,000
Rentals	3,240	3,240	3,180	3,180	3,180	3,180
Supplies	14,188	13,689	13,688	13,688	13,688	13,688
Utilities	16,480	23,730	17,613	16,977	16,977	16,977
Capital Outlay	91,700	91,700	87,500	87,500	87,500	87,500
Total	894,921	910,433	981,945	981,309	981,309	981,309

Personnel Services Detail

Department: Aviation & Transportation

Division: Jetport Administration

Account: 583-28-01

Position	Funding			FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Airport Director	100			1	110,669	1	116,228	1	116,228	1	116,228	1	116,228
Asst Airport Director	100			1	87,628	1	93,928	1	93,928	1	93,928	1	93,928
Financial Administrator	100			1	69,830	1	73,359	1	73,359	1	73,359	1	73,359
Marketing & Comm Coord	100			1	62,680	1	65,618	1	65,618	1	65,618	1	65,618
Senior Admin Officer	100			2	103,934	2	102,402	2	102,402	2	102,402	2	102,402
(1) Airport Admin Coordinator	100			0	0	1	50,275	1	50,275	1	50,275	1	50,275
(2) Customer Relations Specialist	100			0	0	1	58,480	1	58,480	1	58,480	1	58,480
(3) Executive Assistant	100			0	0	1	40,833	1	40,833	1	40,833	1	40,833
(4) Admin Assistant (CEBA)	100			1	36,757	0	0	0	0	0	0	0	0
Account Clerk II	100			1	39,916	1	40,716	1	40,716	1	40,716	1	40,716
Overtime	100				2,500		1,500		1,500		1,500		1,500
Gross Personnel Services				8.0	513,914	10.0	643,339	10.0	643,339	10.0	643,339	10.0	643,339

Notes:

- (1) 1 New Position Approved during FY16
- (2) 1 Position Tfr'd from Security Div. (583-2805) in FY17 (Replaced Airport Security Coord during FY16)
- (3) 1 Upgrade Approved from Admin Asst (CEBA) in FY17
- (4) (1) Upgrade Approved to Executive Asst in FY17

Jetport Field

The Jetport Field division maintains the runways, taxiways and all other surfaces inside the security fence at the airport, keeping them safe for arriving and departing aircraft.

The FY17 budget increased by \$279,423, or 8.9%. Budgetary increases include the addition of one new position, increases in the runway snow removal contract, and an increase in capital needs.

Division Summary

Department: Aviation & Transportation **Division:** Jetport Field **Account:** 583-28-02

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	937,746	934,419	1,104,672	1,106,172	1,106,172	1,106,172
Benefits	7,500	7,496	8,550	8,550	8,550	8,550
Administrative Services	10,615	10,496	21,140	21,140	21,140	21,140
Contractual Services	597,825	616,611	662,790	662,790	662,790	662,790
Maintenance and Repairs	340,287	323,523	369,037	369,037	369,037	369,037
Rentals	6,947	6,863	6,443	6,443	6,443	6,443
Supplies	586,141	567,650	568,385	568,385	568,385	568,385
Minor Capital Items	8,000	8,000	0	0	0	0
Utilities	181,176	162,313	164,930	163,286	163,286	163,286
Capital Outlay	440,143	449,044	490,000	490,000	490,000	490,000
Total	3,116,380	3,086,415	3,395,947	3,395,803	3,395,803	3,395,803

Personnel Services Detail

Department: Aviation & Transportation

Division: Jetport Field

Account: 583-28-02

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Asst Airport Manager	100			1	91,942	1	93,790	1	93,790	1	93,790	93,790
Airport Operations Manager	100			1	81,978	1	83,616	1	83,616	1	83,616	83,616
Asst Airport Operations Mgr	100			1	66,733	1	70,077	1	70,077	1	70,077	70,077
Airport Maintenance Supervisor	100			2	103,230	2	104,520	2	104,520	2	104,520	104,520
Airport Airfield Electrician	100			1	53,431	1	54,503	1	54,503	1	54,503	54,503
(1) Airport Operations Supervisor (40	100			3	116,718	4	197,181	4	197,181	4	197,181	197,181
Airport Maint Worker III	100			7	307,714	7	320,935	7	320,935	7	320,935	320,935
Charges from Jetport Terminal	100				0		20,000		20,000		20,000	20,000
Less Jetport Gen'l Aviation Chgs	100				(2,000)		(2,000)		(500)		(500)	(500)
Less Jetport Parking Charges	100				(12,000)		(10,000)		(10,000)		(10,000)	(10,000)
Less Airfield Deicing Fac Chgs	100				(2,000)		(2,000)		(2,000)		(2,000)	(2,000)
Meal Allow/Standby Pay	100				2,500		4,300		4,300		4,300	4,300
Overtime	100				129,500		169,750		169,750		169,750	169,750
Gross Personnel Services				16.0	937,746	17.0	1,104,672	17.0	1,106,172	17.0	1,106,172	1,106,172

Notes:

(1) 1 New Position Approved in FY17

General Aviation

The Jetport General Aviation division (GA) includes the maintenance of the Jetport field area designed for use by private pilots, including the pavement and surrounding fencing. The General Aviation division collects landing fees from the aircraft that use the GA area, similar to the fees charged to the commercial airlines. These revenues help lower costs for the commercial airlines that serve the Jetport.

The General Aviation budget has decreased by \$9,125, or 34.7%.

Division Summary

Department: Aviation & Transportation **Division:** General Aviation **Account:** 583-28-03

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	2,000	784	500	500	500	500
Contractual Services	20,293	15,551	15,168	15,168	15,168	15,168
Maintenance and Repairs	4,000	3,250	1,500	1,500	1,500	1,500
Capital Outlay	0	127,021	0	0	0	0
Total	26,293	146,606	17,168	17,168	17,168	17,168
Less Revenues	(127,200)	(156,500)	(170,990)	(170,990)	(170,990)	(170,990)
Net Division Total	(100,907)	(9,894)	(153,822)	(153,822)	(153,822)	(153,822)

Personnel Services Detail

Department: Aviation & Transportation

Division: General Aviation

Account: 583-28-03

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Charges from Jetport Field	100		2,000		500		500		500		500	
Gross Personnel Services			2,000		500		500		500		500	

Jetport Fringe & Indirect Costs

The Jetport's Fringe and Indirect Costs division reimburses the City's General Fund for expenses incurred for their services, including Police and Fire employee benefits, general liability insurance, the Fire Department's cost of firefighting and EMS services, and chargebacks on City-provided services including Executive, Finance, Legal, Human Resources and Information Technology.

This division's expenditures have decreased by \$133,066, or 3.7%, predominantly due to the decrease in Air Rescue costs, offset in-part by higher benefit costs.

Division Summary

Department: Aviation & Transportation **Division:** Jetport Fringe & Indirect Costs **Account:** 583-28-04

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Benefits	1,684,050	1,697,302	1,937,622	1,845,334	1,845,334	1,845,334
Administrative Services	513,266	513,266	433,546	433,546	433,546	433,546
Insurance	138,789	163,393	140,992	140,992	140,992	140,992
Contributions	1,222,923	1,222,923	1,232,634	1,006,090	1,006,090	1,006,090
Total	3,559,028	3,596,884	3,744,794	3,425,962	3,425,962	3,425,962

Jetport Security Division

The Security division performs all administrative and operational activities related to security, including federally-mandated Jetport Security enhancements. The division maintains all security related equipment including cameras and monitors, computer equipment, and security doors and gates. This division is also responsible for processing employee background checks and issuing employee ID badges. The Communication Center provides communications and technical support to all areas of the airport, as well as monitoring flight information and providing a point of contact for the public. The costs of the police officers which serve at the Jetport are also paid from this division.

The Security division's budget has increased \$197,019, or 11.8%. Budget changes include the addition of various capital items, as well as reductions in division staffing.

Division Summary

Department: Aviation & Transportation **Division:** Jetport Security Division **Account:** 583-28-05

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	491,165	494,368	419,861	419,861	419,861	419,861
Benefits	2,000	2,000	1,750	1,750	1,750	1,750
Administrative Services	23,030	19,272	43,580	43,580	43,580	43,580
Contractual Services	493,195	492,735	512,166	512,166	512,166	512,166
Maintenance and Repairs	8,618	13,194	10,600	10,600	10,600	10,600
Supplies	24,450	22,998	23,013	23,013	23,013	23,013
Utilities	11,951	11,340	11,651	11,255	11,255	11,255
Contributions	609,363	602,601	615,566	615,566	615,566	615,566
Capital Outlay	0	0	223,000	223,000	223,000	223,000
Total	1,663,772	1,658,508	1,861,187	1,860,791	1,860,791	1,860,791
Less Revenues	(19,500)	(29,160)	(30,000)	(30,000)	(30,000)	(30,000)
Net Division Total	1,644,272	1,629,348	1,831,187	1,830,791	1,830,791	1,830,791

Personnel Services Detail

Department: Aviation & Transportation

Division: Security Division

Account: 583-28-05

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Airport Sec & Comm Center Mgr	100			1	62,856	1	65,995	1	65,995	1	65,995	65,995
(2) Airport Security Coordinator	100			1	58,480	0	0	0	0	0	0	0
(3) Airport Lead Comm / Sec Spec (	100			1	44,566	0	0	0	0	0	0	0
Airport Comm/Security Spec (40)	100			6.5	261,414	6.5	287,829	6.5	287,829	6.5	287,829	287,829
Standby Pay	100				5,500		5,378		5,378		5,378	5,378
Temporary Help	100				13,349		15,659		15,659		15,659	15,659
Overtime	100				45,000		45,000		45,000		45,000	45,000
Gross Personnel Services				9.5	491,165	7.5	419,861	7.5	419,861	7.5	419,861	419,861

Notes:

- (2) (1) Position Transferred to Admin (583-2801) in FY17
- (3) (1) Position Eliminated during FY16

Terminal Division

The Terminal division oversees all of the activities involving the supervision of the passenger terminal, including interior and exterior terminal cleaning and maintenance. The terminal division's engineering section is responsible for the planning, design and management of major terminal improvements.

The Terminal division's budget has an increase of \$177,109, or 3.5%. The budget increases are primarily a result of increases in contractual service items and utility costs, partially offset by decreases in maintenance & repairs and capital expense.

Division Summary

Department: Aviation & Transportation **Division:** Terminal Division **Account:** 583-28-06

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	861,320	854,658	877,129	877,129	877,129	877,129
Benefits	5,900	5,107	6,500	6,500	6,500	6,500
Administrative Services	15,215	14,889	11,630	11,630	11,630	11,630
Contractual Services	1,625,361	1,612,757	1,764,153	1,764,153	1,764,153	1,764,153
Maintenance and Repairs	569,769	556,732	525,875	525,875	525,875	525,875
Rentals	4,212	4,062	2,120	2,120	2,120	2,120
Supplies	103,922	102,335	90,412	90,412	90,412	90,412
Utilities	986,574	1,044,232	1,121,235	1,120,563	1,120,563	1,120,563
Capital Outlay	417,000	443,529	370,000	370,000	370,000	370,000
Debt Service	510,363	510,363	508,363	508,363	508,363	508,363
Total	5,099,636	5,148,664	5,277,417	5,276,745	5,276,745	5,276,745

Personnel Services Detail

Department: Aviation & Transportation

Division: Terminal Division

Account: 583-28-06

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Airport Deputy Director	100		1	76,635	1	91,579	1	91,579	1	91,579	1	91,579
Asst Transportation Fac Mgr	100		1	74,490	1	75,972	1	75,972	1	75,972	1	75,972
Project Engineer	100		1	64,331	1	65,618	1	65,618	1	65,618	1	65,618
Airport Asst Engineer	100		1	45,068	1	47,767	1	47,767	1	47,767	1	47,767
Facilities Tech Coordinator	100		1	58,480	1	59,651	1	59,651	1	59,651	1	59,651
Airport Maintenance Supervisor	100		1	52,291	1	53,848	1	53,848	1	53,848	1	53,848
Airport Facilities Technician	100		3	161,858	3	165,041	3	165,041	3	165,041	3	165,041
Master Electrician	100		1	43,139	1	44,470	1	44,470	1	44,470	1	44,470
Airport Fac Tech Asst II	100		1	43,638	1	44,491	1	44,491	1	44,491	1	44,491
Airport Maint Worker III	100		3	133,994	3	135,054	3	135,054	3	135,054	3	135,054
Airport Facilities Laborer	100		2	68,496	2	70,818	2	70,818	2	70,818	2	70,818
Less Jetport Field Charges	100			0		(20,000)		(20,000)		(20,000)		(20,000)
Less Jetport Parking Charges	100			(5,000)		(7,000)		(7,000)		(7,000)		(7,000)
Standby Pay	100			12,900		7,500		7,500		7,500		7,500
Temporary Help	100			0		4,320		4,320		4,320		4,320
Overtime	100			31,000		38,000		38,000		38,000		38,000
Gross Personnel Services			16.0	861,320	16.0	877,129	16.0	877,129	16.0	877,129	16.0	877,129

Jetport Surplus

The Jetport surplus is determined annually by calculating total revenues minus total expenses, including capital purchases.

The FY17 surplus budget reflects an increase of \$578,574.

Division Summary

Department: Aviation & Transportation

Division: Jetport Surplus

Account: 583-28-07

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Administrative Services	528,643	1,023,117	773,646	1,107,217	1,107,217	1,107,217
Total	528,643	1,023,117	773,646	1,107,217	1,107,217	1,107,217

Jetport Marketing

The Marketing division provides marketing, advertising and promotional services for the Jetport.

The Marketing budget has increased by \$37,811, or 6.9%, mainly due to projected increases in contractual services expenditures and the restoration a Marketing Intern position.

Division Summary

Department: Aviation & Transportation **Division:** Jetport Marketing **Account:** 583-28-08

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	0	0	6,750	6,750	6,750	6,750
Administrative Services	57,429	43,455	59,440	59,440	59,440	59,440
Contractual Services	487,830	456,665	516,880	516,880	516,880	516,880
Total	545,259	500,120	583,070	583,070	583,070	583,070

Personnel Services Detail

Department: Aviation & Transportation

Division: Marketing

Account: 583-28-08

Position	Funding			FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Temporary Help		100			0		6,750		6,750		6,750		6,750
Gross Personnel Services					0		6,750		6,750		6,750		6,750

Jetport Parking

The Parking division oversees the parking maintenance of the Jetport's parking garage and surface lots. The Jetport contracts with a parking management company, and receives parking revenues net of the company's operational costs and management fee.

Expenditures have decreased by \$166,633, or 3.6%, due to a reduction in capital requests. The FY17 budget includes year 2 funding for a twenty year parking garage preventative maintenance and repair program.

Division Summary

Department: Aviation & Transportation **Division:** Jetport Parking **Account:** 583-28-09

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	18,000	5,767	19,000	19,000	19,000	19,000
Administrative Services	450	450	1,160	1,160	1,160	1,160
Contractual Services	77,630	77,630	94,287	94,287	94,287	94,287
Maintenance and Repairs	69,444	70,764	67,463	67,463	67,463	67,463
Rentals	850	850	1,000	1,000	1,000	1,000
Supplies	13,955	11,980	12,856	12,856	12,856	12,856
Utilities	3,750	5,132	5,196	5,196	5,196	5,196
Capital Outlay	668,500	505,931	500,000	500,000	500,000	500,000
Debt Service	3,761,723	3,761,723	3,759,598	3,746,707	3,746,707	3,746,707
Total	4,614,302	4,440,227	4,460,560	4,447,669	4,447,669	4,447,669
Less Revenues	(6,514,851)	(6,480,880)	(6,533,526)	(6,533,526)	(6,533,526)	(6,533,526)
Net Division Total	(1,900,549)	(2,040,653)	(2,072,966)	(2,085,857)	(2,085,857)	(2,085,857)

Personnel Services Detail

Department: Aviation & Transportation

Division: Jetport Parking

Account: 583-28-09

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Charges from Jetport Field			100		12,000		10,000		10,000		10,000	10,000
Charges from Terminal Division			100		5,000		7,000		7,000		7,000	7,000
Overtime			100		1,000		2,000		2,000		2,000	2,000
Gross Personnel Services					18,000		19,000		19,000		19,000	19,000

Airfield Deicing Facility

The Airfield Deicing Facility allows for the collection and recycling of the used deicing fluid by a contracted vendor, thus preventing these chemicals from seeping into the ground. The Jetport pays the costs of this operation and receives revenue from the airlines to offset the expenditures incurred, thus creating a "net zero" impact on the Jetport's overall budget.

Expenditures for the Airfield Deicing Facility have decreased by \$23,124, or 3.3%, largely due a new agreement alleviating the Jetport's responsibility of utility costs. The FY17 expenditures include the rental of a deicing truck while capital expenditures decreased.

Division Summary

Department: Aviation & Transportation **Division:** Airfield Deicing Facility **Account:** 583-28-10

	FY16 Approp.	FY16 Projected Expend.	FY17 Department Submission	FY17 Manager's Recomm.	FY17 Finance Comm.	FY17 Final Allowance
Classification Breakdown						
Payroll	2,250	500	2,250	2,250	2,250	2,250
Contractual Services	630,598	622,914	642,473	642,473	642,473	642,473
Maintenance and Repairs	5,400	6,875	10,100	10,100	10,100	10,100
Rentals	0	26,880	26,880	26,880	26,880	26,880
Utilities	44,079	0	0	0	0	0
Capital Outlay	22,500	0	0	0	0	0
Total	704,827	657,169	681,703	681,703	681,703	681,703
Less Revenues	(794,551)	(701,177)	(725,711)	(725,711)	(725,711)	(725,711)
Net Division Total	(89,724)	(44,008)	(44,008)	(44,008)	(44,008)	(44,008)

Personnel Services Detail

Department: Aviation & Transportation

Division: Airfield Deicing Facility

Account: 583-28-10

Position	Funding		FY16		FY17		FY17 Manager's		FY17 Finance		FY17 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Charges from Jetport Field		100			2,000		2,000		2,000		2,000	2,000
Overtime		100			250		250		250		250	250
Gross Personnel Services					2,250		2,250		2,250		2,250	2,250

Key Revenues and Expenditures

Revenues

The Housing and Community Development Program or HCD is a special revenue fund that is supported by several federal and local funding sources.

1. **Community Development Block Grant (CDBG) Program:** The Community Development Block Grant (CDBG) is funded by the federal government under the Housing and Community Development Act of 1974. For Program year 2016-2017 the City allocated \$1,905,948, which is comprised of \$1,791,448 in direct allocation from HCD and \$114,500 from program income; there are no dollars being used this year from re-programmed funds. These funds are used to ensure decent affordable housing, to provide services to the most vulnerable in our communities, and to create jobs through the expansion and retention of businesses.
2. **Home Investment Partnership Program (HOME):** The HOME funds are available for a broad range of housing activities benefiting low and moderate income households. For 2016-2017, the City's revised proposal plans to utilize \$832,642 of HOME funds and \$205,000 of Program Income for a HOME Consortium between the City (\$710,409) and Cumberland County (\$327,233) for the development of new rental housing, single family and multi-family rehabilitation, tenant based rental assistance, and assistance to special non-profit agencies called Community Housing Development Organizations (CHDOs) to develop affordable housing.
3. **Emergency Solutions Grant Program (ESG):** The ESG funds can be used by the City to fund the rehabilitation, operation and support services of providers and facilities assisting Portland's homeless

population. The City proposes to use its 2016-2017 ESG entitlement allocation of \$161,232 to provide case management and homeless prevention services through City Family Shelter programs administered by the Department of Health and Human Services.

4. **Portland Development Fund:** Originally established in 1986, the goal of the Portland Development Fund is to respond to the need for 1) housing that is affordable to low and moderate income households, and 2) commercial and industrial development opportunities to further strengthen the local economy and generate jobs, particularly in downtown Portland.

Originally there was approximately \$1 million in the Portland Development Fund for both housing and economic development activities. Sources of funding include Urban Development Action Grant (UDAG) miscellaneous revenue, CDBG program income, CDBG entitlement allocations from previous years, and loan repayments and interest generated. In 1990 the fund was split into Housing, administered by the Housing & Community Development Division, and Economic Development, administered by the Economic Development Department.

The Housing portion of these funds is appropriated for several activities, including the development of new affordable rental housing, single and multi-family rehabilitation, and lead paint abatement. UDAG funds administered by the Economic Development Department, which is now approximately \$588,500, are used for loans and investments by the Portland Development Corporation.

Expenditures

The three expenditure categories utilized by the CDBG Program are: Public Services, also referred to as Social Services, Development Activity Funding, and Program Planning and Administration. A brief description of the services provided for the 2016-2017 fiscal year under each of these categories follows. A more comprehensive source of information on these programs can be found in the 2016-2020 Consolidated Housing or the 2016-2017 Annual Action Plan issued by the Department of Planning and Urban Development. The new 2016-2020 Consolidated Plan implemented the following new program goals and objectives:

- a. ***Neighborhood Investment and Infrastructure***
to create strong, safe, accessible and vibrant neighborhoods.
- b. ***Housing Availability***
to increase housing availability and affordability.
- c. ***Economic Opportunity***
to create economic opportunities to transition people out of poverty.
- d. ***Address the Needs of the Growing Homeless Population***
to prevent and reduce homelessness.

PUBLIC SERVICES (SOCIAL SERVICES)

1. Neighborhood Investment and Infrastructure includes Community Policing and the Family Shelter After Hours Program.
2. Economic Opportunity includes Catherine Morrill Child Care Voucher Program and the Learning Works English Language Program.
3. Address the Needs of the Growing Homeless Population includes Amistad Peer Coaching Initiative, Amistad Peer Support and Recovery Center, Oxford Street Shelter Housing Assistance, Milestone HOME Team, Preble Street's Teen Shelter, Resource Center, Food Programs & Women's Shelter, and the Wayside Food Programs.

DEVELOPMENT ACTIVITY FUNDING

1. Neighborhood Investment and Infrastructure includes Public Works ADA Curb Ramps, Pedestrian Safety & Related Work, Libbytown Community Gardens, Marginal Way, Bayside Roadway, Sidewalk Improvements & Related Work, and the Portland Housing Authority East Bayside Surveillance System.
2. Housing Availability includes Portland Housing Development Corporation 58 Boyd Street demolition project.
3. Economic Opportunity includes CEI Portland Jobs Alliance, CEI Microenterprise Assistance Program, and Living With Peace Micros Program.

PROGRAM PLANNING & ADMINISTRATION

The following are reimbursements to general operating accounts for program administration services:

1. The Department of Planning & Development provides Administration, Planning, Housing & Community Development, Historic Preservation, and Citizen Participation services which are reimbursable under the HCD guidelines.
2. The City receives reimbursement for a portion of the annual audit cost associated with auditing the HCD Program.
3. The City may receive reimbursement for a portion of the fringe benefits associated with the positions funded with HCD monies. However, the fringe benefit reimbursement along with all of the administrative costs must not exceed the 20% cap set by CDBG regulations.

City of Portland, Maine
Housing and Community Development Program
FY17

Programs	Yr. XXXX Allocation	Yr. XXXXI Request	Council Approval	Final Approval
Program Activities:				
I. Public Services (Social Services)	\$625,270	\$1,082,708	\$625,397	\$625,397
II. Development Activity Funding	875,181	1,984,999	875,361	875,361
III. Program Planning and Administration	405,113	456,579	405,190	405,190
Total CDBG Budget	\$1,905,564	\$3,524,286	\$1,905,948	\$1,905,948

Sources of Funds:	FY16	FY17
Entitlement Grant	\$1,791,064	\$1,791,448
Program Income	114,500	114,500
Surplus Funds	0	0
Total Sources of Funds	\$1,905,564	\$1,905,948
Administrative Cap	\$405,113	\$405,190
Social Services Public Services Cap	\$625,270	\$625,397

I. Public Services (Social Services)

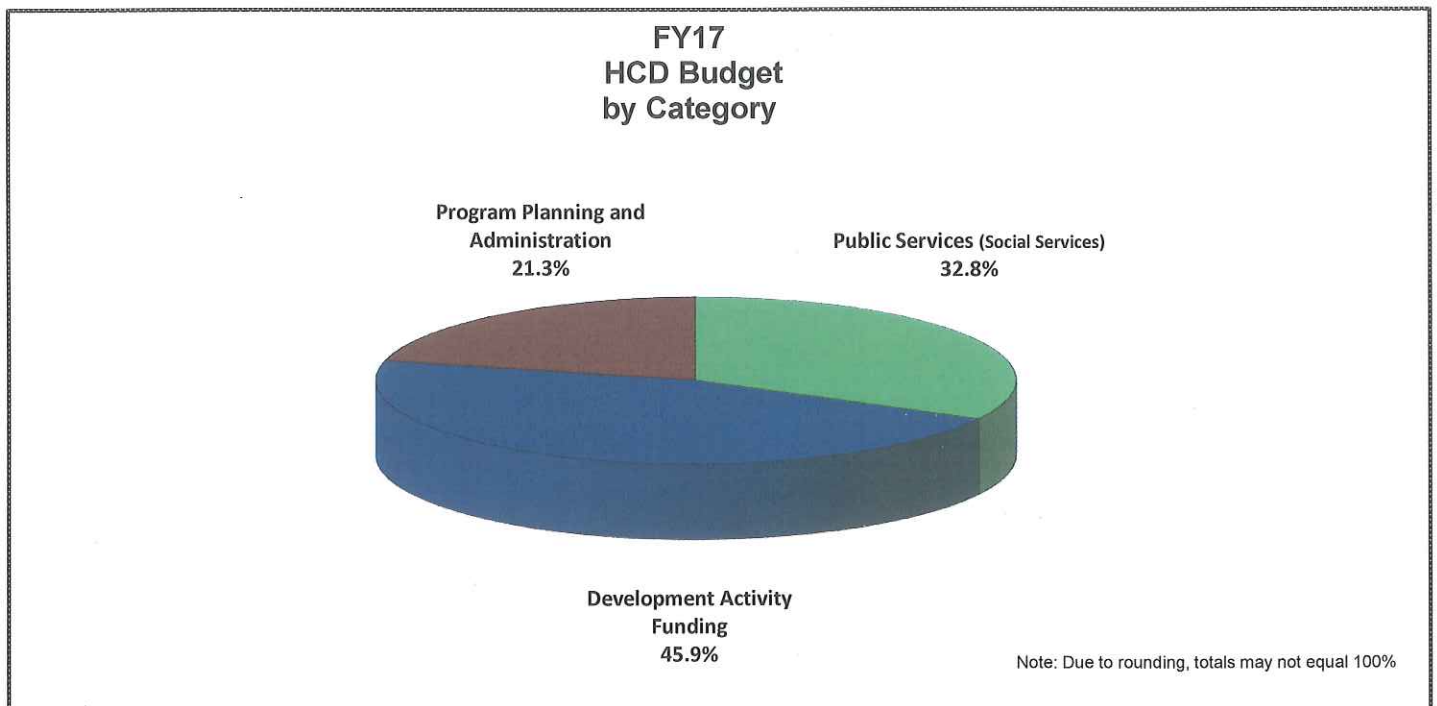
A. Neighborhood Investment and Infrastructure				
1. City of Portland / Community Policing (Parkside, Bayside, Munjoy Hill, West End)	\$150,000	\$150,000	\$150,000	\$150,000
2. City of Portland / HHS Social Services Division After Hours Program	0	46,850	46,850	46,850
3. Memory Works Model Memory Café for Portland Seniors	0	21,253	0	0
Total Neighborhood Investment and Infrastructure	\$150,000	\$218,103	\$196,850	\$196,850
B. Housing Availability				
Total Housing Availability	\$0	\$0	\$0	\$0
C. Economic Opportunity				
1. Catherine Morrill Day Nursery / Child Care Voucher Program	\$48,126	\$89,994	\$50,000	\$50,000
2. Catholic Charities Portland Jobs Alliance - Social Services	0	142,991	0	0
3. Coastal Enterprises, Inc. Portland Jobs Alliance Support Services	100,000	0	0	0
4. Learning Works English Language Program	0	55,000	43,061	43,061
5. The Opportunity Alliance Work / Life Advisor Program	0	70,000	0	0
Total Economic Opportunity	\$148,126	\$357,985	\$93,061	\$93,061
D. Address the Needs of the Growing Homeless Population				
1. Amistad Inc. Peer Coaching Initiative	\$41,720	\$50,000	\$45,000	\$45,000
2. Amistad Peer / Support and Recovery Center	30,000	39,000	35,100	35,100
3. City of Portland / Social Services Oxford Street Shelter Housing Assistance	0	47,702	47,702	47,702
4. Milestone HOME Team	75,000	94,000	54,084	54,084
5. Portland Community Health Center Survivors of War Trauma	0	91,918	0	0

City of Portland, Maine
Housing and Community Development Program
FY17

Programs	Yr. XXXX Allocation	Yr. XXXXI Request	Council Approval	Final Approval
6. Preble Street (Joe Kreisler Teen Shelter)	30,000	30,000	15,000	15,000
7. Preble Street Day Shelter Services (Resource Center)	45,000	45,000	40,500	40,500
8. Preble Street Food Programs	50,000	50,000	45,000	45,000
9. Preble Street Women's Shelter (Florence House)	30,000	30,000	27,000	27,000
10. Wayside Food Programs	25,424	29,000	26,100	26,100
Total Address the Needs of the Growing Homeless Population	\$327,144	\$506,620	\$335,486	\$335,486
Total Public Services (Social Services)	\$625,270	\$1,082,708	\$625,397	\$625,397
II. Development Activity Funding				
A. Neighborhood Investment and Infrastructure				
1. City of Portland / ADA Curb Ramps, Pedestrian Safety & Related Work	\$0	\$115,000	\$216,000	\$216,000
2. City of Portland / Bike Parking (E. Bayside, Munjoy, Libbytown & Parkside)	7,181	0	0	0
3. City of Portland / Cliff Island School Playground	0	52,700	0	0
4. City of Portland / East Bayside Soccer Field Fencing & Futsal Court	0	194,000	0	0
5. City of Portland / Greenleaf Street Construction	218,000	0	0	0
6. City of Portland / Libbytown Community Gardens	0	13,500	13,500	13,500
7. City of Portland / Marginal Way, Bayside Roadway, Sidewalk Impr. & Related Work	0	742,300	408,861	408,861
8. City of Portland / Reiche School Brackett Street Pedestrian Safety Project	40,000	0	0	0
9. IRIS Network Dormitory Accessibility	0	171,325	0	0
10. Portland Housing Authority East Bayside Surveillance System	0	15,000	15,000	15,000
Total Neighborhood Investment and Infrastructure	\$265,181	\$1,303,825	\$653,361	\$653,361
B. Housing Availability				
1. Community Housing of Maine Supportive Housing (Portland)	\$210,000	\$0	\$0	\$0
2. Portland Housing Development Corporation	0	30,000	30,000	30,000
Total Housing Availability	\$210,000	\$30,000	\$30,000	\$30,000
C. Economic Opportunity				
1. Catherine Morrill Day Nursery Toddler Classroom Expansion	\$0	\$234,281	\$0	\$0
2. City of Portland / Business Assistance Program	100,000	0	0	0
3. Coastal Enterprises, Inc. Portland Jobs Alliance	240,000	135,000	135,000	135,000
4. Coastal Enterprises, Inc. Portland Microenterprise Assistance Program	60,000	42,000	42,000	42,000
5. Learning Works Historic Renovation	0	70,250	0	0
6. Living With Peace Portland Micros	0	15,000	15,000	15,000
Total Economic Opportunity	\$400,000	\$496,531	\$192,000	\$192,000
D. Address the Needs of the Growing Homeless Population				
1. Preble Street Rehab Homeless Health Clinic	\$0	\$154,643	\$0	\$0
Total Address the Needs of the Growing Homeless Population	\$0	\$154,643	\$0	\$0
Total Development Activity Funding	\$875,181	\$1,984,999	\$875,361	\$875,361

City of Portland, Maine
Housing and Community Development Program
FY17

Programs	Yr. XXXX Allocation	Yr. XXXXX Request	Council Approval	Final Approval
III. Program Planning and Administration				
1. Housing & Community Development Division	\$273,252	\$299,737	\$288,137	\$288,137
2. Planning Division	87,162	109,584	69,140	69,140
3. HCD Housing Staff	4,983	5,536	5,647	5,647
4. Historic Preservation Division	25,216	27,222	27,767	27,767
5. Citizen Participation	9,500	9,500	9,500	9,500
6. Finance Department & Audit	5,000	5,000	5,000	5,000
Total Program Planning and Administration	\$405,113	\$456,579	\$405,190	\$405,190



Portland, Maine



Yes. Life's good here.

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City of Portland, Maine

Board of Education

Marnie Morrione
School Board Chair
District 5
(2017)

Jenna Vendil
District 1
(2018)

Pious Ali
At Large
(2016)

Holly Seeliger
District 2
(2018)

John Eder
At Large
(2017)

Laurie Davis
District 3
(2016)

Sarah J. Thompson
At Large
(2018)

Stephanie Hatzenbuehler
District 4
(2017)

Anna Trevorrow
At Large
(2016)

Key Revenues and Expenditures

In 2007, the State Legislature passed a bill that required both consolidation of School districts and a referendum vote on every school budget. The Portland School Department, because of its size, did not have to consolidate with any other district. Portland is, however, still required to have a referendum vote on their budget. After approval by the City Council, the FY2017 School budget was approved by the voters May 10, 2016.

Revenues

The funding sources for Education, other than Property Taxes, are summarized into four major categories - General Fund, Adult Education, Food Service, and Other Revenue. The property tax funds 77.5% of the FY17 Education budget.

State Subsidy

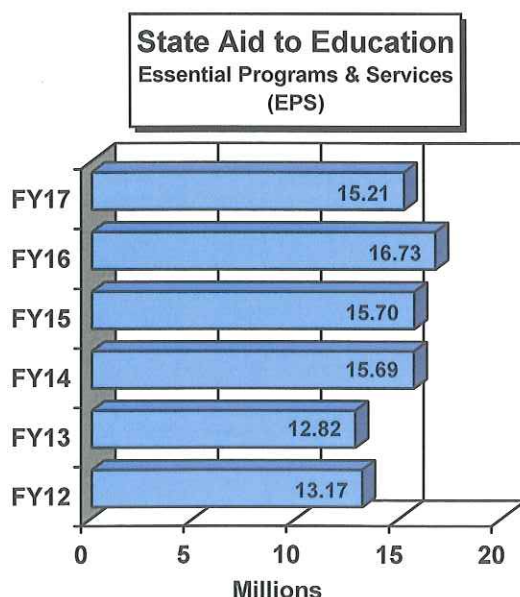
The second largest School-funding source is State Aid to Education. The State subsidy funding formula was amended by the Essential Programs and Services Funding Act of 2003.

The portion of State Aid for Essential Programs and Services (EPS) accounts for 14.7% of the School's FY17 Budget. The chart represents the State Aid to Education EPS revenue history over the past six years.

Expenditures

The City operates its educational program for grades K through 12, Adult Education, and for applied technology education under its own supervision. Article III of the City's Charter, as amended, provides that the Board of Public Education for the City be administered by a school board comprised of nine members. The Board of Public Education performs all duties and functions regarding the care and management of the public schools in the City.

For presentation in the City's Municipal Budget, the Education budget is broken down into six categories: (1) Salaries and Benefits (2) Contractual Services (3) Supplies (4) Miscellaneous (5) Debt Service and (6) Capital Equipment. For a more comprehensive report, the School Department issues an annual Education Budget Report.



Note: FY16 and FY17 are estimated amounts.

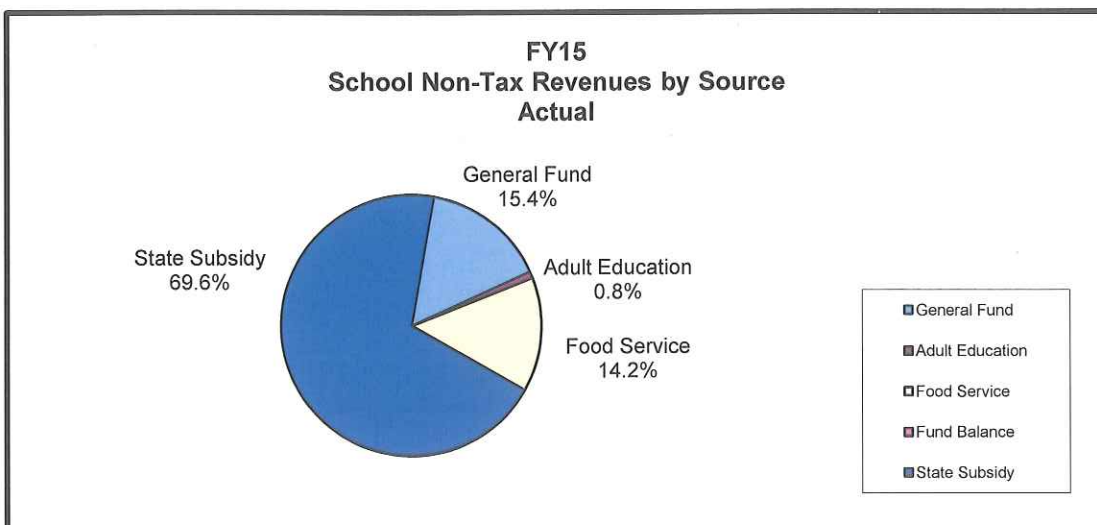
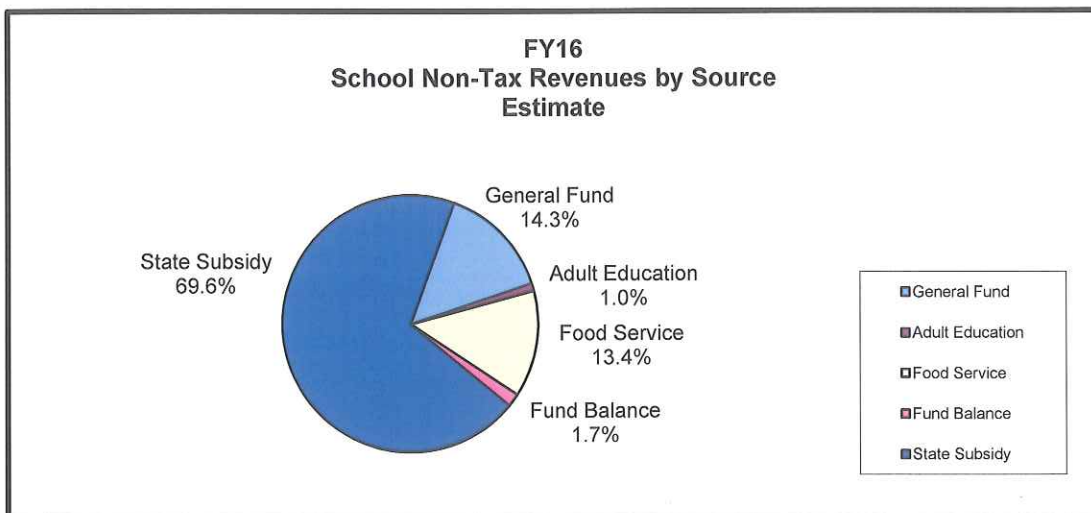
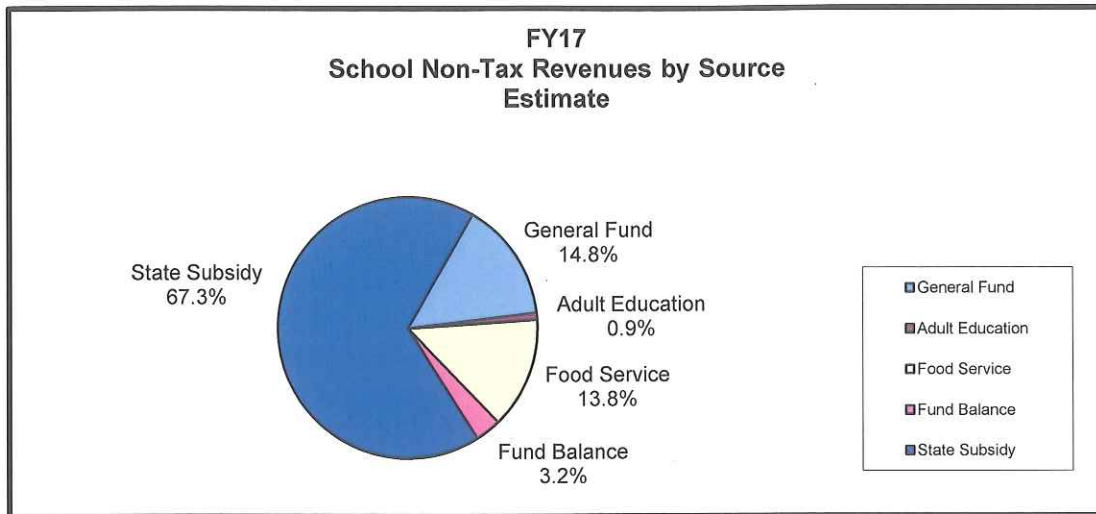
City of Portland, Maine
Comparative Statement of Revenues
School Department

	FY15 Actual	FY16 Estimate	FY17 Estimate
General Fund			
1313 Tuition - Individuals Reg 9-12	\$0	\$0	\$0
1322 Tuition - Public K-8	100,218	100,000	140,000
1324 Tuition - Public 9-12 (Long Island, GBSD)	71,882	65,000	90,000
1328 Tuition - CTE Oher Units	212,640	190,000	175,000
1363 Tuition - Summer School 9-12	19,735	18,000	17,000
1380 PATHS - Part I & II Assessment	1,802,042	1,860,659	1,818,151
1440 Transportation - Other Organizations	145,270	100,000	125,000
1510 Interest on Investments- Russell Trust Fund	3,000	3,000	3,000
1712 Admissions 9-12	23,050	35,000	35,000
1910 Custodian Service - Building Rentals	51,696	58,000	55,000
1960 Miscellaneous Local Revenue	21,341	10,000	12,000
1981 Refund Prior Year Expense K-8	0	62,000	33,990
1982 Refund Prior Year Expense 9-12	0	28,000	15,416
1991 Miscellaneous Sales & Refunds	546	1,000	500
3120 State Agency Client	364,872	370,000	300,000
3150 Nat'l Board - Prof Teaching Salary Supplement	38,100	38,100	75,600
4340 Federal Reimb - Telecom Services (E-Rate)	99,096	0	0
4585 MaineCare Medicaid Reimbursement	580,048	575,000	500,000
4810 Federal Impact Aid	46,816	30,000	40,000
5305 Proceeds Disposal of Property	0	1,000	0
Total General Fund	\$3,580,353	\$3,544,759	\$3,435,657
Adult Education			
1317 Tuition - Individual / Enrichment	\$106,614	\$130,000	\$115,000
1319 Tuition - Individual & Voc	67,043	75,000	65,000
1359 Tuition - Other (Academic)	22,997	30,000	25,000
Total Adult Education	\$196,654	\$235,000	\$205,000
TOTAL GENERAL FUND REVENUE (Including Adult Education)	\$3,777,007	\$3,779,759	\$3,640,657

City of Portland, Maine
Comparative Statement of Revenues
School Department

	FY15 Actual	FY16 Estimate	FY17 Estimate
Food Service			
1611 Daily Sales - Lunch Program	\$281,254	\$275,639	\$257,244
1620 Daily Sales - a la Carte & Adults	190,159	200,000	180,000
1630 Special Functions	14,276	20,000	10,000
1910 Building Rentals	0	9,600	6,000
1996 Refunds - School Nutrition	1,673	0	0
3250 State Reimbursement - School Meal Reimbursement	47,224	40,000	28,016
4370 Federal Reimbursement - After School Snack	71,547	64,109	46,000
4380 Federal Reimbursement - Summer Food Program	31,908	33,101	30,434
4550 Federal Performance - Based Lunch	36,292	37,600	35,842
4551 School Lunch - Regular	181,459	184,842	185,182
4552 School Lunch - Reduced Rate	78,589	79,686	50,399
4553 School Lunch - Free	1,252,892	1,277,640	1,313,979
4554 School Breakfast	825,184	825,000	813,704
4558 Payments in Lieu of Commerce	187,286	196,690	190,000
4559 Fresh Fruits & Vegetables Grant	85,288	77,000	73,650
Total Food Service	\$3,285,032	\$3,320,907	\$3,220,450
TOTAL LOCAL REVENUE	\$7,062,039	\$7,100,666	\$6,861,107
Other Revenues			
3111 State Subsidy - EPS	\$15,697,221	\$16,734,100	\$15,206,721
3240 State Subsidy - Adult Education	453,680	453,680	453,680
Total State Subsidy - General Fund	\$16,150,901	\$17,187,780	\$15,660,401
5000 Fund Balance Carry Forward (General Fund)	\$0	\$415,000	\$500,000
5000 Fund Balance Carry Forward (Food Service)	0	0	250,000
Total Fund Balance Carry Forward	\$0	\$415,000	\$750,000
TOTAL OTHER REVENUE	\$16,150,901	\$17,602,780	\$16,410,401
GRAND TOTAL ALL REVENUE	\$23,212,940	\$24,703,446	\$23,271,508

Portland School Department Comparison of Non-Tax Revenues by Source



Note: Due to rounding, totals may not equal 100%

City of Portland, Maine
Comparative Budget Summary
School Department

	FY15 Actual	FY16 Budget	FY17 Budget
I. SALARIES & BENEFITS			
Salaries - Regular			
1010 Professional Salary	\$39,334,970	\$41,668,454	\$41,999,059
1020 Instructional Aide / Asst	4,627,792	4,462,739	4,641,290
1040 Administrators	5,025,119	5,366,048	5,616,709
1180 Regular Support Staff	8,172,409	8,766,667	8,937,408
Total Regular Salaries	\$57,160,290	\$60,263,908	\$61,194,466
Salaries - Temporary			
1200 Temporary Salary	\$603,171	\$616,269	\$653,736
1210 Tutor	40,128	69,926	59,100
1230 Substitute	943,347	813,733	813,733
1310 Teacher Additional Pay	62,460	60,203	69,700
1320 Aide/Asst Overtime	216	0	0
1380 Regular Support Overtime	256,247	123,000	143,750
1410 Professional Sabbatical	72,332	0	0
1500/10/60 Stipends / Differentials	1,392,370	1,530,965	1,541,321
1501 Stipend - Retirement Sick	547,461	615,000	615,000
1590 Stipend / Other	5,569	22,703	15,000
Total Temporary Salaries	\$3,923,301	\$3,851,799	\$3,911,340
Benefits			
2000-2299 Flex Benefits, LTD, Medicare	\$12,610,685	\$13,667,613	\$13,085,638
2030 Unemployment Compensation	25,358	275,000	200,000
23xx Retirement - MePERS / ICMA	2,126,773	2,623,462	2,830,531
25xx Tuition Reimbursement	139,739	175,000	175,000
2700 Workers' Compensation	539,467	602,234	737,664
2900 Life Insurance - MePERS PLD	79,246	25,000	25,000
9500 Retirement Incentive	114,050	0	0
Total Benefits	\$15,635,318	\$17,368,309	\$17,053,833
Total Salaries & Benefits	\$76,718,908	\$81,484,016	\$82,159,639
II. CONTRACTUAL SERVICES			
3000 Purchased Professional & Technical Services	\$2,103,534	\$2,257,666	\$2,177,954
3200 Contractual Pre-K	0	132,171	191,281
3300 Employee Training & Development Services	133,223	175,655	350,573
3400 Other Professional Services	17,490	39,000	40,000
3401 Security	93,091	135,627	127,329
3402 Alarms	4,163	4,500	4,500
3420 Architectural & Engineering Services	10,809	17,835	20,000

City of Portland, Maine
Comparative Budget Summary
School Department

	FY15 Actual	FY16 Budget	FY17 Budget
3430 Adult Ed Contracted Services	5,593	10,175	10,175
3440 Special Education Contracted Services	244,689	306,800	306,800
3450 Legal Services	23,209	180,000	180,000
4110 Water	37,670	44,054	48,000
4120 Sewer	103,292	106,583	99,185
4125 Stormwater	0	55,944	125,098
4300 Repair & Maintenance Services	337,657	391,867	415,778
4301 HVAC Maintenance	563,592	517,018	520,000
4302 Mowing / Plowing / Field Maintenance	371,030	430,000	422,785
4304 Vehicle & Equipment Repair	16,296	20,000	18,000
4305 Waste Disposal Services	146,167	113,778	103,917
4306 Recycling Services	47,908	43,200	39,300
4307 Hazardous Waste Disposal Services	0	0	2,000
4308 Pest Management Services	13,719	15,000	15,500
4400 Rentals	348,715	341,255	352,755
4420 Equipment & Vehicle Lease	12,805	13,000	13,000
4445 Copier Lease	25,100	0	0
4450 Leases-Not DOE Approved	37,985	37,985	37,985
5000 Other Purchased Services	4,424	8,500	5,000
5100 Student Transport Services	136	250	250
5140 Student Transport Purchased - Private	315,040	155,940	349,448
5160 Charter School Transportation Allocation	7,304	0	0
5200 Insurance / General Liability	306,946	335,198	379,479
5310 Postage	54,404	79,544	71,400
5320 Phone	87,933	102,947	105,599
5330 Internet Connectivity	40,248	47,000	47,380
5340 E-Books & On-Line Subscriptions	6,824	18,955	22,530
5400 Advertising	59,927	66,500	71,200
5510 Printing & Binding	61,383	54,310	53,282
5520 Photocopying	95,519	144,250	169,113
5610 Tuition to In-State SAU	307,094	0	150,000
5630 Tuition to Private Source	653,164	765,642	686,613
5650 Tuition to Post Secondary	0	11,500	10,000
5660 Tuition to Charter School	347,574	0	0
5690 Tuition to State / Gov Org	4,456	0	0
5800 Staff Travel	111,023	176,150	187,834
5810 Travel for Professional Development	71	1,900	0
5830 Adult Ed Travel - State Meeting	77	100	100
Total Contractual Services	\$7,161,282	\$7,357,799	\$7,931,143

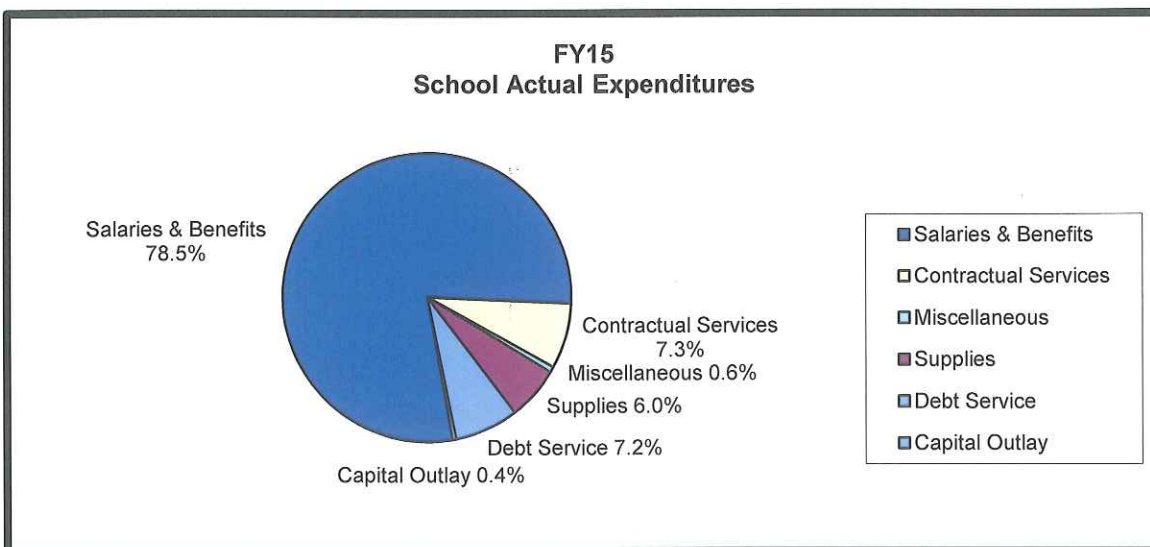
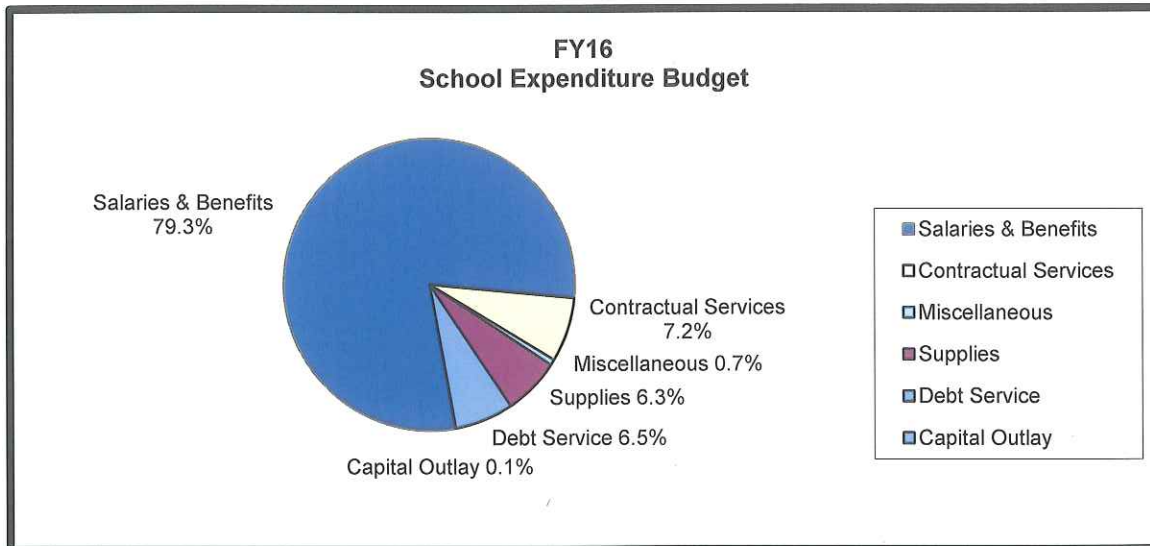
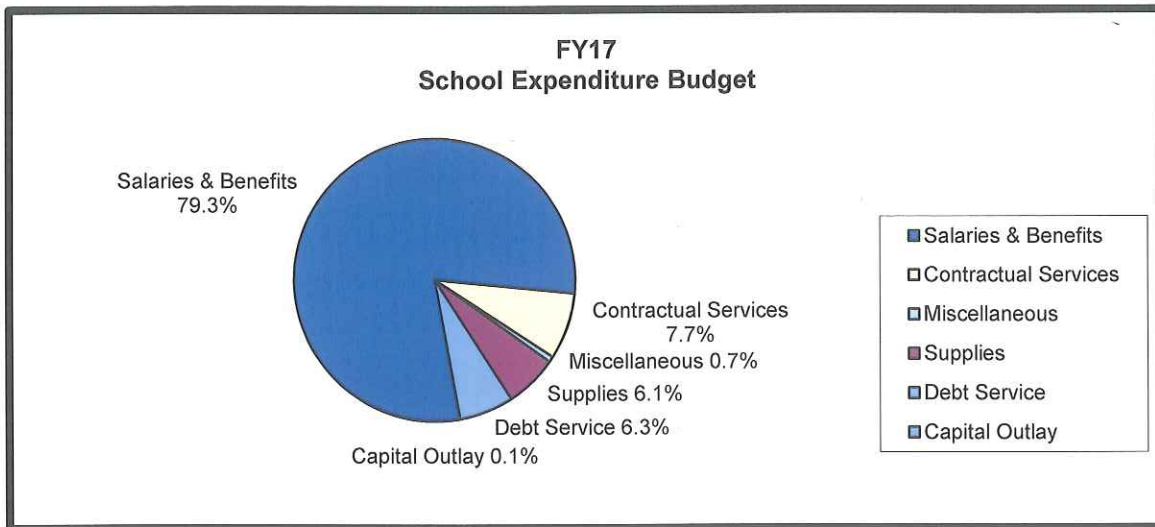
III. SUPPLIES

6000 General Supplies	\$365,442	\$411,173	\$401,550
6040 Custodial Supplies	218,760	264,000	228,000
6100 Instructional Supplies	660,059	676,913	636,543
6210 Natural Gas	986,202	1,001,625	923,418
6220 Electricity	769,750	880,186	838,917
6230 Bottled Gas	14,718	14,500	15,344

City of Portland, Maine
Comparative Budget Summary
School Department

	FY15 Actual	FY16 Budget	FY17 Budget
6240 Oil	259,579	230,325	125,183
6260 Gasoline	111,762	173,000	161,888
6300 Food	1,541,296	1,600,000	1,600,000
6310 Non-Food Supplies	156,252	143,050	143,050
6400 Books & Periodicals	226,034	412,859	600,596
6401 Textbooks / Curriculum Update	116,374	116,849	0
6500 Tech-Related Supplies	188,688	172,130	163,129
6501 Software Licenses	224,226	382,087	419,897
6600 Audiovisual Supplies	15,413	18,750	20,300
Total Supplies	\$5,854,554	\$6,497,447	\$6,277,815
IV. MISCELLANEOUS			
8100 Dues & Fees	\$128,738	\$134,044	\$149,438
8110 Bank Fees	4,940	6,000	5,100
8120 Maine State Billing Fees	49,154	44,000	44,000
8140 Board Conference Fees	0	0	1,000
8160 Charter School Commission Fee	11,090	0	0
8500 Field Trip Transportation	420,382	290,290	304,595
8900 Miscellaneous Expenditures	17,094	12,133	6,000
9000 Other Items	509	186,515	175,000
Total Miscellaneous	\$631,906	\$672,982	\$685,133
V. DEBT SERVICE			
8310/20-1 Debt Service - Other	\$5,851,646	\$5,439,135	\$5,257,575
8310/20-2 Debt Service - Buses	91,454	103,871	114,056
8310/20-3 Debt Service - Technology	1,056,710	1,134,336	1,101,476
8310/20-5 Bus / Van Lease / Purchase	4,183	4,183	4,183
Total Debt Service	\$7,003,993	\$6,681,525	\$6,477,290
VI. CAPITAL EQUIPMENT			
7300 Equipment (Over \$10,000)	\$346,265	\$63,624	\$29,600
7340 Tech-Related Equipment (Over \$10,000)	12,454	0	0
7341 Tech-Related Equipment (Under \$10,000)	0	19,264	42,264
7360 Student Transportation Vehicles	4,500	0	0
Total Capital Equipment	\$363,219	\$82,888	\$71,864
TOTAL SCHOOL EXPENDITURES	\$97,733,862	\$102,776,657	\$103,602,884

Portland School Department Expenditures by Category



Note: Due to rounding, totals may not equal 100%

Portland, Maine



Yes. Life's good here.

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Budget Overview

Background Information

The City of Portland is located on the southern coast of the State of Maine in the southeastern section of the County of Cumberland, the State's most populous county. The City is approximately 108 miles north-northeast of Boston, Massachusetts and 60 miles southwest of the City of Augusta, the State's capital. Portland is bordered by the Town of Falmouth on the northeast and the City of Westbrook on the west, with the Presumpscot River forming a portion of this border. The Fore River separates Portland from the City of South Portland for a major portion of its southern border. The Atlantic Ocean forms Portland's eastern border as well as Portland Harbor and Casco Bay.

As the hub of Maine's southern region convenient access to Portland is provided by Exits 44, 45, 46, 47, and 48 of U.S. Interstate Route 95 (the Maine Turnpike) which intersects the City's western plain in a north-south direction, and the U.S. Interstate Route 295 spur which bisects the City through its interior. U.S. Route 1 follows the coastal plain of the City, also in a north-south direction. The Portland International Jetport, located in the City, provides air traffic for the region. The Casco Bay Island Transit District provides commuter and tour boat service to the major islands in Casco Bay. Bus transit, by major carriers operating two terminals in the City, provides regularly scheduled interstate and intra-state transportation. The Amtrak Downeaster passenger railroad service runs between Portland and Boston, offering additional stops along the 114 mile journey in Maine, New Hampshire and Massachusetts during the approximate 2 1/2 hour trip. The Maine Central Railroad, Boston & Maine Corporation and the St. Lawrence & Atlantic Railroad Company provides the greater Portland area with rail links to all of Maine, the continental United States and Canada.

The area embracing Portland was first settled in 1632 and called "Machigonne", the Micmac Indian name meaning "shaped like a

great knee". The area was then referred to as Casco but subsequently incorporated as Old Falmouth in 1718, formed of the area now encompassing the cities of Portland, South Portland, and Westbrook and the towns of Cape Elizabeth and Falmouth. Portland separated from Old Falmouth and incorporated as a town on July 4, 1786, taking its present name. Portland was chartered as a city on March 26, 1832, and annexed the City of Deering (formerly the Town of Stroudwater which included the present limits of Westbrook plus Deering, Deering being further set off as a city in 1871) on February 6, 1899. Portland was the site of the 1819 Constitutional Convention when Maine broke away from the Commonwealth of Massachusetts to become a separate state in 1820. The City served as the first capital from 1820 until its removal to Augusta in 1831.

The metropolitan area is clustered on the "Peninsula" which is surrounded on its sides by Back Cove, Casco Bay and the Fore River with the Eastern and Western Promenades at its opposite ends. Once confined geographically to this narrow peninsula the City added greatly to its territory with the annexation of Deering and now consists of 19.15 square miles of land area. The sections of the City are: Brighton, Casco Bay Islands, Deering, East Deering, the Peninsula, North Deering, Riverton, Stroudwater, Woodfords and Morrills.

Portland is the largest city in Maine, the seat of government for the County of Cumberland and is the region's leading industrial, commercial and cultural center. With one of the finest deep water harbors on the Atlantic Coast, Portland is closer to Europe than any other transatlantic port in the United States. The City enjoys numerous parks, monuments, historical sites, several hotels and restaurants. Portland is home of the University of Southern Maine, University of New England, the Portland Museum of Art, the Maine College of Art and the Cross Insurance Arena. Two major medical centers, Maine Medical Center and Mercy Hospital, are also located in the City.

Budget Overview

Purpose of the Budget

The annual budget serves three principle purposes:

The budget serves as a tool for the City Manager and department heads in planning the work programs to be performed and the services to be provided by the departments and divisions of the City government.

The budget enables the City Council to determine the amount of available revenues and the manner in which it is to be allocated to various governmental programs in accordance with the needs of the community.

The budget serves as an instrument of control for governmental spending by making available at all times the relative position of actual expenditures to appropriated amounts of departments and divisions and the progress of work being accomplished.

The budget document is the financial plan of the City government. When adopted by the City Council, it reflects the proposed expenditures of the various departments and divisions and the method of financing these expenditures.

Phases of Budgeting

Municipal budgeting consists of three phases:

1. budget preparation
2. review and adoption
3. execution

Budget Calendar

Dec	Jan	Feb
Revenue Base Budget	Expenditure Base Budget	Budget Compilation
Mar	Apr	May
City Manager Budget Review	Finance Committee Review	City Council Deliberations, Public Hearings & Adoption

Budget Preparation

The budget is prepared in two stages -- revenue estimation and expenditure budgets.

Revenue Estimate

The City's budget process begins with revenue estimation for a very simple reason, the City can appropriate no more than it expects to have in resources. This very simple fact makes the accuracy of revenue estimates critical. Unrealistically high estimates assure that at some point in the budget year, an expenditure freeze will be required. On the other hand, with the fiscal constraints that exist in the public sector, significantly understating revenues can negatively impact the tax levy by increasing taxes unnecessarily.

Besides historical data, which is very important, factors such as inflationary and unemployment trends, interest rates, sales and general economic factors are taken into consideration by the departments.

In early November, an automated revenue package is made available to the departments. The departments must provide the following information for the revenues that are their responsibility:

Budget Overview

1. projected collection estimates for the current fiscal year with explanations for projections substantially different than estimate
2. an estimate for the upcoming fiscal year with the method and/or calculations behind the estimate

If a department is proposing a fee increase, a memo outlining pertinent information including action necessary to establish the fee, administrative mechanism for collections, reasonableness, and the new revenue capability is included in the submitted revenue package.

Completed revenue packages are submitted to the Budget Office by mid-December.

Expenditure Budgets

The second phase of the process begins in early January. The departments prepare their budgets from the instructions given, such as wage guidelines and target figures. Budget packages are submitted to the Budget Office in late January.

Review and Adoption

During the month of March, the City Manager reviews the budgets through a series of budget hearings with the departments. The City Manager then formulates his recommendations. Prior to April 1 of each year, the City Manager's proposed budget for the following fiscal year is then submitted to the City Council. An accurate summary of this budget is made available no later than two (2) weeks after its submission to the City Council.

The City Council then refers the City Manager's budget to the Finance Committee for review and consideration. During the month of April, the Finance Committee holds budget hearings with all the City departments and the School department. Upon completion

of these hearings, the Finance Committee formulates their recommendations and presents the budget to the City Council. The school department budget, under the school consolidation law passed in 2007, is required to conduct a referendum to approve the budget.

The City Council holds a public hearing on the City's Finance Committee's recommended budget at least ten days prior to the final passage of the appropriation resolve, which must be on or before June 30. A budget workshop is scheduled for the City Council to discuss the budget after the initial public hearing. Final action is taken by the City Council at the second reading of the budget which as previously stated must be before June 30th.

Execution

Amounts are appropriated for general City purposes and one amount for school purposes, the total of which cannot exceed estimated revenues.

Budgets for the general fund and the enterprise funds are legally adopted each year through the passage of an appropriation resolve. Special revenue funds and capital projects funds do not have legally appropriated budgets but have adopted project budgets.

Total expenditures for the year may not exceed total appropriations for the period. The City Council may, by resolution, appropriate additional amounts only up to the amount of excess revenues and unencumbered budget surplus remaining after the purpose of the original appropriation has been satisfied. At the end of the fiscal year, all unencumbered appropriations lapse unless specifically continued by resolution of the City Council.

With the passage of the budget and appropriation resolve, the control phase of the fiscal program begins. Throughout the fiscal year, the budget acts as a control on expenditures, and on programs and activities of the City. The fact that funds are budgeted to a department and activity is not itself a final

Budget Overview

justification for the expenditure of money; constant review and control must be maintained throughout the year. Responsibility for this control is shared by the City Manager, the department heads, and the Budget Office. Final responsibility lies with the City Manager.

No payment voucher shall be processed until the Budget Office has certified that funds are available under the proper account for the department initiating the payment request.

Accounting System

Fund Accounting: The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self balancing accounts that comprise its assets, liabilities, reserves, fund equity/retained earnings, revenues and expenditures, or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The following funds are represented in the budget report.

Governmental Funds

General Fund: Transactions related to revenues and expenditures for delivery of those services traditionally provided by municipal governments, which are not accounted for in other funds, are accounted for in the General Fund. These services include, among others, general government, public safety, parks recreation and facilities, public works, health and human services, library, pension and employee insurance, county tax and Metro, debt service, and education.

Capital Projects Funds: Transactions related to revenues obtained and used for the acquisition, construction or improvement of

capital facilities are accounted for in Capital Projects Funds. Such resources are derived principally from proceeds of general obligation bond issues.

Special Revenue Funds: Transactions related to revenues and expenditures under certain federal and state grants and from other sources, upon which legal restrictions are imposed, are accounted for in Special Revenue Funds.

The special revenue fund presented in the budget document is the Community Development Block Grants. It accounts for grants received from the federal government under the Housing and Community Development Act of 1974, as amended. These funds are used to repair streets, sidewalks and maintain parks in neighborhoods that qualify under the regulations. Qualified external human service organizations also share in these funds.

Proprietary Funds

Enterprise Funds: Transactions related to City facilities and services which are intended to be supported primarily through user charges, or where management has decided that determination of net income is appropriate, are accounted for in Enterprise Funds.

The operations classified as Enterprise Funds are: Fish Pier, Sewer, Stormwater and Jetport.

Basis of Accounting and Budgeting

Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus.

All proprietary funds are accounted for on a flow of economic resources measurement focus.

Budget Overview

The modified accrual basis of accounting is used by all governmental fund types. Under the modified accrual basis of accounting, expenditures are recorded when the related fund liability is incurred and revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available).

"Measurable" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The City considers property taxes as available if they are collected within 60 days after year end. Revenues susceptible to accrual are property taxes, special assessments, licenses, interest revenue and charges for services. Fines, permits and parking meter revenues are not susceptible to accrual because generally they are not measurable until received in cash.

The accrual basis of accounting is utilized by proprietary fund types. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

Basis of Budgeting

The City follows certain accounting principles for General Fund budgetary reporting purposes that differ from GAAP; the most significant of which are encumbrances treated as expenditures for budgetary purposes, and interfund and interdepartmental transfers under generally accepted accounting principles treated as revenues and/or expenditures for budgetary reporting purposes. In addition, the City's budgetary reporting for insurance claims, compensated absences, and investment income is done in accordance with the cash basis method of accounting, as opposed to the modified accrual method required by generally accepted accounting principles.

Glossary of Terms

Activity: A segment of the account number that identifies the type and purpose of the account. The two activity classifications used in budgeting are: 300's - Revenues and 400 & 500's - Expenditures.

Ad Valorem Tax: Property taxes levied on the assessed value of real or personal property.

Administrative Services: The element classification which includes the cost of memberships to professional organizations, literature, licenses, travel, training, and postage.

Appropriation: An authorization made by the City Council which permits the City to incur obligations and to make expenditures of resources.

Assessed Valuation: A value that is established for real and personal property for use as a basis for levying property taxes.

Assets: Property owned by a government which has a monetary value.

Authorized Positions: The approved list of positions that an organization may hire to fill.

Balanced Budget: A budget in which planned resources equal planned expenditures.

Benefits: The element classification for employee related costs such as health insurance, pension, FICA, unemployment, and tool allowance.

Bond: A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation, revenue bonds, and special improvement district bonds. These are most frequently used for construction of large capital projects such as buildings, streets and sewers.

Budget: A financial plan for a specified period of time (fiscal year).

Budget Adjustment: A procedure to revise a budget appropriation.

Budget Calendar: The schedule of key dates that a government follows in the preparation and adoption of the budget.

Budget Document: The official written statement prepared by the Budget Office and supporting staff which presents the approved budget by the City Council.

Budget Message: The opening section of the budget which provides the City Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and recommendations made by the City Manager.

Budgetary Control: The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of authorized appropriations and available revenues.

Capital Assets: Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.

Glossary of Terms

Capital Equipment: Tangible property or equipment used for operations, expected to have a service life of more than a year and a cost of more than \$10,000.

Capital Improvements Budget: A plan of proposed capital expenditures and the means of financing them. The capital budget normally is based on a capital improvement program (CIP).

Capital Improvement Program (CIP): A plan for capital improvements to be implemented each year over a fixed period of years to meet capital needs arising from the long-term work effort. It sets forth each project or other contemplated expenditures in which the government is to have a part and specified the full resources estimated to be available to finance the projected expenditures.

Capital Outlays: The element classification for an expenditure which results in the acquisition of or addition to fixed assets.

Cash Basis: The method of accounting under which revenues are recorded when received in cash and expenditures are recorded when paid.

Client Expenses: The element classification generally associated with the costs of the Social Services General Assistance Program such as food, housing, prescriptions, and utility expenses.

Contingency Account: A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for.

Contractual Services: The element classification which accounts for the purchase of services such as consulting, advertising, temporary services, and printing.

Contributions: The element classification for monies contributed to organizations to help fund their program costs.

Debt Service: Payment of interest and repayment of principal to holders of a government's debt instruments.

Deficit: The excess of an entity's liabilities over its assets (see Fund Balance).

Delinquent Taxes: Taxes remaining unpaid on and after the date on which a late payment penalty is assessed.

Department: A segment of the account number that identifies the highest level in the formal City organization in which a specific activity is carried out.

Depreciation: 1. Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence. 2. That portion of the cost of a capital asset which is charged as an expense during a particular period.

Division: A segment of the account number identifying the second level in the formal City organization in which a specific activity is carried out; several divisions may comprise a single department.

Glossary of Terms

Element: A segment of the account number that distinguishes types of expenditures. The major classifications used by the City of Portland are: Payroll, Benefits, Administrative Services, Client Expenses, Contractual Services, Maintenance and Repairs, Rentals, Insurance, Supplies, Minor Capital, Utilities, Contributions, Capital Outlay, and Debt Service.

Encumbrance: The legal commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.

Enterprise Fund: A fund established to account for operations financed in a manner similar to a private business enterprise, i.e., where the costs of providing goods and services to the public are financed or recovered through user charges.

Estimated Revenue: The amount of projected revenue to be collected during the fiscal year.

Expenditure/Expense: This term refers to the outflow of funds paid for an asset, goods, or services obtained.

Final Allowance: The final budget amounts approved by the City Council.

Fiscal Year (FY): The time period designated by the City signifying the beginning and ending period for recording financial transactions. The City of Portland has specified July 1 to June 30 as its fiscal year.

Fixed Assets: Assets of long-term character which are intended to continue to be held or used, such as land, buildings, machinery, and other equipment.

Fund: An accounting entity which has a set of self-balancing accounts and records all financial transactions for specific activities or government functions. Eight commonly used fund types in public accounting are: general fund, special revenue funds, debt service funds, capital project funds, enterprise funds, trust and agency funds, internal service funds, and special assessment funds.

Fund Balance: Fund balance is the excess of assets over liabilities and reserves, and is therefore also known as surplus funds.

Generally Accepted Accounting Principles (GAAP): Uniform minimum standards of/and guidelines for financial accounting and reporting. They govern the form and content of the basic financial statements of an entity. GAAP encompass the conventions, rules, and procedures necessary to define accepted accounting practices as a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provides a standard by which to measure financial presentations.

General Fund: The largest fund within the City, the general fund accounts for most of the financial resources of the government not specifically accounted for in other funds. General fund revenues include general property and other taxes, licenses and permits, fines, forfeits and penalties, use of money and property, intergovernmental charges, service charges, interdepartmental charges, and reimbursements. General Fund expenditures are categorized as general government, public safety, public works, parks recreation and facilities management, health and human services, public library, county tax, metro, and debt service.

Glossary of Terms

General Obligation Bonds: Bonds that finance a variety of public projects such as streets, buildings, and improvements; the repayment of these bonds is usually made from property taxes, and these bonds are backed by the full faith and credit of the issuing government.

Grant: A contribution of assets (usually cash) by one governmental unit or other organization to another. Typically, these contributions are made to local governments from the state and federal governments. Grants are usually made for specified purposes. Grants may be classified as either categorical or block depending upon the amount of discretion allowed the grantee.

HUD: The abbreviation for Housing and Urban Development.

Holiday Payments: The wages paid to union employees for holidays according to the stipulations of the union contract.

Housing and Community Development Program (HCD): The Special Revenue Fund used to account for the expenditures and revenues received under the Housing and Urban Development's Community Development Block Grant (CDBG).

Insurance: The element classification which accounts for insurance expenses including general liability, workers' compensation, and self-insurance.

Intergovernmental Revenue: Funds received from Federal, State and other local government sources, such as grants and shared revenues.

Liability: Debt or other legal obligations arising out of transactions in the past that must be paid or refunded at some future date, not including encumbrances.

Line-Item Budget: A budget which lists each expenditure category (salary, materials, telephone service, travel, etc.) separately, along with the dollar amount budgeted for each specified category.

Maintenance and Repairs: The element classification associated with up-keep of the city's tangible assets such as buildings, equipment, and land.

Maturities: The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.

Measurement Focus: The accounting convention which determines (1) which assets and which liabilities are included on an entity's balance sheet and (2) whether its operating statement presents "financial flow" information (revenues and expenditures) or "capital maintenance" information (revenues and expenses).

Mill: The property tax rate which is based on the valuation of property. A tax rate of one mill produces one dollar of taxes on each \$1,000 of property valuation.

Minor Capital Items: The element classification used for tangible property or equipment used for operations having a cost between \$5,000 and \$10,000 per single item.

Glossary of Terms

Modified Accrual Basis: The accrual basis of accounting where revenues are recognized when they become both "measurable" and "available" to finance expenditures of the current period. All governmental funds and Expandable Trust Funds are accounted for using the modified accrual basis of accounting.

Net Budget: The legally adopted budget less all interfund transactions. Those amounts in the budget representing transfers and interfund reimbursements which in effect are double counted in from the perspective of the entire budget are subtracted from the legally adopted budget amount.

Object Classification: A basis for distinguishing types of expenditures in conjunction with the element. The major expense classifications used by the City of Portland are: Payroll, Benefits, Administrative Services, Client Services, Contractual Services, Maintenance and Repair, Rental, Insurance, Supplies, Minor Capital, Utilities, Contributions, Capital Outlay, and Debt Service.

Operating Budget: The portion of the budget which pertains to daily operations that provide basic governmental services. The operating budget contains appropriations for such expenditures as personnel, contractual services, maintenance and repairs, utilities, and supplies.

Operating Transfers Out: The element classification for interfund transfers or expense activity between funds.

Ordinance: A formal legislative enactment by the governing body of a municipality having the full force and effect of law within the boundaries of the municipality to which it applies, provided it does not conflict with a higher form of law such as a state statute.

Payroll: The element classification for the cost of employees' wages including salaries, overtime, temporary help, and termination pay.

PDC: The abbreviation for the Portland Development Corporation, a local development corporation, organized by the City in 1991 for the purposes of implementation and administration of economic development programs that enhance and create business and employment opportunities, and the enhancement and coordination of the provision of services to the City's downtown business district.

PDD: The abbreviation for Portland Downtown District.

Rental: The element classification used for rental expenses of land, buildings, vehicles and equipment.

Reserve: An account used to indicate that a portion of a fund's assets are legally restricted for a specific purpose and is, therefore, not available for general appropriation.

Resolution: An order of a legislative body requiring less legal formality than an ordinance or statute.

Revenue: Funds which the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income.

Glossary of Terms

Revenue Estimate: A formal estimate of how much revenue will be earned from a specific revenue source for some future period; typically, a future fiscal year.

Risk Management: An organized attempt to protect a government's assets against accidental loss in the most economical method.

Self Insurance: The underwriting of one's own insurance instead of obtaining coverage from a private provider.

Source of Revenue: Revenues are classified according to their source or point of origin.

Special Assessment: A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

Special Revenue Fund: A fund created to account for transactions related to revenues and expenditures under certain federal and state grants and from other sources, upon which legal restrictions are imposed.

Supplies: The element classification relating to the purchase of materials, provisions, and other tangible goods.

Tax Levy: The total amount to be raised by general property taxes.

Tax Lien: The legal method for collecting delinquent real estate taxes.

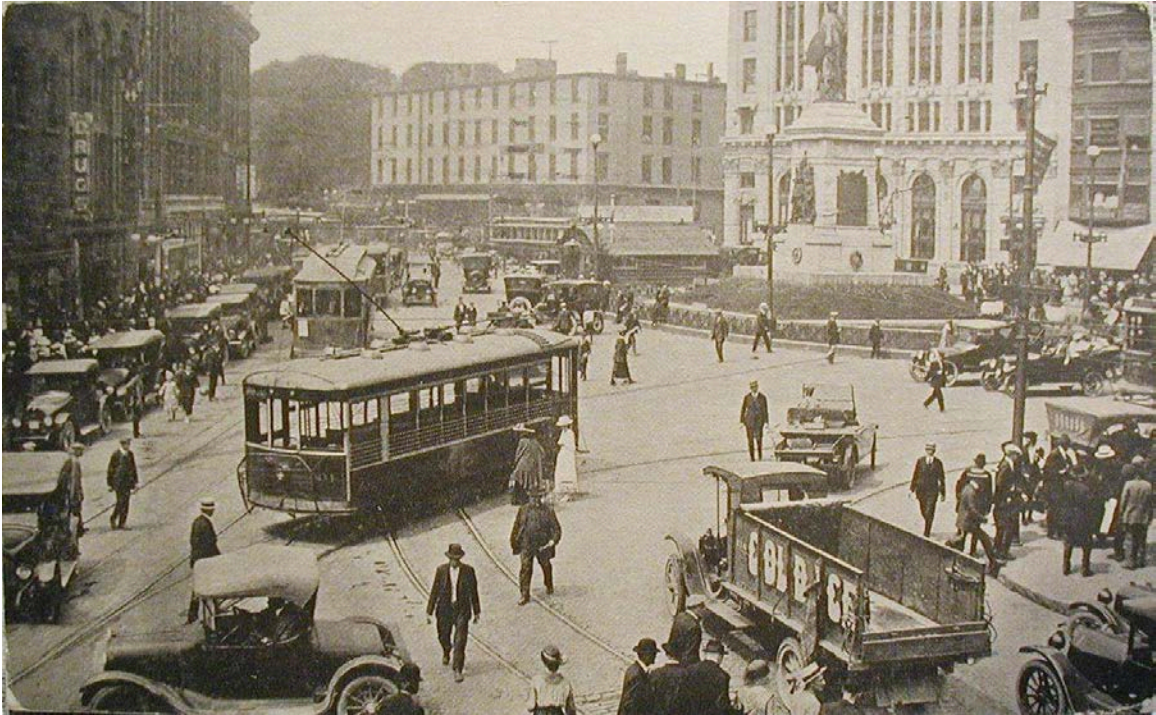
Tax Rate: The amount of taxes (mills) levied for each \$1,000 of assessed valuation.

Termination: The final wage payment for accrued vacation and sick time, if applicable, upon an employee's termination with the City.

Utilities: The element classification which includes expenses for electricity, fuel, telephone, water and sewer, and stormwater.

Wage Adjustment: A wage reserve account for changes which may result from scheduled union contract negotiations.

City of Portland, Maine



Municipal Budget

July 1, 2017 - June 30, 2018

City of Portland, Maine

FY18 Municipal Budget

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City of Portland, Maine

City Council

Ethan K. Strimling

Mayor
(2019)

Belinda S. Ray

District 1
(2018)

David Brenerman

District 5
(2017)

Spencer Thibodeau

District 2
(2018)

Jill C. Duson

At Large
(2017)

Brian E. Batson

District 3
(2019)

Pious Ali

At Large
(2019)

Justin Costa

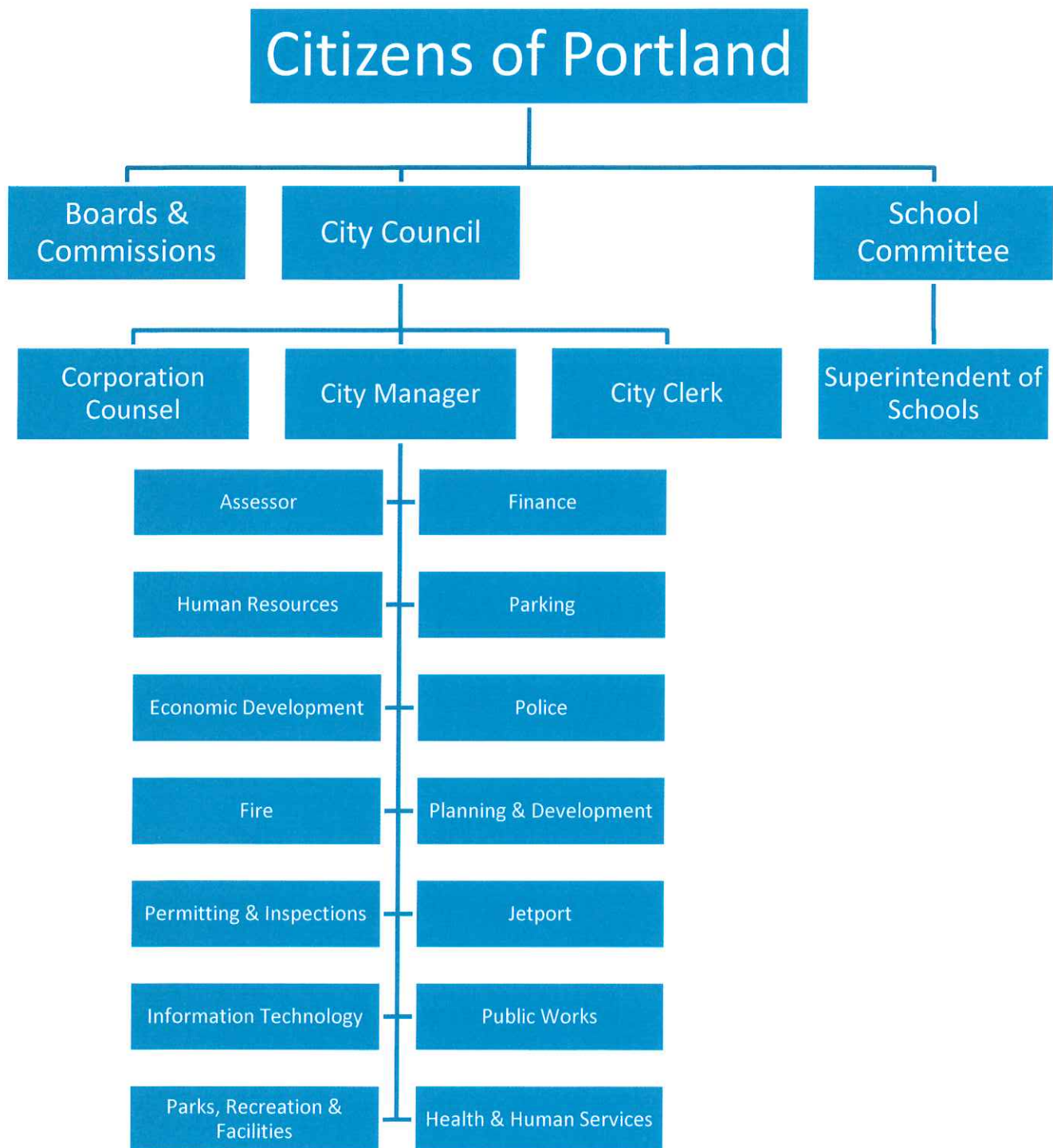
District 4
(2017)

Nicholas M. Mavodones, Jr.

At Large
(2018)

City of Portland, Maine

Organizational Chart



City of Portland, Maine

Administrative Staff

City Manager

Jon Jennings

Deputy City Manager

Anita LaChance

Department	Department Head
Assessor	Christopher Huff
City Clerk	Katherine Jones
Economic Development	Gregory Mitchell
Finance	Brendan O'Connell
Fire	Chief David Jackson
Health & Human Services	Dawn Stiles
Human Resources	Gina Tapp
Information Technology	Dan Boutilier
Jetport	Paul Bradbury
Legal	Danielle West-Chuhta
Parks, Recreation & Facilities	Sally DeLuca
Permitting & Inspections	Michael Russell
Planning & Development	Jeffrey Levine
Police	Chief Michael Sauschuck
Public Works	Christopher Branch



Portland, Maine

Yes. Life's good here.

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City of Portland, Maine
Tax Rate Computation
FY18

	General Fund	Enterprise Funds	TOTAL MUNICIPAL	School Dept	GRAND TOTAL
Total Expenditures	\$189,306,368	\$51,049,828	\$240,356,196	\$105,748,589	\$346,104,785
Less: Revenues	(103,211,171)	(55,270,346)	(158,481,517)	(22,210,668)	(180,692,185)
Surplus	0	4,220,518	4,220,518	(750,000)	3,470,518
Tax Levy	\$86,095,197	\$0	\$86,095,197	\$82,787,921	\$168,883,118
Tax Levy %			51.0%	49.0%	100.0%

Valuation	7,800,000,000
------------------	----------------------

Tax Rate:

FY18	\$11.04	\$0.00	\$11.04	\$10.61	\$21.65
FY17	\$10.78	\$0.00	\$10.78	\$10.33	\$21.11
\$ Increase	\$0.26	\$0.00	\$0.26	\$0.28	\$0.54
% Increase	2.4%	0.0%	2.4%	2.7%	2.6%

City of Portland, Maine
Comparative Tax Levy by Budget Category
FY18 Budget versus FY17 Budget

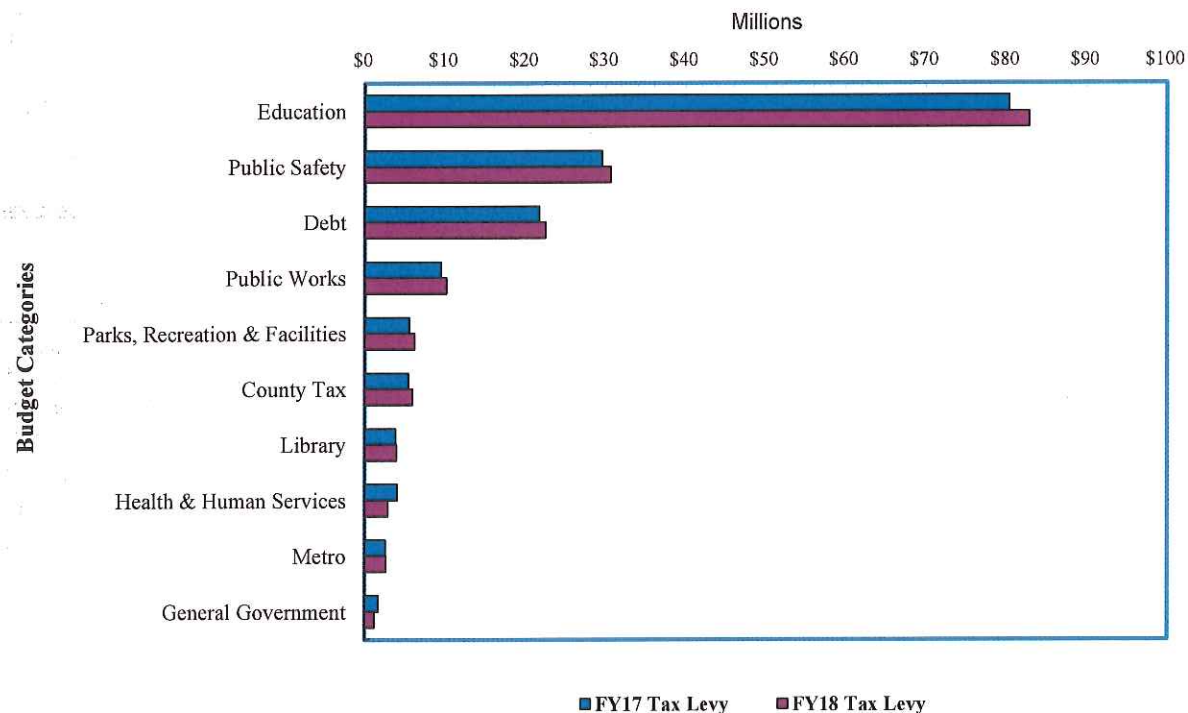
Department	FY17 Tax Levy	FY18 Tax Levy	\$ Change	% Change	FY17 Tax Rate	% of Taxes	FY18 Tax Rate	% of Taxes
Education	\$80,331,376	\$82,787,921	\$2,456,545	3.1%	\$10.33	48.9%	\$10.61	49.0%
Public Safety	\$29,558,392	\$30,693,290	\$1,134,898	3.8%	\$3.80	18.0%	\$3.94	18.2%
Debt	\$21,737,962	\$22,498,667	\$760,705	3.5%	\$2.79	13.2%	\$2.88	13.3%
Public Works	\$9,517,152	\$10,175,923	\$658,771	6.9%	\$1.22	5.8%	\$1.30	6.0%
Parks, Recreation & Facilities	\$5,521,294	\$6,180,047	\$658,753	11.9%	\$0.71	3.4%	\$0.79	3.7%
County Tax	\$5,417,119	\$5,907,743	\$490,624	9.1%	\$0.70	3.3%	\$0.76	3.5%
Library	\$3,825,000	\$3,936,725	\$111,725	2.9%	\$0.49	2.3%	\$0.51	2.3%
Health & Human Services	\$4,021,007	\$2,879,939	(\$1,141,068)	-28.4%	\$0.52	2.5%	\$0.37	1.7%
Metro	\$2,572,744	\$2,639,635	\$66,891	2.6%	\$0.33	1.6%	\$0.34	1.6%
General Government	\$1,692,019	\$1,183,228	(\$508,791)	-30.1%	\$0.22	1.0%	\$0.15	0.7%
Total:	\$164,194,065	\$168,883,118	\$4,689,053	2.9%	\$21.11	100.0%	\$21.65	100.0%

Note: Due to rounding, totals may not equal 100%

Notes:

- The pension and insurance costs have been proportionately allocated to the budgets.
- Non-department specific revenues are allocated to all departments

Tax Levy By Budget Category
FY18 and FY17 Comparison
Tax Levy in Millions



CITY OF PORTLAND, MAINE
Annual Expenditure Budget
Comparative Budget Summary - General Fund and Enterprise Funds

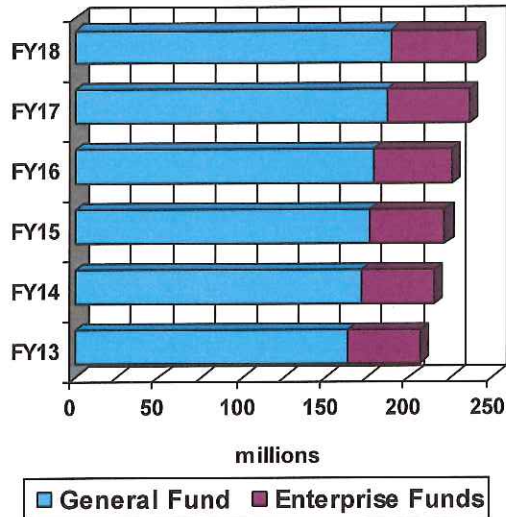
Department	FY16 Actual	FY17 Budget	FY17 Projection	FY18 Budget
100-11-00 City Council	\$304,885	\$376,820	\$383,187	\$322,232
100-12-00 City Clerk	545,163	492,149	492,250	555,291
100-13-00* City Manager	987,856	924,881	852,048	1,148,722
100-14-00 Assessor	327,721	453,089	402,232	479,633
100-15-00 Finance	1,609,129	1,736,637	1,586,136	1,829,401
100-16-00 Legal	534,361	567,152	604,769	620,971
100-17-00 Human Resources	811,557	989,173	979,748	1,035,380
100-18-00* Parking	2,100,934	2,346,390	2,324,050	2,275,644
100-19-00 Economic Development	489,774	457,910	448,127	491,047
100-21-00 Police	14,795,095	15,662,557	15,436,506	16,488,309
100-22-00 Fire	16,938,295	16,862,979	16,983,365	17,245,896
100-24-00* Planning & Development	2,298,053	1,587,116	1,625,542	1,944,324
100-25-00* Permitting & Inspections	0	1,485,685	1,557,849	1,644,152
100-29-00 Information Technology	2,006,174	2,335,463	2,359,175	2,432,904
100-31-00 Public Works	14,088,052	14,262,049	13,760,070	14,456,976
100-33-00* Parks, Recreation & Facilities	12,888,425	15,052,003	15,167,497	15,395,366
100-40-00 HHS Administration	0	378,372	376,647	401,930
100-41-00* Public Health	3,633,682	2,776,297	2,691,657	1,732,674
100-42-00* Social Services	11,663,624	12,067,094	11,679,397	11,204,716
100-43-00 Barron Center	15,786,459	16,429,366	15,728,588	16,977,542
100-47-00 Debt Service	35,252,636	37,323,569	37,095,837	37,522,031
100-48-00 Library	3,681,713	3,825,000	3,825,000	3,936,725
100-51-00 Pension	6,568,175	6,988,107	6,836,786	7,401,409
100-52-00 Employee Benefits	22,139,292	21,012,624	20,913,982	21,301,068
100-61-00 Contingent	450,998	325,750	310,571	275,820
100-62-00 Liability Insurance	754,329	778,596	730,427	782,418
100-63-00 County Tax	5,240,009	5,417,119	5,417,119	5,907,743
100-65-00 Memberships & Contributions	2,982,440	2,967,938	3,013,527	3,076,209
100-67-00 Wage Adjustment	0	0	0	419,835
100-70-00 Capital	404,276	390,000	394,563	0
Total General Fund Expenditures:	\$179,283,107	\$186,271,885	\$183,976,652	\$189,306,368
530-33-00 Fish Pier	\$381,866	\$342,733	\$345,695	\$382,210
570-31-00 Sewer	26,616,963	23,678,025	23,164,328	24,759,881
571-31-00 Stormwater	2,112,761	4,111,512	2,781,377	3,040,253
583-28-00 Jetport	19,648,020	21,777,437	22,276,379	22,867,484
Total Enterprise Funds:	\$48,759,610	\$49,909,707	\$48,567,779	\$51,049,828
Total General & Enterprise Funds:	\$228,042,717	\$236,181,592	\$232,544,431	\$240,356,196

*** Notes:**

- City Manager's Office of Economic Opportunity created in FY18
- Parking's School Crossing Guides division transferred to the School Department in FY18
- Planning's Historic Preservation division merged with the Planning division in FY18
- Parks, Recreation & Facilities' School Maintenance division transferred to the School Department in FY18
- Public Health Env'l Health & Safety division's Emergency Preparedness program transferred to the City Manager's Office during FY17
- Public Health Env'l Health & Safety division's Health Inspections program transferred to Business Licensing during FY17
- Social Service's Portland Community Support Fund separated from General Assistance division during FY17

Budget Highlights

**General Fund & Enterprise Funds
FY13 - FY18 Appropriations**



General Fund Expenditures

The 2017-2018 General Fund budget totals \$189,306,368, an increase of \$3,034,483 or 1.6% over the 2016-2017 budget. The major changes in the FY18 budget include:

City Wages (*Excluding Programs Listed Below):	\$ 3,505,901
Benefits	\$ 606,682
County Tax	\$ 490,624
Lab & Medical	\$ 210,911
Office of Economic Opportunity*	\$ 208,166
Debt Service	\$ 198,462
Social Services Interpreter Services	\$ 173,300
Building Maintenance & Repair	\$ 155,254
Pavement Markings	\$ 150,000
Other Misc. Contractual Services	\$ 141,745
Vehicle Fuel	\$ 136,980
Library*	\$ 111,725
Other Equipment Maintenance & Repair	\$ 109,018
Metro / RTP	\$ 107,137
Planning Zoning / Impact Fee Study	\$ 100,000
Winter Operations Equipment Rental	\$ 82,920
Canco Road Division	\$ 80,260

Land & Building Rental	\$ 80,559
Electricity	\$ 77,980
Supplies All-Other Misc.	\$ 76,778
Emergency Issues	\$ 75,000
Fire Building Assessment	\$ (86,000)
Administrative Services	\$ (86,877)
Public Health GPH Contract	\$ (98,108)
PH Electronic Records (EDR / EMR)	\$ (98,219)
Communications System Maintenance	\$ (112,949)
ADA Self Evaluation Plan Study	\$ (125,000)
Trash Bags	\$ (128,870)
Crossing Guides Division*	\$ (131,200)
Capital Outlay	\$ (262,433)
Transfer Station CPRC	\$ (814,213)
School Maintenance Division*	\$ (1,096,257)
Social Services Client Services	\$ (1,308,440)

Enterprise Funds Expenditures

The 2017-2018 Enterprise Funds budget totals \$51,049,828, an increase of \$1,140,121 or 2.3% over the 2016-2017 budget.

The Jetport expenditure budget increased \$1,090,047 or 5.0% (or \$1,349,859, or 6.5%, excluding surplus). The more significant Jetport budgetary changes include the following:

Wages	\$ 288,172
Airfield Pavement Marking	\$ 175,000
Capital Outlay	\$ 172,491
Benefits	\$ 120,262
Jetport Field Snow & Ice Control	\$ 115,620
Security Services	\$ 103,215
Utilities	\$ 99,849
Baggage Handling Maintenance	\$ 81,854
Building Maintenance & Repair	\$ 71,636
Debt Service	\$ (115,782)
Anticipated Surplus	\$ (259,812)

The Sewer Fund expenses increased \$1,081,856 or 4.6%. The more substantial budgetary changes comprise of the following:

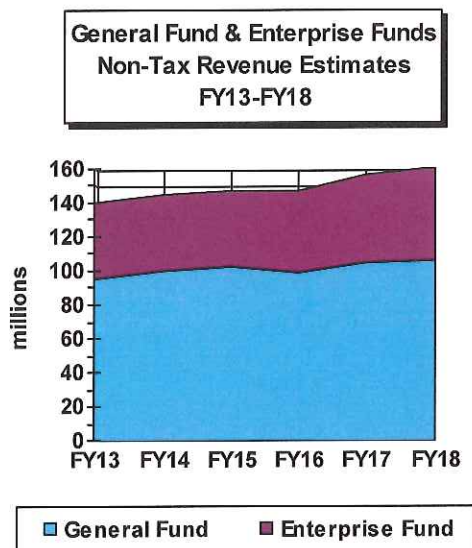
PWD Assessment	\$ 501,858
Sewer Collapse Repairs	\$ 340,000
Sewer Inspections	\$ 250,000

District Road Building Maintenance & Repairs	\$ 190,000
Other Equipment Maintenance & Repair	\$ 98,150
Manhole Structure Adjustments	\$ 75,000
Debt Service	\$ (479,108)

The FY18 Stormwater Fund has an expenditure budget of \$3,040,253, resulting in a decrease of \$1,071,259 or 26.1%. The FY18 budget estimate represents the 2nd full year of Stormwater Fund operations after separating from the Sewer Fund in FY17.

Wages	\$ 203,679
Benefits	\$ 63,468
Debt Service	\$ 62,746
Riverside Disposal Costs	\$ (156,660)
Sagamore Stormwater Storage Filtration	\$ (1,246,060)

General Fund Revenues



The 2017-2018 General Fund non-tax revenues are estimated at \$105,495,246, an increase of \$1,001,732, or 1.0%, over the 2016-2017 budget. The significant revenue changes are comprised of the following:

Barron Center Patient Receipts	\$ 861,821
Parking Meters	\$ 775,000
Building Permits	\$ 570,000
Excise Tax	\$ 536,050
Waterfront Division	\$ 451,978

Golf Course & Restaurant Divisions	\$ 199,373
Social Services Grant Reimbursements	\$ 177,218
Temple Street Garage	\$ 145,000
City Manager's Division Grant Reimb.	\$ 131,155
Permitting & Inspections Business Licenses	\$ 121,247
Parks, Rec & Fac Other Rental Income	\$ 116,458
Jetport Security & Air Rescue	\$ 105,096
CIP Wage Reimbursements	\$ 80,974
Interest Income	\$ 75,000
Sale of City Property	\$ (85,000)
Debt Service Enterprise Fund Charges	\$ (100,556)
Riverside Recycling Disposal Costs	\$ (151,660)
Parking Tickets	\$ (175,000)
SS State Social Service (GA)	\$ (224,642)
Recycling Program (Trash Bags)	\$ (225,412)
Public Health India Street	\$ (282,157)
Debt Service School Department Charges	\$ (449,654)
Public Health Family Health	\$ (628,456)
School Maintenance Division	\$ (1,096,257)

Enterprise Funds Revenues

The Enterprise Funds 2017-2018 revenue estimates are \$55,270,346, an increase of \$3,590,119 or 6.9%.

The major changes in the revenue estimates include the following:

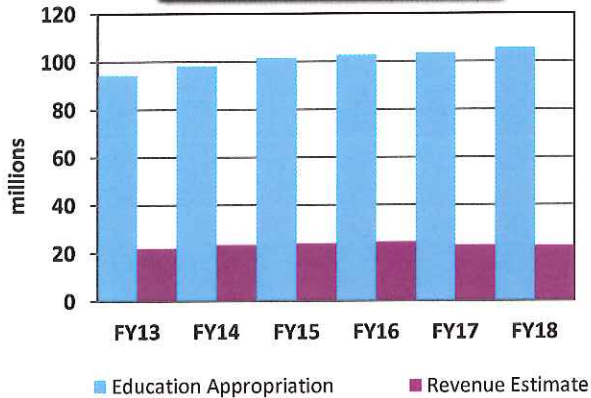
Sewer User Fees	\$ 2,335,285
Jetport Parking Income	\$ 429,646
Jetport Car Rental Commissions	\$ 409,362
Jetport Terminal Rental	\$ 129,112
Jetport Concessions	\$ 96,073
Sewer Operating Transfers In (Winter)	\$ 72,859
Jetport Interest Income	\$ 55,000

Housing & Community Development Program (HCD)

The final 2017-2018 HCD program totals \$1,962,465, an increase of \$56,517, or 3.0%, from the 2016-2017 program. The Entitlement Grant decreased \$45,983, while Program Income and use of Surplus Funds increased by \$32,500 and \$70,000 respectively.

Education

**Education Appropriations &
Non-Tax Revenue Estimates
FY13-FY18**



The revised Education budget for 2017-2018 is \$105,748,589, an increase of \$2,145,705 or 2.1%. A summary of the more significant school expenditure changes is provided below:

Benefits	\$ 1,193,891
Wages	\$ 1,126,531
Purchased Professional & Technical Services	\$ 236,736
Software Licenses	\$ 196,383
Student Transportation Purchase Private	\$ 169,821
Capital Equipment	\$ 153,359
Employee Training & Development Services	\$ 122,072
Electricity	\$ 110,448
Special Ed Contracted Services	\$ (75,558)
Food	\$ (98,819)
Natural Gas	\$ (121,868)
Tuition In-State SAU	\$ (150,000)
Books & Periodicals	\$ (240,157)
Debt Service	\$ (460,535)

The total revised non-tax revenue estimate for Education is \$22,960,668, a decrease of \$310,840 or 1.3%. A summary of the revenue changes are as follows:

PATHS Part I & Part II Assessment	\$ 156,206
Food Service Revenue	\$ 43,330
Tuition Public K-8	\$ (56,000)
State Subsidy – EPS/Debt Service*	\$ (406,904)

*The revised FY18 Education budget only includes the FY18 amendment of +\$712,351 (Council Order #86-17/18). The anticipated Portland School's State Subsidy is actually an increase of +\$593,096 based on the final enacted State of Maine Budget approved in July of 2017; \$1m is designated for fund balance.

City of Portland
Authorized Employees
FY13-FY18

Department	FY13	FY14	FY15	FY16	FY17	FY18
General Fund:						
City Council	-----	-----	-----	-----	1.0	0.0
City Clerk	9.6	9.2	9.2	8.9	7.4	7.8
City Manager	13.0	9.0	10.0	15.0	8.0	13.0
Assessor	4.9	4.9	4.9	4.9	5.9	5.9
Finance	26.0	25.0	26.0	24.3	24.0	25.0
Legal	5.7	5.5	6.0	6.0	6.0	6.0
Human Resources	10.0	10.0	10.0	10.0	10.5	11.0
Parking	29.6	29.6	29.6	29.6	29.6	29.6
Economic Development	-----	3.0	3.0	3.0	5.8	5.8
Police	221.0	220.5	225.3	223.3	227.3	232.3
Fire	234.0	235.0	235.7	228.1	229.6	229.2
Planning & Development	33.0	32.3	35.4	34.7	21.5	24.0
Permitting & Inspections	-----	-----	-----	-----	23.0	28.0
Information Technology	16.6	16.8	17.3	17.0	17.0	17.0
Public Works	150.0	152.0	152.5	148.5	125.0	129.0
Parks, Recreation & Facilities	107.2	118.1	121.6	120.0	155.2	161.5
Health & Human Services:						
HHS-Administration	-----	-----	-----	-----	5.0	5.0
Public Health	80.8	92.4	70.0	62.3	42.2	25.0
Social Services	65.7	76.1	79.4	90.7	78.3	80.1
Barron Center	262.3	264.1	266.2	266.7	260.7	263.7
Total HHS:	408.8	432.6	415.6	419.7	386.2	373.8
General Fund Subtotal:	1,269.4	1,303.5	1,302.1	1,293.0	1,283.0	1,298.9

***Notes:**

- City Manager's Office of Economic Opportunity new in FY18
- Emergency Preparedness transferred from Public Health's Environmental Health & Safety division to the City Manager's Office during FY17
- Health Inspections transferred from Public Health's Env'l Health & Safety division to the Permitting & Inspections' Business Licensing division during FY17
- City Clerk's Business Licensing, City Manager's Housing Safety & Planning's Inspections transferred to new Permitting & Inspections Department in FY17
- Parks transferred from Public Works Districting to Parks, Recreation & Facilities in FY17
- HHS Administration split from HHS divisions in FY17
- Cemetery & Forestry transferred from Public Works to Parks, Recreation & Facilities during FY16
- City Manager new Housing Safety Division in FY16
- Golf Course Restaurant transferred from the Barron Center to Recreation & Facilities Mgmt in FY15
- Public Health phase-out of city operated Homeless Healthcare Center during FY14
- Economic Development (& DPC) transferred from the City Manager's department in FY14
- Ice Arena & Golf Course Maintenance Operations transferred from the Enterprise Fund to Recreation & Facilities Mgmt in FY14

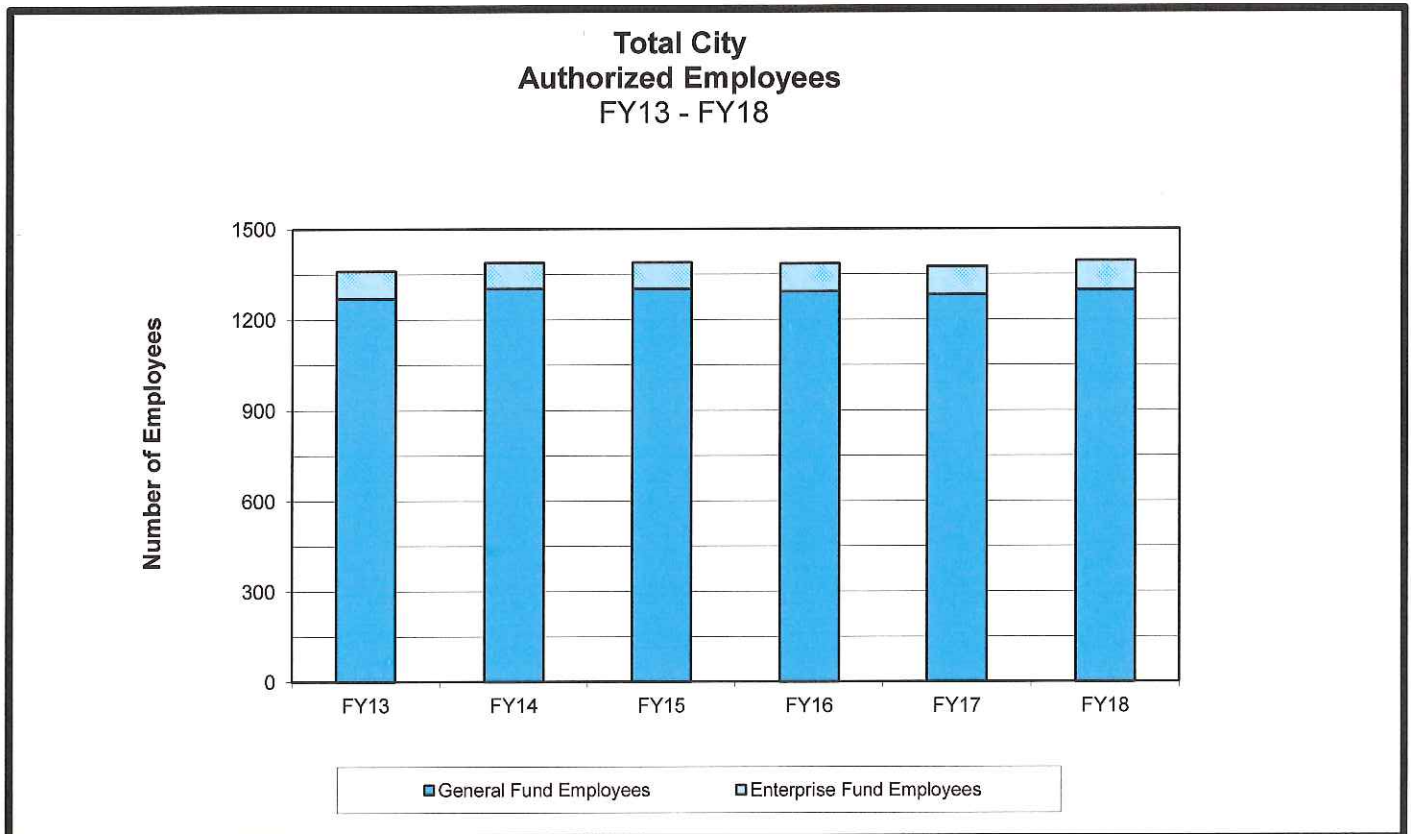
City of Portland
Authorized Employees
FY13-FY18

Department	FY13	FY14	FY15	FY16	FY17	FY18
Enterprise Funds:						
Golf Course	3.0	-----	-----	-----	-----	-----
Sewer Fund	37.0	38.0	39.0	32.0	31.0	30.0
Stormwater Fund	-----	-----	-----	11.5	11.0	13.0
Ice Arena	5.0	-----	-----	-----	-----	-----
Jetport	47.0	47.0	49.0	49.5	50.5	52.5
Enterprise Funds Subtotal:	92.0	85.0	88.0	93.0	92.5	95.5

***Notes:**

- Sewer Stormwater Management transferred to new Stormwater Fund in FY16; FY15 Mid-Year Appropriation Increase
- Ice Arena & Golf Course Maintenance Operations transferred to General Fund Recreation & Facilities Mgmt in FY14

Total City Employees:	1,361.4	1,388.5	1,390.1	1,386.0	1,375.5	1,394.4
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City of Portland, Maine
Approved Capital Expenditures
FY18

Department	Description	Amount	Total
GENERAL FUND:			
Public Works	Island Portable Restroom	\$25,000	
	Engineering Survey Instrument, Prism & Data Collector	23,000	
	Engineering Vault 42" Color Scanner	15,000	
	Electric Car	12,000	
	Total Public Works		\$75,000
Parks, Rec & Facilities	2 Waterfront Security Screen Machines (25% Match)	\$25,000	
	Total Parks, Recreation & Facilities		\$25,000
Barron Center	BC I & BC II Furniture	\$51,038	
	Vent Duct Cleaning	40,800	
	Nutrition & Supply Hobart Mixer	18,958	
	Grease Pits	15,000	
	Mower w/ Snow Thrower & Cab Heater	12,000	
	Total Barron Center		\$137,796
Total General Fund Approved Capital Expenditures:			\$237,796

City of Portland, Maine
Approved Capital Expenditures
FY18

Department	Description	Amount	Total
ENTERPRISE FUNDS:			
Sewer	Hydraulic Root Cutter	\$12,000	
	Total Sewer		\$12,000
Stormwater	Neighborhood Stormwater Drainage	\$200,000	
	Illicit Discharge Elimination	50,000	
	Detention Ponds Repair	25,000	
	Total Stormwater		\$275,000
Jetport	Parking Garage Maintenance	\$355,000	
	Jetway Refurbishment	200,000	
	Airfield Lights & Signs Snow Removal Tractor	150,000	
	Car Rental Facility Improvements	140,000	
	Gate 1 Apron Reconstruction & Taxiway C North Snow Shoulders (Local Share)	127,266	
	Interactive Employee Training System Updates	75,000	
	Operations Security System Upgrades (Phase II of IV)	75,000	
	Operations Two-way Radio Replacement	70,000	
	ARFF Fire Truck (Local Share)	54,150	
	Airfield Improvements Environmental Assessment & Permitting (Local Share)	51,300	
	Jetport Field Maintenance Facility Trench Drain Replacement	50,000	
	Terminal Plow / Spreader Vehicle Replacement	50,000	
	Airfield Areas Repaving	40,000	
	Terminal Security Checkpoint Area Sunblinds	40,000	
	Terminal Wi-Fi System Antennae (100 Additional)	37,500	
	Parking Pickup Truck Replacement	35,000	
	Parking Nightly Garage Inventories Vehicle	32,000	
	Parking Lot Entry & Exit Area Light Poles	25,000	
	Terminal Baggage Area Proximity Readers	25,000	
	Parking Garage Maintenance Design Fees	24,000	
	Jetport Field Maintenance Facility Lighting Fixtures Replacement	23,000	
	Parking Crack Sealing (Westbrook St, Cell Phone Lot & East Parking Lot)	23,000	
	Jetport Field Lightning Detection System Upgrades	20,000	
	Airfield Gate Opener System	13,000	
	Terminal New Gates & Parking Areas Security Cameras	12,500	
	Podium Replacements for "Old" Gate Terminal Lifts	10,000	
	Runway Incursion Warning System (Local Share)	6,600	
	Jetport Field Steel Shipping Container	5,000	
	Pilot Controlled "Click to Activate" Runway Lighting (Local Share)	3,750	
	Total Jetport		\$1,773,066
Total Enterprise Funds Approved Capital Expenditures:			\$2,060,066

Key Revenues and Expenditures

Revenues

The operating budget categorizes revenues into seven distinct sources. A brief explanation of the revenue source is provided as well as significant changes in their estimates.

1. GENERAL AND OTHER EXCISE TAXES

Real Estate and Personal Property Tax

The principal tax of the City is the tax on real and personal property. A single tax applies for each fiscal year to the assessed value of the taxable real or personal property. The City's Tax Collector receives the tax commitment from the City Assessor, with assessed values as of April 1 of each year. Property taxes are collected in two installments, September and March.

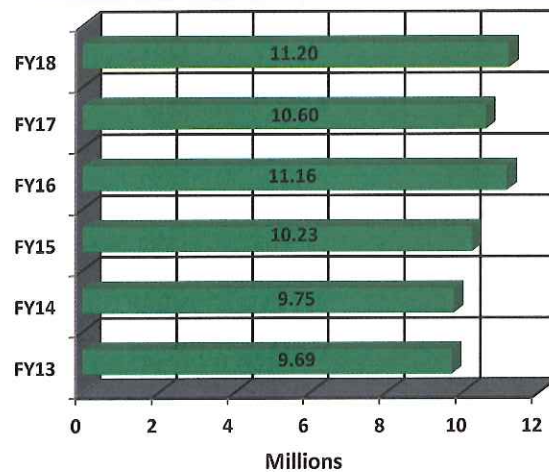
Collection of real estate taxes is ordinarily enforced in the City by the "tax lien" procedure as provided in the Maine Revised Statutes, as amended, to the collection of delinquent real estate taxes. Real Estate Tax Liens are recorded against the individual property at the County Registry of Deeds. This lien has priority over all mortgages, liens, attachments and encumbrances of any nature, subject to any paramount federal tax lien and subject to bankruptcy and insolvency laws. If the account is not satisfied within 18 months, the property becomes tax acquired and may be disposed of by the City.

The last property revaluation was phased in over two years: FY2006 and FY2007. The previous revaluation was done in 1992.

Automobile Excise Taxes

Excise Taxes are another major revenue source in this category. Vehicles are assessed a sum equal to a stated mill rate on each dollar of the manufacturer's suggested list price. The mill rate starts at 24 mills for a current year model and declines to 4 mills for the 6th and succeeding years.

Excise Tax Collections



Note: FY17 and FY18 are estimated amounts.

2. LICENSES AND PERMITS

Many of the licenses and permits are established by the City Council and set forth in the Code of Ordinances. However, there are a number of fees established by the City pursuant to state law.

Building Permits



Note: FY17 and FY18 are estimated amounts.

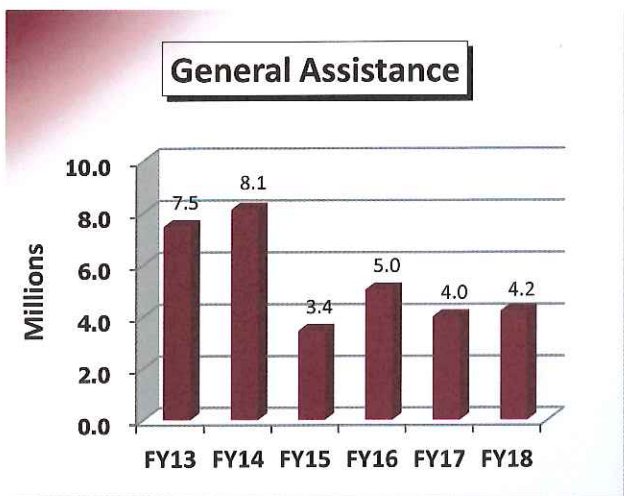
Licenses and permits found in this category include street occupancy permits, business

licenses, police & protective licenses, professional / occupational licenses, and non-business licenses. Building Permits, Business Licenses, and the Cable TV Franchise are the largest sources of revenues in this category.

3. OTHER GOVERNMENTAL AGENCIES

Reimbursements are received from the state, other governmental agencies or individuals generally to compensate either in part or in full for services rendered by the City of Portland.

General Assistance (GA) reimbursement is the largest revenue in this category. In FY16, the State of Maine GA reimbursement rate changed from a tiered percentage reimbursement rate (50% / 90%) to a flat seventy percent (70.0%) reimbursement rate based on the City's eligible program expenditures. The lower FY15 and forward GA revenue collections reflect changes by the state in the GA reimbursement eligibility guidelines, excluding certain immigrants. The Social Services division is continually striving to assist its clients to achieve self-sufficiency through its various programs funded by state and federal grants.



Note: FY17 and FY18 are City estimated amounts.

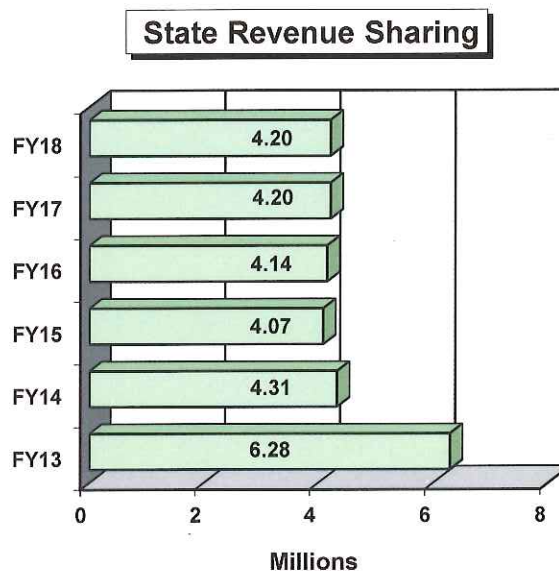
An additional major source of revenue in this category is State Revenue Sharing.

Traditionally the State has set aside 5% of all the sales, corporate, and personal income tax revenues it receives, creating a Revenue Sharing

pool. The Revenue Sharing pool is then shared amongst 492 municipalities and unorganized townships in Maine, and distributed monthly. The total amount received by each municipality is based on two formulas: Revenue Sharing I and Rev-II.

The State's FY16 budget, enacted June 30, 2015, temporarily reduced the Revenue Sharing distribution pool from 5.0% of all state sales, corporate, and personal income tax revenues to 2.0% for four years (FY2016 - FY2019). This reduction replaces the previous FY2014 and FY2015 reduction, which capped Revenue Sharing at \$62.5m.

Under this changed formula, FY18 Revenue Sharing I is calculated by multiplying the total Revenue Sharing Pool by 80%. Revenue Sharing II is calculated by multiplying the total Revenue Sharing Pool by 20%, with an added \$4m lump sum distribution at year end.



Note: FY17 and FY18 are City estimated amounts

Revenue Sharing I is based on the following formula:

$$\frac{\text{population of town} \times \text{assessment (tax levy)}}{\text{state valuation for municipality}} = \text{the town's number}$$

Rev-II distributions are based on this calculation:

- a) assessment / state valuation = mil. rate
- b) (mil. Rate - .01) x population
= the town's number

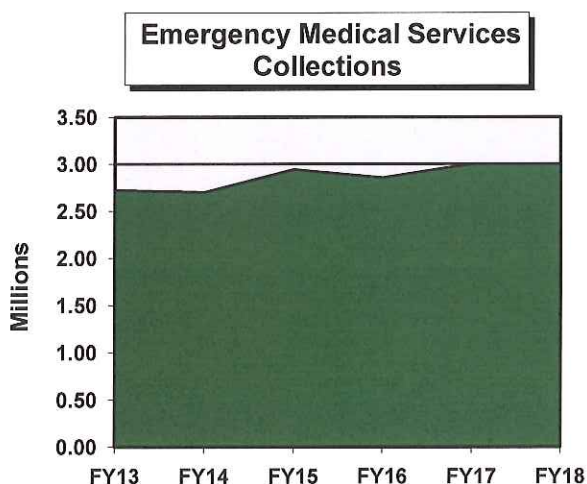
All numbers are added together to come up with a statewide total. From the statewide total, each municipality is assigned a percentage of the total. The resulting percentage is then multiplied by the pool amount.

In FY2018, the State's Revenue Sharing projected share for Portland is 5.9%.

This category also includes the Local Road Assistance Program (LRAP). This state program provides equitable financial assistance to communities for improving local roads, maintaining state roads in urban areas, and assisting the State in making capital improvements to state aid minor collector highways.

4. CHARGES FOR SERVICES

Also called user fees, these charges are voluntary payments for direct, measurable consumption of services provided by the municipality.



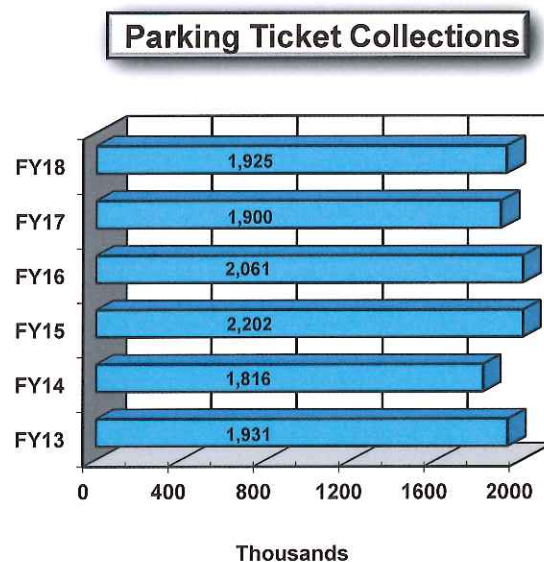
Note: FY17 and FY18 are estimated amounts.

Major sources of revenue are derived from Patient Receipts (Barron Center), Cultural / Recreation Services, Health Insurance Reimbursements, Emergency Medical Services (EMS), Recycling and the Waterfront.

5. FINES, FORFEITS & PENALTIES

This revenue type includes receipts from fines and penalties imposed for the commission of statutory offenses, violation of lawful administrative rules and regulations, and for neglect of official duty. Fines include district court fines and violations of local ordinance such as parking fines and building code violations.

Parking violations contribute to the majority of the revenues found under Fines, Forfeits & Penalties.

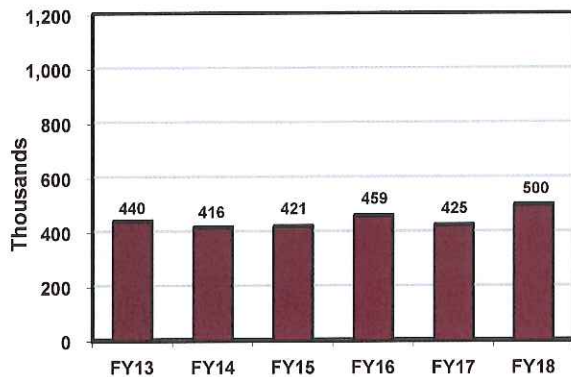


Note: FY17 and FY18 are estimated amounts.

6. USE OF MONEY AND PROPERTY

This revenue type includes revenues received from parking facilities, rental income, and interest earnings.

Interest Income



Note: FY17 and FY18 are estimated amounts.

7. OTHER FINANCING RESOURCES

These revenues include reimbursements both from internal and external sources.

Reimbursements for expenditures incurred by staff departments, fringe benefit accounts, and departments providing direct services to the enterprise funds, cemetery endowments, library, and School department are known as interfund charges. It also includes State Grants, Housing and Community Development Grants, Federal Grants and Other Agency Revenues.

The biggest source of interfund revenue is the debt service chargebacks to the Enterprise Funds and School department. Other large revenue sources include chargebacks to the Enterprise Funds for benefits such as pension, workers' comp and medical insurance.

The Police and Fire departments charge the Jetport for direct services as well as administrative services provided. The direct services encompass 24-hour air rescue and security operations at the Jetport. The Jetport is also charged a minimal portion of each department's administrative cost.

The sale of City property and surplus activity are also found in this category.

Expenditures

Although the General Fund budget presents expenditure information by department, the City of Portland categorizes spending activities by nine areas. The following will provide a brief summary explanation of each of these expenditure types.

1. GENERAL GOVERNMENT

General governmental expenditures include the legislative and administrative functions for the benefit of the public and municipal agency as a whole. This includes expenditures for City Council, City Clerk, City Manager, Assessor, Finance, Legal, Human Resources, Parking, Economic Development, Planning, Permitting & Inspections, Information Technology, Pension, Insurances, Contingency, and Memberships / Other.

2. PUBLIC SAFETY

The Public Safety category includes the Police and Fire / EMS operations. The Public Safety function is the largest tax supported service provided by the City of Portland, aside from the School Department.

Police

The Police Department is the largest municipal law enforcement agency in the state. The department provides a complete spectrum of services, from an active and diverse patrol force to the most advanced investigative services. The department's mission is enhanced by closely integrating field operations with community expectations through the application of the community policing philosophy. A highly trained professional workforce is supplemented by an advanced technology infrastructure. The marriage of the best people and the best tools enables high quality service in an ever more challenging police environment.

Fire

The Fire Department provides for fire suppression, emergent medical care response and transport. Additional responsibilities include Emergency Management and Homeland and Port Security oversight. Areas of unique responsibility include Hazmat/WMD Technical Response Team, Confined Space Rescue, Fire and Emergency Medical service to the Casco Bay Islands, Air Rescue Fire Fighting at the Jetport, Marine Fire Fighting for Portland Harbor, Fire Prevention, and Fire Inspection, which includes plan review and property safety inspections. The Fire Department is also responsible for a municipal fire alarm system and the maintenance of a city wide 800 MHz radio system.

The Fire Department maintains ten fire stations and the Spring Street Fire Museum. A minimum of Forty-six firefighters and paramedics staff each shift on 18 pieces of apparatus, which include: five engine companies, four ladder companies, five ambulances, one heavy rescue company, two air rescue units, and one marine unit. Each piece of apparatus is equipped with advanced life support equipment 24 hours a day, seven days a week.

3. PUBLIC WORKS

The Department of Public Works is responsible for providing many of the essential services to City of Portland residents throughout the year. These services include the operation of the Riverside Recycling Facility (under a contract arrangement), and a comprehensive solid waste program, which includes trash collection, residential curbside recycling, a leaf collection program, as well as a heavy item / bulky collection pick-up program. Public Works also provides for the construction and maintenance of city streets and sidewalks, the sewer system, stormwater maintenance, and technical support / engineering services for Capital Improvements Projects. Other key services include the removal of snow and ice from city streets and sidewalks, maintenance of

the Portland Downtown District, maintenance and repair of all City vehicles and equipment, and traffic management, including maintenance of traffic signaling, street lights and traffic control and calming. Public Works also provides core public works services to four adjacent islands in Casco Bay.

4. HEALTH AND HUMAN SERVICES

The Department of Health and Human Services (HHS) undertakes the planning and coordination of health and human service activities in Portland. This often occurs in collaboration with non-profit agencies and the state and federal government. HHS consists of five operational divisions: HHS Administration, Public Health, Social Services, the Barron Center and the Office of Elder Affairs.

Public Health is the state's most comprehensive local public health department. It consists of five programs: Operations, Family Health, Chronic Disease Prevention, the India Street Clinic, and Health Equity.

Social Services provides both financial assistance and support services for low-income Portland residents. Programs operated include General Assistance, Homeless Shelters for individuals and families, Case Management, and Representative Payee Services.

The Barron Center is the state's second largest long-term care nursing facility. The Barron Center is a 219 bed skilled rehabilitation and nursing facility, including a 50 bed specialty unit for the care of dementia. Residents of the Barron Center are able to receive speech, occupational and physical therapy services, and short and long term nursing care services in addition to end of life and hospice services.

The Office of Elder Affairs provides the community with an Elder Advocate. Assistance is provided in the form of senior information and referral, adult day health services, and community collaboration. Elder Affairs also operates Martha's Cottage, which is the only

domestic violence shelter for seniors in the country.

The majority of the funding for the Public Health and Social Services divisions is derived from state and federal grants and reimbursement for direct services. The largest funding source for long-term care services at the Barron Center is MaineCare (Medicaid), followed by Medicare and private insurance.

5. Parks, RECREATION AND FACILITIES

The Department of Parks, Recreation and Facilities oversees the Parks, Forestry and Cemetery divisions, recreational programs and activities, the maintenance of all city, including the school HVAC systems and the waterfront properties, and the marketing and events management at the Expo, Merrill Auditorium, Ocean Gateway, Hadlock Field, and Fitzpatrick Stadium.

The City of Portland has managed Portland's open spaces since the nineteenth century beginning with a Cemeteries and Public Grounds Committee. Parks, Recreation and Facilities is responsible for the day to day management and care of the parks and open spaces in the City. Serving people of all ages and contributing to healthy lifestyles and leisure activities of the community, this department reaches out to many citizens and visitors through over 100 individual parks and 9.2 miles of trails.

All of this encompasses a geographical area of over 1,200 acres. The Parks, Recreation, and Facilities Department also maintains a wide variety of City trees as well as providing new plantings, and also manages two active cemeteries (Evergreen and Forest City) and several inactive cemeteries.

Recreation offers a vast array of services and leisure activities including recreation programs,

before and after school care, center for therapeutic recreation, pools, special events, operations of the ice arena, golf course, and golf course restaurant, and the maintenance and scheduling of athletic fields.

6. LIBRARY

The Portland Public Library is governed by a Board of Trustees. As an independent and non-profit organization, the Library is self-supporting through its own resources with additional grants from the City, Cumberland County and the State of Maine. The amount appropriated represents approximately 83.6% of the Library's estimated expenditures. The City also owns the land and building in which the Library operates.

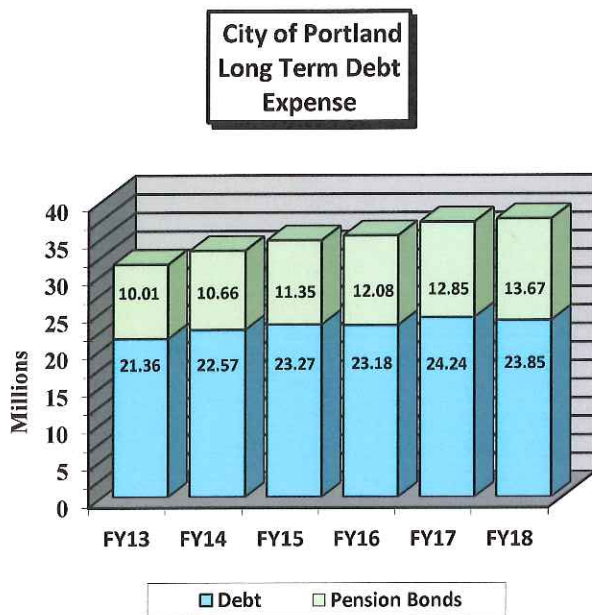
The expenditures under this category are for the City's contribution to the Portland Public Library.

7. METRO

The Greater Portland Transit District, a quasi-municipal organization better known as Metro, is a shared venture to provide public transportation services to the residents of each of its three participating communities. The Town of Falmouth joined the City of Portland and the City of Westbrook, Maine as members in April of 2009. The District is managed by a Board of Directors selected by the municipal officers of each participating municipality. The Board of Directors has responsibility for budgeting and financing. The District's operating and capital expenditures, including debt service, are financed by state and federal grants received directly by the District, fares and assessments of member communities.

The appropriation found under this division represents the City of Portland's assessment for the upcoming fiscal year. The City's portion of the annual assessment is \$2,639,635 or 81.9%.

8. LONG TERM DEBT



Note: FY17 and FY18 are estimated amounts.

Debt Service expenditures repay principal and interest on the City's general obligation bonds, as well as the administration cost of the current and past year bond issuances. The primary reason for borrowing funds is for financing of Capital improvements, some of which are for Schools and Enterprise Funds.

The City's debt source is the single largest item of expense in the City budget. For fiscal year 2018, the gross debt budget is \$37,522,031, or 19.8% of the City's general fund budget; the School Department and Enterprise Funds reimburse the general fund \$14,368,426 of this expense. The FY18 net cost of debt service to the City general fund is \$22,498,667.

9. COUNTY TAX

This expenditure is paid to finance Portland's share of the cost of county government, including debt repayment. This is determined by the ratio of the City's equalized State Valuation to the County's total equalized State Valuation. At January 1, 2017, the City's equalized State Valuation of \$8,501,550,000 was 20.2% of the County's total equalized State Valuation of \$42.1 billion, resulting in a FY18 assessment to the City of Portland of \$5,907,743.

City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Activity/Element/Object	Account Title	Actual Revenues FY16	Estimated Revenues FY17	Projected Revenues FY17	Estimated Revenues FY18
I. Property and Excise Taxes					
311-0000	Current Year's Assessment	156,786,925	164,194,065	160,257,376	168,883,118
311-1000	Less: TIF Refunds	(1,798,152)	(2,084,318)	(2,095,767)	(2,284,075)
311-2000	Less: School Tax Allocation	(78,073,211)	(80,331,376)	(80,331,376)	(82,787,921)
312-0000	Prior Year's Assessment	1,702,605	0	1,600,000	0
313-1000	Automobile Excise	11,163,187	10,600,000	10,600,000	11,200,000
313-2000	Boat Excise	48,723	38,950	38,950	45,000
313-3000	Aircraft Excise	96,322	95,000	25,000	25,000
314-0000	Payments in Lieu of Taxes	570,694	570,200	570,200	575,000
319-0000	Interest and Penalties	358,904	290,000	290,000	300,000
Total Property and Excise Taxes		\$90,855,997	\$93,372,521	\$90,954,383	\$95,956,122
II. Licenses and Permits					
321-0000	Street Occupancy	347,720	318,870	360,095	360,000
322-0000	Business Licenses	1,416,419	1,505,898	1,570,045	1,630,045
322-1000	Reinspections	0	3,500	500	600
323-0000	Police and Protective	682	600	650	650
325-1000	Solid Waste Control	14,500	12,640	14,350	14,350
326-0000	Non-Business Licenses	745,788	692,000	692,000	692,646
326-0300	Building Permits	2,470,507	1,950,000	2,250,000	2,520,000
326-0400	Electrical Permits	69,831	60,000	65,000	65,000
326-0500	Plumbing Permits	67,069	55,000	60,000	60,000
326-0600	Certificate of Occupancy	33,739	32,000	35,000	35,000
326-0700	Zoning Determination	14,700	25,000	20,000	0
326-0800	Board of Appeals	10,427	7,000	7,000	8,750
326-2000	Dog Agent Fees	2,013	2,045	2,013	2,013
326-2100	Hunting and Fishing	1,009	909	909	904
326-2200	Marriages	32,386	32,364	32,364	32,364
Total Licenses and Permits		\$5,226,790	\$4,697,826	\$5,109,926	\$5,422,322
III. Intergovernmental Revenue					
335-0000	State of Maine	0	0	0	18,000
335-0300	State Social Services	5,023,640	4,426,238	3,988,494	4,201,596
335-1000	Revenue Sharing	4,141,164	4,200,000	4,200,000	4,200,000
335-2000	Local Road Assistance Prgm (LRAP)	501,436	500,000	499,136	500,000
335-2500	Medicaid	1,179,574	870,570	891,671	888,661
335-3000	Snowmobile Registrations	1,734	1,500	1,500	1,500
335-4000	Tree Growth Reimbursement	1,990	2,000	2,035	2,000
335-5000	Veterans Real Estate Reimb.	42,985	43,000	43,000	43,000
335-6000	Camping Fees	5,577	5,000	5,000	5,600
335-8000	Homestead Tax Relief	892,225	0	1,368,086	0
335-8500	Business Personal Property Tax Relief	1,584,511	0	1,755,164	0
Total Intergovernmental Revenue		\$13,374,836	\$10,048,308	\$12,754,086	\$9,860,357

City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Activity/Element/Object	Account Title	Actual Revenues FY16	Estimated Revenues FY17	Projected Revenues FY17	Estimated Revenues FY18
IV. Charges for Services					
340-0000	Charges for Services PDD	335,329	351,210	351,210	358,761
341-0000	Misc. Charges for Services	4,728,395	5,090,187	4,800,514	4,862,128
341-1600	Confined Space	143,050	145,600	145,600	145,600
341-3500	Pre-Operational Inspection	0	0	0	4,500
341-3700	CFPM Classes	10,500	5,600	5,600	5,520
341-4000	Auto Registration	126,970	115,000	115,000	115,000
341-5000	Program Income	20,375	29,650	30,295	32,650
341-5500	Berthing Income	248,439	141,771	171,245	192,569
341-5800	Passenger Fees	1,205,344	981,150	1,186,735	1,318,150
341-5900	Fresh Water	57,774	36,800	47,147	47,000
341-8000	Parking	62,068	47,000	60,000	75,000
342-0000	Public Safety	3,395,998	3,500,050	3,514,714	3,515,498
342-0100	Witness Fees	52,575	54,000	56,015	57,000
342-0200	Cruiser Use	114,825	79,300	87,750	87,750
342-1000	Peer Review Reimbursement (Eng.)	149,885	90,000	116,605	141,000
342-1100	Development Application Fee	74,100	33,000	33,000	61,500
342-1200	Development Review (Planners)	49,021	90,000	73,000	70,000
342-1300	Inspection / Review (DRC)	150,738	80,000	90,000	83,200
342-1400	Site Alteration Review	2,175	1,600	1,600	0
343-0000	Recycling Program	1,982,262	2,186,662	1,980,340	1,961,250
343-1500	Taxable Sales	14,291	15,640	14,000	11,434
343-2000	Riverside Recycling	168,053	167,660	56,718	16,000
343-2500	Heavy Item Stickers	3,369	3,360	2,700	2,640
343-3000	Peaks Island Transfer Station	6,002	6,700	6,700	6,744
345-0800	STD Clinic	20,493	5,234	15,229	8,500
345-1200	Clinic Fees	13,951	30,602	3,897	0
345-2000	Medicaid Reimbursement	88,885	232,215	74,981	0
345-6500	Patient Receipts	21,521,864	20,479,397	20,470,815	21,017,670
345-6600	Non-Patient Receipts	455,282	469,786	445,205	460,576
345-9900	Less: Returns / Allowances	(3,914,583)	(1,819,724)	(1,631,693)	(1,654,209)
346-0100	Golf Course Daily Play	472,956	381,000	452,454	452,500
346-0200	Golf Course Gift Certificates	0	0	15,421	0
346-0300	Golf Course Passholders	251,585	239,665	250,422	250,936
346-0400	Golf Course Pro Shop	67,150	44,000	60,545	60,500
346-0600	Golf Course Tournaments	53,243	45,500	52,572	52,500
346-0700	Golf Course Lockers	3,776	4,145	4,145	4,145
346-0800	Golf Course Cart Rentals	204,310	185,014	204,000	204,000
346-1000	Ice Arena Vendoring	12,180	14,000	14,000	14,000
346-1600	Ice Arena Advertising	7,400	4,000	8,900	8,900
346-2000	Ice Arena Concessions	16,473	15,000	15,000	15,000
346-5000	Ice Rentals	545,718	541,560	540,106	545,518
347-0000	Cultural / Recreation	147,313	160,910	147,281	151,395
347-0100	Burials	121,040	152,789	128,423	134,433
347-0200	Foundations	19,887	21,000	21,000	21,000
347-0400	Annual Care	580	100	100	100
347-0500	Plants	3,055	3,500	3,500	3,500
347-0600	Vault Cover Placements	13,740	19,995	15,000	17,825
347-0700	Lot Sales	50,170	82,161	75,161	75,830
347-0800	Swimming	207,384	218,302	233,890	229,098

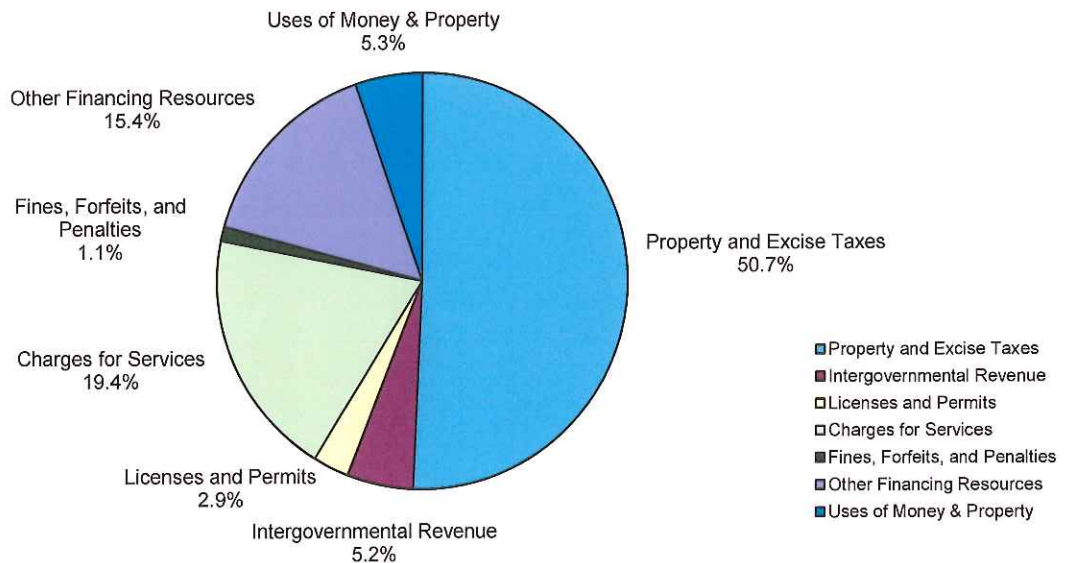
City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Activity/Element/Object	Account Title	Actual Revenues FY16	Estimated Revenues FY17	Projected Revenues FY17	Estimated Revenues FY18
IV. Charges for Services <i>Continued</i>					
347-1000	Camps	293,299	305,958	294,825	294,825
347-2000	Before & After School Bell Program	1,009,522	950,000	1,009,422	1,010,000
347-3000	East End Boat Launch	18,044	18,550	18,564	18,550
348-0000	Donations	144,750	72,211	120,090	93,029
Total Charges for Services		\$34,951,005	\$36,128,810	\$36,009,743	\$36,661,015
V. Fines, Forfeits, and Penalties					
351-0000	Code Violations	48,233	92,850	65,280	67,200
351-1000	Denver Boot	93,435	95,000	90,000	95,000
351-2000	Parking Tickets	2,060,786	2,100,000	1,900,000	1,925,000
351-3500	Restaurant Inspections	2,400	1,750	4,500	0
351-3600	Restaurant Reinspections	9,300	4,500	2,000	2,000
351-3700	CFPM Violations	0	0	1,050	1,050
Total Fines, Forfeits, and Penalties		\$2,214,154	\$2,294,100	\$2,062,830	\$2,090,250
VI. Uses of Money & Property					
361-0000	Interest Income	458,965	425,000	425,000	500,000
361-2000	Kehoe Trust Fund	14,934	16,434	14,934	14,934
363-0000	Rental Income	443,019	347,905	395,180	449,085
363-0100	Primary Tenant	374,966	379,000	382,000	385,400
363-0200	Commercial	398,633	386,400	396,292	418,400
363-0300	Non-Commercial	450,677	375,500	353,650	353,000
363-0400	Food Service	768,831	745,500	784,751	843,116
363-0500	Merchandising	27,493	21,500	36,637	35,000
363-0700	Advertising	39,039	35,000	35,000	35,000
363-0800	Vending	9,402	13,000	5,000	5,000
363-0900	Box Office	60,075	59,480	87,936	90,200
363-1500	Parking Income	14,856	10,960	13,728	15,160
363-2500	Ground Rent	184,270	191,525	185,046	207,105
363-3300	Civic Center Office Rent	0	0	1,000	1,000
363-3400	94 Free Street Lease	23,045	23,282	5,795	9,000
364-0000	Garages, Lots, Meters	1,032,203	920,000	1,040,000	1,065,000
364-0100	Hourly Parking	772,108	765,000	765,000	765,000
364-0200	Monthly Parking	1,030,995	1,142,640	1,143,600	1,146,240
364-0300	Library	15,405	14,000	14,000	14,000
364-0500	Thames Street Lot	186,229	150,000	185,000	190,000
364-0600	Angelos Acre	9,320	10,000	28,500	29,000
364-1000	Parking Meters	2,593,942	2,510,000	2,650,000	3,285,000
364-2000	Parking Annual Lot Rentals	1,000	1,000	1,000	1,000
364-2500	Snow Tow Lot	59,459	79,200	79,200	79,200
367-0000	Cultural / Recreation	131,420	175,000	132,420	135,000
Total Uses of Money & Property		\$9,100,286	\$8,797,326	\$9,160,669	\$10,070,840

City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Activity/Element/Object	Account Title	Actual Revenues FY16	Estimated Revenues FY17	Projected Revenues FY17	Estimated Revenues FY18
VII. Other Financing Resources					
391-0000	Operating Transfers In	1,506,031	865,882	820,632	848,013
392-0000	Sale of City Property	2,385,823	175,000	149,052	90,000
393-0000	HCD Charges	524,019	561,159	545,724	477,176
395-0000	Enterprise Fund Charges	13,077,835	14,037,241	13,583,838	14,186,348
396-0000	School Department Charges	9,265,597	9,061,783	8,903,932	7,611,668
397-0000	Spec Rev / Endow Fd Chgs	179,241	318,471	195,031	359,163
398-0000	Misc. Reimbursements	1,005,763	919,907	1,070,191	952,710
398-0100	Fringe Benefits	415,382	288,796	314,869	182,210
398-0200	Non-State Social Service	127,505	35,000	37,000	35,000
398-1000	Other General Fund Accts	396,735	403,110	466,486	424,840
398-3000	CIP Charges	13,989	277,000	210,820	357,974
398-4000	Grant Reimbursements	3,964,592	3,989,645	3,626,133	3,720,360
Total Other Financing Resources		\$32,862,512	\$30,932,994	\$29,923,708	\$29,245,462
TOTAL GENERAL FUND REVENUES:		\$188,585,580	\$186,271,885	\$185,975,345	\$189,306,368

FY18 Revenues
General Fund by Revenue Source



Note: Due to rounding, totals may not equal 100%

**CITY OF PORTLAND, MAINE
FY18 Annual Budget**

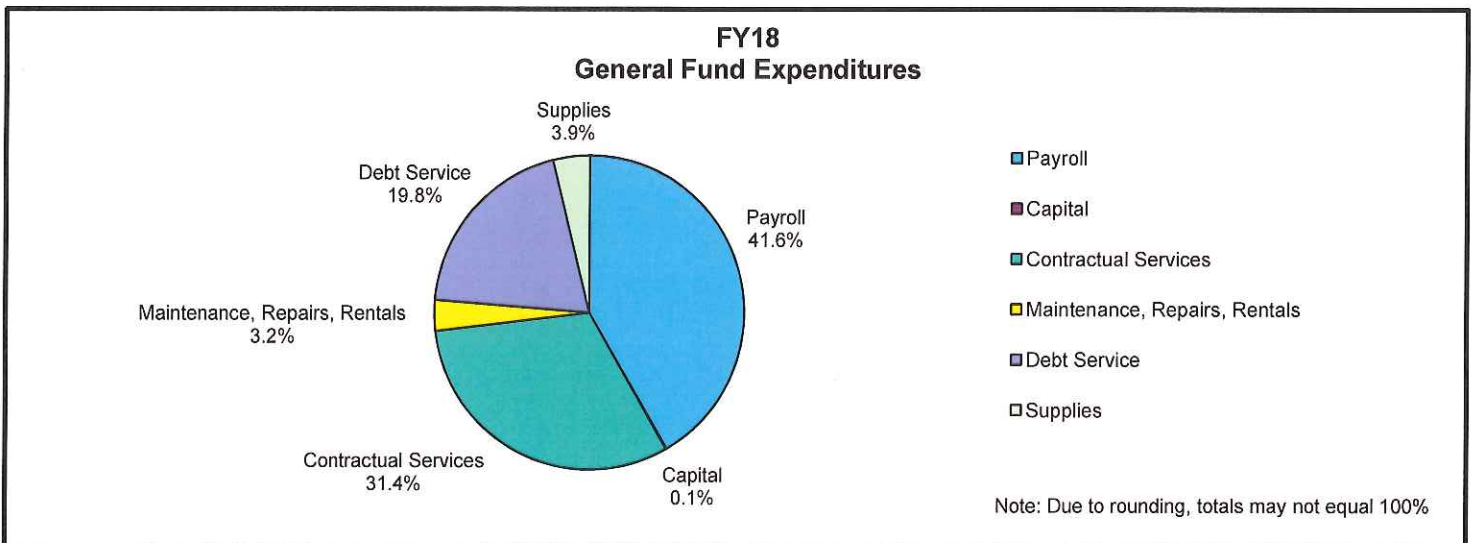
Departmental Budget Summary By Expenditure Category

Account Number	Account Title	Payroll	Contractual Services	Maint. / Repairs & Rentals	Supplies	Capital	Total
11-00	Council	125,390	193,342	0	3,500	0	322,232
12-00	City Clerk	468,290	41,209	14,692	31,100	0	555,291
13-00	City Manager	1,076,825	50,687	4,000	17,210	0	1,148,722
14-00	Assessor	378,214	92,404	2,015	7,000	0	479,633
15-00	Finance	1,453,856	342,043	6,102	27,400	0	1,829,401
16-00	Legal	550,493	62,378	100	8,000	0	620,971
17-00	Human Resources	841,161	170,695	3,640	19,884	0	1,035,380
18-00	Parking	1,354,006	513,132	358,436	50,070	0	2,275,644
19-00	Economic Development	418,971	64,926	2,400	4,750	0	491,047
21-00	Police	15,560,481	542,174	164,182	221,472	0	16,488,309
22-00	Fire	15,092,093	878,752	715,141	559,910	0	17,245,896
24-00	Planning & Development	1,566,525	329,099	12,200	36,500	0	1,944,324
25-00	Permitting & Inspections	1,497,570	109,046	4,135	33,401	0	1,644,152
29-00	Information Technology	1,062,844	546,244	753,216	70,600	0	2,432,904
31-00	Public Works	7,604,687	3,044,249	1,811,654	1,921,386	75,000	14,456,976
33-00	Parks, Recreation & Facilities	8,968,822	3,432,914	1,237,674	1,730,956	25,000	15,395,366
40-00	HHS Administration	395,450	4,980	0	1,500	0	401,930
41-00	Public Health	1,395,905	192,020	66,549	78,200	0	1,732,674
42-00	Social Services	3,654,045	6,654,938	691,408	204,325	0	11,204,716
43-00	Barron Center	12,092,493	2,237,110	195,969	2,314,174	137,796	16,977,542
48-00	Library	2,817,300	1,119,425	0	0	0	3,936,725
51-00	Pension	0	7,401,409	0	0	0	7,401,409
52-00	Employee Benefits	0	21,289,668	11,400	0	0	21,301,068
61-00	Contingent	0	275,820	0	0	0	275,820
62-00	Liability Insurance	0	782,418	0	0	0	782,418
63-00	County Tax	0	5,907,743	0	0	0	5,907,743
65-00	Memberships & Contr.	0	3,076,209	0	0	0	3,076,209
67-00	Wage Adjustment	419,835	0	0	0	0	419,835

Subtotal General Fund Expenditures: \$78,795,256 \$59,355,034 \$6,054,913 \$7,341,338 \$237,796 \$151,784,337

47-00 Debt Service \$37,522,031

Total General Fund Expenditures: \$189,306,368



**CITY OF PORTLAND, MAINE
FY18 Annual Budget**

Categorical Budget Summary By Expenditure Category

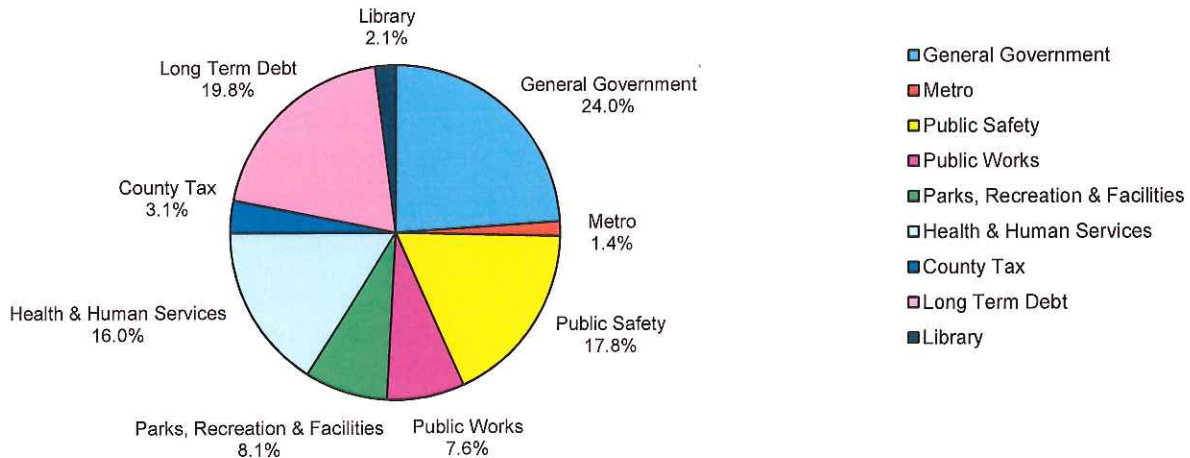
Account Title	Payroll	Contractual Services	Maint. / Repairs & Rentals	Supplies	Capital	Total
General Government	11,213,980	32,701,094	1,172,336	309,415	0	45,396,825
Public Safety	30,652,574	1,420,926	879,323	781,382	0	33,734,205
Public Works	7,604,687	3,044,249	1,811,654	1,921,386	75,000	14,456,976
Parks, Recreation & Facilities	8,968,822	3,432,914	1,237,674	1,730,956	25,000	15,395,366
Health & Human Services	17,537,893	9,089,048	953,926	2,598,199	137,796	30,316,862
Library	2,817,300	1,119,425	0	0	0	3,936,725
County Tax	0	5,907,743	0	0	0	5,907,743
Metro	0	2,639,635	0	0	0	2,639,635

Subtotal General Fund Expenditures: \$78,795,256 \$59,355,034 \$6,054,913 \$7,341,338 \$237,796 \$151,784,337

Long Term Debt \$37,522,031

Total Categorical Expenditures: \$189,306,368

**FY18
General Fund Expenditures**



Note: Due to rounding, totals may not equal 100%

City Council

The City of Portland operates under a charter which was last amended on November 2, 2010. The City Council is comprised of a Mayor, elected for a four year term, five district Council members and three members elected from the registered voters of the entire City-at-Large. The Council members are elected for three-year staggered terms.

The charter grants to the City Council all powers to enact, reasonable by-laws, regulations and ordinances. The council adopts an annual budget, authorizes the issuance of debt and provides for an annual audit. The Mayor has the authority to veto the annual budget, however the veto may be overridden by six members of the City Council.

In addition to formally meeting two times each month, the Council meets frequently in subcommittees and workshops.

The revenues received by this department are from Housing & Community Development (HCD) grant funds for a portion of the annual audit costs.

Department Summary

Department: City Council

Account: 100-11

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	188,680	188,680	194,466	194,466	194,466	125,390
Administrative Services	37,190	36,768	40,775	40,775	36,775	41,442
Contractual Services	146,000	154,000	151,000	151,000	151,000	151,000
Supplies	3,750	2,239	3,500	3,500	3,500	3,500
Utilities	1,200	1,500	6,300	6,300	1,500	900
Total	376,820	383,187	396,041	396,041	387,241	322,232
Less Revenues	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
Net Department Total	371,820	378,187	391,041	391,041	382,241	317,232

Personnel Services Detail

Department: City Council

Division: City Council

Account: 100-11-00

Position	Funding Source		FY17 Approved		FY18 Submission		FY18 Manager's Recommendation		FY18 Finance Committee		FY18 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Mayor	100		1	71,838	1	73,281	1	73,281	1	73,281	1	73,281
City Councilor	100		8	51,072	8	52,109	8	52,109	8	52,109	8	52,109
(1) Special Asst to the Mayor	100		1	65,770	1	69,076	1	69,076	1	69,076	0	0
Gross Personnel Services			10.0	188,680	10.0	194,466	10.0	194,466	10.0	194,466	9.0	125,390

Notes:

(1) (1) Position Eliminated in FY18

City Clerk

The Department of City Clerk has three major functions: Elections, Vital Records, and City Records Maintenance. The City Clerk oversees the operation of these functions and acts as Clerk of the City Council by recording and keeping all its official acts. The Principal Administrative Officer, the Clerk's Deputy, is charged with ensuring the City Clerk's Office runs in accordance with the Clerk's directives and obligations.

The Election Administrator is charged with facilitating municipal and state elections. The City Clerk's office is responsible for all election preparation, including preparing ballots, nomination papers, training election officials, testing the election scanners to certify their accuracy, and absentee voting. The Clerk's Office is also responsible for tallying election results and securing voted ballots. Two elections are planned for FY18: the November 2017 State / Municipal Election and the June 2018 combined School Budget Validation and Primary Election. Voter Registration is part of the election process and involves maintaining voter lists, certifying election nomination papers and citizen initiative petitions, processing peoples veto papers, and generating reports from the Central Voter Registration system (CVR). This is a statewide system designed to standardize and centralize voter registration.

The Vital Records Clerks are responsible for recording and issuing vital records such as the births, deaths and marriages that occur in Portland. An account has been created to facilitate donations for the preservation of these records, which are in poor condition; these records must be maintained forever. In addition, Clerks are responsible for performing marriages, the licensing of dogs, the sale of fish and game licenses, domestic partnership registrations, genealogy request searches, and providing Notary and Dedimus Justice services.

City record keeping involves indexing and binding Council minutes, responding to research requests, and the storage of the audio/video recordings of several boards and committees.

Department Summary

Department: City Clerk						Account: 100-12
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	433,627	434,468	468,290	468,290	468,290	468,290
Administrative Services	5,324	5,324	5,909	5,909	5,909	5,909
Contractual Services	34,250	34,250	34,700	34,700	34,700	34,700
Maintenance and Repairs	3,000	3,000	5,760	5,760	5,760	5,760
Rentals	9,424	8,708	8,932	8,932	8,932	8,932
Supplies	5,900	5,900	31,100	31,100	31,100	31,100
Utilities	624	600	600	600	600	600
Total	492,149	492,250	555,291	555,291	555,291	555,291
Less Revenues	(227,750)	(230,218)	(233,234)	(233,234)	(233,234)	(233,234)
Net Department Total	264,399	262,032	322,057	322,057	322,057	322,057

Personnel Services Detail

Department: City Clerk

Division: City Clerk

Account: 100-12-00

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
City Clerk	100		1	80,574	1	94,809	1	94,809	1	94,809	1	94,809
(1) Principal Admin Officer I	100		0.8	55,501	1	68,843	1	68,843	1	68,843	1	68,843
Election Administrator	100		1	44,704	1	46,966	1	46,966	1	46,966	1	46,966
(2) Election Assistant	100		1	32,702	1.3	44,002	1.3	44,002	1.3	44,002	1.3	44,002
(3) Vital Records Clerk	100		3.6	131,503	3.5	130,420	3.5	130,420	3.5	130,420	3.5	130,420
Temporary Help	100			71,823		66,430		66,430		66,430		66,430
Overtime	100			16,820		16,820		16,820		16,820		16,820
Gross Personnel Services			7.4	433,627	7.8	468,290	7.8	468,290	7.8	468,290	7.8	468,290

Notes:

- (1) .2 Hours Increase during FY17
- (2) .3 Hours Increase during FY17 (1 Full-time to 2 Part-time Positions during FY17)
- (3) (.1) Hours Decrease in FY18

City Manager

The department is responsible for the executive management of the City of Portland. Responsibilities include preparation and administration of council agendas and orders; coordination and administration of City departments, services, and programs; developing and enforcing administrative policies; handling of citizen inquiries and complaints, public relations and communication functions; neighborhood, waterfront, and island liaison efforts; local and state government liaison efforts; emergency preparedness; and the preparation of the annual Capital Improvement Plan.

This department consists of the City Manager and support staff. Appointed by the City Council, the City Manager serves as the Chief Executive Officer of the City. In addition to the City Manager, the administrative staff also includes other key staff members necessary for the success in providing high quality services. As the largest municipality in Maine, the staff works diligently toward being involved and pro-active in the Portland community, as well as in the broader local and state community.

The Office of Economic Opportunity was incorporated in the FY18 City Manager's budget with the goal of providing access to workforce opportunities for all Portlanders.

Department Summary

Department: City Manager

Account: 100-13

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	862,599	785,579	1,081,975	1,076,825	1,076,825	1,076,825
Benefits	6,000	6,000	6,000	6,000	6,000	6,000
Administrative Services	22,000	23,558	27,050	27,050	27,050	27,050
Contractual Services	15,707	16,207	22,437	12,437	12,437	12,437
Rentals	3,000	3,500	4,000	4,000	4,000	4,000
Supplies	11,900	13,704	17,210	17,210	17,210	17,210
Utilities	3,675	3,500	5,200	5,200	5,200	5,200
Total	924,881	852,048	1,163,872	1,148,722	1,148,722	1,148,722
Less Revenues	(907,837)	(839,891)	(1,014,177)	(1,054,701)	(1,054,701)	(1,054,701)
Net Department Total	17,044	12,157	149,695	94,021	94,021	94,021

Personnel Services Detail

Department: City Manager

Division: City Manager Administration

Account: 100-13-01

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
City Manager	100		1	148,064	1	171,667	1	171,667	1	171,667	1	171,667
Deputy City Manager	100		1	143,421	1	150,668	1	150,668	1	150,668	1	150,668
Senior Advisor to City Manager	100		1	92,020	1	93,854	1	93,854	1	93,854	1	93,854
City Communications Director	100		1	79,558	1	83,574	1	83,574	1	83,574	1	83,574
Asst to CM/Constituent Svcs	100		1	75,972	1	77,493	1	77,493	1	77,493	1	77,493
Sustainability Coordinator	100		1	75,972	1	77,493	1	77,493	1	77,493	1	77,493
(1) Program Manager (PH/SS)	70	30	1	73,173	0	0	0	0	0	0	0	0
(2) Emergency Management Coord	50	50	0	0	1	72,945	1	72,945	1	72,945	1	72,945
(3) Dir Office Economic Opportunity	100		0	0	1	78,726	1	78,726	1	78,726	1	78,726
(4) Program Coordinator (Proj)		100	1	66,202	2	118,340	2	118,340	2	118,340	2	118,340
(5) Emergency Mgmt Specialist (Pri)		100	0	0	1	45,626	1	45,626	1	45,626	1	45,626
Senior Executive Assistant	100		2	103,067	2	106,439	2	106,439	2	106,439	2	106,439
Temporary Help	100			5,150		5,150		0		0		0
(6) Notes												
Gross Personnel Services			10.0	862,599	13.0	1,081,975	13.0	1,076,825	13.0	1,076,825	13.0	1,076,825

Notes:

- (1) (1) Position Reclassed to Emergency Management Coordinator during FY17
- (2) 1 Position Reclassed from Program Manager during FY17
- (3) 1 New Position Approved during FY17
- (4) (1) Reclassed to Emerg Mgmt Spec during FY17; 2 New Positions Approved (Off of Economic Opp) in FY18
- (5) 1 Position Reclassed from Program Coord (Proj) during FY17
- (6) Office of Economic Opportunity newly created in FY18

Assessor

The Department of the Assessor is responsible for the creation and maintenance of the tax roll. Additionally, it maintains records on over 1,300 exempt real estate accounts. The distribution of taxes is accomplished by assigning taxable assessed values to approximately 22,600 real estate accounts and 4,200 personal property accounts. Among the documents that must be accurately maintained by this department are real property records, property maps, ownership records, property sales information and personal property records. Computerization and web site development of department records and tasks continue as an enhancement to the assessment and data processing functions of this office.

Department Summary

Department: Assessor

Account: 100-14

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	381,419	367,547	375,704	378,214	378,214	378,214
Administrative Services	17,690	9,524	22,650	22,650	22,650	22,650
Contractual Services	44,180	13,311	42,770	68,770	68,770	68,770
Rentals	1,620	2,015	2,015	2,015	2,015	2,015
Supplies	8,180	9,259	7,000	7,000	7,000	7,000
Utilities	0	576	984	984	984	984
Total	453,089	402,232	451,123	479,633	479,633	479,633
Less Revenues	(3,900)	(1,000)	(500)	(500)	(500)	(500)
Net Department Total	449,189	401,232	450,623	479,133	479,133	479,133

Personnel Services Detail

Department: Assessor

Division: Assessor

Account: 100-14-00

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Tax Assessor	100		1	107,981	1	96,818	1	96,818	1	96,818	1	96,818
Tax Assessment Analyst	100		1	72,911	1	74,334	1	74,334	1	74,334	1	74,334
Senior Appraiser	100		1	56,745	1	57,876	1	57,876	1	57,876	1	57,876
(1) Personal Property Appraiser	100		0	0	0	0	1	50,154	1	50,154	1	50,154
(2) Appraiser	100		1	41,516	1	42,866	0	0	0	0	0	0
(3) Assessment Support Svcs Spec	100		0	0	0	0	0.93	41,733	0.93	41,733	0.93	41,733
(4) Office Assistant	100		1.9	79,316	1.9	80,860	1	34,349	1	34,349	1	34,349
Temporary Help	100			22,950		22,950		22,950		22,950		22,950
Gross Personnel Services			5.9	381,419	5.9	375,704	5.9	378,214	5.9	378,214	5.9	378,214

Notes:

- (1) 1 Title Change from Appraiser during FY17
- (2) (1) Title Change to Personal Property Appraiser during FY17
- (3) .9 Position Reclass Approved from Office Assistant in FY18
- (4) (.9) Position Reclass Approved to Assessment Support Services Specialist in FY18

Finance

The Department of Finance consists of Administration and Treasury. The Finance Director and the Deputy Finance Director oversee the efficient operations of these functions.

The FY18 department expenditures have increased \$92,764, or 5.3%, primarily due to wages. The revenues reflected remain basically unchanged.

Department Summary

Department: Finance

Account: 100-15

		FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown							
Payroll		1,373,161	1,244,099	1,453,856	1,453,856	1,453,856	1,453,856
Administrative Services		188,628	181,074	197,957	197,957	197,957	197,957
Contractual Services		142,090	130,320	142,478	142,478	142,478	142,478
Maintenance and Repairs		500	500	500	500	500	500
Rentals		5,250	5,250	5,602	5,602	5,602	5,602
Supplies		25,400	23,835	27,400	27,400	27,400	27,400
Utilities		1,608	1,058	1,608	1,608	1,608	1,608
Total		1,736,637	1,586,136	1,829,401	1,829,401	1,829,401	1,829,401
Summary by Division							
Finance Administration	(15-01)	1,089,681	975,056	1,124,070	1,124,070	1,124,070	1,124,070
Treasury	(15-02)	646,956	611,080	705,331	705,331	705,331	705,331
Total		1,736,637	1,586,136	1,829,401	1,829,401	1,829,401	1,829,401
Less Revenues		(5,741,593)	(5,645,960)	(5,691,465)	(5,741,273)	(5,741,273)	(5,741,273)
Net Department Total		(4,004,956)	(4,059,824)	(3,862,064)	(3,911,872)	(3,911,872)	(3,911,872)

Finance Administration

Finance Administration oversees all financial operations of the City.

Finance Administration responsibilities include payroll, accounts payable, grant accounting, and general and enterprise fund accounting for all City departments. Payroll processes weekly payroll for over 1,600 full-time, part-time, temporary, on-call and seasonal employees, maintains earnings and reduction records, and reports federal and state taxes and provides extensive earnings research for Maine State Retirement System. Accounts Payable processes all City requests for payments to vendors, and is responsible for sorting all incoming City Hall mail. The Accounting staff also maintains the City's general ledger.

Budget is responsible for monitoring expenditure activity for the City, providing a monthly analysis of expenditures and revenues, reviewing all payment documents, processing departmental requests for transfers between operating accounts, and administering the annual budget process.

Purchasing assists City departments in obtaining goods and services. Purchasing is responsible for issuing bids, obtaining price quotations, and resolving differences with vendors. Purchasing also works closely with the Legal Department to develop procurement contracts.

Division Summary

Department: Finance	Division: Finance Administration				Account: 100-15-01	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	975,581	866,985	1,004,622	1,004,622	1,004,622	1,004,622
Administrative Services	88,350	84,565	93,392	93,392	93,392	93,392
Contractual Services	6,592	5,437	6,880	6,880	6,880	6,880
Rentals	3,450	3,450	3,468	3,468	3,468	3,468
Supplies	14,100	13,561	14,100	14,100	14,100	14,100
Utilities	1,608	1,058	1,608	1,608	1,608	1,608
Total	1,089,681	975,056	1,124,070	1,124,070	1,124,070	1,124,070
Less Revenues	(465,032)	(369,364)	(364,274)	(369,417)	(369,417)	(369,417)
Net Division Total	624,649	605,692	759,796	754,653	754,653	754,653

Personnel Services Detail

Department: Finance

Division: Finance Administration

Account: 100-15-01

Position	Funding Source		FY17 Approved		FY18 Submission		FY18 Manager's Recommendation		FY18 Finance Committee		FY18 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Finance Director	100		1	116,493	1	118,814	1	118,814	1	118,814	1	118,814
(1) Deputy Finance Director	100		1	96,303	1	91,620	1	91,620	1	91,620	1	91,620
Controller	100		1	82,804	1	94,761	1	94,761	1	94,761	1	94,761
Purchasing Manager	100		1	81,001	1	84,917	1	84,917	1	84,917	1	84,917
Budget Analyst	100		1	81,482	1	84,874	1	84,874	1	84,874	1	84,874
(2) Payroll Manager	100		0	0	1	79,883	1	79,883	1	79,883	1	79,883
(3) Asst Controller	70	30	0	0	1	70,043	1	70,043	1	70,043	1	70,043
(4) Financial Specialist	85	15	2	150,800	0	0	0	0	0	0	0	0
Senior Accountant	68	32	1	51,008	1	50,915	1	50,915	1	50,915	1	50,915
Asst Purchasing Manager	100		1	57,471	1	59,903	1	59,903	1	59,903	1	59,903
Senior Admin Officer	74	26	1	53,946	1	56,664	1	56,664	1	56,664	1	56,664
Accountant	100		2	82,173	2	84,367	2	84,367	2	84,367	2	84,367
Account Clerk II	100		1	39,429	1	40,209	1	40,209	1	40,209	1	40,209
Executive Assistant	100		2	82,671	2	87,652	2	87,652	2	87,652	2	87,652
Gross Personnel Services			15.0	975,581	15.0	1,004,622	15.0	1,004,622	15.0	1,004,622	15.0	1,004,622

Notes:

- (1) Title Change from Asst Finance Director during FY17
- (2) 1 Title Change from Financial Specialist during FY17
- (3) 1 Title Change from Financial Specialist during FY17
- (4) (2) Title Changes to Payroll Manager & Asst Controller during FY17

Treasury

The Treasury division is responsible for the collection of all monies into the City. This includes the collection of real estate taxes, personal property taxes, delinquent sewer user fees, and vehicle excise taxes and registration fees, as well as issuance of license plates. Treasury also collects parking ticket revenues and miscellaneous receivables, processes boat and utility trailer registrations, and issues island vehicle and golf cart registrations and Metro bus passes. All cash receipts for the City are processed in Treasury.

Residents may visit the Treasury Office in City hall for these services. There are also electronic options for residents:

(a) Treasury offers online payments of real estate through the City of Portland website:

<https://www.portlandmaine.gov/1567/Pay-Your-Property-Taxes-On-Line>.

(b) Treasury offers an electronic funds transfer (ACH) monthly debit from citizen accounts to conveniently pay taxes: <http://www.portlandmaine.gov/documentcenter/view/839>.

(c) Online options are available for residents to re-register vehicles through the State of Maine website:

<https://www1.maine.gov/online/bmv/rapid-renewal/>.

(d) Parking tickets can also be paid online through the website: www.portlandparkingtickets.com or

<https://portlandme.rmcpay.com/>.

(e) View / Print Tax Bills on-line at: <http://www.portlandmaine.gov/taxbill>.

The Treasury general fund expenditures increased \$58,375, or 9.0%, largely due to payroll expenses, including an added Lead Cashier Clerk position. Non-tax revenue projections include an anticipated increase in Interest Income.

Division Summary

Department: Finance	Division: Treasury				Account: 100-15-02	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	397,580	377,114	449,234	449,234	449,234	449,234
Administrative Services	100,278	96,509	104,565	104,565	104,565	104,565
Contractual Services	135,498	124,883	135,598	135,598	135,598	135,598
Maintenance and Repairs	500	500	500	500	500	500
Rentals	1,800	1,800	2,134	2,134	2,134	2,134
Supplies	11,300	10,274	13,300	13,300	13,300	13,300
Total	646,956	611,080	705,331	705,331	705,331	705,331
Less Revenues	(5,276,561)	(5,276,596)	(5,327,191)	(5,371,856)	(5,371,856)	(5,371,856)
Net Division Total	(4,629,605)	(4,665,516)	(4,621,860)	(4,666,525)	(4,666,525)	(4,666,525)

Personnel Services Detail

Department: Finance

Division: Treasury

Account: 100-15-02

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Treasurer	100		1	80,240	1	84,293	1	84,293	1	84,293	1	84,293
Asst Treasurer	100		1	57,772	1	60,701	1	60,701	1	60,701	1	60,701
Financial Admin Asst	50	50	2	79,895	2	81,156	2	81,156	2	81,156	2	81,156
(1) Lead Cashier Clerk	100		0	0	0	0	1	34,808	1	34,808	1	34,808
Cashier Clerk	100		5	171,923	6	212,334	5	178,979	5	178,979	5	178,979
Temporary Help	100			6,750		9,750		8,297		8,297		8,297
Overtime	100			1,000		1,000		1,000		1,000		1,000
Gross Personnel Services			9.0	397,580	10.0	449,234	10.0	449,234	10.0	449,234	10.0	449,234

Notes:

(1) 1 New Position Approved in FY18

Legal

The goal of the Legal Department is to provide competent and cost-effective legal advice, services and representation to the City Council, its officials, boards and commissions, department heads and City staff. The department is under the direction of Corporate Counsel, who manages a staff of three attorneys, one paralegal / insurance claims administrator, and a paralegal / legal assistant.

The department provides a full range of legal services for the City and maintains a high level of expertise in areas of particular importance to municipal government such as tax collections, contracts, economic development, assessments, planning, zoning, Rule 80B appeals, administrative law, general assistance, construction law, transportation, personnel, municipal finance, code enforcement, liability claims and statutory and ordinance drafting and interpretation. In addition, the department staffs and/or provides legal advice to all City standing and special committees and Boards.

The majority of the revenues received by the department are from charge backs for legal services provided by the attorneys for the Fish Pier, Sewer, Stormwater, and Jetport funds. The department also receives revenue for various ordinance code violations, and settlements.

Department Summary

Department: Legal

Account: 100-16

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	493,352	509,469	550,493	550,493	550,493	550,493
Administrative Services	26,463	23,500	26,341	26,341	26,341	26,341
Contractual Services	36,137	60,600	51,037	36,037	36,037	36,037
Maintenance and Repairs	100	100	100	100	100	100
Supplies	11,100	11,100	10,500	8,000	8,000	8,000
Total	567,152	604,769	638,471	620,971	620,971	620,971
Less Revenues	(88,129)	(91,463)	(88,329)	(95,857)	(95,857)	(95,857)
Net Department Total	479,023	513,306	550,142	525,114	525,114	525,114

Personnel Services Detail

Department: Legal

Division: Legal

Account: 100-16-00

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Corporate Counsel	100		1	120,198	1	133,868	1	133,868	1	133,868	1	133,868
Associate Corporate Counsel	100		3	271,444	3	309,769	3	309,769	3	309,769	3	309,769
Paralegal / Ins Claims Admin	100		1	57,737	1	60,652	1	60,652	1	60,652	1	60,652
Paralegal / Legal Assistant	100		1	43,973	1	46,204	1	46,204	1	46,204	1	46,204
Gross Personnel Services			6.0	493,352	6.0	550,493	6.0	550,493	6.0	550,493	6.0	550,493

Human Resources

The Department of Human Resources provides many services to all City departments, including recruitment and hiring oversight, civil service program administration, labor relations, organizational development and education, employee health and benefits administration, and safety and risk management.

Expenditures increased \$46,207, or 4.7%, related mainly to the full-time hiring of the Workforce Diversity / Inclusion Specialist. The revenues received by this department are from charge backs for the services provided by the Human Resources staff for the Sewer, Stormwater and Jetport funds.

Department Summary

Department: Human Resources

Account: 100-17

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	760,643	750,671	822,600	841,161	841,161	841,161
Benefits	500	500	500	500	500	500
Administrative Services	60,840	60,840	63,430	41,705	41,705	41,705
Contractual Services	144,050	145,560	219,950	124,950	124,950	124,950
Maintenance and Repairs	1,000	1,000	1,000	1,000	1,000	1,000
Rentals	2,640	2,099	2,640	2,640	2,640	2,640
Supplies	17,000	16,578	27,384	19,884	19,884	19,884
Utilities	2,500	2,500	3,540	3,540	3,540	3,540
Total	989,173	979,748	1,141,044	1,035,380	1,035,380	1,035,380
Less Revenues	(112,775)	(112,775)	(112,775)	(118,043)	(118,043)	(118,043)
Net Department Total	876,398	866,973	1,028,269	917,337	917,337	917,337

Personnel Services Detail

Department: Human Resources

Division: Human Resources Administration

Account: 100-17-01

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Director of Human Resources	100		1	109,295	1	114,822	1	114,822	1	114,822	1	114,822
Labor Relations Manager	100		1	95,430	1	100,250	1	100,250	1	100,250	1	100,250
Benefits Manager	100		1	93,790	1	95,658	1	95,658	1	95,658	1	95,658
WC & Safety Program Manager	100		1	75,776	1	77,493	1	77,493	1	77,493	1	77,493
(1) Workforce Diversity / Inclusion	100		0	0	1	62,439	1	81,000	1	81,000	1	81,000
(2) EEO Officer/HR Generalist	100		0.5	30,384	0	0	0	0	0	0	0	0
Employment Services Manager	100		1	77,453	1	81,790	1	81,790	1	81,790	1	81,790
Employee Assistance Coord	100		1	68,917	1	70,473	1	70,473	1	70,473	1	70,473
Human Resources Associate	100		1	63,586	1	65,309	1	65,309	1	65,309	1	65,309
Safety/Training Officer	100		1	60,669	1	63,727	1	63,727	1	63,727	1	63,727
Human Resources Assistant	100		1	48,313	1	51,740	1	51,740	1	51,740	1	51,740
Administrative Assistant (NU)	100		1	37,030	1	38,899	1	38,899	1	38,899	1	38,899
Gross Personnel Services			10.5	760,643	11.0	822,600	11.0	841,161	11.0	841,161	11.0	841,161

Notes:

- (1) 1 Title Change from EEO Officer/HR Generalist during FY17
- (2) .5 Position Approved (FY17 Mid-Year Start) & (1) Title Change to Workforce Diversity/Inclusion

Parking

Parking falls under the direction of the Executive Department. The Parking Division manages both on-street and off-street parking in the City. Parking Control Officers enforce on-street signage and the City's parking ordinance to encourage turnover parking and provide public safety throughout the City. When requested, Parking Control Officers also assist the Police Department with traffic control during fire emergencies, accidents, and other matters of public safety.

The Parking Division also maintains and collects revenue from 1,615 metered spaces throughout the City, 838 of which have been converted to multi space meters that accept credit cards.

Finally, the Parking Division administers, operates, and/or oversees four parking garages and four parking lots. The division provides budgets, physical oversight, staffing, and revenue collection for these facilities.

Through FY17 the Parking Department administered the School Crossing Guide program, however, effective FY18 (July 1, 2017), these responsibilities are shifted to the School Department. FY18 Parking expenses overall are down \$70,746, or 3.0%. FY18 revenues are up from FY17 by \$794,548, or 10.2%, due to anticipated increases in Parking Meter and Temple Street Garage income.

Department Summary

Department: Parking

Account: 100-18

		FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown							
Payroll		1,454,521	1,443,595	1,354,006	1,354,006	1,354,006	1,354,006
Benefits		5,800	5,800	5,800	5,800	5,800	5,800
Administrative Services		35,381	35,009	38,931	38,931	38,931	38,931
Contractual Services		360,340	355,028	372,005	372,005	372,005	372,005
Maintenance and Repairs		234,950	228,700	231,760	231,760	231,760	231,760
Rentals		124,457	124,517	126,676	126,676	126,676	126,676
Supplies		44,780	45,032	50,070	50,070	50,070	50,070
Utilities		84,241	84,689	94,956	94,956	94,956	94,956
Contributions		1,920	1,680	1,440	1,440	1,440	1,440
Total		2,346,390	2,324,050	2,275,644	2,275,644	2,275,644	2,275,644
Summary by Division							
Parking Administration	(18-01)	1,329,957	1,309,527	1,383,858	1,383,858	1,383,858	1,383,858
Crossing Guides	(18-02)	131,200	128,460	0	0	0	0
Elm Street Garage	(18-03)	300,899	299,369	305,525	305,525	305,525	305,525
Spring Street Garage	(18-04)	460,534	462,986	461,961	461,961	461,961	461,961
Temple Street Garage	(18-05)	123,800	123,708	124,300	124,300	124,300	124,300
Total		2,346,390	2,324,050	2,275,644	2,275,644	2,275,644	2,275,644
Less Revenues		(7,818,522)	(7,911,495)	(8,004,070)	(8,613,070)	(8,613,070)	(8,613,070)
Net Department Total		(5,472,132)	(5,587,445)	(5,728,426)	(6,337,426)	(6,337,426)	(6,337,426)

Parking Administration

Parking Administration includes the management of on-street parking, the parking meter operation, the Parking Control Officers, and the issuance of residential parking stickers. This division also handles the administration of the Temple Street and Casco Bay parking garages.

Expenses have increased \$53,901, or 4.1%, while Parking Administration revenue has risen \$659,230, or 13.3%. In addition to the FY18 increase in meter rates, with the advent of making parking meter payments more convenient via multi-space credit card enabled meters, meter revenue has climbed while parking ticket revenue has declined

Division Summary

Department: Parking Division: Parking Administration Account: 100-18-01

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	887,820	867,565	900,110	900,110	900,110	900,110
Benefits	3,800	3,800	3,800	3,800	3,800	3,800
Administrative Services	11,581	11,301	14,631	14,631	14,631	14,631
Contractual Services	263,475	261,726	284,990	284,990	284,990	284,990
Maintenance and Repairs	950	800	850	850	850	850
Rentals	124,357	124,417	126,576	126,576	126,576	126,576
Supplies	33,280	33,412	39,770	39,770	39,770	39,770
Utilities	2,774	4,826	11,691	11,691	11,691	11,691
Contributions	1,920	1,680	1,440	1,440	1,440	1,440
Total	1,329,957	1,309,527	1,383,858	1,383,858	1,383,858	1,383,858
Less Revenues	(4,953,150)	(4,941,650)	(5,012,380)	(5,612,380)	(5,612,380)	(5,612,380)
Net Division Total	(3,623,193)	(3,632,123)	(3,628,522)	(4,228,522)	(4,228,522)	(4,228,522)

Personnel Services Detail

Department: Parking

Division: Parking Administration

Account: 100-18-01

Position	Funding Source		FY17 Approved		FY18 Submission		FY18 Manager's Recommendation		FY18 Finance Committee		FY18 Final Allowance	
	City Fed Oth	#	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Parking Division Director	100	1		86,792	1	91,179	1	91,179	1	91,179	1	91,179
Parking Division Supervisor	100	1		72,444	1	73,776	1	73,776	1	73,776	1	73,776
Parking Meter Supervisor	100	1		50,211	1	51,210	1	51,210	1	51,210	1	51,210
Senior Parking Control Officer	100	1		41,535	1	42,354	1	42,354	1	42,354	1	42,354
Maintenance Worker III	100	1		43,451	1	44,325	1	44,325	1	44,325	1	44,325
Parking Meter Technician	100	1		44,287	1	45,177	1	45,177	1	45,177	1	45,177
Parking Control Officer	100	10.6		393,077	10.6	395,684	10.6	395,684	10.6	395,684	10.6	395,684
Administrative Associate	100	1		44,501	1	45,395	1	45,395	1	45,395	1	45,395
Customer Service Rep	100	2		72,287	2	73,010	2	73,010	2	73,010	2	73,010
Holiday Payments	100			1,235		0		0		0		0
Overtime				38,000		38,000		38,000		38,000		38,000
Gross Personnel Services		19.6		887,820	19.6	900,110	19.6	900,110	19.6	900,110	19.6	900,110

Crossing Guides

Beginning in FY18, the School Crossing Guide program transferred to the School Department.

Division Summary

Department: Parking Division: Crossing Guides Account: 100-18-02

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	130,000	127,500	0	0	0	0
Supplies	1,200	960	0	0	0	0
Total	131,200	128,460	0	0	0	0

Personnel Services Detail

Department: Parking

Division: Crossing Guides

Account: 100-18-02

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Temporary Help	100			130,000		0		0		0		0
Gross Personnel Services				130,000		0		0		0		0

Notes:

- (1) Crossing Guides Transferred to School Dept.in FY18

Elm Street Garage

The Elm Street Garage is a City-owned parking facility adjacent to Portland High School, and is operated and staffed by the Parking division. The Elm Street Garage provides hourly parking for people wishing to visit downtown businesses and the Merrill Auditorium / Portland Public Library area, as well as providing monthly parking spaces for employees of Portland High School, area businesses, some City Hall employees, and private citizens.

Expenses for the Elm St parking garage are up minimally, or by 1.5%, and revenues remain flat.

Division Summary

Department: Parking **Division:** Elm Street Garage **Account:** 100-18-03

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	189,467	191,586	197,240	197,240	197,240	197,240
Benefits	1,000	1,000	1,000	1,000	1,000	1,000
Contractual Services	25,885	25,830	26,920	26,920	26,920	26,920
Maintenance and Repairs	56,100	54,350	53,400	53,400	53,400	53,400
Supplies	4,450	4,810	4,450	4,450	4,450	4,450
Utilities	23,997	21,793	22,515	22,515	22,515	22,515
Total	300,899	299,369	305,525	305,525	305,525	305,525
Less Revenues	(554,600)	(554,600)	(554,600)	(554,600)	(554,600)	(554,600)
Net Division Total	(253,701)	(255,231)	(249,075)	(249,075)	(249,075)	(249,075)

Personnel Services Detail

Department: Parking

Division: Elm Street Garage

Account: 100-18-03

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Parking Garage Shift Leader	100		2	79,628	2	81,510	2	81,510	2	81,510	2	81,510
Parking Garage Cashier	100		2.6	84,139	2.6	90,445	2.6	90,445	2.6	90,445	2.6	90,445
Holiday Payments	100			3,500		4,235		4,235		4,235		4,235
Temporary Help	100			8,200		7,800		7,800		7,800		7,800
Overtime	100			14,000		13,250		13,250		13,250		13,250
Gross Personnel Services			4.6	189,467	4.6	197,240	4.6	197,240	4.6	197,240	4.6	197,240

Spring Street Garage

The Spring Street Garage is a City-owned parking facility adjacent to the Cross Arena and is operated and staffed by the Parking Division. The Spring Street Garage has been used successfully as an economic development tool for downtown revitalization and provides parking for Arena events. The garage also provides hourly parking for people visiting businesses in the Congress Street / Free Street area, as well as providing monthly parking spaces for employees of area businesses and private citizens.

Expenses and revenues remain virtually unchanged from FY17.

Division Summary

Department: Parking	Division: Spring Street Garage				Account: 100-18-04	
	FY17 FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	247,234	256,944	256,656	256,656	256,656	256,656
Benefits	1,000	1,000	1,000	1,000	1,000	1,000
Contractual Services	70,980	67,472	60,095	60,095	60,095	60,095
Maintenance and Repairs	77,900	73,550	77,510	77,510	77,510	77,510
Rentals	100	100	100	100	100	100
Supplies	5,850	5,850	5,850	5,850	5,850	5,850
Utilities	57,470	58,070	60,750	60,750	60,750	60,750
Total	460,534	462,986	461,961	461,961	461,961	461,961
Less Revenues	(1,390,772)	(1,375,245)	(1,372,090)	(1,381,090)	(1,381,090)	(1,381,090)
Net Division Total	(930,238)	(912,259)	(910,129)	(919,129)	(919,129)	(919,129)

Personnel Services Detail

Department: Parking

Division: Spring Street Garage

Account: 100-18-04

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Parking Garage Shift Leader	100		2	83,140	2	85,868	2	85,868	2	85,868	2	85,868
Parking Garage Cashier	100		2.4	80,643	2.4	84,289	2.4	84,289	2.4	84,289	2.4	84,289
Maintenance Worker III	100		1	43,451	1	44,325	1	44,325	1	44,325	1	44,325
Holiday Payments	100			3,500		4,660		4,660		4,660		4,660
Temporary Help	100			20,500		21,514		21,514		21,514		21,514
Overtime	100			16,000		16,000		16,000		16,000		16,000
Gross Personnel Services			5.4	247,234	5.4	256,656	5.4	256,656	5.4	256,656	5.4	256,656

Temple Street Garage

The Temple Street Garage, located adjacent to the Nickelodeon Theater, is leased and managed by a private company. The Parking Division, however, oversees the operations and must approve all capital improvements in the garage. The Temple Street Garage provides hourly parking for people wishing to visit businesses in the Temple Street area, such as the Nickelodeon Theater and One City Center, as well as providing monthly parking spaces for employees of area businesses and private citizens.

FY18 expenditures are essentially unchanged. Due to greater parking demand and a price increase, the FY18 revenues are up \$145,000 from FY17.

Division Summary

Department: Parking	Division: Temple Street Garage				Account: 100-18-05	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Administrative Services	23,800	23,708	24,300	24,300	24,300	24,300
Maintenance and Repairs	100,000	100,000	100,000	100,000	100,000	100,000
Total	123,800	123,708	124,300	124,300	124,300	124,300
Less Revenues	(920,000)	(1,040,000)	(1,065,000)	(1,065,000)	(1,065,000)	(1,065,000)
Net Division Total	(796,200)	(916,292)	(940,700)	(940,700)	(940,700)	(940,700)

Economic Development

The Department of Economic Development is responsible for enhancing the economic growth of the City and is dedicated to fostering a vibrant and healthy economic climate for the benefit of all those who live and work in Portland. The Department strives to facilitate a strong and diversified tax base, an active and revitalized city and waterfront, and employment opportunities.

By leading a collaborative effort among agencies, both in advocacy and acting as a business resource, the Department provides professional and knowledgeable service through quality programs and coordinated efforts to improve the well-being of Portland. The Department endeavors to keep open the lines of communication so that economic development issues are addressed in a timely, thorough, and proactive manner.

Department Summary

Department: Economic Development

Account: 100-19

		FY17 FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown							
Payroll		400,969	391,710	418,971	418,971	418,971	418,971
Administrative Services		11,075	11,138	11,570	11,570	11,570	11,570
Contractual Services		37,072	36,559	52,072	52,072	52,072	52,072
Rentals		2,400	2,400	2,400	2,400	2,400	2,400
Supplies		4,750	4,676	4,750	4,750	4,750	4,750
Utilities		1,644	1,644	1,284	1,284	1,284	1,284
Total		457,910	448,127	491,047	491,047	491,047	491,047
Summary by Division							
Economic Development	(19-20)	429,388	419,956	462,525	462,525	462,525	462,525
Portland Development Corporation	(19-22)	28,522	28,171	28,522	28,522	28,522	28,522
Total		457,910	448,127	491,047	491,047	491,047	491,047
Less Revenues		(205,574)	(191,006)	(218,601)	(218,601)	(218,601)	(218,601)
Net Department Total		252,336	257,121	272,446	272,446	272,446	272,446

Economic Development

The division of Economic Development is comprised of the Director, Waterfront Coordinator, Business Development Representative, and the Senior Executive Assistant. The Department strives to facilitate a strong and diversified tax base, an active and revitalized city, a vital waterfront, and employment opportunities. The Department also endeavors to keep the lines of communication open so that economic development issues are addressed in a timely, thorough, and proactive manner.

In addition, this division includes the Creative Portland Corporation (CPC) staff of 1.8 full-time equivalents; CPC is a nonprofit organization which supports the City of Portland's economic development efforts, which enhances and creates business in the creative economy, arts district development, and employment opportunities.

The CPC positions are funded 100% through the Downtown Transit Oriented Development Tax Increment Financing District; the Waterfront Coordinator position is 100% funded through revenue from the Waterfront Tax Increment Financing District.

Division Summary

Department: Economic Development	Division: Economic Development				Account: 100-19-20	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	400,969	391,710	418,971	418,971	418,971	418,971
Administrative Services	6,200	6,565	6,695	6,695	6,695	6,695
Contractual Services	14,175	13,675	29,175	29,175	29,175	29,175
Rentals	2,400	2,400	2,400	2,400	2,400	2,400
Supplies	4,000	3,962	4,000	4,000	4,000	4,000
Utilities	1,644	1,644	1,284	1,284	1,284	1,284
Total	429,388	419,956	462,525	462,525	462,525	462,525
Less Revenues	(177,052)	(162,835)	(190,079)	(190,079)	(190,079)	(190,079)
Net Division Total	252,336	257,121	272,446	272,446	272,446	272,446

Personnel Services Detail

Department: Department of Economic Development

Division: Economic Development

Account: 100-19-20

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Economic Development Director	100		1	111,881	1	117,311	1	117,311	1	117,311	1	117,311
Waterfront Coordinator		100	1	82,662	1	85,293	1	85,293	1	85,293	1	85,293
Business Development Rep	100		1	67,091	1	69,973	1	69,973	1	69,973	1	69,973
Senior Executive Assistant	100		1	52,455	1	53,508	1	53,508	1	53,508	1	53,508
Exec Dir/Creative Ptld (Contract)		100	1	60,000	1	66,008	1	66,008	1	66,008	1	66,008
Program Assistant (Contract)		100	0.8	26,880	0.8	26,878	0.8	26,878	0.8	26,878	0.8	26,878
Gross Personnel Services			5.8	400,969	5.8	418,971	5.8	418,971	5.8	418,971	5.8	418,971

Portland Development Corporation

The Portland Development Corporation (PDC) is a quasi-municipal non-profit corporation created in December 1990 by the City Council. The Division specializes in providing specific programs which will assist in the recruitment and development of new and existing business and industry within the city.

The Portland Development Corporation budget is fully funded by the interest income from its business loan programs; the PDC relies on this income from its business loan program to cover its operating expenses. Expenses are offset 100% by program revenue.

Division Summary

Department: Economic Development **Division:** Portland Development Corporation **Account:** 100-19-22

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Administrative Services	4,875	4,573	4,875	4,875	4,875	4,875
Contractual Services	22,897	22,884	22,897	22,897	22,897	22,897
Supplies	750	714	750	750	750	750
Total	28,522	28,171	28,522	28,522	28,522	28,522
Less Revenues	(28,522)	(28,171)	(28,522)	(28,522)	(28,522)	(28,522)
Net Division Total	0	0	0	0	0	0

Police Department

The Police Department is comprised of six divisions: Administration, Jetport Security, Uniform Operations Group, Bureau of Investigative Services, Operations Support Services, and Dispatch Services.

Following a strategic plan created in 2010, the Police Department mission focuses on three distinct areas: Service Excellence, Community Engagement, and Resource Maximization. Every decision, plan, and contact made places emphasis on these three areas. All members of the Portland Police Department reference the core values of Leadership, Integrity, and Service when interacting with the public.

The Police Department's expense increase of \$825,752, or 5.3%, is primarily due to increases in payroll expenses. This budget includes the addition of five new positions which incorporates three new Community Policing positions, a Substance Abuse Disorder Project position, and a new Telecommunications Supervisor due to a retirement of a South Portland staff position, related to the on-going consolidation with South Portland in the Portland Regional Communications Center (Dispatch Services).

Revenues for the department increased \$104,742, or 3.9%.

Department Summary

Department: Police Department

Account: 100-21

		FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown							
Payroll		14,717,069	14,497,921	15,559,497	15,560,481	15,560,481	15,560,481
Benefits		181,455	199,242	195,350	195,350	195,350	195,350
Administrative Services		122,164	119,852	123,133	123,133	123,133	123,133
Contractual Services		155,463	155,844	165,327	200,327	200,327	200,327
Maintenance and Repairs		217,414	216,311	143,663	143,663	143,663	143,663
Rentals		23,968	10,954	20,519	20,519	20,519	20,519
Supplies		205,472	200,040	217,532	206,472	206,472	206,472
Minor Capital Items		15,000	15,000	15,000	15,000	15,000	15,000
Utilities		24,552	21,342	23,364	23,364	23,364	23,364
Total		15,662,557	15,436,506	16,463,385	16,488,309	16,488,309	16,488,309
Summary by Division							
Police Administration	(21-01)	1,028,807	1,016,452	1,075,847	1,075,847	1,075,847	1,075,847
Jetport Security	(21-04)	530,628	529,917	558,351	558,351	558,351	558,351
Uniformed Operations Group	(21-21)	9,284,173	9,208,315	9,857,391	9,925,829	9,925,829	9,925,829
Bureau of Investigative Services	(21-24)	1,757,081	1,724,601	1,845,493	1,845,493	1,845,493	1,845,493
Operation Support Services	(21-28)	800,969	782,205	849,498	849,498	849,498	849,498
Dispatch Services	(21-31)	2,260,899	2,175,016	2,276,805	2,233,291	2,233,291	2,233,291
Total		15,662,557	15,436,506	16,463,385	16,488,309	16,488,309	16,488,309
Less Revenues		(2,701,929)	(2,774,258)	(2,789,874)	(2,806,671)	(2,806,671)	(2,806,671)
Net Department Total		12,960,628	12,662,248	13,673,511	13,681,638	13,681,638	13,681,638

Police Administration

It is the responsibility of the Chief of Police to create policy and make resource management decisions for the Police Department's resources. The Administrative staff provides support in the areas of legal assistance, fiscal management, internal standards, human resources, and the investigation of complaints filed against police officers.

Expenditures in this division have increased \$47,040, or 4.6%, primarily due to increases in payroll expenses. Revenues have increased \$9,880, or 7.4%, primarily due to administrative payroll cost reimbursement.

Division Summary

Department: Police Department	Division: Police Administration				Account: 100-21-01	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	1,011,292	998,954	1,056,925	1,056,925	1,056,925	1,056,925
Benefits	2,000	1,970	2,500	2,500	2,500	2,500
Administrative Services	8,795	8,317	8,820	8,820	8,820	8,820
Maintenance and Repairs	200	558	200	200	200	200
Rentals	1,480	1,523	2,278	2,278	2,278	2,278
Supplies	1,800	1,875	1,800	1,800	1,800	1,800
Utilities	3,240	3,255	3,324	3,324	3,324	3,324
Total	1,028,807	1,016,452	1,075,847	1,075,847	1,075,847	1,075,847
Less Revenues	(132,980)	(137,758)	(138,478)	(142,860)	(142,860)	(142,860)
Net Division Total	895,827	878,694	937,369	932,987	932,987	932,987

Personnel Services Detail

Department: Police

Division: Police Administration

Account: 100-21-01

Position	Funding			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Police Chief	100			1	116,493	1	118,814	1	118,814	1	118,814	1	118,814
Asst Police Chief	100			1	101,186	1	103,214	1	103,214	1	103,214	1	103,214
Police Commander	100			1	103,131	1	105,198	1	105,198	1	105,198	1	105,198
Police Legal Advisor	100			1	93,790	1	95,658	1	95,658	1	95,658	1	95,658
Police Lieutenant	100			1	80,110	1	84,687	1	84,687	1	84,687	1	84,687
Police Sergeant	100			1	69,769	1	73,852	1	73,852	1	73,852	1	73,852
Police Planning/Research Coord	100			1	67,065	1	70,461	1	70,461	1	70,461	1	70,461
Crime Analyst	100			1	47,767	1	54,403	1	54,403	1	54,403	1	54,403
Principal Financial Officer	100			1	67,545	1	70,248	1	70,248	1	70,248	1	70,248
Principal Admin Officer II	100			1	73,628	1	77,099	1	77,099	1	77,099	1	77,099
Senior Admin Officer	100			1	57,013	1	58,790	1	58,790	1	58,790	1	58,790
Administrative Officer	100			1	45,494	1	48,615	1	48,615	1	48,615	1	48,615
Executive Assistant	100			1	43,243	1	45,421	1	45,421	1	45,421	1	45,421
Office Assistant	100			1	38,454	1	42,354	1	42,354	1	42,354	1	42,354
Holiday Payments	100				3,504		3,411		3,411		3,411		3,411
Overtime	100				3,100		4,700		4,700		4,700		4,700
Gross Personnel Services				14.0	1,011,292	14.0	1,056,925	14.0	1,056,925	14.0	1,056,925	14.0	1,056,925

Jetport Security

The Sergeant assigned to the Jetport Security division serves as a direct liaison between the Police Department and the Jetport staff and Administration.

Officers assigned to the Jetport perform duties as follows: monitor security checkpoint during arrivals and departures, actively patrol the interior of the Jetport terminal, regulate activities of taxi operators utilizing the Jetport, assist in parking enforcement at the terminal, monitor activities at the baggage claim area, perform security checks of secured areas of the complex, make patrol sweeps of the parking areas including the garage, respond to all requests for police or emergency services originating at the Jetport, and process reports accordingly.

Expenditures in this division have increased \$27,723, or 5.2%, primarily due to increases in payroll and benefits. The cost for this division is entirely offset by revenues received by the Jetport.

Division Summary

Department: Police Department	Division: Jetport Security				Account: 100-21-04	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	517,253	517,318	535,816	535,816	535,816	535,816
Benefits	6,955	6,912	16,175	16,175	16,175	16,175
Administrative Services	3,450	3,450	3,450	3,450	3,450	3,450
Maintenance and Repairs	250	250	250	250	250	250
Rentals	420	296	360	360	360	360
Supplies	2,300	1,691	2,300	2,300	2,300	2,300
Total	530,628	529,917	558,351	558,351	558,351	558,351
Less Revenues	(530,628)	(529,917)	(558,351)	(558,351)	(558,351)	(558,351)
Net Division Total	0	0	0	0	0	0

Personnel Services Detail

Department: Police

Division: Jetport Security

Account: 100-21-04

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Police Sergeant	100			1	70,808	1	74,892	1	74,892	1	74,892	74,892
Police Officer	100			4	234,219	4	248,522	4	248,522	4	248,522	248,522
Holiday Payments	100				12,226		12,402		12,402		12,402	12,402
Overtime	100				200,000		200,000		200,000		200,000	200,000
Gross Personnel Services				5.0	517,253	5.0	535,816	5.0	535,816	5.0	535,816	535,816

Uniformed Operations Group

A Commander heads the Uniformed Operations Group. The primary duty of this group is the protection of lives and property. This is accomplished through continuous patrol directed at the repression of crime and the apprehension of violators. The group consists of three patrol teams broken out into twelve squads. This unique deployment structure allows the department to assign a proportionate number of patrol officers to the high and low demand hours of the day and days of the week. It also promotes teamwork and cohesive organizational commitment within the small units. Each team is responsible for conducting routine patrol services such as responding to calls for service, traffic enforcement, building security and maintenance of public order. Directed patrol officers work closely with Community Policing Officers in each sector of the City to enhance crime prevention and streamline problem solving.

Community Policing Officers are assigned to six neighborhood sectors and the Youth Services program. These officers work closely with Portland residents, local businesses and their fellow officers to enhance problem solving. In addition to answering calls for police service, these officers attend meetings, collaborate with fellow officers, and work with the Community Policing Coordinators to facilitate efforts in their geographically assigned areas. Portland has five neighborhood-based community policing centers located in the Parkside, Bayside, East Bayside, West End, and Munjoy Hill neighborhoods. Community Policing also serves properties owned and managed by the Portland Housing Authority. To more effectively serve the City's residences, the FY18 budget includes Community Policing personnel additions comprising of one new Police Sergeant and two new Patrol Officers.

The Uniformed Operations Group also contains a Traffic Unit responsible for traffic-related services and an Island Unit responsible for providing public safety services to residents of Peaks Island.

Expenditures in this division have increased \$641,656, or 6.9%, largely due to increases in payroll expenses which includes the three new Community Policing positions, as well as a new Substance Abuse Disorder Project position. The contractual increase is mostly attributed to the transfer of graffiti removal services from Public Works in-house staff to a contractual service. Revenues have increased \$14,984, or 1.5%, primarily due to payroll reimbursements.

Division Summary

Department: Police Department	Division: Uniformed Operations Group				Account: 100-21-21	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	8,834,640	8,748,667	9,363,702	9,408,200	9,408,200	9,408,200
Benefits	127,750	147,235	129,225	129,225	129,225	129,225
Administrative Services	16,385	16,351	17,061	17,061	17,061	17,061
Contractual Services	134,713	135,325	142,577	177,577	177,577	177,577
Maintenance and Repairs	57,365	58,586	76,838	76,838	76,838	76,838
Rentals	12,488	3,010	6,998	6,998	6,998	6,998
Supplies	91,940	92,115	113,250	102,190	102,190	102,190
Utilities	8,892	7,026	7,740	7,740	7,740	7,740
Total	9,284,173	9,208,315	9,857,391	9,925,829	9,925,829	9,925,829
Less Revenues	(999,420)	(987,175)	(1,014,404)	(1,014,404)	(1,014,404)	(1,014,404)
Net Division Total	8,284,753	8,221,140	8,842,987	8,911,425	8,911,425	8,911,425

Personnel Services Detail

Department: Police

Division: Uniformed Operations Group

Account: 100-21-21

Position	Funding			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Police Major	100			1	92,021	1	92,957	1	92,957	1	92,957	1	92,957
Police Lieutenant	100			8	628,716	8	657,431	8	657,431	8	657,431	8	657,431
(1) Police Sergeant	100			15	1,040,477	16	1,160,186	16	1,160,186	16	1,160,186	16	1,160,186
(2) Police Officer	100			100	5,330,566	101	5,633,542	102	5,678,040	102	5,678,040	102	5,678,040
Community Services Coord	34	48	18	6	312,477	6	312,387	6	312,387	6	312,387	6	312,387
(3) Behavioral Health Coordinator	100			0	0	1	68,036	1	68,036	1	68,036	1	68,036
(4) Mental Health Coordinator	100			1	64,760	0	0	0	0	0	0	0	0
(5) Substance Abuse Disorder-Proj		100		0	0	1	49,868	1	49,868	1	49,868	1	49,868
Ordinance Enforcement Officer	100			1	32,702	1	34,529	1	34,529	1	34,529	1	34,529
Animal Control Officer	100			1	42,666	1	34,730	1	34,730	1	34,730	1	34,730
Neighborhood Prosecutor	100			1	90,319	1	93,591	1	93,591	1	93,591	1	93,591
(6) Administrative Associate	100			0	0	1	45,962	1	45,962	1	45,962	1	45,962
(7) Office Assistant	100			1	42,179	0	0	0	0	0	0	0	0
Admin Assistant (CEBA)	100			2	80,831	2	81,627	2	81,627	2	81,627	2	81,627
Outside Jobs	8		92		398,250		415,250		415,250		415,250		415,250
Holiday Payments	100				191,647		195,511		195,511		195,511		195,511
Constables	100				6,760		6,760		6,760		6,760		6,760
Police Summer Cadets (Temp)	9		91		35,269		34,560		34,560		34,560		34,560
Overtime	100				445,000		446,775		446,775		446,775		446,775
Gross Personnel Services				137.0	8,834,640	140.0	9,363,702	141.0	9,408,200	141.0	9,408,200	141.0	9,408,200

Notes:

- (1) 1 New Position Approved (Community Policing) in FY18
- (2) 2 New Positions Approved (Community Policing) in FY18
- (3) 1 Title Change from Mental Health Coord during FY17
- (4) (1) Title Change to Behavioral Health Coord during FY17
- (5) 1 New Position Approved during FY16
- (6) 1 Position Reclassed from Office Asst during FY17
- (7) (1) Position Reclassed to Administrative Associate during FY17

Bureau of Investigative Services

The Bureau of Investigative Services is commanded by the Assistant Chief and is comprised of the following sections: crimes against persons, crimes against property, and narcotics investigations. The division is responsible for the thorough investigation of criminal incidents referred from the rest of the department. The division also provides supervision of the Court Officer, Criminal Process Services, and both the Victim Advocacy and Human Trafficking program.

Expenditures in this division have increased \$88,412, or 5.0%, due to increases in payroll expenses. Revenues received include funding from the Maine Drug Enforcement Agency (MDEA) and the Police Victim Witness Advocate grant for salary reimbursement. FY18 revenues reflect an increase of \$33,375, or 20.1%.

Division Summary

Department: Police Department	Division: Bureau of Investigative Services				Account: 100-21-24	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	1,709,096	1,677,197	1,796,401	1,796,401	1,796,401	1,796,401
Benefits	25,350	25,332	25,350	25,350	25,350	25,350
Administrative Services	1,635	1,625	1,585	1,585	1,585	1,585
Contractual Services	5,500	5,405	5,500	5,500	5,500	5,500
Maintenance and Repairs	2,000	1,976	2,000	2,000	2,000	2,000
Rentals	1,900	1,645	2,517	2,517	2,517	2,517
Supplies	9,200	9,130	9,200	9,200	9,200	9,200
Utilities	2,400	2,291	2,940	2,940	2,940	2,940
Total	1,757,081	1,724,601	1,845,493	1,845,493	1,845,493	1,845,493
Less Revenues	(166,202)	(246,202)	(199,577)	(199,577)	(199,577)	(199,577)
Net Division Total	1,590,879	1,478,399	1,645,916	1,645,916	1,645,916	1,645,916

Personnel Services Detail

Department: Police

Division: Bureau of Investigative Services

Account: 100-21-24

Position	Funding			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Police Lieutenant	100			1	84,041	1	85,963	1	85,963	1	85,963	1	85,963
Police Sergeant	68	32		3	207,659	3	224,572	3	224,572	3	224,572	3	224,572
Police Detective	100			18	1,093,344	18	1,146,897	18	1,146,897	18	1,146,897	18	1,146,897
Police Detective (Contract)		100		1	79,435	1	91,271	1	91,271	1	91,271	1	91,271
Court Officer	100			1	57,814	1	61,951	1	61,951	1	61,951	1	61,951
Police Victim/Witness Advoc	1	99		0.3	14,663	0.3	13,811	0.3	13,811	0.3	13,811	0.3	13,811
Office Assistant	100			1	40,716	1	41,535	1	41,535	1	41,535	1	41,535
Process Server	100			1	39,429	1	40,209	1	40,209	1	40,209	1	40,209
Holiday Payments	100				43,995		42,192		42,192		42,192		42,192
Overtime	100				48,000		48,000		48,000		48,000		48,000
Gross Personnel Services				26.3	1,709,096	26.3	1,796,401	26.3	1,796,401	26.3	1,796,401	26.3	1,796,401

Operation Support Services

The Operations Support Services Division is commanded by the Assistant Chief and is comprised of the following sections: computer crimes, forensics, property, training, and records. Included in the budget are minor costs associated with the Regional Forensic Crime Laboratory.

Expenditures in this division have increased \$48,529, or 6.1%, primarily due to increases in payroll and maintenance & repair line expenses. Revenues have increased minimally by \$1,035, or 2.2%.

Division Summary

Department: Police Department **Division:** Operation Support Services **Account:** 100-21-28

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	587,552	573,028	612,059	612,059	612,059	612,059
Benefits	6,000	5,981	6,000	6,000	6,000	6,000
Administrative Services	80,485	80,126	82,050	82,050	82,050	82,050
Contractual Services	13,000	12,864	15,000	15,000	15,000	15,000
Maintenance and Repairs	25,450	25,359	45,175	45,175	45,175	45,175
Rentals	7,080	4,098	7,872	7,872	7,872	7,872
Supplies	80,982	80,265	80,982	80,982	80,982	80,982
Utilities	420	484	360	360	360	360
Total	800,969	782,205	849,498	849,498	849,498	849,498
Less Revenues	(46,526)	(47,033)	(47,561)	(47,561)	(47,561)	(47,561)
Net Division Total	754,443	735,172	801,937	801,937	801,937	801,937

Personnel Services Detail

Department: Police

Division: Operations Support Services

Account: 100-21-28

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Police Sergeant	100		1	70,018	1	74,350	1	74,350	1	74,350	1	74,350
Police Detective	100		5	299,525	5	317,419	5	317,419	5	317,419	5	317,419
Property & Evidence Coord	100		1	59,651	1	60,840	1	60,840	1	60,840	1	60,840
Training & Operations Coord	100		1	54,152	1	55,244	1	55,244	1	55,244	1	55,244
Public Service Clerk	100		2	75,173	2	76,752	2	76,752	2	76,752	2	76,752
Holiday Payments				12,033		10,454		10,454		10,454		10,454
Overtime				17,000		17,000		17,000		17,000		17,000
Gross Personnel Services			10.0	587,552	10.0	612,059	10.0	612,059	10.0	612,059	10.0	612,059

Dispatch Services

The Portland Regional Communications Center (PRCC) comprises Dispatch Services and is supervised by the Emergency Communications Director. Serving Cape Elizabeth, South Portland and the City of Portland, the PRCC is responsible for receiving telephone requests for all emergency services and dispatching appropriate police, fire, and emergency medical services resources. The 2011 regional consolidation allowed all three communities to maximize their resources while emphasizing a commitment to service excellence.

Expenditures in this division have decreased \$27,608, or 1.2%, primarily from the budget reduction of a maintenance agreement included in the FY17 capitalized purchase of a new communication system. This cost savings is offset by the on-going transition / merger of personnel resulting from the consolidation with South Portland, which includes the addition of a new Telecommunications Supervisor. Revenues have increased \$17,745 or 2.1%, due to the regional cost-sharing agreement.

Division Summary

Department: Police Department **Division:** Dispatch Services **Account:** 100-21-31

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	2,057,236	1,982,757	2,194,594	2,151,080	2,151,080	2,151,080
Benefits	13,400	11,812	16,100	16,100	16,100	16,100
Administrative Services	11,414	9,983	10,167	10,167	10,167	10,167
Contractual Services	2,250	2,250	2,250	2,250	2,250	2,250
Maintenance and Repairs	132,149	129,582	19,200	19,200	19,200	19,200
Rentals	600	382	494	494	494	494
Supplies	19,250	14,964	10,000	10,000	10,000	10,000
Minor Capital Items	15,000	15,000	15,000	15,000	15,000	15,000
Utilities	9,600	8,286	9,000	9,000	9,000	9,000
Total	2,260,899	2,175,016	2,276,805	2,233,291	2,233,291	2,233,291
Less Revenues	(826,173)	(826,173)	(831,503)	(843,918)	(843,918)	(843,918)
Net Division Total	1,434,726	1,348,843	1,445,302	1,389,373	1,389,373	1,389,373

Personnel Services Detail

Department: Police

Division: Dispatch Services

Account: 100-21-31

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Emergency Communications Dir	100		1	77,327	1	81,233	1	81,233	1	81,233	1	81,233
Radio System Specialist	100		1	55,702	1	56,763	1	56,763	1	56,763	1	56,763
(1) Telecommunications Supervisor	100		4	220,059	5	282,046	5	282,046	5	282,046	5	282,046
Telecommunicator	100		29	1,363,113	30	1,413,379	29	1,369,865	29	1,369,865	29	1,369,865
Holiday Payments	100			10,035		18,323		18,323		18,323		18,323
Temporary Help	100		0	0		22,950		22,950		22,950		22,950
Overtime	100			331,000		319,900		319,900		319,900		319,900
Gross Personnel Services			35.0	2,057,236	37.0	2,194,594	36.0	2,151,080	36.0	2,151,080	36.0	2,151,080

Notes:

(1) 1 New Position Approved during FY17

Fire Department

The Fire Department consists of five divisions: Administration, Code Enforcement and Community Services, Field Operations, Jetport Air Rescue, and Operations Support Services. The Fire Chief oversees the operation of these divisions.

The Fire Department's overall expenditure increase is \$382,917, or 2.3%. Payroll accounts for 97% of this increase, or \$372,155, which includes the cost-of-living increases for 229.2 full-time employees. Other line changes include a decrease in contracted services for the FY17 assessment of the fire department stations located around the city.

The revenue increase of \$35,335, or 0.8%, is mainly attributed to the Air Rescue Station FY18 operational costs; the division's expenses are fully reimbursed by the Jetport Enterprise Fund.

Department Summary

Department: Fire Department

Account: 100-22

		FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown							
Payroll		14,719,938	14,823,766	15,356,581	15,092,093	15,092,093	15,092,093
Benefits		228,720	246,169	251,875	241,875	241,875	241,875
Administrative Services		161,993	162,072	187,748	186,648	186,648	186,648
Contractual Services		299,923	300,937	215,667	214,067	214,067	214,067
Maintenance and Repairs		293,390	293,315	334,890	329,890	329,890	329,890
Rentals		414,859	414,858	385,251	385,251	385,251	385,251
Supplies		516,123	515,747	583,910	559,910	559,910	559,910
Utilities		228,033	226,501	236,522	236,162	236,162	236,162
Total		16,862,979	16,983,365	17,552,444	17,245,896	17,245,896	17,245,896
Summary by Division							
Fire Administration	(22-01)	622,966	623,981	652,263	604,786	604,786	604,786
Code Enforce & Community Svcs	(22-02)	245,110	245,110	262,343	247,879	247,879	247,879
Field Operations	(22-03)	14,129,247	14,141,131	14,840,818	14,657,948	14,657,948	14,657,948
Air Rescue Station	(22-04)	885,878	989,080	963,251	963,251	963,251	963,251
Operation Support Services	(22-07)	979,778	984,063	833,769	772,032	772,032	772,032
Total		16,862,979	16,983,365	17,552,444	17,245,896	17,245,896	17,245,896
Less Revenues		(4,372,298)	(4,449,531)	(4,445,041)	(4,407,633)	(4,407,633)	(4,407,633)
Net Department Total		12,490,681	12,533,834	13,107,403	12,838,263	12,838,263	12,838,263

Fire Administration

The Administration Division is responsible for the planning, organization, and day-to-day operations of all fire suppression, emergent medical care, fire prevention, disaster preparations, and terrorism responses within Portland. The policies and procedures that guide the department in carrying out its mission are established by the Fire Chief.

This division also administers the human resources activities for the department including hiring, worker compensation claims, benefits, wellness, risk management, and payroll. The division has instituted a Peer Support Team, using the Police Department model, to deliver support and services to members facing crisis; this endeavor has positively impacted leave associated with Critical Incident Stress cases.

The Fire Administration budget decreased by \$18,180, or 2.9%, due in large part to the conclusion of department's Emergency Management Administrator position in September of FY18. The grant funds associated with this position reduced the division's net revenues by \$31,684 or 24.0%.

Division Summary

Department: Fire Department **Division:** Fire Administration **Account:** 100-22-01

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	547,151	547,151	564,772	523,995	523,995	523,995
Benefits	2,000	2,000	2,100	2,100	2,100	2,100
Administrative Services	17,333	17,333	23,033	21,933	21,933	21,933
Contractual Services	8,800	9,815	8,800	7,200	7,200	7,200
Rentals	2,160	2,160	2,160	2,160	2,160	2,160
Supplies	43,000	43,000	49,500	45,500	45,500	45,500
Utilities	2,522	2,522	1,898	1,898	1,898	1,898
Total	622,966	623,981	652,263	604,786	604,786	604,786
Less Revenues	(131,770)	(132,217)	(137,494)	(100,086)	(100,086)	(100,086)
Net Division Total	491,196	491,764	514,769	504,700	504,700	504,700

Personnel Services Detail

Department: Fire

Division: Fire Administration

Account: 100-22-01

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Fire Chief	100		1	116,493	1	118,814	1	118,814	1	118,814	1	118,814
Asst Fire Chief	100		2	194,567	2	203,975	2	203,975	2	203,975	2	203,975
(1) Emergency Mgmt Administrator	100		0.6	51,380	0.6	50,369	0.2	12,592	0.2	12,592	0.2	12,592
Principal Financial Officer	100		1	54,495	1	56,188	1	56,188	1	56,188	1	56,188
(2) Senior Admin Officer	100		0	0	1	47,949	1	47,949	1	47,949	1	47,949
(3) Executive Assistant	100		1	42,041	0	0	0	0	0	0	0	0
Accountant	100		1	40,248	1	41,513	1	41,513	1	41,513	1	41,513
Administrative Assistant (NU)	100		1	36,927	1	34,964	1	34,964	1	34,964	1	34,964
Temporary Help	100			8,000		8,000		8,000		8,000		8,000
Overtime	100			3,000		3,000		0		0		0
Gross Personnel Services			7.6	547,151	7.6	564,772	7.2	523,995	7.2	523,995	7.2	523,995

Notes:

- (1) (.4) Position Eliminated in FY18 (Grant Funding Expires Sept 2017)
- (2) 1 Position Reclassed from Executive Assistant during FY17
- (3) (1) Position Reclassed to Senior Admin Officer during FY17

Code Enforcement & Community Services

The division of Code Enforcement and Community Services is responsible for the review of all building permits for renovation or new construction for structures that house three or more units, and the review of all commercial buildings. Additionally, the division reviews site plans, building permits, sprinkler system permits, fire alarm system permits, as well as the installation of above ground & underground storage tanks and liquefied petroleum gas tanks.

The division administers the Fire Prevention Code, N.F.P.A 101 Life Safety Code, the State laws of the Fire Service and the National Fire Codes, food and liquor code requirements, and fuel inspections. Codes are updated throughout the year and educational seminars are conducted. This division also provides the management oversight of company level inspections of residential and commercial properties totaling over 5,000 a year.

Code Enforcement and Community Services also comprises the public information, education and community outreach initiatives, which includes the Portland High School Program, public education materials, and public information of current events affecting the citizens of Portland.

The Code Enforcement and Community Services division's budget increased minimally by \$2,769, or 1.1%. Revenues increased \$646 or 3.8%.

Division Summary

Department: Fire Department	Division: Code Enforcement & Community Services				Account: 100-22-02	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	215,985	215,985	226,615	213,511	213,511	213,511
Administrative Services	21,885	21,885	26,760	26,760	26,760	26,760
Contractual Services	520	520	520	520	520	520
Supplies	5,400	5,400	5,400	4,400	4,400	4,400
Utilities	1,320	1,320	3,048	2,688	2,688	2,688
Total	245,110	245,110	262,343	247,879	247,879	247,879
Less Revenues	(17,000)	(17,000)	(17,646)	(17,646)	(17,646)	(17,646)
Net Division Total	228,110	228,110	244,697	230,233	230,233	230,233

Personnel Services Detail

Department: Fire

Division: Code Enforcement & Community Services

Account: 100-22-02

Position	Funding Source			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Fire Captain/EMT	100			1	67,418	2	135,978	2	135,978	2	135,978	2	135,978
(2) Fire Lieutenant/EMT	100			1	65,095	0	0	0	0	0	0	0	0
Fire Alarm Specialist	100			1	56,472	1	57,533	1	57,533	1	57,533	1	57,533
Temporary Help	100				0		5,554		0		0		0
Overtime	100				27,000		27,550		20,000		20,000		20,000
Gross Personnel Services				3.0	215,985	3.0	226,615	3.0	213,511	3.0	213,511	3.0	213,511

Notes:

- (1) 1.Position Replaced Fire Lt/EMT during FY17
- (2) (1) Position Replaced w/ Fire Captain/EMT during FY17

Field Operations

The Field Operations Division is responsible for providing emergency services including fire suppression, emergency medical care and transport, hazardous materials response, technical rescue response and any possible public emergency. The division supports fire and life safety programs through routine field safety inspections.

The Field Operations division is responsible for the development of skill sets for the entire department. Training evolutions are conducted daily to ensure proficiency in the delivery of Emergency Medicine and Firefighting services. Responsibilities include ensuring compliance with state mandated EMS requirements which involves overseeing the medical licenses of over 200 personnel. Field EMS Operations provides advanced life support to the City's residents, and the working and visiting population of Portland. Services range from basic patient assessments and CPR, to sophisticated advanced life support intervention, such as advanced airway management and complex drug therapies. The unit provides in-service training for all fire department members as well.

Field Operations provides emergency services for the waterfront area, islands, and all marine craft associated with Portland Harbor and Casco Bay, including emergency medical transportation for the island residents, as well as training for the islands' volunteer call forces. The crew conducts fire prevention inspections of waterfront facilities and harbor patrols when threat conditions warrant. Additionally, this division provides fire protection for citizens of the Casco Bay Islands associated with the City of Portland, primarily Peaks Island, Cliff Island, Cushing Island, House Island, and Great and Little Diamond Islands. This division provides continuous seamanship and pilot training to assure competent boat handling for the navigation of the Portland Harbor and Casco Bay waters, as mandated by Fire Department operations.

The Field Operations Division expenditure increase is \$528,701, or 3.7%. Payroll, which increased by \$470,041, represents 89% of this division's total increase. The increase incorporates one new Lieutenant/Paramedic position and one Lieutenant/ Paramedic position transferred from the Operation Support Services division, as well as the step increases and cost-of living (COLA) increases for the division's 209 full-time employees.

The revenue decrease of \$11,000, or 0.3%, is due to a decrease in the reimbursement from the Jetport enterprise fund for Medcu emergency responses.

Division Summary

Department: Fire Department	Division: Field Operations				Account: 100-22-03	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	13,136,297	13,136,296	13,755,208	13,606,338	13,606,338	13,606,338
Benefits	217,345	228,621	237,500	227,500	227,500	227,500
Administrative Services	80,900	80,979	90,800	90,800	90,800	90,800
Contractual Services	184,300	184,299	183,894	183,894	183,894	183,894
Maintenance and Repairs	101,000	101,000	117,500	112,500	112,500	112,500
Rentals	3,432	3,432	3,432	3,432	3,432	3,432
Supplies	380,413	380,895	426,300	407,300	407,300	407,300
Utilities	25,560	25,609	26,184	26,184	26,184	26,184
Total	14,129,247	14,141,131	14,840,818	14,657,948	14,657,948	14,657,948
Less Revenues	(3,245,100)	(3,218,684)	(3,234,100)	(3,234,100)	(3,234,100)	(3,234,100)
Net Division Total	10,884,147	10,922,447	11,606,718	11,423,848	11,423,848	11,423,848

Personnel Services Detail

Department: Fire

Division: Field Operations

Account: 100-22-03

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Deputy Fire Chief	100		4	346,246	4	387,088	4	387,088	4	387,088	4	387,088
Fire Captain/EMT	100		14	992,043	14	1,018,127	14	1,018,127	14	1,018,127	14	1,018,127
(1) Fire Lieutenant/EMT	100		41	2,650,797	44	2,923,895	43	2,858,567	43	2,858,567	43	2,858,567
(2) Firefighter/EMT	100		146	7,955,427	146	8,096,857	144	8,013,315	144	8,013,315	144	8,013,315
(3) Firefighter	100		2	116,299	4	232,246	4	232,246	4	232,246	4	232,246
Overtime	100			1,075,485		1,096,995		1,096,995		1,096,995		1,096,995
Gross Personnel Services			207.0	13,136,297	212.0	13,755,208	209.0	13,606,338	209.0	13,606,338	209.0	13,606,338

Notes:

- (1) 1 New Position Approved in FY18 & 1 Tfr'd from Op Support Svcs (100-2207) in FY18
- (2) (2) Positions Replaced w/ FF during FY17
- (3) 2 Positions Replaced FF/EMT during FY17

Air Rescue Station

The Jetport Air Rescue Station Division provides aircraft rescue and firefighting for the City's airport. Efforts are also placed on fire prevention measures and fire safety at the aircraft loading areas. The Air Rescue Station performance is measured according to Federal Aviation Administration standards for aircraft safety performance. Firefighting abilities are measured in accordance with N.F.P.A. 1003 Professional Qualification Standards.

The Air Rescue Station expenditure and revenue increase of \$77,373, or 8.7%, is primarily attributed to payroll increases.

The Air Rescue service expense is fully reimbursed through inter-fund charges to the Jetport's Enterprise Fund.

Division Summary

Department: Fire Department	Division: Air Rescue Station				Account: 100-22-04	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	693,706	797,166	748,249	748,249	748,249	748,249
Benefits	9,375	9,375	12,275	12,275	12,275	12,275
Administrative Services	40,000	40,000	46,080	46,080	46,080	46,080
Contractual Services	2,303	2,303	4,453	4,453	4,453	4,453
Maintenance and Repairs	96,975	96,975	96,975	96,975	96,975	96,975
Supplies	27,510	27,252	39,210	39,210	39,210	39,210
Utilities	16,009	16,009	16,009	16,009	16,009	16,009
Total	885,878	989,080	963,251	963,251	963,251	963,251
Less Revenues	(885,878)	(989,080)	(963,251)	(963,251)	(963,251)	(963,251)
Net Division Total	0	0	0	0	0	0

Personnel Services Detail

Department: Fire

Division: Air Rescue Station

Account: 100-22-04

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Deputy Fire Chief	100			1	86,471	1	89,144	1	89,144	1	89,144	89,144
Fire Captain/EMT	100			1	70,931	1	74,469	1	74,469	1	74,469	74,469
Fire Lieutenant/EMT	100			4	258,356	4	259,483	4	259,483	4	259,483	259,483
Firefighter/EMT	100			2	121,396	2	124,327	2	124,327	2	124,327	124,327
Firefighter	100			2	118,552	2	120,826	2	120,826	2	120,826	120,826
Overtime	100				38,000		80,000		80,000		80,000	80,000
Gross Personnel Services				10.0	693,706	10.0	748,249	10.0	748,249	10.0	748,249	748,249

Operation Support Services

The Operations Support Services Division encompasses Hydrants, Building Maintenance and Fire Alarm. The hydrant system is the backbone of the fire suppression efforts of the Fire Department. The department is charged by the Portland Water District to ensure that the 1,620 hydrants in the City are properly maintained for use with high-flow firefighting equipment. Building maintenance provides for the operation of nine of the city's fire stations and the fire museum. The division maintains station heating and plumbing systems and makes necessary building repairs, including preventive maintenance for boilers, emergency generators, and compressors. The fire alarm section maintains the City's fire alarm system and emergent and non-emergent radio systems, and supports the 911 Portland Regional Communication Center's (PRCC) core equipment.

The Operations Support Services expenditure decrease of \$207,746, or 21.2%, is mainly attributed to staff reorganization. An additional decrease stems from the completion of the fire stations' assessment study.

This division's revenue is generated from the Fire Alarm Master Box Connections fees (see City Code Chapter 10, Section 102c).

Division Summary

Department: Fire Department **Division:** Operation Support Services **Account:** 100-22-07

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	126,799	127,168	61,737	0	0	0
Benefits	0	6,173	0	0	0	0
Administrative Services	1,875	1,875	1,075	1,075	1,075	1,075
Contractual Services	104,000	104,000	18,000	18,000	18,000	18,000
Maintenance and Repairs	95,415	95,340	120,415	120,415	120,415	120,415
Rentals	409,267	409,266	379,659	379,659	379,659	379,659
Supplies	59,800	59,200	63,500	63,500	63,500	63,500
Utilities	182,622	181,041	189,383	189,383	189,383	189,383
Total	979,778	984,063	833,769	772,032	772,032	772,032
Less Revenues	(92,550)	(92,550)	(92,550)	(92,550)	(92,550)	(92,550)
Net Division Total	887,228	891,513	741,219	679,482	679,482	679,482

Personnel Services Detail

Department: Fire

Division: Operation Support Services

Account: 100-22-07

Position	Funding Source		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	City Fed Oth		Approved		Submission		Recommendation		Committee		Allowance	
		#	Amount	#	Amount	#	Amount	#	Amount	#	Amount	
(1) Fire Lieutenant/EMT	100	1	66,270	0	0	0	0	0	0	0	0	0
(2) Firefighter/EMT	100	1	60,529	1	61,737	0	0	0	0	0	0	0
Gross Personnel Services		2.0	126,799	1.0	61,737	0.0	0	0.0	0	0.0	0	

Notes:

- (1) (1) Position Transferred to Field Ops (100-2203) in FY18
- (2) (1) Position Eliminated in FY18

Department of Planning & Development

The Department of Planning and Urban Development consists of two sections: Housing and Community Development (including Administration and Rehabilitation) and Planning (including Transportation and Historic Preservation). In addition to the City funded planning programs, this budget includes CDBG expenditures for staff, which is federally reimbursed. These two department sections are accounted for in three divisions within the budget: Administration, Planning, and Housing & Community Development.

A FY18 budgetary reorganization involved the Historic Preservation division merger into the Planning division and departmental staffing restructuring.

The department's expenditure budget has increased by \$357,208, or 22.5%. The expenditure increase includes two new positions, an increase in hours of existing personnel, and annual salary increases. In addition, the contractual services line increased, which incorporates a City-Code Chapter 14 rewrite and impact fee study.

The department's expected revenue increase of \$61,954, or 7.5%, is mainly due to an increase in site plan review income, which is offset by an increase in the architectural and engineering line expenditures.

Department Summary

Department: Department of Planning & Development

Account: 100-24

		FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown							
Payroll		1,384,533	1,397,055	1,586,525	1,566,525	1,566,525	1,566,525
Benefits		250	250	250	250	250	250
Administrative Services		25,995	26,498	39,195	39,195	39,195	39,195
Contractual Services		139,450	166,261	366,900	286,900	286,900	286,900
Maintenance and Repairs		0	0	2,000	2,000	2,000	2,000
Rentals		10,200	8,687	10,200	10,200	10,200	10,200
Supplies		24,000	24,153	36,500	36,500	36,500	36,500
Utilities		2,688	2,638	2,754	2,754	2,754	2,754
Total		1,587,116	1,625,542	2,044,324	1,944,324	1,944,324	1,944,324
Summary by Division							
Planning & Dev. Administration	(24-01)	507,377	508,959	463,028	463,028	463,028	463,028
Planning	(24-04)	803,174	813,726	1,390,368	1,290,368	1,290,368	1,290,368
Housing & Community Development	(24-05)	136,983	156,350	190,928	190,928	190,928	190,928
Historic Preservation	(24-06)	139,582	146,507	0	0	0	0
Total		1,587,116	1,625,542	2,044,324	1,944,324	1,944,324	1,944,324
Less Revenues		(829,331)	(861,199)	(891,285)	(891,285)	(891,285)	(891,285)
Net Department Total		757,785	764,343	1,153,039	1,053,039	1,053,039	1,053,039

Planning & Development Administration

The Administration division oversees all operations of the Department of Planning and Urban Development. A significant portion of the expenditures are salaries that are included on the CDBG side of the budget, including Community Development staff.

Expenditures have decreased \$44,349 or 8.7%, due to the budgetary reorganization of the Transportation Program Manager to the Planning division.

The FY18 revenue in this division reflects HCD salary reimbursement monies. Revenues have decreased \$32,657, or 13.2%, due to a FY17 revenue budgetary correction, as well as the division transfer of the Transportation Program Manager.

Division Summary

Department: Department of Planning & Development **Division:** Planning & Development Administration **Account:** 100-24-01

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	496,763	498,395	452,768	452,768	452,768	452,768
Administrative Services	7,000	7,000	6,700	6,700	6,700	6,700
Contractual Services	250	250	250	250	250	250
Maintenance and Repairs	0	0	1,500	1,500	1,500	1,500
Supplies	2,500	2,500	1,000	1,000	1,000	1,000
Utilities	864	814	810	810	810	810
Total	507,377	508,959	463,028	463,028	463,028	463,028
Less Revenues	(247,613)	(224,834)	(214,956)	(214,956)	(214,956)	(214,956)
Net Division Total	259,764	284,125	248,072	248,072	248,072	248,072

Personnel Services Detail

Department: Department of Planning & Development

Division: Planning & Development Administration

Account: 100-24-01

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Dir of Planning/Development	100		1	113,807	1	118,755	1	118,755	1	118,755	1	118,755
HCD Service Director	100		1	77,614	1	81,540	1	81,540	1	81,540	1	81,540
(1) Transportation Program Manager	85	15	1	72,930	0	0	0	0	0	0	0	0
Principal Admin Officer I	100		1	57,730	1	60,655	1	60,655	1	60,655	1	60,655
Senior Accountant	100		1	59,651	1	60,840	1	60,840	1	60,840	1	60,840
HCD Program Manager	100		1	53,131	1	55,795	1	55,795	1	55,795	1	55,795
Planner	25	75	1	51,688	1	54,327	1	54,327	1	54,327	1	54,327
Administrative Officer	80	20	1	44,527	1	42,946	1	42,946	1	42,946	1	42,946
Less Hsg & Comm Dev Chgs	100			(34,315)		(32,553)		(32,553)		(32,553)		(32,553)
Temporary Help	100			0		6,750		6,750		6,750		6,750
Overtime	100			0		3,713		3,713		3,713		3,713
Gross Personnel Services			8.0	496,763	7.0	452,768	7.0	452,768	7.0	452,768	7.0	452,768

Notes:

(1) (1) Position Transferred to Planning (100-2404) in FY18

Planning

The Planning division provides development review services for site plan, subdivision, historic preservation, DEP site location permits, and rezoning requests. In addition, Planning provides comprehensive and long range planning for the City. Moreover, this year has seen the integration of the transportation and historic preservation programs into Planning. Division services include: the Comprehensive Plan, neighborhood planning and implementation of general and specific master plans, public art, multimodal transportation planning, and historic preservation planning. Planning also manages the Congress Square Park redesign, the Public Art program, and other urban design initiatives.

Planning expenditures have increased by \$487,194, or 60.7%. In addition to the FY18 reorganization / merger of the Historic Preservation program and the Transportation Program Manager with the Planning division, the payroll increases include the addition of a new Senior Planner position, as well as full-time funding for all of the Planner positions. Other division increases include funding for the zoning code rewrite and the impact fee study, and increased monies for reimbursed engineering services.

Likewise, Planning revenues have also increased by \$107,671, or 28.5%, primarily due to the Historic Preservation associated revenues and an increase in application fees, and incorporating a reduction in HCD salary funding.

Division Summary

Department: Department of Planning & Development **Division:** Planning **Account:** 100-24-04

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	631,535	616,617	942,829	922,829	922,829	922,829
Benefits	250	250	250	250	250	250
Administrative Services	14,745	14,745	32,495	32,495	32,495	32,495
Contractual Services	126,100	152,930	366,650	286,650	286,650	286,650
Maintenance and Repairs	0	0	500	500	500	500
Rentals	10,200	8,687	10,200	10,200	10,200	10,200
Supplies	19,000	19,153	35,500	35,500	35,500	35,500
Utilities	1,344	1,344	1,944	1,944	1,944	1,944
Total	803,174	813,726	1,390,368	1,290,368	1,290,368	1,290,368
Less Revenues	(377,730)	(412,120)	(485,401)	(485,401)	(485,401)	(485,401)
Net Division Total	425,444	401,606	904,967	804,967	804,967	804,967

Personnel Services Detail

Department: Department of Planning & Development

Division: Planning

Account: 100-24-04

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Planning Division Director	100		1	88,457	1	92,937	1	92,937	1	92,937	1	92,937
(1) Transportation Program Manager	85	15	0	0	1	76,629	1	76,629	1	76,629	1	76,629
Development Review Svc Mgr	100		1	77,433	1	77,493	1	77,493	1	77,493	1	77,493
(2) Historic Preservation Manager	60	30 10	0	0	1	74,969	1	74,969	1	74,969	1	74,969
Urban Designer	90	10	1	68,547	1	72,013	1	72,013	1	72,013	1	72,013
Development Review Coord	100		1	63,706	1	64,974	1	64,974	1	64,974	1	64,974
(3) Senior Planner	91	9	2	131,122	3	173,086	3	173,086	3	173,086	3	173,086
(4) Planner	100		2.7	152,915	3	170,494	3	170,494	3	170,494	3	170,494
(5) Preservation Compliance Off	100		0	0	1	50,841	1	50,841	1	50,841	1	50,841
Office Manager	100		1	49,355	1	50,330	1	50,330	1	50,330	1	50,330
Temporary Help	100			0		6,750		6,750		6,750		6,750
Overtime	100			0		32,313		12,313		12,313		12,313
Gross Personnel Services			9.7	631,535	14.0	942,829	14.0	922,829	14.0	922,829	14.0	922,829

Notes:

- (1) 1 Position Transferred from Admin (100-2401) in FY18
- (2) 1 Position Transferred from Historic Preservation (100-2406) in FY18
- (3) 1 New Position Approved in FY18
- (4) .3 Hours Increase during FY17
- (5) .2 Hours Increase Approved & .8 Position Transferred from HP (100-2406) in FY18

Housing & Community Development

Housing and Community Development is responsible for administering all of the City-assisted housing rehabilitation loan and grant programs, as well as homeownership efforts. Housing-related planning activities are also carried out by this division.

The FY18 budget increase of \$53,945, or 39.4%, includes a new Lead Base Paint Program Manager project position.

This portion of the Housing and Community Development budget is entirely funded by the Community Development Block Grant (CDBG), Home Grant, and Housing Development Fund (program income from CDBG loan paybacks); any increase or decrease in the budget has no impact on the tax levy.

Division Summary

Department: Department of Planning & Development	Division: Housing & Community Development				Account: 100-24-05	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	136,983	156,369	190,928	190,928	190,928	190,928
Contractual Services	0	(19)	0	0	0	0
Total	136,983	156,350	190,928	190,928	190,928	190,928
Less Revenues	(136,983)	(156,350)	(190,928)	(190,928)	(190,928)	(190,928)
Net Division Total	0	0	0	0	0	0

Personnel Services Detail

Department: Department of Planning & Development

Division: Housing & Community Development

Account: 100-24-05

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Loan Officer	100		1	56,745	1	57,876	1	57,876	1	57,876	1	57,876
Rehabilitation Specialist	100		1	45,923	1	47,016	1	47,016	1	47,016	1	47,016
(1) Lead Base Paint Prog Mgr (Proj)	100		0	0	1	53,483	1	53,483	1	53,483	1	53,483
Charges from Admin	100			34,315		32,553		32,553		32,553		32,553
Gross Personnel Services			2.0	136,983	3.0	190,928	3.0	190,928	3.0	190,928	3.0	190,928

Notes:

(1) 1 New Position Approved during FY17

Historic Preservation

As part of the FY18 Department of Planning & Development reorganization, the Historic Preservation division consolidated with the Planning division.

Division Summary

Department: Department of Planning & Development **Division:** Historic Preservation **Account:** 100-24-06

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	119,252	125,674	0	0	0	0
Administrative Services	4,250	4,753	0	0	0	0
Contractual Services	13,100	13,100	0	0	0	0
Supplies	2,500	2,500	0	0	0	0
Utilities	480	480	0	0	0	0
Total	139,582	146,507	0	0	0	0
Less Revenues	(67,005)	(67,895)	0	0	0	0
Net Division Total	72,577	78,612	0	0	0	0

Personnel Services Detail

Department: Department of Planning & Development

Division: Historic Preservation

Account: 100-24-06

Position	Funding			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Historic Preservation Manager	47	30	18	1	73,518	0	0	0	0	0	0	0	0
(2) Preservation Compliance Off	100			0.8	39,734	0	0	0	0	0	0	0	0
Temporary Help	100				3,000		0		0		0		0
Overtime	100				3,000		0		0		0		0
(3) Notes													
Gross Personnel Services				1.8	119,252	0.0	0	0.0	0	0.0	0	0.0	0

Notes:

- (1) (1) Position Transferred to Planning (100-2404) in FY18
- (2) (.8) Position Transferred to Planning (100-2404) in FY18
- (3) Historic Preservation Division Merged w/ Planning (100-2404) in FY18

Permitting & Inspections

The Permitting and Inspections Department consists of four divisions: Administration, Inspections, Housing Safety, and Business Licensing. The department is responsible for issuing building permits; enforcing the City's building, plumbing, electrical, housing, and land use codes; issuing business licenses; and maintaining the rental housing registration program.

As part of the FY17 city-wide reorganization, this department centralized many of the permitting and inspection processes with the goal of creating a more efficient, stream-lined approach, resulting in improved customer service.

The department's expenditures have increased \$158,467 or 10.7%. This increase is predominantly a result of increased staffing costs, including the addition of three new positions mid-year FY17.

The department's revenue budget has increased by \$695,133, or 18.9%. This increase is predominantly related to the anticipated increase in building permit activity, followed by a projected increase in Housing Safety revenue.

Department Summary

Department: Permitting & Inspections

Account: 100-25

		FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown							
Payroll		1,323,124	1,377,270	1,568,932	1,497,570	1,497,570	1,497,570
Benefits		4,650	5,040	9,150	9,150	9,150	9,150
Administrative Services		32,520	18,570	31,610	31,760	31,760	31,760
Contractual Services		71,121	95,159	60,695	60,695	60,695	60,695
Rentals		4,600	4,135	4,135	4,135	4,135	4,135
Supplies		39,621	49,766	33,401	33,401	33,401	33,401
Utilities		10,049	7,909	8,185	7,441	7,441	7,441
Total		1,485,685	1,557,849	1,716,108	1,644,152	1,644,152	1,644,152
Summary by Division							
Permitting & Insp. Administration	(25-01)	151,553	147,417	169,020	169,020	169,020	169,020
Inspections	(25-02)	783,868	852,121	978,302	985,252	985,252	985,252
Housing Safety	(25-03)	301,454	320,072	332,244	251,388	251,388	251,388
Business Licensing	(25-04)	248,810	238,239	236,542	238,492	238,492	238,492
Total		1,485,685	1,557,849	1,716,108	1,644,152	1,644,152	1,644,152
Less Revenues		(3,670,332)	(4,069,167)	(4,055,465)	(4,365,465)	(4,365,465)	(4,365,465)
Net Department Total		(2,184,647)	(2,511,318)	(2,339,357)	(2,721,313)	(2,721,313)	(2,721,313)

Permitting & Inspections Administration

The Administration division oversees all operations of the Permitting and Inspections Department. This division consists of the Director of Permitting & Inspections, as well as an administrative support position, and the necessary tools to support the oversight of the department's daily operations.

The division's expenditure budget has increased \$17,467 or 11.5%, predominantly a result of salary increases.

Division Summary

Department: Permitting & Inspections **Division:** Permitting & Inspections Administration **Account:** 100-25-01

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	139,653	138,817	166,180	166,180	166,180	166,180
Administrative Services	325	320	500	500	500	500
Contractual Services	675	680	740	740	740	740
Rentals	3,300	0	0	0	0	0
Supplies	7,000	7,000	1,000	1,000	1,000	1,000
Utilities	600	600	600	600	600	600
Total	151,553	147,417	169,020	169,020	169,020	169,020

Personnel Services Detail

Department: Permitting & Inspections

Division: Permitting & Inspections Administration

Account: 100-25-01

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Dir of Permitting & Inspections	100		1	103,038	1	112,562	1	112,562	1	112,562	1	112,562
(1) Principal Admin Officer I	100		0	0	1	53,618	1	53,618	1	53,618	1	53,618
(2) Executive Assistant	100		1	36,615	0	0	0	0	0	0	0	0
Gross Personnel Services			2.0	139,653	2.0	166,180	2.0	166,180	2.0	166,180	2.0	166,180

Notes:

- (1) 1 Position Replaced Executive Assistant during FY17
- (2) (1) Position Replaced w/ Principal Admin Officer I during FY17

Inspections

The Inspections division issues permits for construction of all types, and acts as the enforcement agency for building, housing, plumbing, electrical, mechanical, zoning, and land use rules and regulations.

The FY18 Inspections division expenditure budget has increased \$201,384, or 25.7%. The majority of this increase is correlated to the changes in the staffing needs as a result of the recent city-wide FY17 reorganization and creation of the Department of Permitting & Inspections, all in a conscious effort to provide centralized services for improved customer service; three new staff positions were added during FY2017.

The division's revenue budget has increased \$565,675, or 26.5%, due to the projected increase in building permit activity.

Division Summary

Department: Permitting & Inspections	Division: Inspections				Account: 100-25-02	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	727,313	782,250	911,852	918,802	918,802	918,802
Benefits	2,450	2,450	5,650	5,650	5,650	5,650
Administrative Services	19,850	9,167	22,960	22,960	22,960	22,960
Contractual Services	11,750	32,970	12,000	12,000	12,000	12,000
Rentals	0	1,680	1,680	1,680	1,680	1,680
Supplies	16,200	20,280	20,800	20,800	20,800	20,800
Utilities	6,305	3,324	3,360	3,360	3,360	3,360
Total	783,868	852,121	978,302	985,252	985,252	985,252
Less Revenues	(2,133,075)	(2,443,000)	(2,448,750)	(2,698,750)	(2,698,750)	(2,698,750)
Net Division Total	(1,349,207)	(1,590,879)	(1,470,448)	(1,713,498)	(1,713,498)	(1,713,498)

Personnel Services Detail

Department: Permitting & Inspections

Division: Inspections

Account: 100-25-02

Position	Funding			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Inspections Director	100			0	0	1	82,485	1	82,485	1	82,485	1	82,485
(2) Inspections Manager	100			1	65,072	0	0	0	0	0	0	0	0
(3) Intake & Review Manager	100			0	0	1	60,932	1	60,932	1	60,932	1	60,932
(4) Permitting Manager	100			1	65,072	0	0	0	0	0	0	0	0
Zoning Administrator	100			1	62,557	1	65,672	1	65,672	1	65,672	1	65,672
Zoning Specialist	100			1	48,446	1	50,886	1	50,886	1	50,886	1	50,886
Life Safety CEO/Plan Reviewer	100			1	47,963	1	48,928	1	48,928	1	48,928	1	48,928
(5) Code Enf Officer/Plan Reviewer	100			2	107,679	3	160,074	3	162,024	3	162,024	3	162,024
(6) Code Enf Off / Plan Rvw (Proj)	100			0	0	1	48,662	1	48,662	1	48,662	1	48,662
Code Enf Officer/Electrical	100			2	102,999	2	106,372	2	106,372	2	106,372	2	106,372
Certified Code Enforcement Off	100			2	96,960	2	99,294	2	99,294	2	99,294	2	99,294
(7) Certified Permit Tech	100			0	0	3	122,740	3	122,740	3	122,740	3	122,740
(8) Permit Tech	100			3	110,565	0	0	0	0	0	0	0	0
(9) Permit/Insp Support Svc Spec	100			0	0	1	38,307	1	38,307	1	38,307	1	38,307
Temporary Help	100				5,000		2,500		2,500		2,500		2,500
Overtime	100				15,000		25,000		30,000		30,000		30,000
Gross Personnel Services				14.0	727,313	17.0	911,852	17.0	918,802	17.0	918,802	17.0	918,802

Notes:

- (1) 1 Position Replaced Inspections Manager during FY17
- (2) (1) Position Replaced w/ Inspections Director during FY17
- (3) 1 Position Replaced Permitting Manager during FY17
- (4) (1) Position Replaced w/ Intake & Review Manager during FY17
- (5) 1 New Position Approved during FY17
- (6) 1 New Position Approved during FY17
- (7) 3 Positions Reclassed from Permit Tech (FY17 Career Ladder)
- (8) (3) Positions Reclassed to Certified Permit Tech (FY17 Career Ladder)
- (9) 1 New Position Approved during FY17

Housing Safety

The Housing Safety Office administers the rental housing registration and inspection program for residential rental properties in the City of Portland, and is responsible for enforcing life safety codes.

The rental housing inspection program is funded by the revenue collected from the rental units' annual registration fee.

The division's expenditure budget has decreased \$50,066, or 16.6%. The budget reduction is due to the department staffing reorganization which consolidated all code enforcement and inspection to be managed by the Inspections Director.

The division's revenue budget has increased \$111,610 or 26.0%, as a result of the increased number of rental units being registered, as well as the addition of short-term rentals registrations.

Division Summary

Department: Permitting & Inspections	Division: Housing Safety				Account: 100-25-03	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	278,265	277,094	305,764	225,502	225,502	225,502
Benefits	1,000	1,390	2,400	2,400	2,400	2,400
Administrative Services	11,525	8,243	7,750	7,900	7,900	7,900
Contractual Services	5,000	21,316	8,000	8,000	8,000	8,000
Rentals	600	385	385	385	385	385
Supplies	3,000	8,979	5,280	5,280	5,280	5,280
Utilities	2,064	2,665	2,665	1,921	1,921	1,921
Total	301,454	320,072	332,244	251,388	251,388	251,388
Less Revenues	(429,305)	(480,315)	(480,915)	(540,915)	(540,915)	(540,915)
Net Division Total	(127,851)	(160,243)	(148,671)	(289,527)	(289,527)	(289,527)

Personnel Services Detail

Department: Permitting & Inspections

Division: Housing Safety

Account: 100-25-03

Position	Funding			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Housing Safety Administrator	100			1	78,256	1	82,212	0	0	0	0	0	0
(2) Housing Safety Prgm Coord	100			1	64,565	0	0	0	0	0	0	0	0
(3) Certified Code Enforcement Off	100			0	0	4	187,104	4	189,054	4	189,054	4	189,054
(4) Code Enf Officer-Housing Safety	100			3	135,444	0	0	0	0	0	0	0	0
(5) Permit/Insp Support Svc Spec	100			0	0	1	36,448	1	36,448	1	36,448	1	36,448
Gross Personnel Services				5.0	278,265	6.0	305,764	5.0	225,502	5.0	225,502	5.0	225,502

Notes:

- (1) (1) Position Eliminated in FY18
- (2) (1) Position Eliminated during FY17
- (3) 1 New Position Approved & 3 Positions Replaced Code Enf Officer-Housing Safety during FY17
- (4) (3) Positions Replaced w/ Certified Code-Enforcement Off during FY17
- (5) 1 New Position Approved during FY17

Business Licensing

The Business Licensing division processes over 2,000 licenses annually as required by the City Code, including the oversight of the City's taxi licensing. The Health Inspection program is also included within this division which encompasses restaurant inspections, Certified Food Protection Manager (CFPM) and enforcement, as well as Fats, Oils, and Grease (FOG) inspections.

The division's expenditure budget has decreased \$10,318 or 4.1%. The division's revenue budget has increased \$17,848 or 1.6%. This is predominantly due to the implementation of the Fats, Oils, and Grease program initiated during FY2017.

Division Summary

Department: Permitting & Inspections	Division: Business Licensing				Account: 100-25-04	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	177,893	179,109	185,136	187,086	187,086	187,086
Benefits	1,200	1,200	1,100	1,100	1,100	1,100
Administrative Services	820	840	400	400	400	400
Contractual Services	53,696	40,193	39,955	39,955	39,955	39,955
Rentals	700	2,070	2,070	2,070	2,070	2,070
Supplies	13,421	13,507	6,321	6,321	6,321	6,321
Utilities	1,080	1,320	1,560	1,560	1,560	1,560
Total	248,810	238,239	236,542	238,492	238,492	238,492
Less Revenues	(1,107,952)	(1,145,852)	(1,125,800)	(1,125,800)	(1,125,800)	(1,125,800)
Net Division Total	(859,142)	(907,613)	(889,258)	(887,308)	(887,308)	(887,308)

Personnel Services Detail

Department: Permitting & Inspections

Division: Business Licensing

Account: 100-25-04

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Business License Specialist	100		0	0	1	50,691	1	50,691	1	50,691	1	50,691
(2) Business License Admin	100		1	49,586	0	0	0	0	0	0	0	0
(3) Business License Assistant	100		0	0	1	38,394	1	38,394	1	38,394	1	38,394
(4) Business License / Election Asst	100		1	35,822	0	0	0	0	0	0	0	0
(5) Health Inspector	100		2	91,985	2	94,851	2	96,801	2	96,801	2	96,801
Overtime	100			500		1,200		1,200		1,200		1,200
Gross Personnel Services			4.0	177,893	4.0	185,136	4.0	187,086	4.0	187,086	4.0	187,086

Notes:

- (1) 1 Position Replaced Business License Admin during FY17
- (2) (1) Position Replaced w/ Business License Specialist during FY17
- (3) 1 Title Change from Business License / Election Assistant during FY17
- (4) (1) Title Change to Business License Assistant during FY17
- (5) FY17 Mid-Year Reorg: Positions Transferred from Environmental Health (100-4107) during FY17

Information Technology

The Information Technology Department (IT) is responsible for the design, development and maintenance of a large, wide-area information network, managing all the technology hardware and software used by the City of Portland. The department is divided in four sections of expertise: Applications, Technical and Customer Services, Operations, and Geographic Information Systems (GIS).

The Applications support team develops software for specialized needs, and supports the software purchased by the City.

The Technical and Customer Services team is responsible for the internal and external customer service for the City of Portland. The Technical Services team manages data and voice networks, including the Help Desk, which supports our workforce of more than 1,300 technology users. In FY17 the City installed new phone systems for 212 Canco Rd, 250 Canco Rd and City Hall; Police Fire and the remaining Public Works phones are scheduled for replacement in FY18. The Customer Services team manages customer support using a social media application called FixIt! Portland; 3,626 customer service requests were processed in 2016 from Portland residents and visitors.

The Operations team monitors and maintains AS400 systems for Public Administration and Public Safety, installing quarterly updates and semi-annual updates for all applications. Recently the City purchased a new integrated software and technology service designed for the public sector; the City is scheduled to bring our first Tyler Technology applications online during FY18.

The Geographic Information Systems section maintains and updates the computerized mapping systems used by Public Administration and Public Safety. Additionally, IT is responsible for maintaining the technology infrastructure that supports a combined Public Safety Answering Services (PSAP) for Portland, South Portland and Cape Elizabeth.

The department's expenditure budget has increased by \$97,441, or 4.2%. The increase is a result of our migration to the new public administration integrated software, as well as upgrades for other critical systems. The Revenues received represent the reimbursement of costs and services provided to the Enterprise Funds and the PSAP.

Department Summary

Department: Information Technology

Account: 100-29

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	1,048,744	994,634	1,062,844	1,062,844	1,062,844	1,062,844
Administrative Services	11,525	11,510	11,950	11,950	11,950	11,950
Contractual Services	216,915	206,542	231,785	231,785	231,785	231,785
Maintenance and Repairs	706,464	750,500	738,864	738,864	738,864	738,864
Rentals	16,800	9,096	14,352	14,352	14,352	14,352
Supplies	58,600	40,388	70,600	70,600	70,600	70,600
Utilities	276,415	346,505	302,509	302,509	302,509	302,509
Total	2,335,463	2,359,175	2,432,904	2,432,904	2,432,904	2,432,904
Less Revenues	(363,271)	(363,156)	(363,156)	(376,725)	(376,725)	(376,725)
Net Department Total	1,972,192	1,996,019	2,069,748	2,056,179	2,056,179	2,056,179

Personnel Services Detail

Department: Information Technologies

Division: Information Technologies Administration

Account: 100-29-01

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
IT Director	100		1	112,882	1	118,598	1	118,598	1	118,598	1	118,598
Asst IT Manager	100		1	76,475	1	80,360	1	80,360	1	80,360	1	80,360
Network Engineer	100		1	77,433	1	78,983	1	78,983	1	78,983	1	78,983
MIS Coordinator	100		1	68,305	1	70,403	1	70,403	1	70,403	1	70,403
GIS Manager	100		1	75,953	1	77,493	1	77,493	1	77,493	1	77,493
Programmer-Analyst	100		2	108,437	2	99,343	2	99,343	2	99,343	2	99,343
(1) Computer Operations Supervisor	100		0	0	1	60,840	1	60,840	1	60,840	1	60,840
(2) Computer Operations Mgr	100		1	59,651	0	0	0	0	0	0	0	0
Technical/Customer Serv Coord	100		1	72,131	1	74,969	1	74,969	1	74,969	1	74,969
Systems Coordinator	100		1	65,618	1	66,924	1	66,924	1	66,924	1	66,924
Network Operations Specialist	100		3	145,978	3	145,377	3	145,377	3	145,377	3	145,377
Web Master	100		1	49,355	1	50,330	1	50,330	1	50,330	1	50,330
Help Desk Specialist	100		1	49,179	1	50,154	1	50,154	1	50,154	1	50,154
Computer Operator	100		1	40,046	1	40,950	1	40,950	1	40,950	1	40,950
Call Center Specialist	100		1	41,301	1	42,120	1	42,120	1	42,120	1	42,120
Overtime	100			6,000		6,000		6,000		6,000		6,000
Gross Personnel Services			17.0	1,048,744	17.0	1,062,844	17.0	1,062,844	17.0	1,062,844	17.0	1,062,844

Notes:

- (1) 1 Title Change from Computer Operations Mgr during FY17
- (2) (1) Title Change to Computer Operations Supervisor during FY17

Public Works

The Director of Public Works oversees the operations of ten (10) divisions within the General Fund, as well as the Street Opening, Sewer and Stormwater funds. The Director along with the Deputy Director of Public Works, Division Managers and administrative support staff, provide day to day supervision for these functions. The department is responsible for basic municipal services, public infrastructure management, citywide fleet management, the development and implementation of capital improvement plans, and the wastewater - stormwater utilities. Department staff supports several city committees including the Sustainability and Transportation Committee.

The Public Works General Fund expenditure budget increased by \$194,927, or 1.4%. The FY18 budget calls for the net addition of four new full-time positions, and increased funding for pavement markings, vehicle fuel, and winter operations. The Solid Waste budget decreased significantly due to the FY2017 mid-year reworking of the transfer station CPRC contract and the outsourcing of the administration of the Pay-As-You-Throw bags.

FY18 General Fund revenue budget decreased \$324,067, or 6.5%, and is attributed mainly to the Solid Waste program changes: trash bag revenue is now reported net of expense, and the Riverside Recycling Facility's disposal cost decrease eliminates the need for the enterprise fund chargebacks.

Department Summary

Department: Public Works Account: 100-31

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	7,041,252	6,605,896	8,040,740	7,604,687	7,604,687	7,604,687
Benefits	79,155	127,670	87,220	84,970	84,970	84,970
Administrative Services	63,779	55,244	75,589	75,589	75,589	75,589
Contractual Services	2,208,298	2,032,345	1,769,665	1,594,665	1,594,665	1,594,665
Maintenance and Repairs	1,344,625	1,412,038	1,484,258	1,414,258	1,414,258	1,414,258
Rentals	329,296	329,385	397,396	397,396	397,396	397,396
Supplies	1,881,715	1,788,699	1,967,746	1,908,386	1,908,386	1,908,386
Minor Capital Items	31,000	23,500	13,000	13,000	13,000	13,000
Utilities	1,282,929	1,318,459	1,324,025	1,289,025	1,289,025	1,289,025
Capital Outlay	0	66,834	50,000	75,000	75,000	75,000
Total	14,262,049	13,760,070	15,209,639	14,456,976	14,456,976	14,456,976

Summary by Division

Public Works Administration	(31-01)	692,123	710,216	720,120	697,315	697,315	697,315
Districting	(31-12)	1,544,513	1,443,822	1,802,495	1,616,370	1,616,370	1,616,370
Solid Waste	(31-14)	2,590,851	2,300,810	1,800,136	1,689,277	1,689,277	1,689,277
Communications	(31-15)	121,002	122,710	124,588	124,588	124,588	124,588
Portland Downtown District	(31-16)	351,210	351,210	358,761	358,761	358,761	358,761
Transportation Operations	(31-35)	2,645,471	2,564,252	3,327,578	3,027,720	3,027,720	3,027,720
Engineering	(31-37)	1,123,224	957,597	1,241,371	1,200,715	1,200,715	1,200,715
Winter Operations	(31-38)	1,165,512	1,154,751	1,429,418	1,370,058	1,370,058	1,370,058
Fleet Services	(31-45)	3,431,093	3,519,689	3,771,605	3,713,605	3,713,605	3,713,605
Island Services	(31-46)	597,050	635,013	633,567	658,567	658,567	658,567
Total		14,262,049	13,760,070	15,209,639	14,456,976	14,456,976	14,456,976
Less Revenues		(4,953,047)	(4,424,101)	(4,720,155)	(4,628,980)	(4,628,980)	(4,628,980)
Net Department Total		9,309,002	9,335,969	10,489,484	9,827,996	9,827,996	9,827,996

Public Works Administration

The Administration division provides strategic planning and management for the department. Accounting, payroll, human resource functions, general office support, issuance of street opening permits and street-sidewalk occupancy permits, and customer service are all integral components of this division. In addition, the department's Safety and Training program is managed through this division.

The Public Works Administration expenditure budget increased minimally by \$5,192 or 1.0%. This budget includes the elimination of an Accountant position.

Division Summary

Department: Public Works	Division: Public Works Administration				Account: 100-31-01	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	633,505	646,138	646,151	623,346	623,346	623,346
Benefits	560	458	560	560	560	560
Administrative Services	10,820	8,576	16,120	16,120	16,120	16,120
Contractual Services	6,600	9,174	7,330	7,330	7,330	7,330
Maintenance and Repairs	24,100	24,442	24,083	24,083	24,083	24,083
Rentals	3,000	3,000	3,000	3,000	3,000	3,000
Supplies	11,930	14,527	18,100	18,100	18,100	18,100
Utilities	1,608	3,901	4,776	4,776	4,776	4,776
Total	692,123	710,216	720,120	697,315	697,315	697,315
Less Revenues	(193,848)	(193,848)	(212,067)	(212,067)	(212,067)	(212,067)
Net Division Total	498,275	516,368	508,053	485,248	485,248	485,248

Personnel Services Detail

Department: Public Works

Division: Public Works Administration

Account: 100-31-01

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		#	Approved	#	Submission	#	Recommendation	#	Committee	#	Allowance
	City	Fed Oth		Amount		Amount		Amount		Amount		Amount
Director of Public Services	49	51	1	103,038	1	118,814	1	118,814	1	118,814	1	118,814
(1) Deputy Dir of Public Works	100		0	0	1	81,881	1	81,881	1	81,881	1	81,881
(2) Asst Director/Operations	100		1	80,282	0	0	0	0	0	0	0	0
(3) Financial Administrator	50	50	0	0	1	70,084	1	70,084	1	70,084	1	70,084
(4) Principal Financial Officer	50	50	1	66,728	0	0	0	0	0	0	0	0
(5) Principal Admin Officer II	50	50	0	0	1	76,775	1	76,775	1	76,775	1	76,775
(6) Principal Admin Officer I	50	50	1	73,086	0	0	0	0	0	0	0	0
Safety & Training Administrator	100		1	64,577	1	66,558	1	66,558	1	66,558	1	66,558
(7) Accountant	50	50	2	80,032	1	40,014	1	40,014	1	40,014	1	40,014
Executive Assistant	100		1	47,549	1	48,633	1	48,633	1	48,633	1	48,633
Account Clerk II	49	51	2	79,170	2	80,749	2	80,749	2	80,749	2	80,749
Office Assistant	100		1	37,498	1	38,240	1	38,240	1	38,240	1	38,240
Charges from Eng (GF)	100			0		22,805		0		0		0
Overtime	100			1,545		1,598		1,598		1,598		1,598
Gross Personnel Services			11.0	633,505	10.0	646,151	10.0	623,346	10.0	623,346	10.0	623,346

Notes:

- (1) 1 Title Change from Asst Director/Operations during FY17
- (2) (1) Title Change to Deputy Director of Public Works during FY17
- (3) 1 Title Change from Principal Financial Officer during FY17
- (4) (1) Title Change to Financial Administrator during FY17
- (5) 1 Title Change from Principal Admin Officer I during FY17
- (6) (1) Title Change to Principal Admin Officer II during FY17
- (7) (1) Position Eliminated during FY17

Districting

The Districting division is a national award winning multi-tasking Public Works maintenance program comprised of five working crews. The division is responsible for maintaining each of the five Districts within the City. Each crew consists of a supervisor and a group of highly trained maintenance workers capable of performing all aspects of work as it relates to municipal street, sidewalk, and grounds maintenance, including winter sidewalk snow removal operations.

Districting continues to perform the maintenance and reconstruction of brick, concrete and asphalt sidewalks, installation and repair of granite and bituminous curbing, street repair and reconstruction, and maintenance and repair of driveway aprons. Crew duties also include culvert replacement, grading and maintaining gravel roads, roadside mowing, and maintaining the general cleanliness of the City. This division participates in winter operations including plowing, sand and salt operations, snow removal, and repairing of all damage to streets, sidewalks and lawns due to winter damage. Furthermore, the division is responsible for several municipal programs, including sidewalk sweeping, spring cleanup, and weed control.

The Districting expenditure increase of \$71,857, or 4.7%, includes one additional maintenance worker (floater), the Ocean Avenue Dump Fence install required by the DEP (90% reimbursement eligible), and minor Canco Road building improvements. The revenue reduction of \$4,591, or 18.8%, is attributed to a decrease in the School Department reimbursement due to the Parks division split from Districting in FY17.

Division Summary

Department: Public Works	Division: Districting				Account: 100-31-12	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	1,292,769	1,162,643	1,520,926	1,336,301	1,336,301	1,336,301
Benefits	15,785	16,564	18,210	16,710	16,710	16,710
Administrative Services	200	180	200	200	200	200
Contractual Services	29,200	47,958	47,900	47,900	47,900	47,900
Maintenance and Repairs	0	0	18,000	18,000	18,000	18,000
Rentals	15,500	15,500	15,500	15,500	15,500	15,500
Supplies	165,039	174,582	175,939	175,939	175,939	175,939
Minor Capital Items	18,000	18,000	0	0	0	0
Utilities	8,020	8,395	5,820	5,820	5,820	5,820
Total	1,544,513	1,443,822	1,802,495	1,616,370	1,616,370	1,616,370
Less Revenues	(24,476)	(1,581)	(1,885)	(19,885)	(19,885)	(19,885)
Net Division Total	1,520,037	1,442,241	1,800,610	1,596,485	1,596,485	1,596,485

Personnel Services Detail

Department: Public Works

Division: Districting

Account: 100-31-12

	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final
	Source		Approved		Submission		Recommendation		Committee		Allowance
Position	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
District Coordinator	100	1	73,518	1	74,969	1	74,969	1	74,969	1	74,969
Sr Public Services Supervisor	100	5	258,960	5	264,160	5	264,160	5	264,160	5	264,160
(1) Maintenance Worker III	100	14	603,994	18	764,114	14	609,489	14	609,489	14	609,489
(2) Maintenance Worker II	100	5	191,589	6	238,132	6	238,132	6	238,132	6	238,132
Maintenance Worker I	100	1	37,837	1	38,047	1	38,047	1	38,047	1	38,047
Meal Allow/Standby Pay	100		13,966		15,693		15,693		15,693		15,693
Winter Stipends	100		20,960		24,640		24,640		24,640		24,640
Temporary Help	100		71,140		80,140		50,140		50,140		50,140
Overtime	100		20,805		21,031		21,031		21,031		21,031
Gross Personnel Services		26.0	1,292,769	31.0	1,520,926	27.0	1,336,301	27.0	1,336,301	27.0	1,336,301

Notes:

- (1) 1 New Position Approved in FY18, (1) Position Replaced w/ MW II during FY17
- (2) 1 Position Replaced MW III during FY17

Solid Waste

The Solid Waste division provides weekly curbside collection of recyclables and a pay-as-you-throw trash collection system. The recycling program allows residents to commingle all of their recyclable materials in a single bin. This has allowed the department to utilize compactor trucks for recycling collection, significantly reducing the recycling fleet. The division also services 150+ trash receptacles within the Portland Downtown District, and the City's parks and open spaces, as well as over 60 solar smart trash compactor units.

City property owners may dispose up to ten qualified bulky items annually at no charge using their electronic pass (E-Card). Items such as furniture, gas grills, bicycles, yard equipment (mowers), yard waste, and up to ten gallons of household hazardous waste can be brought to the Riverside Recycling Facility. Multifamily property owners receive one card.

The Bulky Item Pick-up program was implemented in May of 2012. Residents must apply online and request stickers to attach to their approved items for disposal. Qualified small items, less than 30 pounds, which will not fit in a City trash bag and can be lifted by one person, are free of charge to residents. Ten qualified small items are allowed each year, and are picked up by city packer trucks on the same day as residential trash pick-up. A collection fee is charged to residents for qualified items over 30 pounds.

Districting expenditures decreased \$901,574, or 34.8%. During FY17, the city renegotiated the contract with CPRC which substantially reduced recycling costs. In addition, the city contracted with an outside vendor to manage the distribution and collections of the pay-as-you-throw trash bags. The revenue decrease of \$387,648, or 15.8%, is a result of the trash bag revenue now stated net of expense, and the elimination of the CPRC charges associated with the enterprise fund chargebacks.

Division Summary

Department: Public Works Division: Solid Waste Account: 100-31-14

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	777,137	757,422	896,566	821,457	821,457	821,457
Benefits	12,165	12,457	12,715	11,965	11,965	11,965
Administrative Services	5,030	4,585	4,030	4,030	4,030	4,030
Contractual Services	1,628,793	1,415,007	815,340	815,340	815,340	815,340
Maintenance and Repairs	4,900	5,874	3,000	3,000	3,000	3,000
Rentals	720	790	0	0	0	0
Supplies	155,500	65,243	27,725	27,725	27,725	27,725
Utilities	6,606	39,432	40,760	5,760	5,760	5,760
Total	2,590,851	2,300,810	1,800,136	1,689,277	1,689,277	1,689,277
Less Revenues	(2,455,569)	(2,131,304)	(2,067,921)	(2,067,921)	(2,067,921)	(2,067,921)
Net Division Total	135,282	169,506	(267,785)	(378,644)	(378,644)	(378,644)

Personnel Services Detail

Department: Public Works

Division: Solid Waste

Account: 100-31-14

Position	Funding			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Solid Waste Supervisor	100			1	52,788	1	49,822	1	49,822	1	49,822	1	49,822
Solid Waste Foreman	100			1	44,429	1	48,506	1	48,506	1	48,506	1	48,506
(1) Maintenance Worker III	100			0	0	2	89,690	2	89,690	2	89,690	2	89,690
(2) Maint Worker II (Solid Waste)	100			14	557,794	14	559,343	12	484,234	12	484,234	12	484,234
(3) Solid Waste Prg / Compl Adm	100			0	0	1	48,925	1	48,925	1	48,925	1	48,925
(4) Administrative Associate	100			1	42,358	0	0	0	0	0	0	0	0
Meal Allow/Standby Pay	100				8,180		9,620		9,620		9,620		9,620
Overtime	100				71,588		90,660		90,660		90,660		90,660
Gross Personnel Services				17.0	777,137	19.0	896,566	17.0	821,457	17.0	821,457	17.0	821,457

Notes:

- (1) 2 Position Upgrades Approved from MW II (Solid Waste) in FY18
- (2) (2) Position Upgrades Approved to MW III in FY18
- (3) 1 Position Reclassed from Admin Assoc during FY16
- (4) (1) Position Reclassed to Solid Waste Prog/Compliance Adm during FY16

Communications

The Communications section encompasses a wide variety of services, including serving as the primary point of contact for customers calling in with requests, work order database management, and daily dispatch functions. This section is involved with developing and overseeing departmental projects such as equipment logbook distribution, and communications with other departments and outside agencies. A large focus is supporting customer service throughout the department.

The Dispatch Center is staffed six days a week during the spring, summer and fall seasons for the daylight hours, and operates 24 hours a day / 7 days a week during the winter. The center participates in the "Radio Watch" program by notifying appropriate response personnel (Police, Fire and EMS) of emergency situations occurring on the streets of Portland as reported by any Public Works employees. Dispatchers track work order requests for follow up and evaluation purposes. The Dispatch Center supports the operations of the department during emergency response events.

Division Summary

Department: Public Works Division: Communications Account: 100-31-15

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	101,695	103,305	103,721	103,721	103,721	103,721
Benefits	1,165	1,859	1,165	1,165	1,165	1,165
Administrative Services	1,014	714	1,614	1,614	1,614	1,614
Contractual Services	6,400	6,398	6,360	6,360	6,360	6,360
Maintenance and Repairs	500	500	500	500	500	500
Rentals	5,836	5,624	6,836	6,836	6,836	6,836
Supplies	3,600	3,518	3,600	3,600	3,600	3,600
Utilities	792	792	792	792	792	792
Total	121,002	122,710	124,588	124,588	124,588	124,588
Less Revenues	(5,083)	(5,083)	(5,183)	(5,183)	(5,183)	(5,183)
Net Division Total	115,919	117,627	119,405	119,405	119,405	119,405

Personnel Services Detail

Department: Public Works

Division: Communications

Account: 100-31-15

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Public Services Dispatcher	90	10		1	50,835	1	51,834	1	51,834	1	51,834	51,834
Asst Dispatcher	100			1	45,656	1	46,571	1	46,571	1	46,571	46,571
Meal Allow/Standby Pay	100				580		980		980			980
Overtime	100				4,624		4,336		4,336			4,336
Gross Personnel Services				2.0	101,695	2.0	103,721	2.0	103,721	2.0	103,721	103,721

Portland Downtown District

The Portland Downtown District (PDD) is responsible for providing maintenance, cleaning services, and sidewalk snow removal to the downtown district. Expenses for this division are offset by revenue from the PDD Corporation for the services provided.

Division Summary

Department: Public Works	Division: Portland Downtown District				Account: 100-31-16	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	307,773	307,862	315,348	315,348	315,348	315,348
Benefits	3,275	2,613	3,275	3,275	3,275	3,275
Contractual Services	9,500	9,500	9,500	9,500	9,500	9,500
Maintenance and Repairs	500	487	500	500	500	500
Rentals	300	300	300	300	300	300
Supplies	23,880	25,534	23,880	23,880	23,880	23,880
Utilities	5,982	4,914	5,958	5,958	5,958	5,958
Total	351,210	351,210	358,761	358,761	358,761	358,761
Less Revenues	(351,210)	(351,210)	(358,761)	(358,761)	(358,761)	(358,761)
Net Division Total	0	0	0	0	0	0

Personnel Services Detail

Department: Public Works

Division: Portland Downtown District

Account: 100-31-16

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Sr Public Services Supervisor	100			1	52,788	1	53,848	1	53,848	1	53,848	53,848
PDD Steward	100			1	45,531	1	46,405	1	46,405	1	46,405	46,405
Maintenance Worker III	100			2	88,254	2	90,854	2	90,854	2	90,854	90,854
Maintenance Worker II	100			1	38,131	1	39,835	1	39,835	1	39,835	39,835
Meal Allow/Standby Pay	100				3,110		2,960		2,960		2,960	2,960
Temporary Help	100				28,800		28,800		28,800		28,800	28,800
Overtime	100				51,159		52,646		52,646		52,646	52,646
Gross Personnel Services				5.0	307,773	5.0	315,348	5.0	315,348	5.0	315,348	315,348

Transportation Operations

The Transportation budget within the Engineering division supports civil engineering and field operations personnel, materials, equipment, programs, systems maintenance, and utility costs. Over \$1.2 million in annual electric utility costs for street lighting and traffic & pedestrian signals are borne by this budget, with a small revenue offset for lighting associated with the School Department. The City's annual pavement marking program is also included in this budget, as well as all equipment, material, and labor associated with regulatory and advisory Traffic & Parking signage throughout the City. Along with the Engineering division, the Transportation team provides support to the Planning Department as well, supporting an increased volume of Locally Administered Projects funded by the Federal Highway Program thru PACTS and Maine DOT.

The Transportation expenditure budget increased \$382,249, or 14.4%. As a result of increasing demand for project delivery and the goal of decreasing consulting costs, the FY18 budget reflects the increase of three new full-time positions. In addition, there is increased allocation for pavement markings. Revenue increased \$128,475, or 31.0%, largely due to project salary reimbursement, as well as a slight increase in street occupancy income.

Division Summary

Department: Public Works **Division:** Transportation Operations **Account:** 100-31-35

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	776,239	666,409	1,112,815	987,957	987,957	987,957
Benefits	7,265	46,228	8,100	8,100	8,100	8,100
Administrative Services	19,705	18,513	25,790	25,790	25,790	25,790
Contractual Services	383,750	383,433	720,000	545,000	545,000	545,000
Maintenance and Repairs	42,275	41,986	47,275	47,275	47,275	47,275
Rentals	3,000	3,000	0	0	0	0
Supplies	185,431	184,431	189,831	189,831	189,831	189,831
Minor Capital Items	7,500	0	0	0	0	0
Utilities	1,220,306	1,220,252	1,223,767	1,223,767	1,223,767	1,223,767
Total	2,645,471	2,564,252	3,327,578	3,027,720	3,027,720	3,027,720
Less Revenues	(413,919)	(440,614)	(628,764)	(542,394)	(542,394)	(542,394)
Net Division Total	2,231,552	2,123,638	2,698,814	2,485,326	2,485,326	2,485,326

Personnel Services Detail

Department: Public Works

Division: Transportation Operations

Account: 100-31-35

	Funding			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
Position	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Transporation Systems Engineer	85	15	1		80,512	1	82,143	1	82,143	1	82,143	1	82,143
Traffic Operations Coordinator	95	5	1		62,283	1	61,999	1	61,999	1	61,999	1	61,999
(1) Senior Engineer	69	31	0		0	2	145,714	2	145,714	2	145,714	2	145,714
(2) Senior Project Engineer	40	60	1		76,458	0	0	0	0	0	0	0	0
Project Engineer	10	90	1		56,075	2	110,969	1	58,924	1	58,924	1	58,924
(3) Paving Coord	50	50	0		0	1	66,924	1	66,924	1	66,924	1	66,924
Sr Public Services Supervisor	100		1		56,525	1	52,832	1	52,832	1	52,832	1	52,832
Systems & Lighting Technician	100		2		104,307	2	108,185	2	108,185	2	108,185	2	108,185
Traffic Signal Repair Wk III	100		1		40,498	1	45,414	1	45,414	1	45,414	1	45,414
Traffic Signal Computer Oper	100		1		43,451	1	44,325	1	44,325	1	44,325	1	44,325
Maintenance Worker III	100		3		125,548	3	129,914	3	129,914	3	129,914	3	129,914
(4) Asst Engineer	25	75	0		0	1	47,317	1	47,317	1	47,317	1	47,317
Transportation Technician	20	80	1		46,766	2	97,115	1	47,702	1	47,702	1	47,702
Senior Engineering Tech	100		1		37,323	1	39,770	1	39,770	1	39,770	1	39,770
Meal Allow/Standby Pay	100				10,195		11,246		11,246		11,246		11,246
Temporary Help	100				1,920		37,020		13,620		13,620		13,620
Overtime	100				34,378		31,928		31,928		31,928		31,928
Gross Personnel Services			14.0		776,239	19.0	1,112,815	17.0	987,957	17.0	987,957	17.0	987,957

Notes:

- (1) 1 Title Change from Senior Project Engineer during FY17, 1 New Position Approved in FY18
- (2) (1) Title Change to Senior Engineer during FY17
- (3) 1 New Position Approved during FY17
- (4) 1 New Position Approved in FY18

Engineering

The Engineering division is comprised of a team of professional and technical staff with Civil Engineering, GIS, and Construction Engineering expertise. The Engineering team supports the Water Resources division and numerous City Departments with several vital resources, including City Archives, survey, research, street numbering, GIS data, Right-Of-Way permitting, and construction activity inspection and enforcement. A key role of this division includes supporting the Planning Division with all land development proposal review and activities.

The FY18 expenditures are up \$77,491, or 6.9%, primarily due to salary changes and the inclusion of specific technical capital equipment upgrades. Revenue projections related to salary reimbursements decreased by \$89,099 or 8.6%.

Division Summary

Department: Public Works	Division: Engineering				Account: 100-31-37	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	1,016,335	879,470	1,093,786	1,065,130	1,065,130	1,065,130
Benefits	2,230	1,622	2,230	2,230	2,230	2,230
Administrative Services	16,010	11,330	14,835	14,835	14,835	14,835
Contractual Services	32,400	30,831	32,600	32,600	32,600	32,600
Maintenance and Repairs	2,150	2,000	2,900	2,900	2,900	2,900
Rentals	1,560	1,508	1,560	1,560	1,560	1,560
Supplies	47,144	25,555	36,500	36,500	36,500	36,500
Utilities	5,395	5,281	6,960	6,960	6,960	6,960
Capital Outlay	0	0	50,000	38,000	38,000	38,000
Total	1,123,224	957,597	1,241,371	1,200,715	1,200,715	1,200,715
Less Revenues	(1,037,818)	(835,927)	(971,524)	(948,719)	(948,719)	(948,719)
Net Division Total	85,406	121,670	269,847	251,996	251,996	251,996

Personnel Services Detail

Department: Public Works

Division: Engineering

Account: 100-31-37

Position	Funding			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Engineering Manager	88	12	1	99,529	1	101,513	1	101,513	1	101,513	1	101,513	
(1) Senior Engineer	70	30	0	0	2	136,935	2	136,935	2	136,935	2	136,935	
(2) Senior Project Engineer	95	5	1	76,458	0	0	0	0	0	0	0	0	
(3) Chief Surveyor	60	40	0	0	1	77,988	1	77,988	1	77,988	1	77,988	
(4) Project Engineer	25	75	2	139,109	0	0	0	0	0	0	0	0	
(5) Field Insp Coordinator	25	75	1	71,256	0	0	0	0	0	0	0	0	
(6) Construction Engineering Coord	20	80	0	0	1	72,802	1	72,802	1	72,802	1	72,802	
(7) Senior Surveyor	70	30	1	56,698	3	178,524	3	178,524	3	178,524	3	178,524	
(8) Surveyor	50	50	2	108,781	1	45,611	0	0	0	0	0	0	
GIS Mapping Specialist	70	30	1	46,332	1	48,424	1	48,424	1	48,424	1	48,424	
GIS Mapping Technician	70	30	1	43,895	1	45,426	1	45,426	1	45,426	1	45,426	
(9) Associate Engineer	30	70	6	297,848	5	267,983	5	267,983	5	267,983	5	267,983	
Senior Engineering Tech	60	40	1	38,084	1	39,294	1	39,294	1	39,294	1	39,294	
10) Engineering Archivist	100		0	0	1	43,856	1	43,856	1	43,856	1	43,856	
Customer Service Specialist	100		1	33,345	1	41,535	1	41,535	1	41,535	1	41,535	
Less Public Works Admin Chgs	100			0		(22,805)		0		0		0	
Overtime	100			5,000		5,000		5,000		5,000		5,000	
Temporary Help				0		11,700		5,850		5,850		5,850	
Gross Personnel Services			18.0	1,016,335	19.0	1,093,786	18.0	1,065,130	18.0	1,065,130	18.0	1,065,130	

Notes:

- (1) 2 Title Change from Senior Project Engineer during FY17
- (2) (2) Title Change to Sr Engineer during FY17, 1 Position Reclassed from Project Engineer during FY17
- (3) 1 Position Reclassed from Project Engineer during FY17
- (4) (1) Positon Reclassed to Sr Project Engineer & (1) Reclassed to Chief Surveyor during FY17
- (5) (1) Title Change to Construction Engineering Coordinator during FY17
- (6) 1 Title Change from Field Inspection Coordinator during FY17
- (7) 2 Position Updgrades Approved from Surveyor in FY18
- (8) (2) Position Upgrades Approved to Senior Surveyor in FY18
- (9) (1) Position Reclassed to Archivist during FY17
- (10) 1 Position Reclassed from Associate Engineer during FY17

Winter Operations

Winter Operations provides daily operations of sanding and salting streets, plowing, and snow and ice removal services throughout the City. Plowing city sidewalks along school routes and other designated areas helps to ensure safe mobility for pedestrians. The Public Works workforce unites to participate in Winter Operations, with the primary function being snow and ice removal during winter months to ensure the safety of the public. Winter operations actual expenses remain dependent on snowfall and severity of winter conditions.

Winter Expenses increased by \$204,546, or 17.5%, mainly due to the utilization of sewer and stormwater fund personnel in snow removal during regular shifts and additional funding in snow equipment rental.

Division Summary

Department: Public Works **Division:** Winter Operations **Account:** 100-31-38

	FY17 FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	376,992	363,000	488,098	488,098	488,098	488,098
Administrative Services	2,100	2,090	2,100	2,100	2,100	2,100
Contractual Services	2,625	5,474	4,625	4,625	4,625	4,625
Maintenance and Repairs	9,000	8,869	9,000	9,000	9,000	9,000
Rentals	285,420	285,533	368,340	368,340	368,340	368,340
Supplies	488,775	488,750	556,655	497,295	497,295	497,295
Utilities	600	1,035	600	600	600	600
Total	1,165,512	1,154,751	1,429,418	1,370,058	1,370,058	1,370,058
Less Revenues	(103,600)	(94,000)	(98,800)	(98,800)	(98,800)	(98,800)
Net Division Total	1,061,912	1,060,751	1,330,618	1,271,258	1,271,258	1,271,258

Personnel Services Detail

Department: Public Works

Division: Winter Operations

Account: 100-31-38

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Charges from Sewer Districting	100			0		72,859		72,859		72,859		72,859
Charges from Stormwater	100			0		24,353		24,353		24,353		24,353
Meal Allow/Standby Pay	100			13,120		13,120		13,120		13,120		13,120
Overtime	100			344,701		344,582		344,582		344,582		344,582
Police Wages	100			19,171		33,184		33,184		33,184		33,184
Gross Personnel Services				376,992		488,098		488,098		488,098		488,098

Notes:

(1) New Transfer Approved during FY17

Fleet Services

The Fleet Services division purchases, repairs, and rebuilds the City-owned vehicles, and runs a preventative maintenance schedule to assure optimum equipment availability. The division serves Police, Fire, EMS, City Administration, Public Works, Parks Recreation and Facilities, and assists other users including the Fire Boat. The total number of vehicles and equipment in the fleet exceeds 800. Fleet Services provides for the cost of all parts, outside repairs, and fuel for all City equipment, supports the Fleet User Committee and maintains the vehicle replacement program city-wide.

Fleet Services is also responsible for housing the winter equipment. The Weld & Fabrication Shop services the Jetport, Engineering, and other City departments with two certified fabricators.

An anticipated increase in the price of fuel, an added full-time mechanic, and additional monies for vehicle repair all account for the expenditure increase of \$282,512, or 8.2%.

Division Summary

Department: Public Works Division: Fleet Services Account: 100-31-45

	FY17 FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	1,340,152	1,284,622	1,424,275	1,424,275	1,424,275	1,424,275
Benefits	32,245	35,961	36,500	36,500	36,500	36,500
Administrative Services	5,950	6,356	7,950	7,950	7,950	7,950
Contractual Services	2,730	2,734	5,010	5,010	5,010	5,010
Maintenance and Repairs	1,255,700	1,322,427	1,368,500	1,298,500	1,298,500	1,298,500
Rentals	13,860	14,085	1,860	1,860	1,860	1,860
Supplies	761,000	766,560	906,500	906,500	906,500	906,500
Minor Capital Items	5,500	5,500	7,000	7,000	7,000	7,000
Utilities	13,956	14,610	14,010	14,010	14,010	14,010
Capital Outlay	0	66,834	0	12,000	12,000	12,000
Total	3,431,093	3,519,689	3,771,605	3,713,605	3,713,605	3,713,605
Less Revenues	(359,174)	(364,958)	(368,350)	(368,350)	(368,350)	(368,350)
Net Division Total	3,071,919	3,154,731	3,403,255	3,345,255	3,345,255	3,345,255

Personnel Services Detail

Department: Public Works

Division: Fleet Services

Account: 100-31-45

Position	Funding			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Fleet Manager	100			1	88,856	1	93,129	1	93,129	1	93,129	1	93,129
(1) Vehicle Maintenance Supervisor	100			0	0	1	56,992	1	56,992	1	56,992	1	56,992
(2) Fleet Services Supervisor	100			1	49,878	0	0	0	0	0	0	0	0
Plow Bay Foreman	100			1	53,254	1	54,251	1	54,251	1	54,251	1	54,251
Fire Equipment Specialist	100			1	60,070	1	60,008	1	60,008	1	60,008	1	60,008
Machine /Weld Shop Foreman	100			1	54,850	1	55,827	1	55,827	1	55,827	1	55,827
Public Services Parts Manager	100			1	51,664	1	52,763	1	52,763	1	52,763	1	52,763
Vehicle Maintenance Foreman	100			1	54,850	1	55,827	1	55,827	1	55,827	1	55,827
Autobody Repair Worker (ASE)	100			1	47,736	1	48,651	1	48,651	1	48,651	1	48,651
2nd Class Welder	100			1	43,150	1	44,955	1	44,955	1	44,955	1	44,955
Service Writer	100			1	56,451	1	57,450	1	57,450	1	57,450	1	57,450
(3) Parts Specialist	100			0	0	1	44,440	1	44,440	1	44,440	1	44,440
(4) Mechanic III	100			12	588,425	11	547,893	11	547,893	11	547,893	11	547,893
(5) Mechanic II	100			0	0	1	42,578	1	42,578	1	42,578	1	42,578
Mechanic I	100			1	42,265	1	43,410	1	43,410	1	43,410	1	43,410
Accountant	100			1	41,301	1	42,674	1	42,674	1	42,674	1	42,674
Meal Allow/Standby Pay	100				10,800		11,625		11,625		11,625		11,625
Overtime	100				96,602		111,802		111,802		111,802		111,802
Gross Personnel Services				24.0	1,340,152	25.0	1,424,275	25.0	1,424,275	25.0	1,424,275	25.0	1,424,275

Notes:

- (1) 1 Title Change from Fleet Services Supervisor during FY17
- (2) (1) Title Change to VM Supervisor during FY17
- (3) 1 Position Reclassed from Mechanic III during FY16
- (4) (1) Reclassed to Parts Spec FY16; (1) Reclassed to Mechanic II FY17; 1 New Position Approved in FY18
- (5) 1 Position Reclassed from Mechanic III during FY17

Island Services

Island Services is responsible for all Public Works functions including roads, fences, earthwork, solid waste collection and normal maintenance for four islands: Cliff, Little Diamond, Great Diamond, and Peaks Island. Island Services also serves Cushing Island in a limited capacity. Island Services responds to requests from all City divisions for boat transportation and assists the Fire Department on all Portland islands.

Expenditures increased \$61,517, or 10.3%. This increase includes a one-time cost of portable restrooms for use during the renovation of the community center, an increase in payroll costs, and increased funding for transportation of materials and equipment to the islands.

Division Summary

Department: Public Works Division: Island Services Account: 100-31-46

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	418,655	435,025	439,054	439,054	439,054	439,054
Benefits	4,465	9,908	4,465	4,465	4,465	4,465
Administrative Services	2,950	2,900	2,950	2,950	2,950	2,950
Contractual Services	106,300	121,836	121,000	121,000	121,000	121,000
Maintenance and Repairs	5,500	5,453	10,500	10,500	10,500	10,500
Rentals	100	45	0	0	0	0
Supplies	39,416	39,999	29,016	29,016	29,016	29,016
Minor Capital Items	0	0	6,000	6,000	6,000	6,000
Utilities	19,664	19,847	20,582	20,582	20,582	20,582
Capital Outlay	0	0	0	25,000	25,000	25,000
Total	597,050	635,013	633,567	658,567	658,567	658,567
Less Revenues	(8,350)	(5,576)	(6,900)	(6,900)	(6,900)	(6,900)
Net Division Total	588,700	629,437	626,667	651,667	651,667	651,667

Personnel Services Detail

Department: Public Works

Division: Island Services

Account: 100-31-46

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Sr Public Services Supervisor	100			1	60,965	1	63,045	1	63,045	1	63,045	63,045
Maintenance Worker III	100			5	221,296	5	225,742	5	225,742	5	225,742	225,742
(1) Maintenance Worker II	100			1	41,600	2	84,115	2	84,115	2	84,115	84,115
(2) Maintenance Worker I	100			1	38,272	0	0	0	0	0	0	0
Meal Allow/Standby Pay	100				11,185		12,454		12,454		12,454	12,454
Temporary Help	100				18,200		18,200		18,200		18,200	18,200
Overtime	100				27,137		35,498		35,498		35,498	35,498
Gross Personnel Services				8.0	418,655	8.0	439,054	8.0	439,054	8.0	439,054	439,054

Notes:

- (1) 1 Position Upgraded from MW I during FY16
- (2) (1) Position Upgraded to MW II during FY16

Parks, Recreation & Facilities

The Parks, Recreation and Facilities Department consists of four major sections: Parks, Recreation, Public Assembly Facilities, and Building Maintenance. The Parks section oversees parks, playgrounds, courts, athletic fields, cemeteries, forestry and horticulture, and fountains. Recreation manages four community centers, pools, Riverside Golf Course and Restaurant, Troubh Ice Arena, senior adult programming and therapeutic recreation. The Public Facilities section is responsible for scheduling and management of Merrill Auditorium, Hadlock Stadium, Portland Exposition Building, Ocean Gateway, and the Maine State Pier. Lastly, the Building Maintenance responsibilities include the maintenance, repair and renovation of a variety of City buildings as well as the City's Waterfront properties.

Department Summary

Department: Parks, Recreation & Facilities

Account: 100-33

		FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown							
Payroll		8,313,574	8,199,465	9,386,061	8,968,822	8,968,822	8,968,822
Benefits		59,955	82,994	68,045	68,045	68,045	68,045
Administrative Services		90,548	124,256	108,083	99,658	99,658	99,658
Contractual Services		1,157,326	1,239,470	1,371,519	1,003,874	1,003,874	1,003,874
Maintenance and Repairs		1,185,155	1,196,205	1,724,075	1,008,075	1,008,075	1,008,075
Rentals		220,437	221,894	237,599	229,599	229,599	229,599
Supplies		1,692,482	1,776,403	1,884,447	1,583,806	1,583,806	1,583,806
Minor Capital Items		66,000	62,528	124,150	147,150	147,150	147,150
Utilities		2,228,526	2,226,282	2,274,337	2,261,337	2,261,337	2,261,337
Capital Outlay		38,000	38,000	138,500	25,000	25,000	25,000
Total		15,052,003	15,167,497	17,316,816	15,395,366	15,395,366	15,395,366
Summary by Division							
Parks Rec & Fac Administration	(33-00)	315,322	310,233	525,286	435,157	435,157	435,157
Trades	(33-01)	974,016	921,636	1,140,413	1,127,867	1,127,867	1,127,867
Public Safety Buildings	(33-02)	376,470	397,268	408,039	408,039	408,039	408,039
City Hall	(33-03)	433,845	404,805	503,512	448,512	448,512	448,512
Merrill Auditorium	(33-04)	478,968	479,050	482,953	482,953	482,953	482,953
Hadlock Stadium	(33-05)	270,650	280,961	300,681	300,681	300,681	300,681
Other Public Buildings	(33-06)	551,968	503,694	531,049	514,049	514,049	514,049
Ice Arena	(33-07)	575,516	590,972	602,748	570,448	570,448	570,448
Exposition Building	(33-08)	441,286	407,609	439,140	439,140	439,140	439,140
Waterfront Maintenance	(33-09)	877,825	951,282	1,251,489	1,166,489	1,166,489	1,166,489
Public Assembly Facility	(33-10)	957,379	979,032	1,031,969	1,001,715	1,001,715	1,001,715
Concessions	(33-11)	355,416	365,318	390,552	382,943	382,943	382,943
School HVAC	(33-12)	482,844	466,849	521,703	521,703	521,703	521,703
Athletic Facilities	(33-13)	770,907	776,520	782,638	764,638	764,638	764,638
Recreation	(33-14)	1,848,741	1,815,942	1,916,155	1,916,155	1,916,155	1,916,155
Aquatics	(33-15)	595,341	596,976	623,895	623,895	623,895	623,895
School Maintenance	(33-16)	1,096,257	1,103,893	1,166,485	0	0	0
Riverside Golf Course	(33-18)	879,248	1,007,074	1,062,805	1,031,925	1,031,925	1,031,925
Golf Course Restaurant	(33-19)	392,590	416,606	421,107	419,116	419,116	419,116
Canco Road Buildings	(33-29)	250,763	286,209	491,383	331,383	331,383	331,383
Cemeteries	(33-32)	661,502	655,944	920,291	842,811	842,811	842,811
Forestry	(33-33)	628,335	610,355	771,947	713,171	713,171	713,171
Parks	(33-34)	836,814	839,269	1,030,576	952,576	952,576	952,576
Total		15,052,003	15,167,497	17,316,816	15,395,366	15,395,366	15,395,366
Less Revenues		(10,023,133)	(10,522,999)	(10,775,142)	(9,812,539)	(9,812,539)	(9,812,539)
Net Department Total		5,028,870	4,644,498	6,541,674	5,582,827	5,582,827	5,582,827

Parks, Recreation & Facilities Administration

The Parks, Recreation and Facilities Administrative division serves a large and extremely diverse department. The Administration division oversees the numerous activities and challenges that transpire within the department. Functions include providing general administrative support, involving much of the centralized accounting and payroll duties.

The expenditure increase of \$119,835, or 38.0%, is primarily attributed to the department's reorganization and consolidation of the support staff previously housed in other divisions.

Division Summary

Department: Parks, Recreation & Facilities **Division:** Parks, Recreation & Facilities Administration **Account:** 100-33-00

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	293,838	291,033	507,156	417,027	417,027	417,027
Administrative Services	6,520	7,092	7,020	7,020	7,020	7,020
Contractual Services	11,340	8,508	8,510	8,510	8,510	8,510
Supplies	3,000	3,000	2,000	2,000	2,000	2,000
Utilities	624	600	600	600	600	600
Total	315,322	310,233	525,286	435,157	435,157	435,157

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Parks, Recreation & Facilities Administration

Account: 100-33-00

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Dir of Rec & Facilities Mgmt	100		1	113,694	1	118,814	1	118,814	1	118,814	1	118,814
Deputy Dir of Parks Rec & Fac	100		0	0	1	90,129	0	0	0	0	0	0
(1) Financial Administrator	100		0	0	1	76,274	1	76,274	1	76,274	1	76,274
(2) Principal Financial Officer	100		1	72,543	0	0	0	0	0	0	0	0
(3) Principal Admin Officer II	100		0	0	1	74,784	1	74,784	1	74,784	1	74,784
(4) Principal Admin Officer I	100		1	69,089	0	0	0	0	0	0	0	0
(5) Executive Assistant	100		0	0	1	37,265	1	37,265	1	37,265	1	37,265
Administrative Associate	100		1	38,512	1	37,962	1	37,962	1	37,962	1	37,962
(6) Office Associate	100		0	0	2	71,828	2	71,828	2	71,828	2	71,828
Overtime	100			0		100		100		100		100
Gross Personnel Services			4.0	293,838	8.0	507,156	7.0	417,027	7.0	417,027	7.0	417,027

Notes:

- (1) 1 Title Change from Principal Financial Officer during FY17
- (2) (1) Title Change to Financial Administrator during FY17
- (3) 1 Title Change from Principal Admin Officer I during FY17
- (4) (1) Title Change to Principal Admin Officer II during FY17
- (5) 1 New Position Approved during FY17: Tfr'd from Rec (33-14) in FY18
- (6) 1 Position Tfr'd from PAF (100-3310) & 1 Position Tfr'd from Recreation (100-3314) in FY18

Trades

The Trades division budget is comprised of a highly skilled workforce that maintains, repairs, and renovates the various City buildings. Services provided include carpentry, painting, electrical, plumbing, remodeling, and maintenance of the heating and ventilating systems.

Expenses have increased by \$153,851, or 15.8%, primarily due to payroll. In addition to the temporary help line increase, the Trades personnel salary costs were previously shared with the Department's School Maintenance division; the School resumed the responsibilities of the School Maintenance division in FY18.

Division Summary

Department: Parks, Recreation & Facilities

Division: Trades

Account: 100-33-01

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	931,351	873,346	1,092,582	1,080,036	1,080,036	1,080,036
Benefits	12,975	18,762	12,975	12,975	12,975	12,975
Administrative Services	12,314	9,990	12,404	12,404	12,404	12,404
Contractual Services	700	700	700	700	700	700
Rentals	180	912	2,760	2,760	2,760	2,760
Supplies	12,500	13,870	14,000	14,000	14,000	14,000
Utilities	3,996	4,056	4,992	4,992	4,992	4,992
Total	974,016	921,636	1,140,413	1,127,867	1,127,867	1,127,867
Less Revenues	(27,000)	(27,000)	(27,000)	(27,000)	(27,000)	(27,000)
Net Division Total	947,016	894,636	1,113,413	1,100,867	1,100,867	1,100,867

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Trades

Account: 100-33-01

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Director of Public Buildings	100		1	86,563	1	90,942	1	90,942	1	90,942	1	90,942
Director of Project Mgmt	100		1	64,363	1	67,629	1	67,629	1	67,629	1	67,629
Project Manager	100		1	53,071	1	55,733	1	55,733	1	55,733	1	55,733
HVAC Coordinator	100		1	55,299	1	60,303	1	60,303	1	60,303	1	60,303
HVAC Technician III	100		1	52,268	1	47,250	1	47,250	1	47,250	1	47,250
Facilities Master Electrician	100		2	112,180	2	114,429	2	114,429	2	114,429	2	114,429
Facilities Master Plumber	100		1	54,503	1	55,595	1	55,595	1	55,595	1	55,595
Sr Public Bldgs Supervisor	100		1	53,872	1	54,912	1	54,912	1	54,912	1	54,912
Trades Worker III (Trades)	100		7	307,117	7	306,227	7	306,227	7	306,227	7	306,227
Administrative Associate	100		1	45,064	1	45,962	1	45,962	1	45,962	1	45,962
Less School Maint Chgs (33-16)		100		(92,349)		0		0		0		0
Temporary Help	100			121,400		175,600		163,054		163,054		163,054
Overtime	100			18,000		18,000		18,000		18,000		18,000
Gross Personnel Services			17.0	931,351	17.0	1,092,582	17.0	1,080,036	17.0	1,080,036	17.0	1,080,036

Public Safety Buildings

This division includes all the expenses for maintaining the City's Public Safety building, which houses the Police Department.

Expenses have increased by \$31,569, or 8.4%.

Division Summary

Department: Parks, Recreation & Facilities **Division:** Public Safety Buildings **Account:** 100-33-02

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	85,450	88,325	90,669	90,669	90,669	90,669
Benefits	1,350	1,350	1,350	1,350	1,350	1,350
Contractual Services	6,300	6,568	6,600	6,600	6,600	6,600
Maintenance and Repairs	50,900	50,971	57,000	57,000	57,000	57,000
Supplies	38,500	38,513	41,500	41,500	41,500	41,500
Utilities	193,970	211,541	210,920	210,920	210,920	210,920
Total	376,470	397,268	408,039	408,039	408,039	408,039

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Public Safety Buildings

Account: 100-33-02

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
PAF Operations Foreman	100			1	47,549	1	48,506	1	48,506	1	48,506	48,506
(1) Custodial Worker (Floating)	100			0	0	1	38,563	1	38,563	1	38,563	38,563
(2) Custodial Worker	100			1	34,301	0	0	0	0	0	0	0
Overtime	100				3,600		3,600		3,600		3,600	3,600
Gross Personnel Services				2.0	85,450	2.0	90,669	2.0	90,669	2.0	90,669	90,669

Notes:

- (1) 1 Position Replaced Custodial Worker during FY17
- (2) (1) Position Replaced w/ Custodial Worker (Floating) during FY17

City Hall

This division includes all the expenses for maintaining City Hall, which houses various administrative offices.

Expenditures have increased by \$14,667, or 3.4%.

Division Summary

Department: Parks, Recreation & Facilities **Division:** City Hall **Account:** 100-33-03

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	125,470	100,469	123,637	123,637	123,637	123,637
Benefits	2,025	11,738	2,025	2,025	2,025	2,025
Contractual Services	4,650	4,650	11,650	4,650	4,650	4,650
Maintenance and Repairs	46,000	45,985	101,000	61,000	61,000	61,000
Rentals	0	0	8,000	0	0	0
Supplies	44,000	44,006	59,000	59,000	59,000	59,000
Utilities	211,700	197,957	198,200	198,200	198,200	198,200
Total	433,845	404,805	503,512	448,512	448,512	448,512

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: City Hall

Account: 100-33-03

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
PAF Operations Foreman	100		1	48,485	1	48,500	1	48,500	1	48,500	1	48,500
(1) Custodial Worker (Floating)	100		1	37,814	0	0	0	0	0	0	0	0
(2) Custodial Worker	100		1	36,171	2	72,137	2	72,137	2	72,137	2	72,137
Overtime	100			3,000		3,000		3,000		3,000		3,000
Gross Personnel Services			3.0	125,470	3.0	123,637	3.0	123,637	3.0	123,637	3.0	123,637

Notes:

- (1) (1) Position Replaced w/ Custodial Worker during FY17
- (2) 1 Position Replaced w/ Custodial Worker (Floating) during FY17

Merrill Auditorium

This division includes all the expenses for maintaining Merrill Auditorium, a 1,900 seat performing arts venue attached to City Hall. Prime Tenants include Portland Ovation, the Portland Symphony Orchestra, and Friends of the Kotschmar Organ. The theater hosts a variety of performances each year including symphonies, Broadway performances, concerts, comedians, graduations and holiday programming. In FY16 Merrill Auditorium hosted 135 events with over 151,000 patrons in attendance.

Division Summary

Department: Parks, Recreation & Facilities

Division: Merrill Auditorium

Account: 100-33-04

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	229,033	225,593	239,593	239,593	239,593	239,593
Benefits	2,700	2,699	2,700	2,700	2,700	2,700
Contractual Services	15,135	16,160	16,160	16,160	16,160	16,160
Maintenance and Repairs	120,100	119,541	111,300	111,300	111,300	111,300
Rentals	1,000	1,000	1,000	1,000	1,000	1,000
Supplies	41,000	40,966	38,200	38,200	38,200	38,200
Utilities	70,000	73,091	74,000	74,000	74,000	74,000
Total	478,968	479,050	482,953	482,953	482,953	482,953
Less Revenues	(553,480)	(591,936)	(587,700)	(587,700)	(587,700)	(587,700)
Net Division Total	(74,512)	(112,886)	(104,747)	(104,747)	(104,747)	(104,747)

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Merrill Auditorium

Account: 100-33-04

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
PAF Operations Supervisor	100		1	50,211	1	51,230	1	51,230	1	51,230	1	51,230
(1) Custodial Worker	100		1.8	64,764	1.8	66,713	1.8	66,713	1.8	66,713	1.8	66,713
Technical Director	100		1	54,227	1	56,958	1	56,958	1	56,958	1	56,958
Asst Technical Director	100		1.2	53,831	1.2	56,192	1.2	56,192	1.2	56,192	1.2	56,192
Overtime	100			6,000		8,500		8,500		8,500		8,500
Gross Personnel Services			5.0	229,033	5.0	239,593	5.0	239,593	5.0	239,593	5.0	239,593

Notes:

(1) Half-time Shared Positions (2) w/ Wtft (33-09) & Parks (33-34)

Hadlock Stadium

This division includes all the expenses for maintaining Hadlock Stadium, a 7,400 seat baseball stadium which was opened in 1994. It is home to the Portland Seadogs, an AA affiliate of the Red Sox, and high school baseball powerhouses, the Deering Rams and Portland Bulldogs.

Division Summary

Department: Parks, Recreation & Facilities **Division:** Hadlock Stadium **Account:** 100-33-05

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Contractual Services	3,650	3,650	3,650	3,650	3,650	3,650
Maintenance and Repairs	59,016	50,713	70,500	70,500	70,500	70,500
Rentals	8,000	8,500	8,500	8,500	8,500	8,500
Supplies	19,484	31,567	31,500	31,500	31,500	31,500
Utilities	180,500	186,531	186,531	186,531	186,531	186,531
Total	270,650	280,961	300,681	300,681	300,681	300,681
Less Revenues	(332,500)	(331,065)	(332,531)	(332,531)	(332,531)	(332,531)
Net Division Total	(61,850)	(50,104)	(31,850)	(31,850)	(31,850)	(31,850)

Other Public Buildings

This division includes all the expenses for maintaining a variety of other City-owned buildings and structures.

FY18 expenditures have decreased \$37,919, or 6.9%, primarily due to the reduction in heating fuel costs.

Division Summary

Department: Parks, Recreation & Facilities **Division:** Other Public Buildings **Account:** 100-33-06

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	57,777	57,891	58,260	58,260	58,260	58,260
Benefits	675	420	675	675	675	675
Contractual Services	16,280	16,280	16,280	16,280	16,280	16,280
Maintenance and Repairs	71,850	76,304	76,850	64,850	64,850	64,850
Supplies	62,500	62,275	62,500	62,500	62,500	62,500
Utilities	342,886	290,524	316,484	311,484	311,484	311,484
Total	551,968	503,694	531,049	514,049	514,049	514,049

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Other Public Buildings

Account: 100-33-06

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Custodial Worker (Floating)	100			1	39,166	1	39,915	1	39,915	1	39,915	39,915
Custodial Worker	100			0.5	16,611	0.5	17,345	0.5	17,345	0.5	17,345	17,345
Overtime	100				2,000		1,000		1,000			1,000
Gross Personnel Services				1.5	57,777	1.5	58,260	1.5	58,260	1.5	58,260	58,260

Ice Arena

The Ice Arena is celebrating its 32nd year of operation and has been renamed in honor of the late William B. Trough. William B. Trough was instrumental in creating the rink when he served on the City Council during the 1970s-1980's. The City-owned rink, located next to the Portland Expo and Hadlock Field, provides rental of ice time to various community users including adult leagues, high school, middle school and youth hockey organizations, and to the public. Ice skating and figure skating lessons are offered as well. The City also operates the Ice Arena concession stand. The annual Ice Show is held each year the last weekend of April and is open to the general public.

Division Summary

Department: Parks, Recreation & Facilities

Division: Ice Arena

Account: 100-33-07

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	275,026	273,389	284,985	284,985	284,985	284,985
Benefits	800	800	800	800	800	800
Administrative Services	850	2,095	2,095	2,095	2,095	2,095
Contractual Services	16,365	15,311	16,626	16,626	16,626	16,626
Maintenance and Repairs	22,435	23,211	46,550	27,550	27,550	27,550
Rentals	1,680	1,812	1,812	1,812	1,812	1,812
Supplies	35,800	36,755	42,100	36,800	36,800	36,800
Minor Capital Items	31,200	30,651	0	0	0	0
Utilities	191,360	206,948	207,780	199,780	199,780	199,780
Total	575,516	590,972	602,748	570,448	570,448	570,448
Less Revenues	(602,960)	(606,406)	(611,818)	(611,818)	(611,818)	(611,818)
Net Division Total	(27,444)	(15,434)	(9,070)	(41,370)	(41,370)	(41,370)

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Ice Arena

Account: 100-33-07

Position	Funding			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Ice Arena Manager	100			1	56,119	1	58,956	1	58,956	1	58,956	1	58,956
Facilities Coordinator	100			1	43,236	1	45,425	1	45,425	1	45,425	1	45,425
Office Associate	100			1	41,847	1	42,686	1	42,686	1	42,686	1	42,686
Recreation Programmer I	100			2	59,162	2	60,879	2	60,879	2	60,879	2	60,879
Temporary Help	100				68,662		71,039		71,039		71,039		71,039
Overtime	100				6,000		6,000		6,000		6,000		6,000
Gross Personnel Services				5.0	275,026	5.0	284,985	5.0	284,985	5.0	284,985	5.0	284,985

Exposition Building

The Portland Exposition Building division includes all the expenses for maintaining and managing this venue. The Portland Expo is home to PHS basketball, and the Maine Red Claws, a NBA development league, which began playing in 2010. In FY2016 the Expo hosted 94 events, with over 94,000 attendees, including basketball games, trade shows, middle school track, and professional boxing.

Division Summary

Department: Parks, Recreation & Facilities **Division:** Exposition Building **Account:** 100-33-08

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	175,511	172,910	177,265	177,265	177,265	177,265
Benefits	2,700	2,700	2,700	2,700	2,700	2,700
Contractual Services	11,875	12,075	24,675	24,675	24,675	24,675
Maintenance and Repairs	40,900	39,895	42,000	42,000	42,000	42,000
Rentals	500	0	500	500	500	500
Supplies	43,800	43,883	41,000	41,000	41,000	41,000
Utilities	166,000	136,146	151,000	151,000	151,000	151,000
Total	441,286	407,609	439,140	439,140	439,140	439,140
Less Revenues	(304,000)	(272,000)	(289,400)	(289,400)	(289,400)	(289,400)
Net Division Total	137,286	135,609	149,740	149,740	149,740	149,740

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Exposition Building

Account: 100-33-08

	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final
	Source		Approved		Submission		Recommendation		Committee		Allowance
Position	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
PAF Operations Supervisor	100	1	48,547	1	50,596	1	50,596	1	50,596	1	50,596
(1) Custodial Worker	100	3	114,964	3	114,669	3	114,669	3	114,669	3	114,669
Overtime	100		12,000		12,000		12,000		12,000		12,000
Gross Personnel Services		4.0	175,511	4.0	177,265	4.0	177,265	4.0	177,265	4.0	177,265

Notes:

(1) Half-time Shared Positions: (1) Athletic Fields (33-13) & (3) Cemetery (33-32)

Waterfront Maintenance

Waterfront Maintenance is responsible for the repair, maintenance and operations of City-owned waterfront property which includes the Portland Ocean Terminal, Maine State Pier and Ocean Gateway.

Cruise passengers continue to be on an upward trajectory. By the season 2018 the City is projecting to welcome 150,000 passengers, up from 100,000 passengers in 2016.

Several major undertakings are planned for the upcoming year: pier maintenance work continues as the City finishes Phase III of a \$1.75m seawall project, pier work advances at Compass Park in preparation for concerts on the pier, new East End and Cushing floats are being constructed for this Spring, and new comfort space for cruise passengers will be ready for Fall.

The expense increase of \$288,664, or 32.9%, is due primarily to the terminal upgrade planned projects, sound monitoring and security screening equipment, and the addition of an Operations Foreman position. Revenues are anticipated to also increase by \$451,978, or 28.9%, due to increased cruise ship activity and rental income.

Division Summary

Department: Parks, Recreation & Facilities	Division: Waterfront Maintenance				Account: 100-33-09	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	93,373	134,762	252,767	170,767	170,767	170,767
Benefits	350	350	500	500	500	500
Administrative Services	16,000	15,926	23,000	18,000	18,000	18,000
Contractual Services	227,560	227,727	239,000	231,000	231,000	231,000
Maintenance and Repairs	100,800	100,800	252,100	212,100	212,100	212,100
Rentals	11,430	11,430	11,430	11,430	11,430	11,430
Supplies	49,700	64,095	51,500	51,500	51,500	51,500
Minor Capital Items	0	0	0	50,000	50,000	50,000
Utilities	378,612	396,192	396,192	396,192	396,192	396,192
Capital Outlay	0	0	25,000	25,000	25,000	25,000
Total	877,825	951,282	1,251,489	1,166,489	1,166,489	1,166,489
Less Revenues	(1,563,906)	(1,839,215)	(1,865,502)	(2,015,884)	(2,015,884)	(2,015,884)
Net Division Total	(686,081)	(887,933)	(614,013)	(849,395)	(849,395)	(849,395)

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Waterfront Maintenance

Account: 100-33-09

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Waterfront Director	100		0	0	1	82,000	0	0	0	0	0	0
(1) PAF Operations Foreman	100		0	0	1	40,819	1	40,819	1	40,819	1	40,819
Port Facility Security Officer	100		1	52,182	1	53,916	1	53,916	1	53,916	1	53,916
(2) Custodial Worker	100		0.5	17,191	0.5	17,888	0.5	17,888	0.5	17,888	0.5	17,888
(3) Dir / Cruise Ship Marketing (CO)	100		0	0	0.5	29,894	0.5	29,894	0.5	29,894	0.5	29,894
Charges from PAF (33-10)	100			0		2,250		2,250		2,250		2,250
Temporary Help	100			4,000		6,000		6,000		6,000		6,000
Overtime	100			20,000		20,000		20,000		20,000		20,000
Gross Personnel Services			1.5	93,373	4.0	252,767	3.0	170,767	3.0	170,767	3.0	170,767

Notes:

- (1) 1 New Position Approved in FY18
- (2) Half-time Shared Position: (1) w/ Merrill (33-04)
- (3) .5 Position Approved (Transferred from Contractual Services) in FY18

Public Assembly Facility

The Public Assembly division handles the general management, marketing, booking, event coordination and other miscellaneous staffing and operational needs of the department's Facilities section functions. Maine State Pier, Ocean Gateway and Permitted Events are included under the Public Assembly division. In FY2016 the Maine State Pier and Ocean Gateway hosted 161 events with over 69,000 guests in attendance; these events include concerts, weddings, proms, non-profit fundraisers, business meetings and holiday parties. Over 650 permitted events took place within the City including road races, block parties, farmer's markets, Art Walks, and rallies.

Expenditures have increased by \$44,336, or 4.6%, with the increase attributed to event staffing. Revenues have also increased by \$75,730, or 14.6%.

Division Summary

Department: Parks, Recreation & Facilities	Division: Public Assembly Facility				Account: 100-33-10	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	886,074	893,943	942,144	911,890	911,890	911,890
Administrative Services	3,915	3,954	3,965	3,965	3,965	3,965
Contractual Services	43,250	56,605	60,250	60,250	60,250	60,250
Maintenance and Repairs	1,200	1,200	1,200	1,200	1,200	1,200
Rentals	2,540	2,540	2,540	2,540	2,540	2,540
Supplies	15,900	15,900	16,650	16,650	16,650	16,650
Utilities	4,500	4,890	5,220	5,220	5,220	5,220
Total	957,379	979,032	1,031,969	1,001,715	1,001,715	1,001,715
Less Revenues	(517,420)	(561,974)	(573,150)	(593,150)	(593,150)	(593,150)
Net Division Total	439,959	417,058	458,819	408,565	408,565	408,565

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Public Assembly Facility (PAF)

Account: 100-33-10

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Dir Public Assembly Facilities	100		1	77,457	1	81,393	1	81,393	1	81,393	1	81,393
Director of Operations	100		1	66,022	1	69,351	1	69,351	1	69,351	1	69,351
(1) Sales & Marketing Coord	100		1	59,650	0	0	0	0	0	0	0	0
(2) Booking Coordinator	100		0	0	1	49,522	1	49,522	1	49,522	1	49,522
(3) Office Associate	100		1	41,280	0	0	0	0	0	0	0	0
(4) Accountant	100		0	0	1	43,983	1	43,983	1	43,983	1	43,983
(5) Office Assistant	100		1	42,697	0	0	0	0	0	0	0	0
(6) Sr Lead Events Coordinator	100		0	0	1	60,840	1	60,840	1	60,840	1	60,840
(7) Lead Events Coordinator	100		5	267,129	4	209,379	4	209,379	4	209,379	4	209,379
Events Assistant	100		0.5	16,956	0.5	17,687	0.5	17,687	0.5	17,687	0.5	17,687
(8) Event Staff	100		6.1	160,683	6.3	168,239	6.3	168,239	6.3	168,239	6.3	168,239
Security Pay	100			10,700		11,000		11,000		11,000		11,000
Less Waterfront Charges (33-09)	100			0		(2,250)		(2,250)		(2,250)		(2,250)
Temporary Help	100			132,500		216,000		185,746		185,746		185,746
Overtime	100			11,000		17,000		17,000		17,000		17,000
Gross Personnel Services			16.6	886,074	15.8	942,144	15.8	911,890	15.8	911,890	15.8	911,890

Notes:

- (1) (1) Position Eliminated during FY17
- (2) 1 Position Reclassed from Office Associate during FY17
- (3) (1) Position Reclassed to Booking Coordinator during FY17
- (4) 1 Position Reclassed from Office Asst during FY17
- (5) (1) Position Reclassed to Accountant during FY17
- (6) 1 Position Reclassed from Lead Events Coord during FY17
- (7) (1) Position Reclassed to Sr Lead Events Coord during FY17
- (8) .2 Hours Increase Approved in FY18

Concessions

The Concessions division manages the concessions and catering operations for Merrill Auditorium, Portland Exposition, Fitzpatrick Stadium and the Troubh Ice Arena.

Expenditures have increased \$27,527, or 7.7%, due largely to increased food expense. Concessions projected income has also increased by \$31,500 or 7.9%.

Division Summary

Department: Parks, Recreation & Facilities

Division: Concessions

Account: 100-33-11

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	145,751	134,873	160,897	153,288	153,288	153,288
Benefits	600	600	600	600	600	600
Administrative Services	2,525	2,527	2,525	2,525	2,525	2,525
Contractual Services	5,880	5,494	5,880	5,880	5,880	5,880
Maintenance and Repairs	3,000	3,026	3,000	3,000	3,000	3,000
Supplies	171,500	194,088	191,250	191,250	191,250	191,250
Minor Capital Items	25,000	23,509	25,000	25,000	25,000	25,000
Utilities	1,160	1,201	1,400	1,400	1,400	1,400
Total	355,416	365,318	390,552	382,943	382,943	382,943
Less Revenues	(398,000)	(403,000)	(417,000)	(429,500)	(429,500)	(429,500)
Net Division Total	(42,584)	(37,682)	(26,448)	(46,557)	(46,557)	(46,557)

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Concessions

Account: 100-33-11

Position	Funding			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Food Service Manager	100			1	61,251	1	55,297	1	55,297	1	55,297	1	55,297
Temporary Help	100				84,000		105,000		97,391		97,391		97,391
Overtime	100				500		600		600		600		600
Gross Personnel Services				1.0	145,751	1.0	160,897	1.0	153,288	1.0	153,288	1.0	153,288

School HVAC

The School HVAC division is responsible for heating, ventilation and air conditioning maintenance for all twenty elementary, middle and high school buildings. All expenses are reimbursed by the School Department through inter-fund transfers.

Division Summary

Department: Parks, Recreation & Facilities **Division:** School HVAC **Account:** 100-33-12

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	116,020	100,025	108,879	108,879	108,879	108,879
Benefits	2,050	2,050	2,050	2,050	2,050	2,050
Administrative Services	2,500	2,500	10,500	10,500	10,500	10,500
Contractual Services	11,650	11,650	11,650	11,650	11,650	11,650
Maintenance and Repairs	190,000	190,000	228,000	228,000	228,000	228,000
Supplies	160,000	160,000	160,000	160,000	160,000	160,000
Utilities	624	624	624	624	624	624
Total	482,844	466,849	521,703	521,703	521,703	521,703
Less Revenues	(482,844)	(466,849)	(521,703)	(521,703)	(521,703)	(521,703)
Net Division Total	0	0	0	0	0	0

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: School HVAC

Account: 100-33-12

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
(1) HVAC Technician III	100			1	52,623	0	0	0	0	0	0	0
(2) HVAC Technician II	100			1	41,413	2	96,407	2	96,407	2	96,407	96,407
Standby Pay	100				1,584		2,472		2,472			2,472
Temporary Help	100				10,400		0		0			0
Overtime	100				10,000		10,000		10,000			10,000
Gross Personnel Services				2.0	116,020	2.0	108,879	2.0	108,879	2.0	108,879	108,879

Notes:

- (1) (1) Position Replaced w/ HVAC Technician II during FY17
- (2) 1 Position Replaced HVAC Technician III during FY17

Athletic Facilities

The department's Parks section oversees the Athletic Facilities division. Athletic Facilities is responsible for the care of all City-owned athletic facilities in Portland. This includes fourteen baseball/softball fields, two artificial surface football/soccer stadiums, fifteen multi-purpose fields, thirty playgrounds, and a variety of tennis, basketball and volleyball courts, as well as ornamental water fountains.

Division Summary

Department: Parks, Recreation & Facilities **Division:** Athletic Facilities **Account:** 100-33-13

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	484,888	490,332	470,610	470,610	470,610	470,610
Benefits	6,600	13,009	7,450	7,450	7,450	7,450
Administrative Services	3,400	3,400	3,400	3,400	3,400	3,400
Contractual Services	19,300	19,300	19,300	19,300	19,300	19,300
Maintenance and Repairs	30,000	29,918	34,250	34,250	34,250	34,250
Rentals	35,532	35,532	35,532	35,532	35,532	35,532
Supplies	94,400	94,400	89,825	89,825	89,825	89,825
Minor Capital Items	0	0	31,650	13,650	13,650	13,650
Utilities	96,787	90,629	90,621	90,621	90,621	90,621
Total	770,907	776,520	782,638	764,638	764,638	764,638
Less Revenues	(275,566)	(280,420)	(283,000)	(283,000)	(283,000)	(283,000)
Net Division Total	495,341	496,100	499,638	481,638	481,638	481,638

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Athletic Facilities

Account: 100-33-13

Position	Funding			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Asst Parks Director	100			0	0	0	0	0	0	0	0	0	0
(2) Athletic Fac & Program Mgr	100			1	65,645	0	0	0	0	0	0	0	0
Athletic Facilities Supervisor	100			1	51,792	1	52,832	1	52,832	1	52,832	1	52,832
Recreation Facilities Technician	100			1	52,915	1	55,014	1	55,014	1	55,014	1	55,014
(3) Playground Technician	100			1	43,451	2	85,625	2	85,625	2	85,625	2	85,625
Maintenance Worker III	100			3	130,354	3	132,974	3	132,974	3	132,974	3	132,974
(4) Custodial Worker	100			0.5	17,191	0.5	16,965	0.5	16,965	0.5	16,965	0.5	16,965
Meal Allow/Standby Pay	100				1,000		1,000		1,000		1,000		1,000
Temporary Help	100				66,540		70,200		70,200		70,200		70,200
Overtime	100				56,000		56,000		56,000		56,000		56,000
Gross Personnel Services				7.5	484,888	7.5	470,610	7.5	470,610	7.5	470,610	7.5	470,610

Notes:

- (1) 1 Reclassed from Athletic Fac & Program Mgr during FY17 & (1) Transfer to Parks (33-34) in FY18
- (2) (1) Position Reclassed to Asst Parks Director during FY17
- (3) 1 New Position Approved in FY18
- (4) Shared Half-time Position: (1) w/ Expo (33-08)

Recreation

The Recreation Division provides a wide range of programming/leagues and clinics for all age groups in the City and operates four community centers: Riverton, Reiche, East End, and Peaks Island. The Recreation division offers before-and-after school programming at all elementary schools (no before-care at Peaks) known as The Bell Program, as well as summer camp programs for children currently in K-7th grade. In addition, the City offers an extensive program for senior adults.

The City currently provides before-and-after school programming for one out of every four children in the elementary schools. Almost 700 children learned to play basketball in our leagues this past season and over 400 children attended our summer camp programs. The Recreation division maintains a list of over 400 senior adults in our age sixty-five plus program. The City plans to introduce a new Park-n-Play program at Deering Oaks this summer as a drop-in program for children, as well as a Hacker's Camp for kids to learn how to write computer code.

Expenditures have increased \$67,414, or 3.6%, primarily due to increased payroll expense and equipment needs. Revenues are projected to increase \$39,480, or 2.6%.

Division Summary

Department: Parks, Recreation & Facilities	Division: Recreation				Account: 100-33-14	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	1,488,141	1,413,244	1,523,828	1,523,828	1,523,828	1,523,828
Benefits	3,750	3,511	3,750	3,750	3,750	3,750
Administrative Services	23,605	58,707	24,479	24,479	24,479	24,479
Contractual Services	195,595	194,730	195,568	195,568	195,568	195,568
Rentals	59,260	64,501	68,160	68,160	68,160	68,160
Supplies	59,160	61,280	73,110	73,110	73,110	73,110
Minor Capital Items	0	0	17,000	17,000	17,000	17,000
Utilities	19,230	19,969	10,260	10,260	10,260	10,260
Total	1,848,741	1,815,942	1,916,155	1,916,155	1,916,155	1,916,155
Less Revenues	(1,517,198)	(1,551,222)	(1,556,678)	(1,556,678)	(1,556,678)	(1,556,678)
Net Division Total	331,543	264,720	359,477	359,477	359,477	359,477

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Recreation

Account: 100-33-14

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Recreation Director	100		0	0	1	78,648	1	78,648	1	78,648	1	78,648
(2) Recreation Division Manager	100		1	83,637	0	0	0	0	0	0	0	0
Asst Recreation Director	100		1	71,400	1	76,454	1	76,454	1	76,454	1	76,454
Administrative Associate	100		2	90,129	2	91,923	2	91,923	2	91,923	2	91,923
Recreation Supervisor	100		2	106,724	2	108,868	2	108,868	2	108,868	2	108,868
(3) Recreation Division Leader	100		3	132,376	4	173,264	4	173,264	4	173,264	4	173,264
(4) Recreation Programmer II	100		13.2	467,958	12.4	466,291	12.4	466,291	12.4	466,291	12.4	466,291
Recreation Programmer I	100		15.6	431,577	15.6	457,274	15.6	457,274	15.6	457,274	15.6	457,274
(5) Executive Assistant	100		0	0	0	0	0	0	0	0	0	0
(6) Office Associate	100		1	35,822	0	0	0	0	0	0	0	0
Temporary Help	100			57,518		55,046		55,046		55,046		55,046
Overtime	100			11,000		16,060		16,060		16,060		16,060
Gross Personnel Services			38.8	1,488,141	38.0	1,523,828	38.0	1,523,828	38.0	1,523,828	38.0	1,523,828

Notes:

- (1) 1 Title Change from Recreation Division Manager during FY17
- (2) (1) Title Change to Recreation Director during FY17
- (3) 1 New Position Approved in FY18
- (4) (.8) Position Eliminated in FY18
- (5) 1 Position Reclassed from Office Assoc during FY17; (1) Tfr'd to Admin (33-00) in FY18
- (6) (1) Position Reclassed to Executive Asst during FY17

Aquatics

The Aquatics division operates two indoor pools at the Riverton and Reiche Community Centers and a seasonal outdoor pool, the Kiwanis Pool on Douglas Street. The division offers swimming lessons and aquatic programming for all ages including adult water aerobics and a Master's level program. In any given week the Aquatics division instructs over 700 people in city pools, from infants to adults. Stand-up paddling has been a big success this year with classes filling to capacity each session.

Division Summary

Department: Parks, Recreation & Facilities

Division: Aquatics

Account: 100-33-15

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	507,026	509,236	535,540	535,540	535,540	535,540
Benefits	1,950	1,950	1,950	1,950	1,950	1,950
Administrative Services	2,635	2,485	2,485	2,485	2,485	2,485
Contractual Services	33,400	33,400	33,400	33,400	33,400	33,400
Maintenance and Repairs	2,100	2,100	2,100	2,100	2,100	2,100
Rentals	500	350	500	500	500	500
Supplies	31,150	30,706	30,900	30,900	30,900	30,900
Utilities	16,580	16,749	17,020	17,020	17,020	17,020
Total	595,341	596,976	623,895	623,895	623,895	623,895
Less Revenues	(413,939)	(393,394)	(418,825)	(418,825)	(418,825)	(418,825)
Net Division Total	181,402	203,582	205,070	205,070	205,070	205,070

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Aquatics

Account: 100-33-15

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Therapeutic Recreation Manager	100		1	64,564	1	67,840	1	67,840	1	67,840	1	67,840
(1) Recreation Division Leader	100		1	43,797	2	85,722	2	85,722	2	85,722	2	85,722
Aquatic Supervisor	100		1	52,572	1	53,625	1	53,625	1	53,625	1	53,625
(2) Recreation Programmer II	100		4.6	166,555	5.3	199,147	5.3	199,147	5.3	199,147	5.3	199,147
(3) Recreation Programmer I	100		3.9	97,368	2.4	72,536	2.4	72,536	2.4	72,536	2.4	72,536
Temporary Help	100			79,670		54,670		54,670		54,670		54,670
Overtime	100			2,500		2,000		2,000		2,000		2,000
Gross Personnel Services			11.5	507,026	11.7	535,540	11.7	535,540	11.7	535,540	11.7	535,540

Notes:

- (1) 1 Position Reclass Approved from Rec Programmer II in FY18
- (2) (1) Reclass Approved to Rec Div Leader; 1.5 Upgrade Approved from Rec Pgm I & .2 Hrs Incr in FY18
- (3) (1.5) Position Upgrade Approved to Recreation Programmer II in FY18

School Maintenance

The FY18 budget returns the responsibility for the School Maintenance division functions back to the School Department. This budget shift is cost neutral for the schools.

Division Summary

Department: Parks, Recreation & Facilities	Division: School Maintenance				Account: 100-33-16	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	158,902	158,690	69,915	0	0	0
Administrative Services	3,350	3,425	3,425	0	0	0
Contractual Services	289,505	286,505	332,645	0	0	0
Maintenance and Repairs	376,500	387,273	430,500	0	0	0
Supplies	230,000	230,000	280,000	0	0	0
Capital Outlay	38,000	38,000	50,000	0	0	0
Total	1,096,257	1,103,893	1,166,485	0	0	0
Less Revenues	(1,096,257)	(1,103,893)	(1,166,485)	0	0	0
Net Division Total	0	0	0	0	0	0

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: School Maintenance

Account: 100-33-16

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Director of Building Trades	100		1	66,553	1	69,915	0	0	0	0	0	0
Charges from Trades (33-01)	100			92,349		0		0		0		0
(2) Notes												
Gross Personnel Services			1.0	158,902	1.0	69,915	0.0	0	0.0	0	0.0	0

Notes:

- (1) (1) Position Transferred to School Department in FY18
- (2) School Maintenance Division Transferred to School Department in FY18

Riverside Golf Course

The City-owned Riverside Golf Course offers 30 holes: the 18-hole North Course, the 9-hole South course and the 3-hole practice course. Amenities include lessons and clinics which are managed by the Recreation Division. The FY2017 budget included the return of a golf pro: the 3-hole practice course is utilized by the golf pro to provide lessons to beginner golfers and by golfers sharpening their short game skills. Riverside is home to several golf tournament events each year.

Several years ago the City contracted with the National Golf Foundation to assess our golf course. Since that time, the staff has been working to implement their recommendations. The City is very proud of the work accomplished and excited to welcome many new players to the Riverside courses. Riverside is also a full service winter venue: sledding hills, two ice skating ponds, and many miles of cross-country ski trails are provided at no cost to participants.

FY18 expenditures are increased by \$152,677, or 17.4%, primarily due to the inclusion of the use of organic materials, salary increases, and Audubon certification process. Projections for golf play also increased, contributing to the total revenue increase of \$141,257, or 15.3%.

Division Summary

Department: Parks, Recreation & Facilities **Division:** Riverside Golf Course **Account:** 100-33-18

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	498,816	502,951	539,712	532,182	532,182	532,182
Benefits	2,905	2,905	4,020	4,020	4,020	4,020
Administrative Services	1,750	1,620	2,495	2,495	2,495	2,495
Contractual Services	38,550	69,105	86,696	76,696	76,696	76,696
Maintenance and Repairs	36,379	41,500	43,500	43,500	43,500	43,500
Rentals	85,255	85,255	87,005	87,005	87,005	87,005
Supplies	136,143	206,983	218,807	205,457	205,457	205,457
Utilities	79,450	96,755	80,570	80,570	80,570	80,570
Total	879,248	1,007,074	1,062,805	1,031,925	1,031,925	1,031,925
Less Revenues	(922,324)	(1,066,559)	(1,063,581)	(1,063,581)	(1,063,581)	(1,063,581)
Net Division Total	(43,076)	(59,485)	(776)	(31,656)	(31,656)	(31,656)

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Golf Course Maintenance Operations

Account: 100-33-18

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Golf Course Manager	100		1	66,175	1	69,512	1	69,512	1	69,512	1	69,512
Golf Course Superintendent	100		1	73,095	1	76,542	1	76,542	1	76,542	1	76,542
Golf Course Supervisor	100		1	52,788	1	53,848	1	53,848	1	53,848	1	53,848
(1) Golf Pro (Contract)	100		0.8	22,027	1	29,994	1	29,994	1	29,994	1	29,994
Temporary Help	100			273,361		297,243		289,713		289,713		289,713
Overtime	100			11,370		12,573		12,573		12,573		12,573
Gross Personnel Services			3.8	498,816	4.0	539,712	4.0	532,182	4.0	532,182	4.0	532,182

Notes:

(1) .2 Hours Increase Approved in FY18

Golf Course Restaurant

The Riverside Grill restaurant, located at the Riverside Golf Course, opened its doors in May 2014. The restaurant is overseen in-house by the Golf Course staff, including an experienced Chef and a new Front of House Manager. The restaurant is open year-round welcoming golfers and the general public alike. Riverside Grill serves both lunch and dinner, as well as a brunch on Saturdays and Sundays. The restaurant also provides a golfers' beverage cart option. Additionally the restaurant hosts weekly daily specials. More information about the menu and the weekly events may be found on our website at <http://www.theriversidegrill.com/>.

Division Summary

Department: Parks, Recreation & Facilities	Division: Golf Course Restaurant				Account: 100-33-19	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	149,000	187,097	189,655	189,655	189,655	189,655
Administrative Services	2,170	2,030	2,080	2,080	2,080	2,080
Contractual Services	24,470	27,473	32,090	32,090	32,090	32,090
Maintenance and Repairs	3,500	3,500	3,500	3,500	3,500	3,500
Rentals	13,140	8,642	8,440	8,440	8,440	8,440
Supplies	188,310	175,864	173,342	171,351	171,351	171,351
Utilities	12,000	12,000	12,000	12,000	12,000	12,000
Total	392,590	416,606	421,107	419,116	419,116	419,116
Less Revenues	(361,000)	(387,036)	(419,116)	(419,116)	(419,116)	(419,116)
Net Division Total	31,590	29,570	1,991	0	0	0

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Golf Course Restaurant

Account: 100-33-19

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Restaurant Chef (Contract)	100		1	37,000	1	37,440	1	37,440	1	37,440	1	37,440
(1) Front of House Mgr (Contract)	100		0	0	1	37,440	1	37,440	1	37,440	1	37,440
Temporary Help	100			110,000		112,275		112,275		112,275		112,275
Overtime	100			2,000		2,500		2,500		2,500		2,500
Gross Personnel Services			1.0	149,000	2.0	189,655	2.0	189,655	2.0	189,655	2.0	189,655

Notes:

(1) 1 New Position Approved during FY17

Canco Road Buildings

The Canco Road Buildings is a recently new division following the 2015 and 2016 property acquisitions of 212 Canco Road and 250 Canco Road. The new Canco Road Municipal Complex houses staff and services of the Public Works and the Parks Recreation & Facilities departments. This budget provides for the maintenance and cleaning operations of both facilities.

Parks Recreation and Facilities staff, formerly housed in several locations, is now centrally located at 212 Canco Road. The Public Works Districting, Communications, and Transportation division staff occupies 250 Canco Road; other divisional relocations are planned in future fiscal years. In addition, the Canco Road facility provides storage space for Public Safety and is home to the Fire Department's Fire Alarms section. The consolidation of city operations into one larger facility fulfills city goals to maximize efficiencies.

Division Summary

Department: Parks, Recreation & Facilities	Division: Canco Road Buildings				Account: 100-33-29	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Contractual Services	20,244	34,767	35,164	35,164	35,164	35,164
Maintenance and Repairs	20,000	20,000	196,400	36,400	36,400	36,400
Supplies	50,000	49,717	50,000	50,000	50,000	50,000
Utilities	160,519	181,725	209,819	209,819	209,819	209,819
Total	250,763	286,209	491,383	331,383	331,383	331,383
Less Revenues	(113,430)	(139,677)	(130,000)	(130,000)	(130,000)	(130,000)
Net Division Total	137,333	146,532	361,383	201,383	201,383	201,383

Cemeteries

The Cemetery division is responsible for the care and maintenance of Evergreen and Forest City Cemeteries, the City's two active burial grounds. The Cemetery crew also maintains the two largest inactive cemeteries in the City, Eastern and Western Cemeteries, as well as the inactive Pine Grove Cemetery which is adjacent to the grounds of Evergreen Cemetery. Overall, the Cemetery Operations is responsible for the care and maintenance of sixteen cemeteries.

In addition to the care of grounds, the division is responsible for interments and disinterments, lot sales and other funeral-related services. Wilde Memorial Chapel, located on the grounds of Evergreen Cemetery, may be rented through this division for weddings, funerals, and memorial services.

In addition to the conventional use as cemeteries, cemeteries have also traditionally been used as a public park. Evergreen Cemetery, for example, is comprised of an extensive network of country lanes, paved roads, wooded trails, and greenscape which invite exploration. As the largest open space in Portland, the cemetery attracts a rich variety of avian life; the Maine Audubon utilizes Evergreen Cemetery and its undeveloped woods for annual bird watching excursions.

Expenses increased by \$181,309, or 27.4%, primarily due to the transfer of the Park Ranger program from the Parks division.

Division Summary

Department: Parks, Recreation & Facilities		Division: Cemeteries			Account: 100-33-32	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	506,975	503,843	706,248	637,768	637,768	637,768
Benefits	5,425	5,665	8,475	8,475	8,475	8,475
Administrative Services	5,040	4,557	3,440	3,440	3,440	3,440
Contractual Services	52,527	52,563	92,825	92,825	92,825	92,825
Maintenance and Repairs	9,275	9,275	8,625	8,625	8,625	8,625
Rentals	1,420	1,420	1,420	1,420	1,420	1,420
Supplies	61,640	60,893	68,818	68,818	68,818	68,818
Minor Capital Items	9,800	8,368	19,000	10,000	10,000	10,000
Utilities	9,400	9,360	11,440	11,440	11,440	11,440
Total	661,502	655,944	920,291	842,811	842,811	842,811
Less Revenues	(503,545)	(467,184)	(476,688)	(477,688)	(477,688)	(477,688)
Net Division Total	157,957	188,760	443,603	365,123	365,123	365,123

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Cemeteries

Account: 100-33-32

Position	Funding			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Parks & Cemeteries Coord	100			1	70,025	1	73,043	1	73,043	1	73,043	1	73,043
Sr Public Services Supervisor	100			1	52,788	1	53,848	1	53,848	1	53,848	1	53,848
Cemetery Foreman	100			1	47,549	2	90,106	1	48,506	1	48,506	1	48,506
(1) Supervising Park Ranger	100			0	0	1	36,156	1	36,156	1	36,156	1	36,156
Administrative Associate	100			1	45,064	1	45,962	1	45,962	1	45,962	1	45,962
Maintenance Worker II	100			3	125,876	3	128,936	3	128,936	3	128,936	3	128,936
(2) Custodial Worker	100			1.5	55,411	1.5	60,435	1.5	60,435	1.5	60,435	1.5	60,435
Meal Allow/Standby Pay	100				3,756		3,956		3,956		3,956		3,956
Temporary Help	100				72,000		168,320		141,440		141,440		141,440
Overtime	100				34,506		45,486		45,486		45,486		45,486
Gross Personnel Services				8.5	506,975	10.5	706,248	9.5	637,768	9.5	637,768	9.5	637,768

Notes:

- (1) 1 Position Transferred from Parks (100-3334) in FY18
- (2) Half-time Shared Positions (3) w/ Expo (33-08)

Forestry

The Forestry / Horticulture division is responsible for the care of over 20,000 street trees throughout the City and nearly an equal number in the park areas. Routine maintenance trimming is done as necessary, and Forestry employees are on-call 24 hours a day to respond to emergencies such as fallen limbs blocking streets. The successful Community Garden program is run through this division, with over 400 plots in ten gardens.

The division actively seeks grant money from the State to increase the number of city trees planted each year. Forestry also promotes the "Tree Challenge" program, where individuals and businesses may donate funds to help plant additional trees across the City. The division helps to maintain the City's status as a "Tree City USA", an award Portland has received since 1978.

Furthermore, our Horticultural group creates and maintains beautiful display gardens including our Deering Oaks rose garden and downtown planters.

Expenses have increased by \$84,836 or 13.5%. This increase is mostly attributed to an added horticulturalist and an additional arborist position to provide enhanced maintenance and beautification to our parks, one of the goals outlined in the Trust for Public Land's Open Spaces report.

Division Summary

Department: Parks, Recreation & Facilities	Division: Forestry				Account: 100-33-33	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	445,486	441,036	585,117	536,341	536,341	536,341
Benefits	5,590	6,590	7,625	7,625	7,625	7,625
Administrative Services	3,424	3,440	3,570	3,570	3,570	3,570
Contractual Services	87,600	98,667	91,000	81,000	81,000	81,000
Maintenance and Repairs	1,200	993	1,200	1,200	1,200	1,200
Supplies	82,995	57,589	81,395	81,395	81,395	81,395
Utilities	2,040	2,040	2,040	2,040	2,040	2,040
Total	628,335	610,355	771,947	713,171	713,171	713,171
Less Revenues	(19,214)	(12,605)	(13,415)	(13,415)	(13,415)	(13,415)
Net Division Total	609,121	597,750	758,532	699,756	699,756	699,756

Personnel Services Detail

Department: Parks, Recreation & Facilities			Division: Forestry				Account: 100-33-33					
Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount	
Parks Oper Mgr / City Arborist	100	1	73,518	1	74,968	1	74,968	1	74,968	1	74,968	
Sr Public Services Supervisor	100	2	106,636	2	109,816	2	109,816	2	109,816	2	109,816	
Maintenance Worker III	100	1	43,451	1	45,177	1	45,177	1	45,177	1	45,177	
(1) Maintenance Worker II	100	0	0	1	38,293	1	38,293	1	38,293	1	38,293	
(2) Arborist III	100	2	88,924	1	43,243	1	43,243	1	43,243	1	43,243	
(3) Arborist II	100	1	39,257	5	200,286	4	160,870	4	160,870	4	160,870	
(4) Arborist I	100	1	37,065	0	0	0	0	0	0	0	0	
Meal Allow/Standby Pay	100		18,555		25,269		25,269		25,269		25,269	
Temporary Help	100		30,240		40,320		30,960		30,960		30,960	
Overtime	100		7,840		7,745		7,745		7,745		7,745	
Gross Personnel Services		8.0	445,486	11.0	585,117	10.0	536,341	10.0	536,341	10.0	536,341	

Notes:

- (1) 1 New Position Approved in FY18
- (2) (1) Position Replaced w/ Arborist II (Career Ladder) during FY17
- (3) 1 New Position Approved in FY18; 1 Replaced Arborist III & 1 Replaced Arborist I during FY17
- (4) (1) Position Replaced w/ Arborist II (Career Ladder) during FY17

Parks

The Parks section oversees the Parks, Cemeteries, Athletic Fields and Forestry division operations. The Portland Parks Division manages a parks system that includes natural open spaces, over sixty parks and playgrounds, and seven-and-a-half miles of multi-use trails all spread across 721 acres of land.

The Parks Division aims to provide outdoor recreational opportunities for everyone, during all four seasons of the year: from the Portland Skatepark, to four splash pads and wading pools, two dog parks, four maintained ice skating ponds, a sledding hill and miles of groomed cross-county ski tracks.

The City has started a new series called "A Walk in the Park". For more details, please visit the following weblink: <http://me-portland3.civicplus.com/1990/14550/Park-Tours-and-Talks>.

The Parks division total expenditure increase of \$115,762, or 13.8%, includes staff restructuring and new park entrance signage. The Parks division split from the Public Works Districting division in FY2017.

Division Summary

Department: Parks, Recreation & Facilities	Division: Parks				Account: 100-33-34	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	659,666	646,477	726,602	726,602	726,602	726,602
Benefits	7,510	7,895	8,400	8,400	8,400	8,400
Administrative Services	550	508	1,200	1,200	1,200	1,200
Contractual Services	21,500	37,582	31,200	31,200	31,200	31,200
Maintenance and Repairs	0	0	14,500	0	0	0
Supplies	61,000	60,053	67,050	67,050	67,050	67,050
Minor Capital Items	0	0	31,500	31,500	31,500	31,500
Utilities	86,588	86,754	86,624	86,624	86,624	86,624
Capital Outlay	0	0	63,500	0	0	0
Total	836,814	839,269	1,030,576	952,576	952,576	952,576
Less Revenues	(18,550)	(21,564)	(21,550)	(41,550)	(41,550)	(41,550)
Net Division Total	818,264	817,705	1,009,026	911,026	911,026	911,026

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Parks

Account: 100-33-34

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Parks Director	100		0	0	1	88,016	1	88,016	1	88,016	1	88,016
(2) Parks Division Manager	100		1	83,637	0	0	0	0	0	0	0	0
(3) Asst Parks Director	100		0	0	1	71,601	1	71,601	1	71,601	1	71,601
Sr Public Services Supervisor	100		1	51,792	1	52,832	1	52,832	1	52,832	1	52,832
(4) Parks Foreman	100		0	0	0	0	1	44,325	1	44,325	1	44,325
(5) Maintenance Worker III	100		8	347,610	8	354,598	7	310,273	7	310,273	7	310,273
Maintenance Worker II	100		1	38,359	1	39,978	1	39,978	1	39,978	1	39,978
(6) Supervising Park Ranger	100		1	35,371	0	0	0	0	0	0	0	0
(7) Custodial Worker	100		0.5	17,552	0.5	17,795	0.5	17,795	0.5	17,795	0.5	17,795
Meal Allow/Standby Pay	100			0		1,000		1,000		1,000		1,000
Temporary Help	100			61,120		78,000		78,000		78,000		78,000
Overtime	100			24,225		22,782		22,782		22,782		22,782
Gross Personnel Services			12.5	659,666	12.5	726,602	12.5	726,602	12.5	726,602	12.5	726,602

Notes:

- (1) 1 Title Change from Parks Division Manager during FY17
- (2) (1) Title Change to Parks Director during FY17
- (3) 1 Position Transferred from Athletic Fields (100-3313) in FY18
- (4) 1 Position Reclass Approved from MW III in FY18
- (5) (1) Position Reclass Approved to Parks Foreman in FY18
- (6) (1) Position Transferred to Cemeteries (100-3332) in FY18
- (7) Half-time Shared Position w/ Merrill (33-04)

Department of Health & Human Services

The City of Portland's Department of Health and Human Services (HHS) Administration division consists of five full-time positions. Administration oversees the finance and human resource functions of Public Health, Social Services and the Barron Center. The Director of Health and Human Services, an Executive Assistant, and the Director of Elder Affairs are also included in the Administration division's budget.

In addition to payroll expenses, the budget includes minor operational expenses.

Department Summary

Department: Health & Human Services Administration

Account: 100-40

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll and Benefits	373,372	370,978	395,450	395,450	395,450	395,450
Administrative Services	1,500	1,449	2,000	2,000	2,000	2,000
Contractual Services	500	882	1,000	1,000	1,000	1,000
Supplies	1,500	1,423	1,500	1,500	1,500	1,500
Utilities	1,500	1,915	1,980	1,980	1,980	1,980
Total	378,372	376,647	401,930	401,930	401,930	401,930
Less Revenues	0	0	(10,560)	(10,560)	(10,560)	(10,560)
Net Department Total	378,372	376,647	391,370	391,370	391,370	391,370

Personnel Services Detail

Department: Health & Human Services Administration
 Division: HHS Administration
 Account: 100-40-01

Position	Funding			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Director Health & Human Svcs	100			1	115,780	1	118,814	1	118,814	1	118,814	1	118,814
Director of Elder Affairs	86	14		1	72,479	1	76,144	1	76,144	1	76,144	1	76,144
Financial Manager	100			1	77,121	1	81,040	1	81,040	1	81,040	1	81,040
(1) Principal Admin Officer II	100			0	0	1	70,819	1	70,819	1	70,819	1	70,819
(2) Principal Admin Officer I	100			1	60,314	0	0	0	0	0	0	0	0
Executive Assistant	100			1	47,678	1	48,633	1	48,633	1	48,633	1	48,633
Gross Personnel Services				5.0	373,372	5.0	395,450	5.0	395,450	5.0	395,450	5.0	395,450

Notes:

- (1) 1 Position Reclassed from PAO I during FY17
- (2) (1) Position Reclassed to PAO II during FY17

Public Health

Public Health, a division of the Health and Human Services (HHS) Department, is the State's most comprehensive local public health department. Public Health consists of five programs in FY18: Operations, Family Health, Chronic Disease Prevention, the India Street Clinic, and Health Equity. Public Health's specific activities include, but are not limited to, health policy development, direct services to the underserved, and health education.

The FY18 budget reflects continued transition of clinical services to other community agencies, the remainder of school based health centers, and the Children's Oral Health program.

The division relies primarily on grant funding. The FY18 revenue projection compensates for 58% of the Public Health division's budgeted expenditures.

Department Summary

Department: Public Health Account: 100-41

		FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown							
Payroll		2,259,998	2,253,631	1,437,245	1,395,905	1,395,905	1,395,905
Administrative Services		62,247	53,571	22,076	22,076	22,076	22,076
Client Expenses		24,874	24,601	12,500	12,500	12,500	12,500
Contractual Services		153,928	68,804	95,675	144,270	144,270	144,270
Rentals		53,387	68,373	26,386	66,549	66,549	66,549
Supplies		204,891	204,861	78,200	78,200	78,200	78,200
Utilities		16,972	17,816	6,860	13,174	13,174	13,174
Total		2,776,297	2,691,657	1,678,942	1,732,674	1,732,674	1,732,674
Summary by Division							
Public Health Operations	(41-01)	247,236	234,069	220,419	220,419	220,419	220,419
Family Health	(41-02)	1,060,550	886,374	232,099	232,099	232,099	232,099
Chronic Disease Prevention	(41-03)	542,514	597,604	504,143	504,143	504,143	504,143
India Street Clinic	(41-05)	793,687	835,151	592,407	646,139	646,139	646,139
Environmental Health & Safety	(41-07)	0	11,233	0	0	0	0
Health Equity	(41-08)	132,310	127,226	129,874	129,874	129,874	129,874
Total		2,776,297	2,691,657	1,678,942	1,732,674	1,732,674	1,732,674
Less Revenues		(2,023,138)	(1,271,979)	(951,116)	(1,004,848)	(1,004,848)	(1,004,848)
Net Department Total		753,159	1,419,678	727,826	727,826	727,826	727,826

Public Health Operations

The Operations program provides support services to all programs within the Public Health Division, as well as administrative support to HHS. These services include grants management of over twenty grants; policy and procedures creation and management; ensuring HIPPA and confidentiality compliance; payroll and reimbursement processing; supply ordering; facilities support; and liaises with the City Finance, Legal and Information & Technology departments. The Program is supported through both City and Grant funding.

The FY18 budget reflects a decrease of \$26,817, or 10.8%, primarily due to staff reclassification.

Division Summary

Department: Public Health	Division: Public Health Operations				Account: 100-41-01	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	222,952	211,480	189,717	189,717	189,717	189,717
Administrative Services	8,500	7,267	11,626	11,626	11,626	11,626
Contractual Services	6,250	6,250	8,000	8,000	8,000	8,000
Rentals	1,250	834	2,376	2,376	2,376	2,376
Supplies	7,300	7,254	8,100	8,100	8,100	8,100
Utilities	984	984	600	600	600	600
Total	247,236	234,069	220,419	220,419	220,419	220,419
Less Revenues	(131,667)	(133,189)	(86,779)	(86,779)	(86,779)	(86,779)
Net Division Total	115,569	100,880	133,640	133,640	133,640	133,640

Personnel Services Detail

Department: Public Health

Division: Public Health Operations

Account: 100-41-01

Position	Funding			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Public Health Administrator	63	4	33	1	81,922	1	85,316	1	85,316	1	85,316	1	85,316
(1) Program Manager (PH/SS)	25	18	58	1	72,897	0	0	0	0	0	0	0	0
Senior Accountant	52	13	35	1	49,891	1	52,424	1	52,424	1	52,424	1	52,424
(2) Accountant	55	9	36	0.5	18,242	2	74,412	2	74,412	2	74,412	2	74,412
Less Family Health Chgs (41-02)	100				0		(3,832)		(3,832)		(3,832)		(3,832)
(3) Less SS Admin Charges (42-01)	100				0		(18,603)		(18,603)		(18,603)		(18,603)
Gross Personnel Services				3.5	222,952	4.0	189,717	4.0	189,717	4.0	189,717	4.0	189,717

Notes:

- (1) (1) Position Eliminated in FY18
- (2) 1 New Position Approved in FY18 & .5 Position Transferred from SS Admin (100-4201) in FY18
- (3) 1/2 Shared Accountant Position in FY18

Family Health

Family Health is comprised of the Maternal & Child Health and Portland Defending Childhood programs. These programs provide access to violence prevention services and education, and maternal & child health services in-home and at community locations. Collectively, Family Health served more than 2,500 individuals with more than 5,200 visits and outreach. The Maternal and Child Health Program innovates its Playgroup to serve up to thirty-five children ages 0-5 years weekly. Additionally, Portland Defending Childhood implemented evidenced-informed violence prevention curricula in nearly one-hundred classrooms throughout the Portland Public School system.

The FY18 expenditure budget decreased by \$828,451, or 78.1%, primarily due to the final transition of school based medical and dental services to community partners.

Division Summary

Department: Public Health		Division: Family Health			Account: 100-41-02	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	742,139	682,923	217,155	217,155	217,155	217,155
Administrative Services	31,470	27,232	4,617	4,617	4,617	4,617
Contractual Services	124,858	19,442	3,257	3,257	3,257	3,257
Rentals	1,080	1,080	900	900	900	900
Supplies	159,923	154,797	4,850	4,850	4,850	4,850
Utilities	1,080	900	1,320	1,320	1,320	1,320
Total	1,060,550	886,374	232,099	232,099	232,099	232,099
Less Revenues	(727,810)	(329,979)	(145,355)	(145,355)	(145,355)	(145,355)
Net Division Total	332,740	556,395	86,744	86,744	86,744	86,744

Personnel Services Detail

Department: Public Health

Division: Family Health

Account: 100-41-02

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Program Manager-PH/SS (Proj)	95	5	1	71,946	1	75,581	1	75,581	1	75,581	1	75,581
(1) Program Coordinator (Proj)	100		1.8	104,736	0.8	45,385	0.8	45,385	0.8	45,385	0.8	45,385
(2) Public Health Nurse		100	1.6	98,705	0.8	51,429	0.8	51,429	0.8	51,429	0.8	51,429
(3) Public Health Nurse (Proj)		100	0	0	0.8	40,928	0.8	40,928	0.8	40,928	0.8	40,928
(4) Program Coordinator	100		1	69,069	0	0	0	0	0	0	0	0
(5) Dentist (Contract)	100		0.8	104,033	0	0	0	0	0	0	0	0
(6) Dental Hygienist	78	22	1	60,723	0	0	0	0	0	0	0	0
(7) Dental Hygienist (Proj)	100		0.5	28,114	0	0	0	0	0	0	0	0
(8) Dental Assistant	87	13	1.6	60,721	0	0	0	0	0	0	0	0
(9) Dental Assistant (Proj)	100		1	35,022	0	0	0	0	0	0	0	0
10) Comm Health Promo Spec	89	11	1	54,522	0	0	0	0	0	0	0	0
11) Comm Health Promo Spec (Proj)	68	32	0.7	35,048	0	0	0	0	0	0	0	0
12) Medical Assistant (Proj)		100	0.4	12,954	0	0	0	0	0	0	0	0
Charges from PH Ops (41-01)				6,546		3,832		3,832		3,832		3,832
Gross Personnel Services			12.4	742,139	3.4	217,155	3.4	217,155	3.4	217,155	3.4	217,155

Notes:

- (1) (1) Position Eliminated in FY18
- (2) (.8) Position Replaced w/ PH Nurse (Proj) during FY17
- (3) .8 Position Replaced PH Nurse during FY17
- (4) (1) Position Eliminated in FY18
- (5) (.8) Position Eliminated in FY18
- (6) (1) Position Eliminated in FY18
- (7) (.5) Position Eliminated in FY18
- (8) (1.6) Position Eliminated in FY18
- (9) (1) Position Eliminated in FY18
- (10) (1) Position Eliminated in FY18
- (11) (.7) Position Eliminated in FY18
- (12) (.4) Position Eliminated in FY18

Chronic Disease Prevention

The City of Portland's Chronic Disease Prevention program is dedicated to serving the residents of Portland by creating and advocating for health policies at the local and district level; the City utilizes evidence-based practices and collaborative partnerships. The health issues addressed include tobacco, smoke-free living, physical activity, healthy eating, lead poisoning prevention, skin cancer prevention, and substance abuse prevention.

The expenses have decreased by \$38,371, or 7.1%, primarily due to staff reductions caused by the loss of grant funding.

Division Summary

Department: Public Health	Division: Chronic Disease Prevention				Account: 100-41-03	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	539,354	591,647	496,993	496,993	496,993	496,993
Administrative Services	1,000	400	2,500	2,500	2,500	2,500
Contractual Services	1,250	4,647	2,750	2,750	2,750	2,750
Rentals	50	50	0	0	0	0
Supplies	500	500	1,300	1,300	1,300	1,300
Utilities	360	360	600	600	600	600
Total	542,514	597,604	504,143	504,143	504,143	504,143
Less Revenues	(465,695)	(183,494)	(411,223)	(411,223)	(411,223)	(411,223)
Net Division Total	76,819	414,110	92,920	92,920	92,920	92,920

Personnel Services Detail

Department: Public Health

Division: Chronic Disease Prevention

Account: 100-41-03

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Program Manager-PH/SS (Proj)	100			1	70,108	1	73,671	1	73,671	1	73,671	73,671
(1) Program Coordinator (Proj)	5	95		2.9	169,924	4	234,534	4	234,534	4	234,534	234,534
(2) Comm Health Promo Spec (Proj)		100		2.1	102,346	3.4	150,745	3.4	150,745	3.4	150,745	150,745
(3) Registered Dietician (Contr)		100		3	159,512	0.8	38,043	0.8	38,043	0.8	38,043	38,043
(4) Admin Assistant (CEBA)	24	76		0.2	10,179	0	0	0	0	0	0	0
(5) Admin Assistant (Proj)	17	8	75	0.8	28,093	0	0	0	0	0	0	0
Charges from India Street		100			1,967		0		0		0	0
Charges from Health Equity		100			1,738		0		0		0	0
Less India St Clinic Chgs (41-05)		100			(2,341)		0		0		0	0
Less Hlth Equity Chgs (41-08)		100			(2,172)		0		0		0	0
Gross Personnel Services				10.0	539,354	9.2	496,993	9.2	496,993	9.2	496,993	496,993

Notes:

- (1) 1.1 New Positions Approved during FY17
- (2) 1.7 New Positions Approved during FY17; (.4) Position Eliminated in FY18 (Grant Expires 09/30/17)
- (3) (2.2) Positions Eliminated in FY18 (Grant Expires 09/30/17)
- (4) (.2) Position Eliminated during FY17
- (5) (.8) Position Eliminated during FY17

India Street Clinic

The India Street Clinic, located at 103 India Street, houses the Portland Needle Exchange, the HIV/STD and Hepatitis C Prevention Program, and the Portland Community Free Clinic. Individuals who are enrolled in the exchange may access clean syringes, education, counseling, testing, overdose prevention and linkage to treatment. The STD clinic offers HIV, STD, and hepatitis C testing and treatment services for sexually transmissible diseases on a walk-in basis. The Portland Community Free Clinic has over one-hundred volunteer medical providers and support staff, and is a partnership between the City and The Friends of the Free Clinic, a 501(c)(3) whose mission is to raise funding for the clinic. The Portland Community Free Clinic provides medical care to the uninsured that earn below 250% of the Federal Poverty Level, are between the ages of eighteen and sixty-four, live in Cumberland County, and are stably housed.

The FY18 budget reflects a decrease of \$147,548, or 18.6%, due to the transition of medical services.

Division Summary

Department: Public Health	Division: India Street Clinic				Account: 100-41-05	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	631,854	649,448	426,409	385,069	385,069	385,069
Administrative Services	16,701	14,096	2,500	2,500	2,500	2,500
Client Expenses	24,874	24,601	0	0	0	0
Contractual Services	19,270	24,645	74,018	122,613	122,613	122,613
Rentals	50,647	66,049	23,110	63,273	63,273	63,273
Supplies	35,793	40,935	62,750	62,750	62,750	62,750
Utilities	14,548	15,377	3,620	9,934	9,934	9,934
Total	793,687	835,151	592,407	646,139	646,139	646,139
Less Revenues	(608,677)	(555,782)	(267,720)	(321,452)	(321,452)	(321,452)
Net Division Total	185,010	279,369	324,687	324,687	324,687	324,687

Personnel Services Detail

Department: Public Health

Division: India Street Clinic

Account: 100-41-05

Position	Funding			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Program Manager-PH/SS (Proj)	18	78		0.5	37,245	0	0	0	0	0	0	0	0
(2) Program Coordinator (Proj)	100			0.8	48,262	0	0	0	0	0	0	0	0
(3) Mid-Level Health Practitioner	92	8		0.3	28,002	0	0	0	0	0	0	0	0
(4) Public Health Nurse	100			1	58,475	0.9	55,925	0.9	55,925	0.9	55,925	0.9	55,925
(5) Public Health Nurse (Proj)	91	9		0.4	22,456	0	0	0	0	0	0	0	0
Comm Health Promo Spec	100			1	56,102	1	57,194	1	57,194	1	57,194	1	57,194
Comm Health Promo Spec (Proj)	100			3	139,798	3	146,878	3	146,878	3	146,878	3	146,878
(6) Clinical Social Worker (Proj)	100			0.5	35,012	0	0	0	0	0	0	0	0
(7) Laboratory Director	100			0.4	26,698	0	0	0	0	0	0	0	0
Office Manager	100			1	42,111	1	42,949	1	42,949	1	42,949	1	42,949
(8) Data Entry Clerk	100			0.5	18,574	0	0	0	0	0	0	0	0
(9) Office Assistant	100			0.3	12,500	0.7	25,493	0.7	25,493	0.7	25,493	0.7	25,493
10) Physician (Contract)	69	31		0.3	52,000	0	0	0	0	0	0	0	0
Medical On-Call (PH)	100				3,120		0		0		0		0
Charges from Chronic Disease	100				2,341		0		0		0		0
Less Chronic Disease (41-03)	100				(1,967)		0		0		0		0
Temporary Help	100				51,125		97,970		56,630		56,630		56,630
Gross Personnel Services				10.0	631,854	6.6	426,409	6.6	385,069	6.6	385,069	6.6	385,069

Notes:

- (1) (.5) Position Eliminated during FY17
- (2) (.8) Position Eliminated during FY17
- (3) (.3) Position Eliminated during FY17
- (4) (.1) Hours Decrease during FY17
- (5) (.4) Position Eliminated during FY17
- (6) (.5) Position Eliminated during FY17
- (7) (.4) Position Eliminated during FY17
- (8) (.5) Position Eliminated during FY17
- (9) .4 Position Increased Approved during FY17
- (10) (.3) Position Eliminated during FY17

Health Equity

The Health Equity Program supports the Public Health Division with services to minority populations. The goal of this division is to reduce health disparity for racial ethnic minorities in Greater Portland. Specific activities include health education to racial and ethnic minority groups, enrolling individuals in health insurance, and training public health and health care professionals in cultural competency.

The FY18 budget reflects a decrease of \$2,436 or 1.8%.

Division Summary

Department: Public Health	Division: Health Equity				Account: 100-41-08	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	123,699	117,752	106,971	106,971	106,971	106,971
Administrative Services	4,576	4,576	833	833	833	833
Client Expenses	0	0	12,500	12,500	12,500	12,500
Contractual Services	2,300	2,968	7,650	7,650	7,650	7,650
Rentals	360	360	0	0	0	0
Supplies	1,375	1,375	1,200	1,200	1,200	1,200
Utilities	0	195	720	720	720	720
Total	132,310	127,226	129,874	129,874	129,874	129,874
Less Revenues	(89,289)	(69,583)	(40,039)	(40,039)	(40,039)	(40,039)
Net Division Total	43,021	57,643	89,835	89,835	89,835	89,835

Personnel Services Detail

Department: Public Health

Division: Health Equity

Account: 100-41-08

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Program Coordinator (Proj)	100		1.5	92,844	1	66,932	1	66,932	1	66,932	1	66,932
(2) Comm Health Promo Spec (Proj)		100	0.5	24,628	0.8	40,039	0.8	40,039	0.8	40,039	0.8	40,039
(3) Human Service Counselor (Proj)		100	0.3	12,339	0	0	0	0	0	0	0	0
Charges from Chronic Disease		100		2,172		0		0		0		0
Less Family Health Chgs (41-02)		100		(6,546)		0		0		0		0
Less Chronic Disease (41-03)		100		(1,738)		0		0		0		0
Gross Personnel Services			2.3	123,699	1.8	106,971	1.8	106,971	1.8	106,971	1.8	106,971

Notes:

- (1) (.5) Position Eliminated during FY17
- (2) .3 Hours Increase during FY17
- (3) (.3) Position Eliminated during FY17

Social Services

The Social Services Division provides both financial assistance and support services for low-income Portland residents. Its purpose is to provide quality services that encourage dignity, self-respect and self-reliance in the transition from public assistance to self-sufficiency. Programs operated include General Assistance (GA), Homeless Shelters for individuals and families, Case Management and Representative Payee Services.

The City funds approximately 38% of the Social Services FY18 budget, as compared to the 41% budgeted in FY17. The remaining 62% of expenditures is funded through federal and state grants. Total revenues have decreased primarily due an anticipated decrease in GA reimbursement, as well as a reduction in CDBG funding; grant funding from Maine State Housing Authority increased in FY18.

Department Summary

Department: Social Services		Account: 100-42					
		FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown							
Payroll		3,418,284	3,444,987	3,654,045	3,654,045	3,654,045	3,654,045
Benefits		2,400	2,400	2,400	2,400	2,400	2,400
Administrative Services		15,325	15,028	20,675	20,675	20,675	20,675
Client Expenses		7,103,230	6,681,374	5,794,790	5,794,790	5,794,790	5,794,790
Contractual Services		580,139	601,271	703,034	703,034	703,034	703,034
Maintenance and Repairs		100,600	96,205	110,400	110,400	110,400	110,400
Rentals		511,362	516,946	581,008	581,008	581,008	581,008
Supplies		197,450	193,879	204,325	204,325	204,325	204,325
Utilities		138,304	127,307	134,039	134,039	134,039	134,039
Total		12,067,094	11,679,397	11,204,716	11,204,716	11,204,716	11,204,716
Summary by Division							
Social Services Administration	(42-01)	385,456	374,273	430,565	430,565	430,565	430,565
General Assistance	(42-02)	7,572,013	7,237,668	6,418,633	6,418,633	6,418,633	6,418,633
Housing & Support Services	(42-05)	154,355	154,355	141,318	141,318	141,318	141,318
Portland Community Support Fund	(42-06)	259,255	251,009	250,000	250,000	250,000	250,000
Oxford Street Shelter	(42-11)	2,760,646	2,701,272	2,833,371	2,833,371	2,833,371	2,833,371
Family Shelter	(42-12)	935,369	960,820	1,130,829	1,130,829	1,130,829	1,130,829
Total		12,067,094	11,679,397	11,204,716	11,204,716	11,204,716	11,204,716
Less Revenues		(7,117,449)	(6,758,925)	(7,024,961)	(6,983,728)	(6,983,728)	(6,983,728)
Net Department Total		4,949,645	4,920,472	4,179,755	4,220,988	4,220,988	4,220,988

Social Services Administration

This administrative unit is responsible for the overall general management of the Social Services programs. Services include grant management, data/statistical analysis, payroll, accounts payable, receivables and other operational responsibilities.

The FY18 budget for Administration increased by \$45,109, or 11.7%. The increase is primarily related to payroll, including changes in the funding of the administrative support staff through grants.

Division Summary

Department: Social Services

Division: Social Services Administration

Account: 100-42-01

	FY17 FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	265,241	265,241	318,805	318,805	318,805	318,805
Benefits	2,400	2,400	2,400	2,400	2,400	2,400
Administrative Services	3,475	3,303	6,475	6,475	6,475	6,475
Contractual Services	15,370	6,369	19,770	19,770	19,770	19,770
Maintenance and Repairs	2,700	2,700	2,700	2,700	2,700	2,700
Rentals	71,640	71,281	56,180	56,180	56,180	56,180
Supplies	13,875	12,399	13,875	13,875	13,875	13,875
Utilities	10,755	10,580	10,360	10,360	10,360	10,360
Total	385,456	374,273	430,565	430,565	430,565	430,565
Less Revenues	(181,002)	(84,517)	(139,390)	(139,390)	(139,390)	(139,390)
Net Division Total	204,454	289,756	291,175	291,175	291,175	291,175

Personnel Services Detail

Department: Social Services

Division: Social Services Administration

Account: 100-42-01

Position	Funding			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Social Services Administrator	95	1	4	1	75,605	1	79,445	1	79,445	1	79,445	1	79,445
Maintenance Worker (Proj)	30	11	59	1	37,025	1	38,376	1	38,376	1	38,376	1	38,376
Custodial Worker (Proj)	55		45	1	36,046	1	37,536	1	37,536	1	37,536	1	37,536
(1) Senior Accountant	75	2	23	1	57,915	1.3	68,382	1.3	68,382	1.3	68,382	1.3	68,382
(2) Accountant	64	1	36	2.5	105,320	2	87,867	2	87,867	2	87,867	2	87,867
Account Clerk II	88	1	11	1	33,897	1	35,356	1	35,356	1	35,356	1	35,356
Executive Assistant	100			1	36,079	1	37,902	1	37,902	1	37,902	1	37,902
(3) Charges from PH Ops (41-01)	100				0		18,603		18,603		18,603		18,603
Less SS H&SS Charges			100		(17,859)		0		0		0		0
Less Oxford St Shelter Charges	70	7	23		(84,925)		(40,000)		(40,000)		(40,000)		(40,000)
Less Family Shelter Charges	50	11	39		(16,462)		(49,536)		(49,536)		(49,536)		(49,536)
Overtime	100				2,600		4,874		4,874		4,874		4,874
Gross Personnel Services				8.5	265,241	8.3	318,805	8.3	318,805	8.3	318,805	8.3	318,805

Notes:

- (1) .3 Hours Increase in FY18 (Turnover Transition)
- (2) (.5) Position Transferred to PH Operations (100-4101) in FY18 (See Charges from PH)
- (3) 1/2 Shared Accountant Position in FY18

General Assistance

State law requires municipalities to administer General Assistance (GA) which provides for immediate aid to individuals who meet eligibility requirements and are unable to provide basic necessities essential to maintaining themselves or their families. Maine law states that municipalities have the responsibility to provide financial assistance to all eligible residents of their municipality, as well as non-residents who intend to reside in the municipality and have no other residence. GA provides basic needs in the areas of shelter, housing costs, utilities, food, medication, disposable diapers and hygiene items. All assistance is issued in vouchers and no cash is provided. The GA program processes an average of 1,250 applications per month and provides assistance to 4,010 individuals per year (unduplicated number).

In FY18, the GA program has continued the focus on self-sufficiency through the HIRE (Helping Individuals Regain Employment) program. The Division has increased the City's partnership with local employers, education professionals and the local Career Center in order to aid our GA recipients in finding long term employment.

Due to changes in the State eligibility regulations, a portion of Portland recipients of General Assistance will no longer be eligible for General Assistance in FY18, reducing anticipated expenditures by \$1,153,380 or 15.2%.

Division Summary

Department: Social Services	Division: General Assistance				Account: 100-42-02	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	430,389	457,131	494,626	494,626	494,626	494,626
Client Expenses	6,824,925	6,348,415	5,483,290	5,483,290	5,483,290	5,483,290
Contractual Services	177,970	291,992	292,070	292,070	292,070	292,070
Maintenance and Repairs	3,000	3,000	3,000	3,000	3,000	3,000
Rentals	92,404	92,404	103,152	103,152	103,152	103,152
Supplies	23,375	20,806	23,250	23,250	23,250	23,250
Utilities	19,950	23,920	19,245	19,245	19,245	19,245
Total	7,572,013	7,237,668	6,418,633	6,418,633	6,418,633	6,418,633
Less Revenues	(3,750,570)	(3,656,212)	(3,843,303)	(3,843,303)	(3,843,303)	(3,843,303)
Net Division Total	3,821,443	3,581,456	2,575,330	2,575,330	2,575,330	2,575,330

Personnel Services Detail

Department: Social Services

Division: Social Services General Assistance

Account: 100-42-02

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Social Services Program Mgr	100		1	59,735	1	62,763	1	62,763	1	62,763	1	62,763
(1) Senior Human Service Counselor	100		1	44,048	0	0	0	0	0	0	0	0
(2) Senior Human Service Cr (Proj)	100		0	0	1	47,171	1	47,171	1	47,171	1	47,171
Human Service Counselor (Proj)	100		1	43,261	1	40,539	1	40,539	1	40,539	1	40,539
(3) Financial Eligibility Spec	100		3	115,804	2	81,814	2	81,814	2	81,814	2	81,814
(4) Financial Elig Spec (Proj)	100		4	143,366	5	181,643	5	181,643	5	181,643	5	181,643
(5) Senior Admin Officer (Proj)	100		0	0	1	44,328	1	44,328	1	44,328	1	44,328
Admin Assistant (CEBA)	100		1	35,220	1	36,368	1	36,368	1	36,368	1	36,368
Less Oxford St Shelter Charges				(11,045)		0		0		0		0
Gross Personnel Services			11.0	430,389	12.0	494,626	12.0	494,626	12.0	494,626	12.0	494,626

Notes:

- (1) (1) Position Replaced w/ Senior Human Service Cr (Proj) during FY17
- (2) 1 Position Replaced Senior Human Service Counselor during FY17
- (3) (1) Position Replaced w/ Financial Eligibility Spec (Proj) during FY17
- (4) 1 Position Replaced Financial Eligibility Spec during FY17
- (5) 1 New Position Approved during FY17

Housing & Support Services

Housing and Support Services provides representative payee services and workfare program management for able bodied individuals receiving General Assistance.

Due to the division's relocation of funding to the administrative division, both payroll expenditures and revenues decreased in FY18.

Division Summary

Department: Social Services	Division: Housing & Support Services				Account: 100-42-05	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	154,355	154,355	141,318	141,318	141,318	141,318
Total	154,355	154,355	141,318	141,318	141,318	141,318
Less Revenues	(135,141)	(132,806)	(91,002)	(91,002)	(91,002)	(91,002)
Net Division Total	19,214	21,549	50,316	50,316	50,316	50,316

Personnel Services Detail

Department: Social Services

Division: Social Services Housing & Support Services

Account: 100-42-05

Position	Funding			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Human Services Counselor	100			1	49,354	1	50,330	1	50,330	1	50,330	1	50,330
Human Services Elig Specialist		100		2	87,142	2	90,988	2	90,988	2	90,988	2	90,988
Charges from SS Admin		100			17,859		0		0		0		0
Gross Personnel Services				3.0	154,355	3.0	141,318	3.0	141,318	3.0	141,318	3.0	141,318

Portland Community Support Fund

The Portland Community Support Fund provides basic necessities assistance for immigrants who have received General Assistance in the past, however, are now deemed non-qualified for reimbursement by the State.

Division Summary

Department: Social Services	Division: Portland Community Support Fund					Account: 100-42-06
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Client Expenses	259,255	251,009	250,000	250,000	250,000	250,000
Total	259,255	251,009	250,000	250,000	250,000	250,000

Oxford Street Shelter

The Social Services Division operates the Oxford Street Shelter and Community Overflow Shelter for adults. The Oxford Street Shelter is a low barrier facility that provides access to safe overnight shelter for homeless adults (18+) 365 days a year. The Oxford Street Shelter has a capacity of 154 beds. This division also operates an off-site Community Overflow Shelter at the Preble Street Resource Center and a warming center at the General Assistance waiting room. Additionally, clients are provided with a place to access a day shelter on weekends.

The shelter promotes a housing culture by offering an array of services such as housing triage, housing orientation, current apartment lists and assistance with travel to apartment showings.

Division Summary

Department: Social Services **Division:** Oxford Street Shelter **Account:** 100-42-11

	FY17 FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	1,963,997	1,963,997	1,996,987	1,996,987	1,996,987	1,996,987
Administrative Services	5,425	5,350	7,850	7,850	7,850	7,850
Client Expenses	10,550	52,800	45,700	45,700	45,700	45,700
Contractual Services	357,129	264,140	352,224	352,224	352,224	352,224
Maintenance and Repairs	67,200	62,805	67,200	67,200	67,200	67,200
Rentals	147,052	150,014	153,918	153,918	153,918	153,918
Supplies	148,200	148,674	153,200	153,200	153,200	153,200
Utilities	61,093	53,492	56,292	56,292	56,292	56,292
Total	2,760,646	2,701,272	2,833,371	2,833,371	2,833,371	2,833,371
Less Revenues	(2,134,418)	(1,915,507)	(1,917,891)	(1,876,658)	(1,876,658)	(1,876,658)
Net Division Total	626,228	785,765	915,480	956,713	956,713	956,713

Personnel Services Detail

Department: Social Services

Division: Oxford Street Shelter

Account: 100-42-11

Position	Funding			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Program Manager-Shelter Admin	35	13	52	1	61,518	1	61,261	1	61,261	1	61,261	1	61,261
Program Coordinator	36	13	51	2	105,020	2	108,412	2	108,412	2	108,412	2	108,412
Senior Human Service Counselor	70	7	23	2	93,270	2	97,947	2	97,947	2	97,947	2	97,947
(1) Senior Human Service Cr (Proj)	36	12	52	1	46,313	2	96,069	2	96,069	2	96,069	2	96,069
Human Services Counselor		20	80	3	125,393	3	129,051	3	129,051	3	129,051	3	129,051
(2) Human Service Counselor (Proj)		33	67	5	200,729	6	246,558	6	246,558	6	246,558	6	246,558
(3) Human Services Spec (Proj)	35	13	52	0	0	1.5	59,132	1.5	59,132	1.5	59,132	1.5	59,132
(4) Shelter Attendant	70	7	23	10.4	382,410	9.4	355,101	9.4	355,101	9.4	355,101	9.4	355,101
(5) Shelter Attendant (Proj)	70	7	23	13.9	485,640	11.4	408,850	11.4	408,850	11.4	408,850	11.4	408,850
Facilities Manager	70	7	23	1	54,152	1	55,244	1	55,244	1	55,244	1	55,244
Maintenance Worker III	70	7	23	1	43,451	1	44,325	1	44,325	1	44,325	1	44,325
Maintenance Worker (Proj)	70	7	23	1	36,733	1	38,185	1	38,185	1	38,185	1	38,185
Custodial Worker (Proj)	70	7	23	1	34,382	1	35,875	1	35,875	1	35,875	1	35,875
Admin Assistant (CEBA)	35	13	52	1	35,666	1	36,987	1	36,987	1	36,987	1	36,987
Charges from SS Admin	70	7	23		84,925		40,000		40,000		40,000		40,000
Charges from SS GA					11,045		0		0		0		0
Temporary Help	70	7	23		99,223		129,626		129,626		129,626		129,626
Overtime	70	7	23		64,127		54,364		54,364		54,364		54,364
Gross Personnel Services				43.3	1,963,997	43.3	1,996,987	43.3	1,996,987	43.3	1,996,987	43.3	1,996,987

Notes:

- (1) 1.0 New Position Approved during FY17 (Operations)
- (2) 1.0 New Position Approved during FY17 (New Funding)
- (3) 1.5 New Positions Approved during FY17 (Re: Reduction in Shelter Attendant Positions)
- (4) (1.0) Position Eliminated during FY17
- (5) (2.5) Positions Eliminated during FY17

Family Shelter

The Social Services Division operates the City of Portland's Family Shelter. The Family Shelter assists families with children under the age of 18. The Family Shelter has a capacity of 112 beds, and services are provided to over 700 individuals and 205 families each year. The Family Shelter is an apartment style homeless shelter that offers private rooms and shared spaces. Families who reside at the shelter work on several goals including housing, establishing medical care, enrolling children in school, and establishing mainstream resources.

Division Summary

Department: Social Services

Division: Family Shelter

Account: 100-42-12

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	604,302	604,263	702,309	702,309	702,309	702,309
Administrative Services	6,425	6,375	6,350	6,350	6,350	6,350
Client Expenses	8,500	29,150	15,800	15,800	15,800	15,800
Contractual Services	29,670	38,770	38,970	38,970	38,970	38,970
Maintenance and Repairs	27,700	27,700	37,500	37,500	37,500	37,500
Rentals	200,266	203,247	267,758	267,758	267,758	267,758
Supplies	12,000	12,000	14,000	14,000	14,000	14,000
Utilities	46,506	39,315	48,142	48,142	48,142	48,142
Total	935,369	960,820	1,130,829	1,130,829	1,130,829	1,130,829
Less Revenues	(916,318)	(969,883)	(1,033,375)	(1,033,375)	(1,033,375)	(1,033,375)
Net Division Total	19,051	(9,063)	97,454	97,454	97,454	97,454

Personnel Services Detail

Department: Social Services

Division: Family Shelter

Account: 100-42-12

Position	Funding			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Program Manager (PH/SS)	25	16	59	1	68,804	1	72,294	1	72,294	1	72,294	1	72,294
Senior Human Service Counselor	20	80		1	55,009	1	58,784	1	58,784	1	58,784	1	58,784
Human Services Counselor	20	80		1	46,008	1	48,369	1	48,369	1	48,369	1	48,369
Human Service Counselor (Proj)	20	80		3	121,830	3	127,727	3	127,727	3	127,727	3	127,727
(1) Human Services Specialist/SS	98	2		2	81,050	3	122,055	3	122,055	3	122,055	3	122,055
(2) Human Services Spec (Proj)	20	80		1	38,513	1	37,799	1	37,799	1	37,799	1	37,799
Shelter Attendant (Proj)	50	11	39	1.5	51,972	1.5	54,061	1.5	54,061	1.5	54,061	1.5	54,061
Maintenance Worker III (Proj)	50	11	39	1	41,371	1	42,861	1	42,861	1	42,861	1	42,861
Admin Assistant (CEBA)	25	16	59	1	37,499	1	38,240	1	38,240	1	38,240	1	38,240
Charges from SS Admin	50	11	39		16,462		49,536		49,536		49,536		49,536
Temporary Help	50	11	39		36,539		36,017		36,017		36,017		36,017
Overtime	26	15	59		9,245		14,566		14,566		14,566		14,566
Gross Personnel Services				12.5	604,302	13.5	702,309	13.5	702,309	13.5	702,309	13.5	702,309

Notes:

- (1) 1.0 Position Replaced Human Services Spec (Proj) during FY17
- (2) 1.0 New Position Approved & (1.0) Position Replaced w/ Human Svc Spec/SS during FY17

Barron Center

The Barron Center, a division of the Department of Health & Human Services, is the state's second largest long-term care nursing facility. The former Portland City Hospital serves the residents of Portland and the surrounding communities. The Barron Center's three major funding sources are the MaineCare (Medicaid) Program, the Medicare Program, and private insurances. The Barron Center consists of nine divisions.

The Barron Center provides comprehensive health care services to individuals in need recognizing the unique value of each person with the purpose of preserving and enhancing the individual's quality of life. The Barron Center is a 219 bed skilled rehabilitation and nursing facility, including a 50 bed specialty unit for the care of dementia. The Center provides speech, occupational and physical therapy services, and short and long term nursing care services in addition to end of life and hospice services.

The staff includes 263.7 full-time equivalent positions made up of over 315 individuals at any time.

The FY18 Barron Center expenditure budget increased by \$548,176, or 3.3%. The increases are mainly attributed to wage increases, as well as capital items. The FY18 revenue budget increased \$840,551, or 4.3%. This increase is attributed to the acuity of residents and the higher reimbursement associated for care based on acuity.

Department Summary

Department:		Barron Center		Account:		107-43	
		FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown							
Payroll		11,615,032	11,173,996	12,151,205	12,092,493	12,092,493	12,092,493
Benefits		29,890	35,946	29,815	29,815	29,815	29,815
Administrative Services		56,849	49,829	60,755	60,755	60,755	60,755
Client Expenses		26,800	27,820	28,905	28,905	28,905	28,905
Contractual Services		1,640,920	1,546,299	1,656,680	1,656,680	1,656,680	1,656,680
Maintenance and Repairs		140,748	130,537	139,463	139,463	139,463	139,463
Rentals		52,430	53,628	56,506	56,506	56,506	56,506
Supplies		2,275,521	2,173,884	2,271,174	2,271,174	2,271,174	2,271,174
Minor Capital Items		37,140	35,640	43,000	43,000	43,000	43,000
Utilities		443,807	421,835	460,955	460,955	460,955	460,955
Capital Outlay		110,229	79,174	137,796	137,796	137,796	137,796
Total		16,429,366	15,728,588	17,036,254	16,977,542	16,977,542	16,977,542
Summary by Division							
Barron Center Administration	(43-01)	2,174,320	2,111,516	2,217,645	2,208,421	2,208,421	2,208,421
Office of Elder Affairs	(43-15)	234,593	205,884	242,831	242,831	242,831	242,831
Therapeutic Recreation	(43-16)	272,042	271,442	275,712	275,712	275,712	275,712
Nursing Administration	(43-21)	1,399,484	1,261,353	1,438,184	1,438,184	1,438,184	1,438,184
Nursing Direct Care	(43-30)	6,885,788	6,672,510	7,181,020	7,181,020	7,181,020	7,181,020
Nutrition & Supply	(43-40)	3,315,701	3,187,054	3,398,984	3,349,496	3,349,496	3,349,496
Environmental Services	(43-70)	1,016,443	924,179	1,153,954	1,153,954	1,153,954	1,153,954
Housekeeping	(43-72)	609,255	572,909	629,649	629,649	629,649	629,649
Laundry Services	(43-73)	521,740	521,741	498,275	498,275	498,275	498,275
Total		16,429,366	15,728,588	17,036,254	16,977,542	16,977,542	16,977,542
Less Revenues		(19,741,081)	(19,962,167)	(20,391,140)	(20,581,632)	(20,581,632)	(20,581,632)
Net Department Total		(3,311,715)	(4,233,579)	(3,354,886)	(3,604,090)	(3,604,090)	(3,604,090)

Barron Center Administration

The Barron Center Administration division is responsible for the care and management of the facility's capacity for 219 residents and 300+ full and part-time employees. The Business Office is responsible for the financial operations, which includes budgeting, payroll, accounts payable, and accounts receivable (including coordinating with the Barron Center's billing vendor).

The FY18 budget for Administration increased by \$34,101 or 1.6%. This increase is mainly attributed to staffing changes. Other changes include an increase in contractual services and a decrease in capital outlay.

Division Summary

Department: Barron Center	Division: Barron Center Administration				Account: 107-43-01	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	562,201	594,266	603,200	593,976	593,976	593,976
Administrative Services	34,448	32,168	41,740	41,740	41,740	41,740
Contractual Services	1,462,953	1,369,292	1,487,000	1,487,000	1,487,000	1,487,000
Maintenance and Repairs	16,180	14,171	16,330	16,330	16,330	16,330
Rentals	5,370	5,370	5,370	5,370	5,370	5,370
Supplies	44,675	48,565	49,665	49,665	49,665	49,665
Utilities	13,164	12,356	14,340	14,340	14,340	14,340
Capital Outlay	35,329	35,328	0	0	0	0
Total	2,174,320	2,111,516	2,217,645	2,208,421	2,208,421	2,208,421

Personnel Services Detail

Department: Barron Center

Division: Barron Center Administration

Account: 107-43-01

Position	Funding			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Long Term Care Administrator	100			1	96,389	1.3	114,992	1.3	114,992	1.3	114,992	1.3	114,992
Dir Social Services/Admissions	100			1	71,965	1	75,602	1	75,602	1	75,602	1	75,602
Geriatric Social Worker	100			3	130,186	3	132,795	3	132,795	3	132,795	3	132,795
(2) Principal Admin Officer I	100			0.5	36,139	0	0	0	0	0	0	0	0
Principal Financial Officer	100			1	69,088	1	71,828	1	71,828	1	71,828	1	71,828
Senior Admin Officer	100			1	58,749	1	59,923	1	59,923	1	59,923	1	59,923
(3) Account Clerk II	100			0	0	1	33,345	1	33,345	1	33,345	1	33,345
Receptionist	100			0.7	19,655	1	30,747	0.7	21,523	0.7	21,523	0.7	21,523
Switchboard Operator	100			2.1	70,150	2.1	73,942	2.1	73,942	2.1	73,942	2.1	73,942
Temporary Help	100				2,600		2,600		2,600		2,600		2,600
Overtime	100				4,235		4,589		4,589		4,589		4,589
Holiday Payments	100				3,045		2,837		2,837		2,837		2,837
Gross Personnel Services				10.3	562,201	11.4	603,200	11.1	593,976	11.1	593,976	11.1	593,976

Notes:

- (1) .3 Hours Increase Approved in FY18 (Turnover Transition)
- (2) (.5) Position Eliminated during FY17
- (3) 1 New Position Approved in FY18

Office of Elder Affairs

Through the Office of Elder Affairs, the City provides the community with an Elder Advocate, who is available to work with any Portland senior who needs help. Assistance is provided in the form of senior information and referrals, adult day health services and community collaboration. The Adult Day Services program offers supportive, daytime care that enables individuals living alone or with family to remain at home. The City manages a specialized program for clients with Alzheimer's disease or related dementias, and provides much-needed respite for caregivers.

The FY18 budget for the Office of Elder Affairs increased by \$8,238, or 3.5%.

Division Summary

Department: Barron Center		Division: Office of Elder Affairs			Account: 107-43-15	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	202,836	172,477	207,521	207,521	207,521	207,521
Administrative Services	3,990	3,000	3,490	3,490	3,490	3,490
Contractual Services	4,395	3,915	4,450	4,450	4,450	4,450
Supplies	22,172	25,292	27,070	27,070	27,070	27,070
Utilities	1,200	1,200	300	300	300	300
Total	234,593	205,884	242,831	242,831	242,831	242,831
Less Revenues	(204,280)	(208,404)	(207,740)	(207,740)	(207,740)	(207,740)
Net Division Total	30,313	(2,520)	35,091	35,091	35,091	35,091

Personnel Services Detail

Department: Barron Center

Division: Office of Elder Affairs

Account: 107-43-15

Position	Funding Source		FY17 Approved		FY18 Submission		FY18 Manager's Recommendation		FY18 Finance Committee		FY18 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Adult Day Services Nurse	100		0.8	51,151	1	52,707	1	52,707	1	52,707	1	52,707
Certified Nurse Aide (CNA)	100		4	144,185	4	146,484	4	146,484	4	146,484	4	146,484
Temporary Help	100			7,500		8,330		8,330		8,330		8,330
Gross Personnel Services			4.8	202,836	5.0	207,521	5.0	207,521	5.0	207,521	5.0	207,521

Notes:

(1) .2 Hours Increase during FY17

Therapeutic Recreation

Therapeutic Recreation provides a broad variety of individual and group recreational activities for all residents and also oversees the 150 member volunteer program.

The FY18 budget for Therapeutic Recreation increased by \$3,670, or 1.3%.

Division Summary

Department: Barron Center	Division: Therapeutic Recreation				Account: 107-43-16	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	251,742	251,142	248,912	248,912	248,912	248,912
Administrative Services	1,086	1,086	1,200	1,200	1,200	1,200
Contractual Services	7,600	7,600	8,100	8,100	8,100	8,100
Supplies	11,614	11,614	17,500	17,500	17,500	17,500
Total	272,042	271,442	275,712	275,712	275,712	275,712

Personnel Services Detail

Department: Barron Center

Division: Therapeutic Recreation

Account: 107-43-16

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Dir Life Enrichment/Volunteers	100		1	68,949	1	61,523	1	61,523	1	61,523	1	61,523
Recreation Assistant	100		5	179,012	5	183,523	5	183,523	5	183,523	5	183,523
Temporary Help	100			1,295		1,330		1,330		1,330		1,330
Overtime	100			1,178		620		620		620		620
Holiday Payments	100			1,308		1,916		1,916		1,916		1,916
Gross Personnel Services			6.0	251,742	6.0	248,912	6.0	248,912	6.0	248,912	6.0	248,912

Nursing Administration

Nursing Administration is responsible for the supervision and management of the Nursing Direct Care division in two buildings 24-hours per day, seven days a week. The division's 18.2 positions provide clinical nursing supervision and direction to the Barron Center's nursing staff on the five nursing units in the main building and the fifty bed Alzheimer's unit (Barron Center II). Staffing patterns on the six units are continually adjusted to meet the changing needs of the resident population and to meet State of Maine mandated minimum staffing ratios.

The FY18 Nursing Administration division's budgetary increase of \$38,700, or 2.8%, is mainly attributed to general wage increases.

Division Summary

Department: Barron Center	Division: Nursing Administration				Account: 107-43-21	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	1,271,652	1,140,882	1,307,694	1,307,694	1,307,694	1,307,694
Benefits	10,000	10,000	11,965	11,965	11,965	11,965
Administrative Services	13,030	10,030	10,030	10,030	10,030	10,030
Contractual Services	63,087	60,226	58,295	58,295	58,295	58,295
Supplies	32,215	32,215	35,600	35,600	35,600	35,600
Minor Capital Items	9,500	8,000	14,600	14,600	14,600	14,600
Total	1,399,484	1,261,353	1,438,184	1,438,184	1,438,184	1,438,184

Personnel Services Detail

Department: Barron Center

Division: Nursing Administration

Account: 107-43-21

Position	Funding			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Director of Nursing	100			1	83,576	1	87,793	1	87,793	1	87,793	1	87,793
Asst Dir of Nursing Serv	100			1	75,075	1	82,747	1	82,747	1	82,747	1	82,747
Principal RN (BC)	100			4	253,031	4	260,035	4	260,035	4	260,035	4	260,035
RSD	100			10	689,952	10	706,085	10	706,085	10	706,085	10	706,085
RSD (Proj)	100			0.8	54,908	0.8	56,378	0.8	56,378	0.8	56,378	0.8	56,378
LPN	100			1	55,536	1	56,638	1	56,638	1	56,638	1	56,638
Dental Hygienist	100			0.4	26,419	0.4	24,378	0.4	24,378	0.4	24,378	0.4	24,378
Temporary Help	100				8,840		8,840		8,840		8,840		8,840
Overtime	100				10,887		13,060		13,060		13,060		13,060
Holiday Payments	100				13,428		11,740		11,740		11,740		11,740
Gross Personnel Services				18.2	1,271,652	18.2	1,307,694	18.2	1,307,694	18.2	1,307,694	18.2	1,307,694

Nursing Direct Care

Nursing Direct Care is comprised of six nursing units: Zolov, 2 North, 2 South, 3 North, 3 South, and Barron Center (BC) II. Each nursing unit focuses in a specialized form of care:

- The Zolov Unit, located on the main floor of the facility, is a 25 bed unit for short-term rehabilitation and more intensive-care residents.
- 2 North is a 36 bed unit located on the second floor. The majority of these patients have long-term skilled nursing needs requiring higher levels of professional staff to meet their clinical needs.
- 2 South is a 36 bed unit located on the second floor. The dementia residents (continuing care dementia) on this unit are the most labor intensive, and are often completely dependent on nursing care services as a result of their specific disease process.
- 3 North and 3 South are both 36 bed units located on the third floor, which are traditional long-term care units.
- BC II is a 50 bed unit, managed as five 10 bed "neighborhoods", which provides Alzheimer related / type services. BC II residents are highly mobile and require unique staffing considerations.

The FY18 budget for Nursing Direct Care budget consists only of wages, and increased \$295,232 or 4.3%.

Division Summary

Department: Barron Center	Division: Nursing Direct Care				Account: 107-43-30	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	6,885,788	6,662,095	7,181,020	7,181,020	7,181,020	7,181,020
Benefits	0	10,415	0	0	0	0
Total	6,885,788	6,672,510	7,181,020	7,181,020	7,181,020	7,181,020

Personnel Services Detail

Department: Barron Center			Division: Nursing Direct Care						Account: 107-43-30			
Position	Funding Source		FY17 Approved		FY18 Submission		FY18 Manager's Recommendation		FY18 Finance Committee		FY18 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
RN	100		16.4	983,851	16.4	995,076	16.4	995,076	16.4	995,076	16.4	995,076
LPN	100		16.7	890,722	16.7	901,254	16.7	901,254	16.7	901,254	16.7	901,254
Certified Nurse Aide (CNA)	100		118.5	3,948,451	118.5	4,079,006	118.5	4,079,006	118.5	4,079,006	118.5	4,079,006
Unit Clerk	100		6	229,730	6	239,046	6	239,046	6	239,046	6	239,046
Temporary Help	100			201,596		200,814		200,814		200,814		200,814
Overtime	100			370,858		490,663		490,663		490,663		490,663
Holiday Payments	100			260,580		275,161		275,161		275,161		275,161
Gross Personnel Services			157.6	6,885,788	157.6	7,181,020	157.6	7,181,020	157.6	7,181,020	157.6	7,181,020

Nutrition & Supply

The Nutrition and Supply division consists of Resident Nutrition, Cafeteria / Catering, and Central Medical Supply. The Resident Nutrition program is responsible for the therapeutic and nutritional needs of the residents. The Cafeteria / Catering program provides food services for employees, residents, families, visitors, and operates The Clock Tower Cafe at City Hall. Catering services are provided for City functions, receptions, and celebrations. Central Medical Supply purchases, receives, stores, and distributes routine medical supplies, over-the-counter drugs, and other supplies for the various divisions within the Barron Center.

The FY18 budget for Nutrition and Supply increased \$33,795, or 1.0%. This increase is mainly attributed to the addition of two full-time positions, partially offset by decreases in the supply and capital outlay expense lines.

Division Summary

Department: Barron Center **Division:** Nutrition & Supply **Account:** 107-43-40

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	1,244,672	1,255,957	1,379,550	1,330,062	1,330,062	1,330,062
Benefits	12,140	9,181	10,600	10,600	10,600	10,600
Administrative Services	3,295	2,545	3,295	3,295	3,295	3,295
Client Expenses	26,800	27,820	28,905	28,905	28,905	28,905
Contractual Services	43,100	38,484	41,960	41,960	41,960	41,960
Maintenance and Repairs	10,480	10,480	10,480	10,480	10,480	10,480
Rentals	41,360	42,558	45,136	45,136	45,136	45,136
Supplies	1,888,954	1,786,184	1,847,200	1,847,200	1,847,200	1,847,200
Minor Capital Items	0	0	12,900	12,900	12,900	12,900
Capital Outlay	44,900	13,845	18,958	18,958	18,958	18,958
Total	3,315,701	3,187,054	3,398,984	3,349,496	3,349,496	3,349,496

Personnel Services Detail

Department: Barron Center

Division: Nutrition & Supply

Account: 107-43-40

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Dir Nutrition & Cen Med Supply	100		1	77,433	1	78,983	1	78,983	1	78,983	1	78,983
Asst Director Food Services	100		1	50,304	1	51,297	1	51,297	1	51,297	1	51,297
Materials Manager	100		1	43,836	1	44,714	1	44,714	1	44,714	1	44,714
Licensed Dietetic Technician	100		3	120,195	3	119,792	3	119,792	3	119,792	3	119,792
(1) Food Production Coordinator	100		0	0	1	51,110	1	51,110	1	51,110	1	51,110
(2) Assistant Cook	100		0	0	1	29,661	1	29,661	1	29,661	1	29,661
(3) Cook II	100		1	45,533	0	0	0	0	0	0	0	0
Cook I	100		4	148,792	4	152,754	4	152,754	4	152,754	4	152,754
Cafeteria Cook	100		3	106,397	3	114,066	3	114,066	3	114,066	3	114,066
(4) Support Team Worker	100		19	578,252	20	609,285	20	609,285	20	609,285	20	609,285
Support Team Worker (Proj)	100		0	0	2	49,488	0	0	0	0	0	0
Temporary Help	100			3,204		6,260		6,260		6,260		6,260
Overtime	100			38,272		39,600		39,600		39,600		39,600
Holiday Payments	100			32,454		32,540		32,540		32,540		32,540
Gross Personnel Services			33.0	1,244,672	37.0	1,379,550	35.0	1,330,062	35.0	1,330,062	35.0	1,330,062

Notes:

- (1) 1 Position Reclassed from Cook II during FY17
- (2) 1 New Position Approved in FY18
- (3) (1) Position Reclassed to Food Production Coord during FY17
- (4) 1 New Position Approved in FY18

Environmental Services

The Barron Center's Environmental Services Division is composed of six employees who are responsible for the maintenance of the twelve-acre Brighton Avenue facility. The maintenance division keeps the building in repair and working order through completing projects in-house or arranging for outside vendors. Maintenance also conducts facility fire drills and provides orientation education for drill procedures.

The FY18 budget for Environmental Services increased \$137,511, or 13.5%, and is primarily attributable to various capital purchases.

Division Summary

Department: Barron Center	Division: Environmental Services				Account: 107-43-70	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	327,919	259,509	330,779	330,779	330,779	330,779
Benefits	4,350	3,450	4,350	4,350	4,350	4,350
Administrative Services	750	750	750	750	750	750
Contractual Services	56,785	63,782	53,815	53,815	53,815	53,815
Maintenance and Repairs	105,027	96,825	103,988	103,988	103,988	103,988
Rentals	5,700	5,700	6,000	6,000	6,000	6,000
Supplies	74,329	73,744	89,119	89,119	89,119	89,119
Minor Capital Items	12,140	12,140	0	0	0	0
Utilities	429,443	408,279	446,315	446,315	446,315	446,315
Capital Outlay	0	0	118,838	118,838	118,838	118,838
Total	1,016,443	924,179	1,153,954	1,153,954	1,153,954	1,153,954

Personnel Services Detail

Department: Barron Center

Division: Environmental Services

Account: 107-43-70

Position	Funding Source	City Fed Oth	FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
			Approved		Submission		Recommendation		Committee		Allowance	
			#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Dir Environmental Services	100		1	68,926	1	69,481	1	69,481	1	69,481	1	69,481
(1) Facilities Master Electrician	100		0	0	1	48,914	1	48,914	1	48,914	1	48,914
(2) Master Electrician	100		1	47,026	0	0	0	0	0	0	0	0
Maintenance Worker III	100		3	138,459	3	141,128	3	141,128	3	141,128	3	141,128
Maintenance Worker I	100		1	39,766	1	40,753	1	40,753	1	40,753	1	40,753
Temporary Help	100			12,160		12,408		12,408		12,408		12,408
Overtime	100			19,654		16,565		16,565		16,565		16,565
Holiday Payments	100			1,928		1,530		1,530		1,530		1,530
Gross Personnel Services			6.0	327,919	6.0	330,779	6.0	330,779	6.0	330,779	6.0	330,779

Notes:

- (1) 1 Position Upgraded from Master Electrician during FY17
- (2) (1) Position Upgraded to Facilities Master Electrician during FY17

Housekeeping

The Barron Center's Housekeeping staff is responsible for providing a clean and appealing environment for all residents of the Barron Center.

The FY18 budget for Housekeeping increased \$20,394 or 3.3%. This increase is mainly attributable to general wage increases.

Division Summary

Department: Barron Center **Division:** Housekeeping **Account:** 107-43-72

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	445,567	410,461	463,339	463,339	463,339	463,339
Benefits	2,000	1,500	1,500	1,500	1,500	1,500
Contractual Services	3,000	3,000	3,060	3,060	3,060	3,060
Maintenance and Repairs	1,061	1,061	665	665	665	665
Supplies	142,127	141,387	145,585	145,585	145,585	145,585
Minor Capital Items	15,500	15,500	15,500	15,500	15,500	15,500
Total	609,255	572,909	629,649	629,649	629,649	629,649

Personnel Services Detail

Department: Barron Center			Division: Housekeeping						Account: 107-43-72			
Position	Funding Source		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	City	Fed Oth	#	Approved Amount	#	Submission Amount	#	Recommendation Amount	#	Committee Amount	#	Allowance Amount
Housekeeping Supervisor	100		1	41,498	1	44,211	1	44,211	1	44,211	1	44,211
Support Team Worker	100		13	377,205	13	391,117	13	391,117	13	391,117	13	391,117
Temporary Help	100			3,204		3,876		3,876		3,876		3,876
Overtime	100			6,313		7,925		7,925		7,925		7,925
Holiday Payments	100			17,347		16,210		16,210		16,210		16,210
Gross Personnel Services			14.0	445,567	14.0	463,339	14.0	463,339	14.0	463,339	14.0	463,339

Laundry Services

The Laundry division provides a clean and adequate supply of laundry to the residents. Personal laundry services are provided to nearly all of the residents. Laundry services are also provided to the City's Oxford Street Shelter and the Portland Community Health Center on Park Avenue.

The FY18 budget for Laundry decreased by \$23,465, or 4.5%. This decrease is attributed to the replacement of a laundry truck in the FY17 budget.

Division Summary

Department: Barron Center	Division: Laundry Services				Account: 107-43-73	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	422,655	427,207	429,190	429,190	429,190	429,190
Benefits	1,400	1,400	1,400	1,400	1,400	1,400
Administrative Services	250	250	250	250	250	250
Maintenance and Repairs	8,000	8,000	8,000	8,000	8,000	8,000
Supplies	59,435	54,883	59,435	59,435	59,435	59,435
Capital Outlay	30,000	30,001	0	0	0	0
Total	521,740	521,741	498,275	498,275	498,275	498,275

Personnel Services Detail

Department: Barron Center

Division: Laundry Services

Account: 107-43-73

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Laundry Supervisor	100			1	40,367	1	42,441	1	42,441	1	42,441	42,441
Support Team Worker	100			7.8	259,015	7.8	260,321	7.8	260,321	7.8	260,321	260,321
Laborer	100			2	72,313	2	74,443	2	74,443	2	74,443	74,443
Temporary Help	100				23,660		24,135		24,135		24,135	24,135
Overtime	100				11,936		12,718		12,718		12,718	12,718
Holiday Payments	100				15,364		15,132		15,132		15,132	15,132
Gross Personnel Services				10.8	422,655	10.8	429,190	10.8	429,190	10.8	429,190	429,190

Debt Service

The Debt Service account provides for the payment of the principal and interest on the City's outstanding General Obligation Bonds, as well as the cost for the current-year bond issuance. Department revenue is from reimbursed bond costs, primarily from the City's enterprise funds and the School Department.

Department Summary

Department: Debt Service

Account: 100-47

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Contractual Services	695,500	1,019,819	727,500	727,500	727,500	727,500
Debt Service	36,628,069	36,076,018	36,409,324	36,794,531	36,794,531	36,794,531
Total	37,323,569	37,095,837	37,136,824	37,522,031	37,522,031	37,522,031
Less Revenues	(15,585,607)	(15,155,585)	(14,638,157)	(15,023,364)	(15,023,364)	(15,023,364)
Net Department Total	21,737,962	21,940,252	22,498,667	22,498,667	22,498,667	22,498,667

Library

Portland Public Library is a general purpose library system that serves the Portland and the surrounding region. The Portland Public Library (PPL) provides a wide array of collections, programs, and services to 80,000 patrons through four locations, the bookmobile, and the outreach service to low-mobility community members, as well as 24/7 access through our "virtual branch" on its website.

The Portland Public Library is a trusted educational leader and multifaceted community resource in Portland. PPL welcomes everyone, and provides exciting and meaningful opportunities to children and families, and to teens and adults as lifelong learners. PPL is also frequently accessed by those on the margins – the economically challenged, those in recovery or newly release from incarceration, new Mainers, our aging population, and others in transition. In addition to collections of over 360,000 and more extensive online resources, the Library offers over 1,000 programs each year for citizens to engage in education, entertainment, important conversations about issues in the community, tutoring, training in workforce skills, and other opportunities for growth.

Portland Public Library is an independent 501(c)(3) non-profit organization, governed by a Board of Trustees. PPL finances all of its collections, programs, and outreach through an Annual Campaign, operational grants, fees, and endowment income. The City of Portland owns the land and buildings in which the Library operates its public locations. Municipal support from the City of Portland, Cumberland County, and the Maine State Library is directed solely to the infrastructure needs of these buildings and the salaries of Library employees.

In April 2010, the Main Library location on Monument Square completed Phase I of a major renovation project, heightening the usability and improving the atmosphere of the space, including public meeting rooms used frequently by the City and other public institutions. Phase II of the Main Library renovation is in the planning phase. In 2013, the Library added a bookmobile. In 2016, the Burbank Branch Library received an extensive renovation; and the Peaks Island Branch Library will be renovated in 2017-2018.

Department Summary

Department: Library

Account: 100-48

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	2,785,000	2,757,000	2,820,578	2,817,300	2,817,300	2,817,300
Benefits	400,000	435,000	445,000	445,000	445,000	445,000
Contributions	640,000	633,000	713,247	674,425	674,425	674,425
Total	3,825,000	3,825,000	3,978,825	3,936,725	3,936,725	3,936,725

Personnel Services Detail

Department: Public Library

Division: Public Library

Account: 100-48-00

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Library Executive Director	100		1	95,700	1	97,701	1	97,946	1	97,946	1	97,946
Library Associate Director	100		1	78,000	1	79,631	1	79,830	1	79,830	1	79,830
Library Dir of Human Resources	100		1	69,420	1	70,871	1	71,048	1	71,048	1	71,048
Library Dir of Finance & Oper	100		1	75,855	1	77,441	1	77,634	1	77,634	1	77,634
Library Development Director	100		1	75,855	0.9	67,115	0.9	67,283	0.9	67,283	0.9	67,283
Library Programming Manager	100		0.8	36,847	0.5	25,078	0.5	25,141	0.5	25,141	0.5	25,141
Library Administrative Assistant	100		0	0	0.5	19,042	0.5	19,089	0.5	19,089	0.5	19,089
Library Asst to the Director	100		1	47,678	1	48,674	1	48,796	1	48,796	1	48,796
Library Finance / HR Specialist	100		1	49,140	1	50,167	1	50,293	1	50,293	1	50,293
Librarian III	100		4	273,605	3	196,030	3	196,521	3	196,521	3	196,521
Librarian II	100		4	209,215	3	163,700	3	164,110	3	164,110	3	164,110
Librarian I	100		7.5	356,635	9	437,565	9	438,659	9	438,659	9	438,659
Library Senior Tech Asst II	100		3.2	142,890	3.2	151,999	3.2	152,379	3.2	152,379	3.2	152,379
Library Senior Tech Asst	100		5.7	253,945	5.7	269,764	5.7	270,439	5.7	270,439	5.7	270,439
Library Tech Assistant	100		11.6	448,538	12.5	496,375	12.5	497,758	12.5	497,758	12.5	497,758
Library Supr Maint & Securty	100		1	46,586	1	48,777	1	48,899	1	48,899	1	48,899
Library Maintenance / Security	100		2	69,303	2	76,474	2	76,666	2	76,666	2	76,666
Library Maintenance	100		2.3	70,398	2.3	75,449	2.3	75,637	2.3	75,637	2.3	75,637
Library Assistant II	100		4.4	152,681	4.4	157,603	4.4	157,997	4.4	157,997	4.4	157,997
Library Assistant	100		0.5	20,709	0.5	21,122	0.5	21,175	0.5	21,175	0.5	21,175
Termination / Promotion	100			10,000		10,000		0		0		0
Temporary Help	100			182,000		160,000		160,000		160,000		160,000
Overtime	100			20,000		20,000		20,000		20,000		20,000
Gross Personnel Services			54.0	2,785,000	54.5	2,820,578	54.5	2,817,300	54.5	2,817,300	54.5	2,817,300

Pension

The City makes contributions for the future retirement of employees and disability payments.

The City has two separate defined benefit pension plans. Full retirement benefits are available to non-Public Safety employees with 25 years of service at age 60 (or at age 65 after July 1, 2014), and Public Safety employees with 25 years of service. There is also a plan covering grandfathered Public Safety employees with 20 years of service. Contributions to the Maine Public Employees Retirement System (MainePERS) are made by both the employee and the City. Generally, participants are vested after five creditable years of service.

Employees also have the choice of an International City Management Association Retirement Corporation (ICMA RC) 401(a) defined contribution plan.

Department Summary

Department: Pension

Account: 100-51

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Benefits	6,988,107	6,836,786	7,601,409	7,401,409	7,401,409	7,401,409
Total	6,988,107	6,836,786	7,601,409	7,401,409	7,401,409	7,401,409
Less Revenues	(762,597)	(757,510)	(859,319)	(847,210)	(847,210)	(847,210)
Net Department Total	6,225,510	6,079,276	6,742,090	6,554,199	6,554,199	6,554,199

Employee Benefits

The Employee Benefits account consists of the following divisions: Health Insurance Program, Workers' Compensation, Group Life Insurance, Unemployment, and FICA. Since all benefit costs for the City are budgeted for in one account, this budget is considered a non-departmental budget. The Department of Human Resources has oversight responsibility.

Department Summary

Department: Employee Benefits		Account: 100-52					
		FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown							
Benefits		18,284,984	17,660,679	18,528,364	18,478,364	18,478,364	18,478,364
Administrative Services		758,185	767,459	658,888	658,888	658,888	658,888
Contractual Services		871,400	928,345	1,024,461	1,017,461	1,017,461	1,017,461
Rentals		11,100	11,052	11,400	11,400	11,400	11,400
Insurance		981,760	1,421,458	1,081,760	981,760	981,760	981,760
Utilities		1,420	1,420	1,420	1,420	1,420	1,420
Contributions		103,775	123,569	151,775	151,775	151,775	151,775
Total		21,012,624	20,913,982	21,458,068	21,301,068	21,301,068	21,301,068
Summary by Division							
Health Insurance Program	(52-02)	18,002,890	17,207,065	18,056,340	18,056,340	18,056,340	18,056,340
Workers' Compensation	(52-03)	1,662,250	2,284,702	1,957,774	1,850,774	1,850,774	1,850,774
Group Life Insurance	(52-05)	192,214	198,991	202,854	202,854	202,854	202,854
Unemployment	(52-06)	150,000	200,000	150,000	100,000	100,000	100,000
FICA	(52-07)	1,005,270	1,023,224	1,091,100	1,091,100	1,091,100	1,091,100
Total		21,012,624	20,913,982	21,458,068	21,301,068	21,301,068	21,301,068
Less Revenues		(5,786,340)	(5,622,040)	(5,705,424)	(5,672,749)	(5,672,749)	(5,672,749)
Net Department Total		15,226,284	15,291,942	15,752,644	15,628,319	15,628,319	15,628,319

Health Insurance Program

The Health Insurance Account provides funding for the City's self-insured health plan. The City picks up the full cost of medical individual and family coverage for full-time grandfathered employees. For all remaining full-time employees, the City picks up 85% of employee only costs, 72% of employee and child(ren) costs, 69% of employee and adult costs and 65% of family costs.

During FY17, the City introduced a new voluntary wellness program, aimed at improving health and well-being of employees by achieving healthier living. Participation in the program's five wellness activities provides an incentive at the beginning of each plan year for employees to reduce or eliminate the employee only 15% share of costs.

Claim payments are made by a third-party administrator.

Division Summary

Department: Employee Benefits	Division: Health Insurance Program				Account: 100-52-02	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Benefits	16,937,500	16,238,464	17,084,410	17,084,410	17,084,410	17,084,410
Administrative Services	1,052,870	956,129	959,110	959,110	959,110	959,110
Rentals	11,100	11,052	11,400	11,400	11,400	11,400
Utilities	1,420	1,420	1,420	1,420	1,420	1,420
Total	18,002,890	17,207,065	18,056,340	18,056,340	18,056,340	18,056,340
Less Revenues	(5,340,836)	(5,253,233)	(5,167,164)	(5,134,489)	(5,134,489)	(5,134,489)
Net Division Total	12,662,054	11,953,832	12,889,176	12,921,851	12,921,851	12,921,851

Workers' Compensation

The City is self-insured under the provisions of the Maine Workers' Compensation Act. Our third-party administrator, Maine Municipal Association, processes all claims and maintains files and provides WC Board filing of notices. Monthly reports are received from MMA outlining payments made for medical, legal, indemnity and other expenditures on open claims. This account includes all the aforementioned payments as well as administration fees charged based on claims activity. When applicable, this account also carries the debt payments on bonds purchased for the settlement of on-going WC claims. The Risk Prevention line, which funds the City's Drug and Alcohol Testing program, is also a function of this budget.

Division Summary

Department: Employee Benefits	Division: Workers' Compensation				Account: 100-52-03	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Administrative Services	(294,685)	(188,670)	(300,222)	(300,222)	(300,222)	(300,222)
Contractual Services	871,400	928,345	1,024,461	1,017,461	1,017,461	1,017,461
Insurance	981,760	1,421,458	1,081,760	981,760	981,760	981,760
Contributions	103,775	123,569	151,775	151,775	151,775	151,775
Total	1,662,250	2,284,702	1,957,774	1,850,774	1,850,774	1,850,774
Less Revenues	(346,913)	(274,347)	(416,678)	(416,678)	(416,678)	(416,678)
Net Division Total	1,315,337	2,010,355	1,541,096	1,434,096	1,434,096	1,434,096

Group Life Insurance

The Group Life Insurance account pays the full cost of this insurance for qualified retirees, Police, Fire and EMS. The City's contributions are based on the employee's actual wages. The wages are multiplied by the applicable insurance rate per \$1,000. This program is administered by the Maine Public Employees Retirement System (MainePERS).

All other City employees pay the entire cost of life insurance.

The revenues received are from inter-fund transfers to the Jetport for the cost of the group life insurance contributions paid on the public safety employees assigned to the Air Rescue Station and Jetport Security forces.

Division Summary

Department: Employee Benefits	Division: Group Life Insurance				Account: 100-52-05	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Benefits	192,214	198,991	202,854	202,854	202,854	202,854
Total	192,214	198,991	202,854	202,854	202,854	202,854
Less Revenues	(6,514)	(6,477)	(7,028)	(7,028)	(7,028)	(7,028)
Net Division Total	185,700	192,514	195,826	195,826	195,826	195,826

Unemployment

The Unemployment Insurance Program is mandated by state and federal law. The City is self-insured and reimburses the state for all benefits paid to eligible recipients as determined by the Maine Unemployment Security Commission.

Division Summary

Department: Employee Benefits		Division: Unemployment			Account: 100-52-06	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Benefits	150,000	200,000	150,000	100,000	100,000	100,000
Total	150,000	200,000	150,000	100,000	100,000	100,000

FICA

In 1986, the Internal Revenue Service began requiring employees covered by pension plans other than Social Security to contribute to Medicare. Therefore, employees hired after April 1, 1986, are required to contribute a percentage of their annual wages for Medicare coverage. The City must also make a matching contribution. The current rate is 1.45%.

Division Summary

Department: Employee Benefits	Division: FICA				Account: 100-52-07	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Benefits	1,005,270	1,023,224	1,091,100	1,091,100	1,091,100	1,091,100
Total	1,005,270	1,023,224	1,091,100	1,091,100	1,091,100	1,091,100
Less Revenues	(92,077)	(87,983)	(114,554)	(114,554)	(114,554)	(114,554)
Net Division Total	913,193	935,241	976,546	976,546	976,546	976,546

Contingency

The Contingency account provides funds which are set aside as a necessary provision for meeting unforeseen contingencies and emergencies which may arise during the year. Expenditures for contingencies arising in the implementation of the policies and work programs established by the City Council are authorized by the City Manager.

The FY18 budget decrease is primarily related to the American with Disabilities (ADA) self-evaluation plan study incorporated in the FY17 budget.

Department Summary

Department: Contingency

Account: 100-61

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Administrative Services	2,250	2,294	820	820	820	820
Contractual Services	323,500	308,277	275,000	275,000	275,000	275,000
Total	325,750	310,571	275,820	275,820	275,820	275,820

Liability Insurance

This account funds the City's self-insurance program, including the defense and/or settlement of claims against the City, and repair of damage to City property. Claims are processed in-house in the legal department through Maine Municipal Association's (MMA) property and casualty pool. In addition, the City purchases insurance policies to cover property and liability exposures that could possibly exceed the liability limits set forth in the Maine Tort Claims Act.

Insurance premiums are charged to enterprise funds for buildings and contents, boiler, crime bond, airport and marine coverage. Revenue is also derived through subrogation to third parties for damage to City property.

Department Summary

Department: Liability Insurance

Account: 100-62

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Administrative Services	5,200	5,200	5,200	5,200	5,200	5,200
Insurance	773,396	725,227	902,218	777,218	777,218	777,218
Total	778,596	730,427	907,418	782,418	782,418	782,418
Less Revenues	(148,731)	(166,283)	(156,578)	(156,578)	(156,578)	(156,578)
Net Department Total	629,865	564,144	750,840	625,840	625,840	625,840

County Tax

County tax is assessed to each municipality by the county in which it resides. Distribution of the tax burden is made on the basis of the valuation of a municipality as determined by the State Board of Equalization. Portland's share of Cumberland County tax has increased by \$490,624 or 9.1%.

	2016 State Certified Valuation	2016 Tax	2017 State Certified Valuation	2017 Tax	% Tax Change
Baldwin	\$147,150,000	\$99,688	\$150,050,000	\$104,271	4.60%
Bridgeton	942,750,000	638,665	969,700,000	673,846	5.51%
Brunswick	2,082,600,000	1,410,855	2,184,050,000	1,517,700	7.57%
Cape Elizabeth	1,840,800,000	1,247,048	1,915,450,000	1,331,050	6.74%
Casco	640,200,000	433,703	637,100,000	442,722	2.08%
Chebeague Island	193,650,000	131,188	180,350,000	125,326	-4.47%
Cumberland	1,144,550,000	775,374	1,171,250,000	813,904	4.97%
Falmouth	2,253,100,000	1,526,360	2,338,100,000	1,624,750	6.45%
Freeport	1,462,950,000	991,074	1,520,550,000	1,056,633	6.61%
Frye Island	151,000,000	102,295	151,700,000	105,417	3.05%
Gorham	1,541,700,000	1,044,423	1,602,450,000	1,113,546	6.62%
Gray	884,000,000	598,865	888,850,000	617,664	3.14%
Harpswell	1,852,450,000	1,254,940	1,862,850,000	1,294,498	3.15%
Harrison	492,400,000	333,576	505,450,000	351,238	5.29%
Long Island	145,250,000	98,399	152,500,000	105,973	7.70%
Naples	732,250,000	496,062	741,450,000	515,235	3.87%
New Gloucester	485,300,000	328,766	493,500,000	342,934	4.31%
North Yarmouth	442,700,000	299,907	466,000,000	323,824	7.97%
Portland	7,996,350,000	5,417,119	8,501,550,000	5,907,743	9.06%
Pownal	228,250,000	154,628	234,900,000	163,232	5.56%
Raymond	998,250,000	676,263	1,046,300,000	727,076	7.51%
Scarborough	3,791,950,000	2,568,852	3,899,350,000	2,709,666	5.48%
Sebago	372,050,000	252,045	364,450,000	253,257	0.48%
South Portland	3,696,350,000	2,504,088	3,738,700,000	2,598,030	3.75%
Standish	1,004,900,000	680,768	1,024,950,000	712,240	4.62%
Westbrook	1,884,650,000	1,276,754	1,945,800,000	1,352,140	5.90%
Windham	1,867,050,000	1,264,831	1,877,500,000	1,304,678	3.15%
Yarmouth	1,532,200,000	1,037,987	1,575,000,000	1,094,470	5.44%
	\$40,806,800,000	\$27,644,523	\$42,139,850,000	\$29,283,062	5.93%

Department: County Tax Account: 100-63

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Contributions	5,417,119	5,417,119	5,907,743	5,907,743	5,907,743	5,907,743
Total	5,417,119	5,417,119	5,907,743	5,907,743	5,907,743	5,907,743

Memberships/Other

The Memberships account provides for City membership in various professional and governmental organizations whose purpose is to provide services and information to the City. A significant portion of this budget is comprised of the Metro subsidy.

Department Summary

Department: Memberships/Other

Account: 100-65

		FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown							
Contractual Services		50,000	50,000	50,000	50,000	50,000	50,000
Contributions		2,917,938	2,963,527	3,058,526	3,026,209	3,026,209	3,026,209
Total		2,967,938	3,013,527	3,108,526	3,076,209	3,076,209	3,076,209
Summary by Division							
Transit District (Metro)	(65-02)	2,572,744	2,572,744	2,671,952	2,639,635	2,639,635	2,639,635
Regional Transportation	(65-06)	32,134	77,274	72,380	72,380	72,380	72,380
Memberships - Misc	(65-07)	363,060	363,509	364,194	364,194	364,194	364,194
Total		2,967,938	3,013,527	3,108,526	3,076,209	3,076,209	3,076,209

Transit District (Metro)

The Transit District account provides subsidy support to the Greater Portland Transit District, better known as Metro.

The Greater Portland Transit District is a shared venture to provide public transportation services to the residents of the municipalities it serves. In April 2009, the Town of Falmouth joined the City of Portland and the City of Westbrook, Maine as members. The district is managed by a Board of Directors selected by the municipal officers of each participating municipality. The Board of Directors has responsibility for budgeting and financing. The district's operating and capital expenditures, including debt service, are financed by state and federal grants received directly by the district, fares, and assessments of member communities.

The City of Portland's share of the local operating subsidy is approximately 82%. Portland's actual share of the Metro budget has increased by \$66,891 or 2.6%.

Division Summary

Department: Memberships / Other Division: Transit District (Metro) Account: 100-65-02

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Contributions	2,572,744	2,572,744	2,671,952	2,639,635	2,639,635	2,639,635
Total	2,572,744	2,572,744	2,671,952	2,639,635	2,639,635	2,639,635

Regional Transportation

The Regional Transportation Program (RTP) provides para-transit services to the City on a contractual basis, for individuals unable to use public transportation (METRO), in accordance with the American with Disabilities Act (ADA). RTP services the cities of Portland, South Portland, and Westbrook, with the cost apportioned based on ridership.

The FY18 budget increase is a reflection of a FY17 program change / adjustment.

Division Summary

Department: Memberships / Other		Division: Regional Transportation			Account: 100-65-06	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Contributions	32,134	77,274	72,380	72,380	72,380	72,380
Total	32,134	77,274	72,380	72,380	72,380	72,380

Memberships - Miscellaneous

The Memberships account provides for City membership in various professional and governmental organizations whose purpose is to provide services and information to the City. This year's budget includes funding for Community Television Network, the Maine Municipal Association, the Greater Portland Council of Governments, Peaks Island Council, the Board of Harbor Commissioners, the HOME Team, and Community Counseling for TIP Program.

Division Summary

Department: Memberships / Other	Division: Memberships - Miscellaneous				Account: 100-65-07	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Contractual Services	50,000	50,000	50,000	50,000	50,000	50,000
Contributions	313,060	313,509	314,194	314,194	314,194	314,194
Total	363,060	363,509	364,194	364,194	364,194	364,194

Wage Adjustment

The Wage Adjustment account provides a wage reserve, which may result from scheduled union contract negotiations or other personnel compensation agreements.

Department Summary

Department: Wage Adjustment

Account: 100-67

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	0	0	419,835	419,835	419,835	419,835
Total	0	0	419,835	419,835	419,835	419,835

Capital

The FY18 operating annual capital expenses are reflected in the respective Departmental budgets.

Department Summary

Department: Capital

Account: 100-70

		FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown							
Capital Outlay		390,000	394,563	0	0	0	0
Total		390,000	394,563	0	0	0	0
Summary by Division							
Parking	(70-18)	255,000	255,000	0	0	0	0
Public Works	(70-31)	60,000	62,825	0	0	0	0
Parks, Recreation & Facilities	(70-33)	75,000	76,738	0	0	0	0
Total		390,000	394,563	0	0	0	0

Street Openings

The Street Openings program and budget are governed by state law, and must be kept separate from the General Fund. All excavations in the City's roadway and sidewalk networks are permitted, inspected, and enforced thru this program. The fee structure is based on the actual costs of administering the program; labor, equipment, and materials costs are fully funded by the collection of fees for these services by way of a formula in our Rules & Regulations previously negotiated with the public utility companies and contractors based on State Law. This program also collects fees for permanent trench repairs as required by City Code for work to be performed in future fiscal years, hence, the possible sporadic budgetary variances from one fiscal year to the next.

The Street Openings (Excavation) Program is administered and enforced by personnel in the Engineering Division.

Department Summary

Department: Public Works	Account: 247-31					
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	296,866	156,332	272,009	272,009	272,009	272,009
Benefits	65,911	53,045	89,439	89,439	89,439	89,439
Administrative Services	1,610	1,444	2,230	2,230	2,230	2,230
Contractual Services	57,850	48,558	57,550	57,550	57,550	57,550
Maintenance and Repairs	7,260	7,297	12,150	12,150	12,150	12,150
Supplies	10,170	10,752	25,600	25,600	25,600	25,600
Utilities	2,376	2,275	4,320	4,320	4,320	4,320
Contributions	0	817	0	0	0	0
Capital Outlay	300,250	284,068	119,355	119,355	119,355	119,355
Total	742,293	564,588	582,653	582,653	582,653	582,653
Less Revenues	(742,293)	(564,588)	(582,653)	(582,653)	(582,653)	(582,653)
Net Department Total	0	0	0	0	0	0

Personnel Services Detail

Department: Public Works

Division: Street Openings

Account: 247-31-00

Position	Funding			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Charges from Admin	100				41,746		42,723		42,723		42,723		42,723
Charges from Communications	100				5,083		5,183		5,183		5,183		5,183
Charges from Transportation	100				3,114		4,107		4,107		4,107		4,107
Charges from Engineering (GF)	100				232,818		199,460		199,460		199,460		199,460
Overtime	100				14,105		20,536		20,536		20,536		20,536
Gross Personnel Services					296,866		272,009		272,009		272,009		272,009

Portland, Maine



Yes. Life's good here.

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Key Revenues and Expenses

Revenues

FISH PIER

The Fish Pier Authority is a segregated budget that maintains the Portland Fish Pier and keeps its own fund balance. Administered by the Fish Pier Authority board, this fund receives revenues from leases and parking on the pier. Revenue generated by fish pier operations is required to be used to support the pier maintenance and capital improvements, as well as supporting the Portland Fish Exchange auction.

SEWER FUND

100% of the revenues generated by the Sewer Fund are from sewer user fees. The Portland Water District bills the City's residents and businesses for water and sewer. The sewer portion is based upon water volume.

On July 1, 2017, the sewer user fee increases to \$9.65 per hundred cubic feet (hcf). This is an increase of \$0.30 over the FY17 rate of \$9.35 per hcf, an increase of 3.2%. The Stormwater program / rate separated from the Sewer Fund mid-year FY16, allowing more equitable distribution of user costs based on impervious area. The City has been making improvements to its combined sewer overflows. The second tier of projects was completed in 2013, and 2014 began the third tier of CSO projects. The capital cost estimate of these projects totals over \$200 million over an approximate 20 year time period, the cost to be financed by the Sewer user fees and the Stormwater service charges.

In FY18, approximately 77.7% of the budget is allocated for debt service and assessment fees to the Water District.

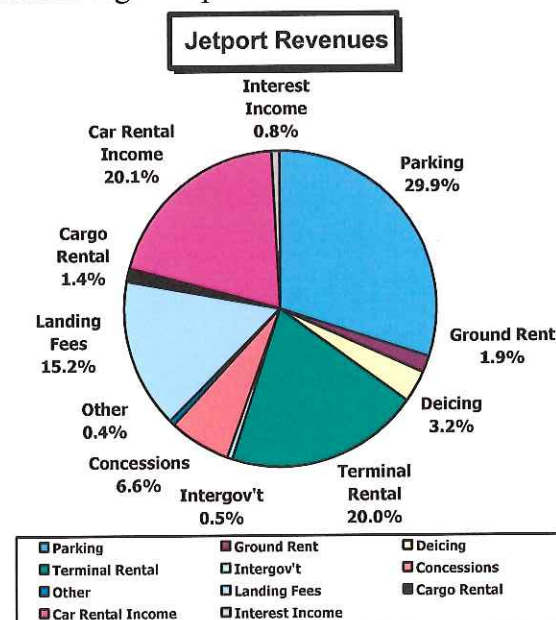
STORMWATER FUND

FY18 is the second year in which both the Stormwater revenues and expenditures are estimated for a full year. The Stormwater Fund was created in FY16, and the new Stormwater fee was effective mid-year FY16, January 1, 2016. A stormwater division, previously a component of the Sewer Fund, separated in FY16 as part of an effort to achieve greater fairness in paying stormwater costs among its' users.

The PWD continues to provide billing services for the Sewer fees, while the City maintains the billing system for the costs related to Stormwater or the impervious areas. The FY18 Stormwater Service Charge remains unchanged at \$6.00/month per 1,200 square feet of impervious surface. The collected funds are used to maintain and improve the City's infrastructure.

JETPORT

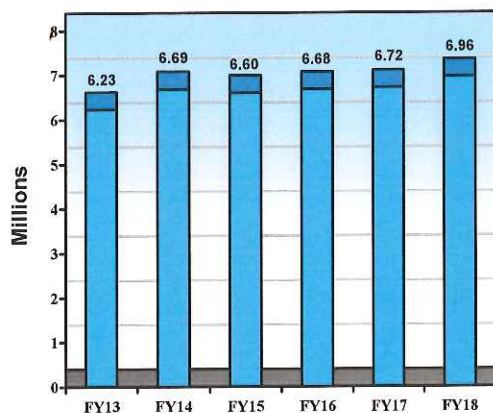
The Jetport is ranked by the Federal Aviation Administration as the 96th largest airport in the United States based on enplanements as of calendar year 2016. In FY17, a total of 1,819,008 passengers flew into and out of the Jetport. The Jetport is served by American Airlines, Delta Airlines, Elite Airways, JetBlue Airways, Southwest Airlines, and United Airlines, along with their regional partners.



Airlines pay terminal rental and landing fees based on Jetport cost center expenses. Airline revenues account for approximately 34% of the Jetport's total FY18 revenue, with parking, rental cars, concessions, ground rent, and miscellaneous revenue providing the other 66%.

Rental cars are provided on-site by Alamo, Avis, Budget, Dollar, Enterprise, Hertz, and National. Each agency pays a commission to the Jetport based on gross sales. In FY18, car rental agency income is expected to draw 30% of the non-airline revenue. Parking, representing 45% of non-airline revenue, is contracted out to a private management company which pays the Jetport a monthly fee based on total net revenue earned.

Jetport Parking Division Income



Note: FY17 and FY18 are estimated amounts

The Airfield Deicing Facility is a net zero cost operation, with all costs initially paid by the Jetport and then reimbursed by airlines for services rendered.

All revenues generated by the Jetport are dedicated, meaning that any excess of revenue after expenses have been paid at year-end must remain in the Jetport fund to be used for future expansion or major capital improvement needs.

Expenditures

Enterprise Fund accounting is used to account for operations that are financed and operated in a manner similar to private business enterprises. The intent of the governing body is that the costs of providing goods and services to the public be financed primarily through user charges. There are four enterprise funds administered by three departments of the City. A brief description of each of these operations follows.

FISH PIER

The Fish Pier Authority is a segregated budget that maintains the Portland Fish Pier and keeps its own fund balance. The Fish Pier falls under the direction of the Department of Parks, Recreation and Facilities. The Pier was deeded to the City in 1984 by the State to use in support of commercial fishing activities.

SEWER FUND

The principal function of the Sewer Fund is to account for the sewer services to the City residents and business establishments. The City is also served by the Portland Water District (PWD), a wholly separate quasi-municipal entity, whose operations are not part of the City for treatment of its wastewater. The City owns and maintains the infrastructure sewer lines and is responsible for the cost of their maintenance, improvements and expansion. The PWD owns and operates a treatment plant for sewage delivered to the plant by the City, for which the City pays a monthly fee. The City is responsible for the entire debt service required to finance the PWD's treatment plant in Portland.

STORMWATER FUND

The principal function of the Stormwater fund is to account for operating, maintaining, and meeting the capital costs requirements of the City of Portland stormwater and combined sewer infrastructure systems. The City of Portland maintains 129 miles of stormwater infrastructure, 141 miles of combined sewer systems, 96 miles of sanitary sewer, 9 sewer pumping stations, and approximately 15,000 other structures that help to move and treat stormwater.

The city is also responsible for the capital costs necessary to maintain the system and the development and redevelopment of properties within the city and for meeting State and Federal mandates regarding the quality of streams and tidal waters within its jurisdiction.

JETPORT

The Jetport Fund is responsible for the operation and maintenance of the Portland International Jetport. The Jetport serves as a vital transportation link to the City of Portland and the entire southern region of Maine. Passenger enplanements have increased from approximately 250,111 passengers annually in 1980 to 886,343 for calendar year 2016.

The Jetport's major expenses include the terminal building, operation of the Jetport Parking division, and maintenance of the Airfield runways, taxiways and aprons. Other central expenses include security, administrative, and marketing costs.

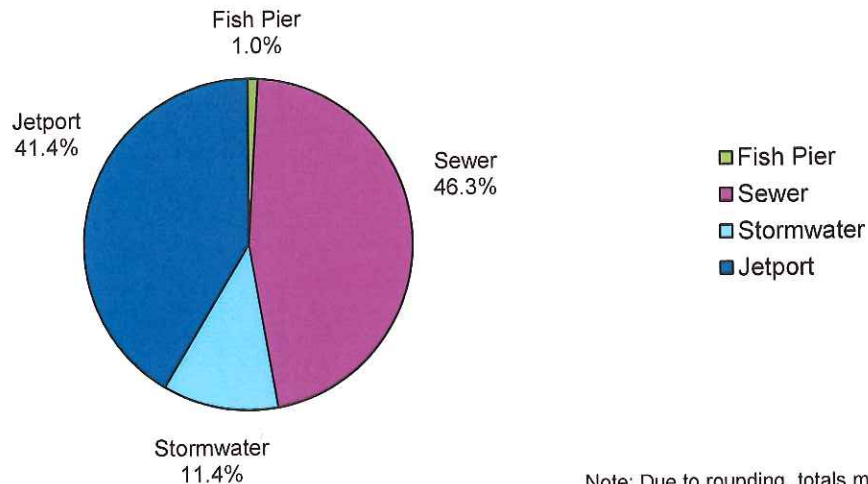
City of Portland, Maine
Comparative Statement of Revenues
For Enterprise Funds

Activity/Element/Object	Account Title	Actual Revenues FY16	Estimated Revenues FY17	Projected Revenues FY17	Estimated Revenues FY18
Fish Pier Fund:					
341-0000	Misc. Charges for Services	17,647	14,655	14,655	14,490
341-5500	Berthing Income	29,376	29,376	29,376	29,376
363-1500	Parking Income	295,491	305,750	308,642	308,719
363-2500	Ground Rent	170,978	172,266	172,266	175,352
394-0000	Fund Balance Appropriation	0	(179,314)	(179,244)	(145,727)
Total Fish Pier Fund:		\$513,492	\$342,733	\$345,695	\$382,210
Sewer Fund:					
321-0400	Sewer Connects	15,642	22,900	22,900	23,900
327-0000	Misc. Licenses and Permits	6,450	2,550	2,550	4,950
331-2000	Federal Pass Thru Grants	17,726	0	0	0
341-0000	Misc. Charges for Services	32,989	18,000	21,476	18,000
341-7000	Lien and Foreclosure Cost	11,529	10,000	8,306	10,000
344-1000	Residential Sewer Fees	13,286,745	13,185,315	13,307,262	14,010,256
344-2000	Commercial Sewer Fees	7,080,975	6,771,466	7,216,676	8,011,237
344-3000	Industrial Sewer Fees	1,589,948	1,571,004	1,458,770	1,590,706
344-4000	Governmental Sewer Fees	852,748	833,625	777,455	883,168
344-5000	Commercial Surcharge Inc.	190,011	150,000	219,089	234,416
344-6000	Industrial Surcharge Inc.	290,081	250,000	302,511	366,912
361-0000	Interest Income	36,275	26,000	42,005	35,000
361-3000	Interest / Penalty Delinquencies	13,529	25,000	2,179	10,000
391-0000	Operating Transfers In	0	0	35,000	72,859
394-0000	Fund Balance Appropriation	0	517,582	(546,434)	(825,120)
395-0000	Enterprise Fund Charges	231,700	199,651	199,651	226,342
397-0000	Spec Rev / Endow Fd Chgs	38,376	0	0	0
398-0100	Fringe Benefits	68,583	94,932	94,932	87,255
Total Sewer Fund:		\$23,763,307	\$23,678,025	\$23,164,328	\$24,759,881
Stormwater Fund:					
341-0000	Misc. Charges for Services	0	0	80	0
344-6500	Stormwater User Fees	3,297,089	6,220,300	6,162,461	6,259,071
361-0000	Interest Income	459	0	6,670	6,500
391-0000	Operating Transfers In	0	0	10,000	24,353
394-0000	Fund Balance Appropriation	0	(2,108,788)	(3,397,834)	(3,249,671)
Total Stormwater Fund:		\$3,297,548	\$4,111,512	\$2,781,377	\$3,040,253
Jetport Fund:					
322-0000	Business Licenses	102,197	0	0	0
331-2000	Federal Pass Thru Grants	119,150	116,800	116,800	116,800
341-0000	Misc. Charges for Services	884,353	852,210	868,578	824,864
361-0000	Interest Income	175,502	120,000	165,712	175,000

City of Portland, Maine
Comparative Statement of Revenues
For Enterprise Funds

Activity/Element/Object	Account Title	Actual Revenues FY16	Estimated Revenues FY17	Projected Revenues FY17	Estimated Revenues FY18
Jetport Fund <i>Continued</i>					
363-1500	Parking Income	6,557,689	6,410,288	6,593,665	6,839,934
363-2000	Concessions	1,329,767	1,404,677	1,377,983	1,500,750
363-2500	Ground Rent	397,192	419,908	390,945	429,525
363-3000	Landing Fees	3,122,291	3,472,468	3,541,686	3,483,751
363-3500	Terminal Rental	4,451,852	4,447,376	4,448,745	4,576,488
363-4000	Commissions - Car Rentals	4,044,259	4,036,108	4,300,241	4,445,470
363-4500	Car-Service Facility	31,668	32,054	32,099	32,442
363-4700	Car Rental - Terminal Use	123,238	123,238	123,238	123,238
363-4800	Cargo Revenue	318,945	342,310	316,687	319,222
Total Jetport Fund:		<u>\$21,658,103</u>	<u>\$21,777,437</u>	<u>\$22,276,379</u>	<u>\$22,867,484</u>
TOTAL ENTERPRISE FUND REVENUES:		<u>\$49,232,450</u>	<u>\$49,909,707</u>	<u>\$48,567,779</u>	<u>\$51,049,828</u>

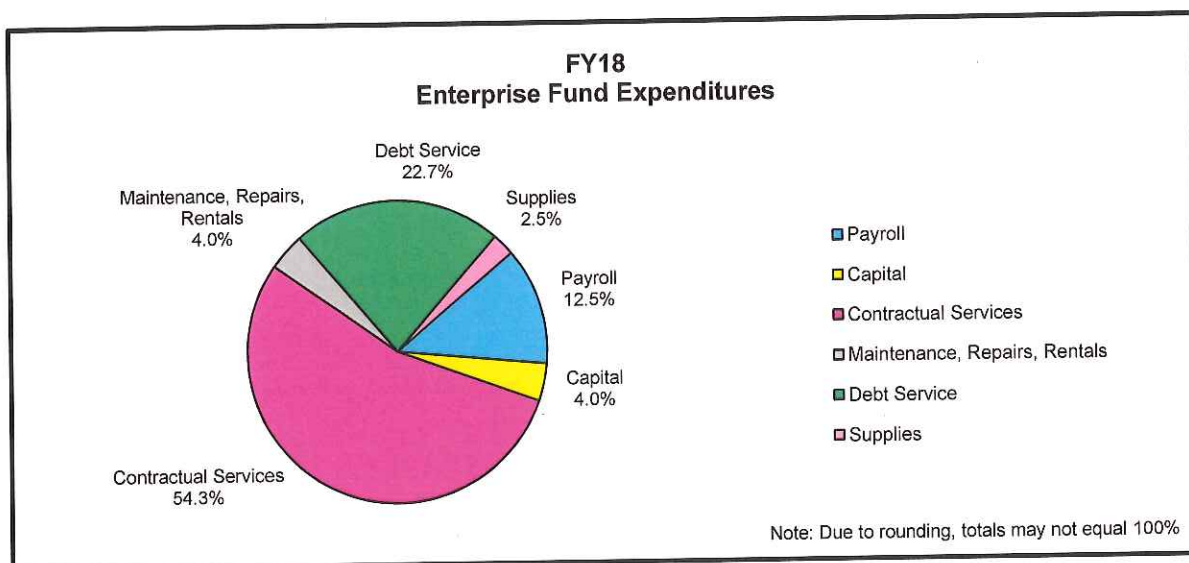
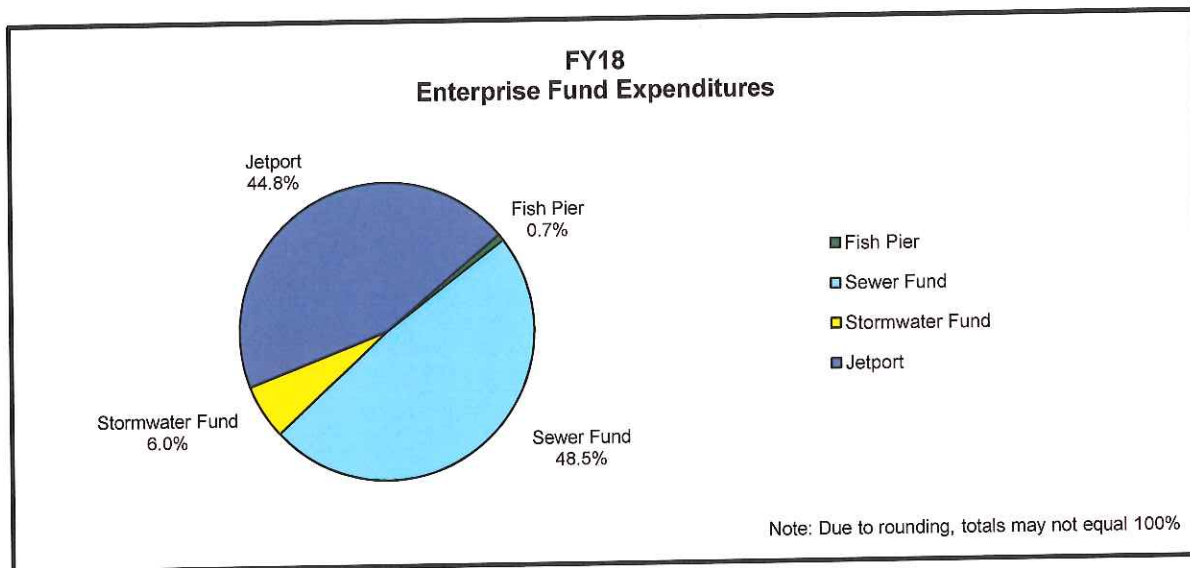
FY18 Revenues
Enterprise Funds by Revenue Source



**CITY OF PORTLAND, MAINE
FY18 Annual Budget**

Departmental Budget Summary By Expenditure Category

Account Number	Account Title	Payroll	Contractual Services	Maint. / Repairs & Rentals	Supplies	Capital	Debt Service	Total
530	Fish Pier	32,000	99,737	210,000	13,500	0	26,973	382,210
570	Sewer Fund	1,960,909	14,871,574	561,803	268,497	12,000	7,085,098	24,759,881
571	Stormwater Fund	1,048,345	1,136,132	111,500	128,550	275,000	340,726	3,040,253
583	Jetport	3,363,173	11,587,534	1,163,305	841,118	1,773,066	4,139,288	22,867,484
Total Enterprise Funds:		\$6,404,427	\$27,694,977	\$2,046,608	\$1,251,665	\$2,060,066	\$11,592,085	\$51,049,828



Fish Pier Authority

The Fish Pier Authority, a quasi-municipal corporation, was created in 1989 to operate the eighteen-acre site. The pier is home to the City owned Portland Fish Exchange, the first public auction site for fresh seafood in the nation.

The bylaws of the Fish Pier Authority require that all revenue generated from the Fish Pier operations must stay with the Authority.

As an Enterprise Fund, expenditures and revenues net to zero.

Department Summary

Department: Recreation & Facilities Management						Account: 530-33
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	32,000	32,000	32,000	32,000	32,000	32,000
Benefits	1,200	1,200	0	0	0	0
Administrative Services	7,251	7,168	7,251	7,567	7,567	7,567
Contractual Services	44,619	44,619	44,619	44,619	44,619	44,619
Maintenance and Repairs	104,850	106,460	210,000	210,000	210,000	210,000
Insurance	13,440	12,600	12,967	12,967	12,967	12,967
Supplies	13,500	13,500	13,500	13,500	13,500	13,500
Utilities	27,437	34,538	34,584	34,584	34,584	34,584
Capital Outlay	40,000	40,000	0	0	0	0
Debt Service	58,436	53,610	26,973	26,973	26,973	26,973
Total	342,733	345,695	381,894	382,210	382,210	382,210
Less Revenues	(342,733)	(345,695)	(381,894)	(382,210)	(382,210)	(382,210)
Net Department Total	0	0	0	0	0	0

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Fish Pier

Account: 530-33-31

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Charges from Trades (33-01)	100				24,000		24,000		24,000		24,000	24,000
Overtime	100				8,000		8,000		8,000		8,000	8,000
Gross Personnel Services					32,000		32,000		32,000		32,000	32,000

Sewer Fund

The principal function of the Sewer Fund Enterprise is to account for the sewer services provided to City residents and business establishments. The Portland Water District (not a city department) owns and operates the wastewater treatment plant for which the Sewer Fund pays a monthly fee. The City owns and maintains the infrastructure sewer lines and is responsible for the costs of maintenance, improvements, and expansion.

All users of the system pay monthly or quarterly fees, based upon water volume, to support the expenses of the fund.

The Sewer Fund expenditures increased \$1,081,856, or 4.6%. This increase is mainly attributed to the additional funding for sewer collapse repairs and sewer inspections in the Sewer Districting division, as well as an increase in the Portland Water District (PWD) assessment fees. Other significant changes include an increase in the allocation for maintenance & repairs and a decrease in the Sewer Debt Service expenditures.

Department Summary

Department: Public Works		Account: 570					
		FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown							
Payroll		1,987,692	1,786,346	1,960,909	1,960,909	1,960,909	1,960,909
Benefits		918,909	775,879	951,535	884,235	884,235	884,235
Administrative Services		12,120,795	12,037,220	12,655,168	12,679,677	12,679,677	12,679,677
Contractual Services		735,867	882,989	1,149,476	1,159,476	1,159,476	1,159,476
Maintenance and Repairs		213,350	233,989	504,695	504,695	504,695	504,695
Rentals		28,442	34,418	57,108	57,108	57,108	57,108
Insurance		25,833	18,337	30,862	30,862	30,862	30,862
Supplies		266,158	248,261	283,497	256,497	256,497	256,497
Minor Capital Items		0	0	0	12,000	12,000	12,000
Utilities		101,540	87,959	117,324	117,324	117,324	117,324
Contributions		0	35	0	0	0	0
Capital Outlay		0	0	0	12,000	12,000	12,000
Debt Service		7,279,439	7,058,895	6,892,494	7,085,098	7,085,098	7,085,098
Total		23,678,025	23,164,328	24,603,068	24,759,881	24,759,881	24,759,881
Summary by Division							
Sewer Finance	(15-03)	90,430	76,985	91,337	91,337	91,337	91,337
Sewer Public Works Administration	(31-01)	877,450	790,970	807,783	807,783	807,783	807,783
Sewer Districting	(31-12)	1,766,068	1,849,869	2,853,513	2,850,513	2,850,513	2,850,513
Sewer Communications	(31-15)	67,533	59,882	64,056	64,056	64,056	64,056
Sewer Engineering	(31-37)	328,391	273,958	353,808	353,808	353,808	353,808
Sewer Debt Service	(31-55)	7,574,206	7,353,662	6,892,494	7,095,098	7,095,098	7,095,098
Sewer Fringe Benefits	(31-56)	1,325,943	1,183,646	1,390,215	1,347,424	1,347,424	1,347,424
PWD Assessment	(31-58)	11,648,004	11,575,356	12,149,862	12,149,862	12,149,862	12,149,862
Total		23,678,025	23,164,328	24,603,068	24,759,881	24,759,881	24,759,881
Less Revenues		(23,678,025)	(23,164,328)	(24,603,068)	(24,759,881)	(24,759,881)	(24,759,881)
Net Department Total		0	0	0	0	0	0

Sewer Finance

This division's services are provided by the City's Finance Department. Finance provides billing and collection services, as well as lien processing for delinquent accounts. The Finance Department also maintains the financial records for the Sewer Fund and the computer network system.

Division Summary

Department: Finance	Division: Sewer Finance				Account: 570-15-03	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	70,297	66,015	71,604	71,604	71,604	71,604
Administrative Services	5,833	2,750	5,433	5,433	5,433	5,433
Contractual Services	12,500	6,520	12,500	12,500	12,500	12,500
Supplies	1,800	1,700	1,800	1,800	1,800	1,800
Total	90,430	76,985	91,337	91,337	91,337	91,337

Personnel Services Detail

Department: Finance

Division: Sewer Finance Administration

Account: 570-15-03

Position	Funding			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Finance - Budget/Accounting	100				30,349		31,026		31,026		31,026		31,026
Finance - Treasury	100				39,948		40,578		40,578		40,578		40,578
Gross Personnel Services					70,297		71,604		71,604		71,604		71,604

Sewer Public Works Administration

This division accounts for the associated costs incurred by the Department of Public Works administrative staff for sewer related activities.

The FY18 Administration expenditures show a decrease of \$69,667, or 7.9%, largely due to the reduction of a full-time position and the elimination of the office reconfiguration funds allocated in FY17. The Administration budget also includes increased funding for Fats, Oils & Greases (FOG) inspection fees.

Division Summary

Department: Public Works	Division: Sewer Public Works Administration				Account: 570-31-01	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	610,054	539,268	553,268	553,268	553,268	553,268
Benefits	1,120	(83)	1,740	1,740	1,740	1,740
Administrative Services	20,960	19,095	28,535	28,535	28,535	28,535
Contractual Services	116,050	106,987	133,550	133,550	133,550	133,550
Maintenance and Repairs	50,250	49,249	50,000	50,000	50,000	50,000
Supplies	75,800	75,452	37,450	25,450	25,450	25,450
Minor Capital Items	0	0	0	12,000	12,000	12,000
Utilities	3,216	1,002	3,240	3,240	3,240	3,240
Total	877,450	790,970	807,783	807,783	807,783	807,783

Personnel Services Detail

Department: Public Works

Division: Sewer Public Works Administration

Account: 570-31-01

Position	Funding			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Water Resources Manager	100			1	92,021	1	93,854	1	93,854	1	93,854	1	93,854
Compliance Section Coordinator	100			1	57,827	1	67,322	1	67,322	1	67,322	1	67,322
(1) Asset Manager	100			0	0	1	64,457	1	64,457	1	64,457	1	64,457
(2) Asset & Information Mgmt Spec	100			1	54,912	0	0	0	0	0	0	0	0
Water Quality Technician	100			1	45,610	1	51,556	1	51,556	1	51,556	1	51,556
Senior Water Resouces Tech	100			1	46,995	1	49,103	1	49,103	1	49,103	1	49,103
(3) Programmer-Analyst	100			1	47,581	0	0	0	0	0	0	0	0
Asset Management Tech	100			2	88,200	2	94,735	2	94,735	2	94,735	2	94,735
(4) Call Center Specialist	100			0	0	1	41,048	1	41,048	1	41,048	1	41,048
(5) Customer Service Specialist	100			1	37,429	0	0	0	0	0	0	0	0
Charges from Admin (GF)	100				135,852		76,422		76,422		76,422		76,422
Overtime	100				3,627		14,771		14,771		14,771		14,771
Gross Personnel Services				9.0	610,054	8.0	553,268	8.0	553,268	8.0	553,268	8.0	553,268

Notes:

- (1) 1 Position Reclass Approved from Asset & Information Mgmt Spec in FY18
- (2) (1) Position Reclass Approved to Asset Manager in FY18
- (3) (1) Position Eliminated during FY17
- (4) 1 Position Reclass Approved from Customer Service Specialist in FY18
- (5) (1) Position Reclass Approved to Call Center Specialist in FY18

Sewer Districting

The Sewer Districting division is responsible for the maintenance and repair of the City's sanitary sewer and stormwater systems including pump station operations and maintenance, catch basin cleaning, right of way inspections and maintenance, and sewer inspections and investigations.

Division expenditures have increased \$1,084,445, or 61.4%. This division includes a significant increase in contractual services, including increased funding for emergency collapse sewer repairs and sewer inspections, building maintenance and repair used for outfitting the new building at 109 District Road, and necessary maintenance and repair of other equipment. The budget also includes the reduction of one position and the restructuring of staff.

Division Summary

Department: Public Works	Division: Sewer Districting				Account: 570-31-12	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	988,117	911,759	944,240	944,240	944,240	944,240
Benefits	10,910	9,271	13,765	13,765	13,765	13,765
Administrative Services	25,330	20,656	63,720	63,720	63,720	63,720
Contractual Services	289,600	452,187	984,276	984,276	984,276	984,276
Maintenance and Repairs	159,100	182,251	454,000	454,000	454,000	454,000
Rentals	26,242	32,218	54,608	54,608	54,608	54,608
Supplies	171,325	157,132	227,700	212,700	212,700	212,700
Utilities	95,444	84,395	111,204	111,204	111,204	111,204
Capital Outlay	0	0	0	12,000	12,000	12,000
Total	1,766,068	1,849,869	2,853,513	2,850,513	2,850,513	2,850,513

Personnel Services Detail

Department: Public Works

Division: Sewer Districting

Account: 570-31-12

Position	Funding Source			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Wastewater Facilities Coord	100			1	71,315	1	73,554	1	73,554	1	73,554	1	73,554
(1) Sr Public Services Supervisor	100			2	103,584	3	149,323	3	149,323	3	149,323	3	149,323
Sewer Inspector	100			3	158,746	3	161,928	3	161,928	3	161,928	3	161,928
Sewer Facilities Technician	100			1	43,451	1	44,325	1	44,325	1	44,325	1	44,325
(2) Public Works Foreman	100			3	142,646	0	0	0	0	0	0	0	0
(3) Maintenance Worker III	100			8	348,445	9	398,923	9	398,923	9	398,923	9	398,923
Meal Allow/Standby Pay	100				26,516		27,206		27,206		27,206		27,206
Winter Stipends	100				5,400		0		0		0		0
Temporary Help	100				40,000		40,000		40,000		40,000		40,000
Overtime	100				48,014		48,981		48,981		48,981		48,981
Gross Personnel Services				18.0	988,117	17.0	944,240	17.0	944,240	17.0	944,240	17.0	944,240

Notes:

- (1) 1 New Position Approved in FY18
- (2) (1) Position Reclassed to MW III & (2) Positions Eliminated during FY17
- (3) 1 Position Reclassed from PW Foreman during FY17

Sewer Communications

The Public Works Sewer Communications division accounts for the associated costs incurred for sewer related functions including service requests, street flooding and Dig Safe requests.

The expenditures decreased \$3,477 or 5.1%.

Division Summary

Department: Public Works	Division: Sewer Communications				Account: 570-31-15	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	57,644	54,736	58,799	58,799	58,799	58,799
Benefits	5,247	500	615	615	615	615
Administrative Services	100	50	100	100	100	100
Rentals	1,200	1,200	1,500	1,500	1,500	1,500
Supplies	3,342	3,396	3,042	3,042	3,042	3,042
Total	67,533	59,882	64,056	64,056	64,056	64,056

Personnel Services Detail

Department: Public Works

Division: Sewer Communications

Account: 570-31-15

Position	Funding			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Senior Operations Dispatcher	100			1	51,792	1	52,832	1	52,832	1	52,832	1	52,832
Meal Allow/Standby Pay	100				100		100		100		100		100
Overtime	100				5,752		5,867		5,867		5,867		5,867
Gross Personnel Services				1.0	57,644	1.0	58,799	1.0	58,799	1.0	58,799	1.0	58,799

Sewer Engineering

The environmental engineering component of the Engineering division concentrates on sewer and storm water systems and compliance programs. Services include sanitary sewer and storm water system construction and rehabilitation, separation of sewage and storm water systems, investigation of drainage complaints and system failures, various environmental permitting, and enforcement of City ordinances and technical standards for sewage, stormwater and industrial waste discharge. This group is also responsible for the implementation of the Combined Sewer Overflow (CSO) abatement program and the industrial pretreatment program, both federally mandated by the Clean Water Act.

Overall the FY18 Sewer Engineering expenditures reflect an increase of \$25,417, or 7.7%, largely due to the addition of one new position.

Division Summary

Department: Public Works	Division: Sewer Engineering				Account: 570-31-37	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	261,580	214,568	307,998	307,998	307,998	307,998
Benefits	1,640	1,000	1,180	1,180	1,180	1,180
Administrative Services	20,450	19,195	7,400	7,400	7,400	7,400
Contractual Services	22,950	22,528	19,150	19,150	19,150	19,150
Maintenance and Repairs	4,000	2,489	695	695	695	695
Rentals	1,000	1,000	1,000	1,000	1,000	1,000
Supplies	13,891	10,581	13,505	13,505	13,505	13,505
Utilities	2,880	2,562	2,880	2,880	2,880	2,880
Contributions	0	35	0	0	0	0
Total	328,391	273,958	353,808	353,808	353,808	353,808

Personnel Services Detail

Department: Public Works

Division: Sewer Engineering

Account: 570-31-37

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
(1) Senior Engineer	100			0	0	1	77,967	1	77,967	1	77,967	77,967
(2) Senior Project Engineer	100			1	76,458	0	0	0	0	0	0	0
Project Engineer	100			2	124,383	2	124,447	2	124,447	2	124,447	124,447
(3) Associate Engineer	100			0	0	1	47,317	1	47,317	1	47,317	47,317
Charges from Eng (GF)	100				51,898		49,256		49,256			49,256
Overtime	100				8,841		9,011		9,011			9,011
Gross Personnel Services				3.0	261,580	4.0	307,998	4.0	307,998	4.0	307,998	307,998

Notes:

- (1) 1 Title Change from Senior Project Engineer during FY17
- (2) (1) Title Change to Senior Engineer during FY17
- (3) 1 New Position Approved in FY18

Sewer Debt Service

The Debt Service account provides for the sewer fund's portion of the principal and interest on the City's outstanding general obligation bonds.

Division Summary

Department: Public Works	Division: Sewer Debt Service				Account: 570-31-55	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Contractual Services	294,767	294,767	0	10,000	10,000	10,000
Debt Service	7,279,439	7,058,895	6,892,494	7,085,098	7,085,098	7,085,098
Total	7,574,206	7,353,662	6,892,494	7,095,098	7,095,098	7,095,098

Sewer Fringe Benefits

The Fringe Benefits account provides for the sewer fund's portion of the employees' fringe benefit costs as well as its share of the administrative services provided by the City's staff departments.

Division Summary

Department: Public Works	Division: Sewer Fringe Benefits				Account: 570-31-56	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	0	0	25,000	25,000	25,000	25,000
Benefits	899,992	765,191	934,235	866,935	866,935	866,935
Administrative Services	400,118	400,118	400,118	424,627	424,627	424,627
Insurance	25,833	18,337	30,862	30,862	30,862	30,862
Total	1,325,943	1,183,646	1,390,215	1,347,424	1,347,424	1,347,424

PWD Assessment

The Assessment account provides for the monthly assessment from the Portland Water District (PWD) for the filtration plant operations.

Division Summary

Department: Public Works	Division: PWD Assessment				Account: 570-31-58	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Administrative Services	11,648,004	11,575,356	12,149,862	12,149,862	12,149,862	12,149,862
Total	11,648,004	11,575,356	12,149,862	12,149,862	12,149,862	12,149,862

Stormwater Fund

The Stormwater Fund supports the expenditures needed to operate and maintain this critical infrastructure system, preventing pollutants from entering valued waterways as mandated by the federal Clean Water Act (CWA). The stormwater fee, implemented in January of 2016, was designed to disperse the program costs to all City property owners who benefit from the positive impacts of this investment; the Stormwater Fund separated from the Sewer Fund in FY16. The stormwater fee is based on the impervious area on a property.

The FY18 budget reflects the second full year of the new Stormwater Fund program, and includes staffing modifications. FY18 expenditures decreased \$1,071,259, or 26.1%. The decrease is primarily attributed to the FY17 budgeted monies for the Sagamore stormwater storage filtration system. Other decreases include the elimination of Riverside Recycling disposal costs due to a renegotiated contract and other contractual line changes.

Department Summary

Department: Stormwater Services

Account: 571

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	844,666	757,486	1,048,345	1,048,345	1,048,345	1,048,345
Benefits	184,846	287,963	222,813	248,314	248,314	248,314
Administrative Services	159,360	143,952	161,990	166,892	166,892	166,892
Contractual Services	906,238	766,510	710,566	720,566	720,566	720,566
Maintenance and Repairs	111,500	94,053	86,500	86,500	86,500	86,500
Rentals	5,000	4,786	25,000	25,000	25,000	25,000
Supplies	104,350	71,236	128,550	128,550	128,550	128,550
Utilities	100	328	360	360	360	360
Capital Outlay	1,521,060	505,671	275,000	275,000	275,000	275,000
Debt Service	274,392	149,392	148,123	340,726	340,726	340,726
Total	4,111,512	2,781,377	2,807,247	3,040,253	3,040,253	3,040,253
Summary by Division						
Stormwater Finance Administration (15-01)	245,700	218,358	250,965	250,965	250,965	250,965
Stormwater Management (31-40)	3,316,177	2,039,959	2,083,537	2,083,537	2,083,537	2,083,537
Stormwater Debt Service (31-55)	287,980	159,392	148,123	350,726	350,726	350,726
Stormwater Fringe Benefits (31-56)	261,655	363,668	324,622	355,025	355,025	355,025
Total	4,111,512	2,781,377	2,807,247	3,040,253	3,040,253	3,040,253
Less Revenues	(4,111,512)	(2,781,377)	(2,807,247)	(3,040,253)	(3,040,253)	(3,040,253)
Net Department Total	0	0	0	0	0	0

Stormwater Finance Administration

The Stormwater Finance division provides billing, collection and customer service to all property owners in the City of Portland.

Division Summary

Department: Finance	Division: Stormwater Finance Administration				Account: 571-15-01	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	151,173	151,173	154,438	154,438	154,438	154,438
Administrative Services	44,087	30,100	44,087	44,087	44,087	44,087
Contractual Services	45,440	34,498	47,440	47,440	47,440	47,440
Supplies	5,000	2,587	5,000	5,000	5,000	5,000
Total	245,700	218,358	250,965	250,965	250,965	250,965

Personnel Services Detail

Department: Finance

Division: Stormwater Finance Administration

Account: 571-15-01

Position	Funding			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Programmer-Analyst	100			1	55,483	1	58,295	1	58,295	1	58,295	1	58,295
Account Clerk II	100			1	34,788	1	35,727	1	35,727	1	35,727	1	35,727
Cashier Clerk	100			1	38,454	1	39,403	1	39,403	1	39,403	1	39,403
Charges from GF Finance	100				22,448		21,013		21,013		21,013		21,013
Gross Personnel Services				3.0	151,173	3.0	154,438	3.0	154,438	3.0	154,438	3.0	154,438

Stormwater Management

The Stormwater Management division budget represents the costs to operate and maintain this critical infrastructure system, and to meet or exceed the Stormwater Management requirements of the Clean Water Act. The activities supported by this budget include proportional amounts of catch basin cleaning, ditch clearing, drainage system maintenance, materials disposal, fleet maintenance, and minor structural system repairs that are attributed to the stormwater versus the sewer system. This budget also includes the personnel and consulting service costs for "Small Municipal Separate Storm Sewer System" (MS4) compliance program development and administration, as well as the ongoing participation in the regional Interlocal Stormwater Working Group (ISWG) and anticipated payments towards the Long Creek Watershed Management Plan.

The Sweeping division removes materials such as litter, winter sand, leaves, debris and small particles from City streets. The Sweeping division performs street flushing, and clean up after special events (parades, New Year's celebration, etc.); their efforts promote cleanliness and help the City comply with stormwater quality regulations. Most Sweeping personnel work from 11:00 PM to 7:00 AM. The division provides for daytime sweeping in Parkside, in addition to the longstanding daytime operations on Munjoy Hill.

The FY18 budget eliminates the FY17 budgeted capital outlay monies for the development of a single stormwater storage filtration management system, as well as the Riverside Recycling costs. The FY18 budget also incorporates a reorganization of division personnel, including the addition of two new positions. The Stormwater Fund separated from the Sewer Fund in FY16.

Division Summary

Department: Public Works	Division: Stormwater Management				Account: 571-31-40	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	693,493	606,313	868,907	868,907	868,907	868,907
Benefits	3,214	2,863	3,214	3,214	3,214	3,214
Administrative Services	35,250	35,284	37,880	37,880	37,880	37,880
Contractual Services	847,210	722,012	663,126	663,126	663,126	663,126
Maintenance and Repairs	111,500	94,053	86,500	86,500	86,500	86,500
Rentals	5,000	4,786	25,000	25,000	25,000	25,000
Supplies	99,350	68,649	123,550	123,550	123,550	123,550
Utilities	100	328	360	360	360	360
Capital Outlay	1,521,060	505,671	275,000	275,000	275,000	275,000
Total	3,316,177	2,039,959	2,083,537	2,083,537	2,083,537	2,083,537

Personnel Services Detail

Department: Public Works

Division: Stormwater Management

Account: 571-31-40

Position	Funding		FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Stormwater Coordinator	100		1	63,707	2	117,020	2	117,020	2	117,020	2	117,020
Project Engineer	100		1	57,370	1	57,660	1	57,660	1	57,660	1	57,660
(2) Water Quality Technician	100		0	0	1	43,856	1	43,856	1	43,856	1	43,856
(3) Public Works Foreman	100		1	47,549	0	0	0	0	0	0	0	0
(4) Maintenance Worker III	100		5	217,256	6	263,827	6	263,827	6	263,827	6	263,827
Charges from Admin (GF)	100			0		76,422		76,422		76,422		76,422
Charges from Engineering (GF)	100			73,092		49,318		49,318		49,318		49,318
Charges from Sewer Admin	100			170,269		187,358		187,358		187,358		187,358
Charges from Sewer Engineering	100			29,382		38,984		38,984		38,984		38,984
Meal Allow/Standby Pay	100			1,400		1,400		1,400		1,400		1,400
Winter Stipends	100			2,880		0		0		0		0
Overtime	100			30,588		33,062		33,062		33,062		33,062
Gross Personnel Services			8.0	693,493	10.0	868,907	10.0	868,907	10.0	868,907	10.0	868,907

Notes:

- (1) 1 New Position Approved in FY18
- (2) 1 New Position Approved in FY18
- (3) (1) Position Reclassed to MW III during FY17
- (4) 1 Position Reclassed from PW Foreman during FY17

Stormwater Debt Service

The Debt Service account provides for the stormwater fund's portion of the principal and interest on the City's outstanding general obligation bonds.

Division Summary

Department: Public Works	Division: Stormwater Debt Service				Account: 571-31-55	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Contractual Services	13,588	10,000	0	10,000	10,000	10,000
Debt Service	274,392	149,392	148,123	340,726	340,726	340,726
Total	287,980	159,392	148,123	350,726	350,726	350,726

Stormwater Fringe Benefits

The Fringe Benefits account provides for the stormwater fund's portion of the employees' fringe benefit costs as well as its share of the administrative services provided by the City's staff departments.

Division Summary

Department: Public Works	Division: Stormwater Fringe Benefits				Account: 571-31-56	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	0	0	25,000	25,000	25,000	25,000
Benefits	181,632	285,100	219,599	245,100	245,100	245,100
Administrative Services	80,023	78,568	80,023	84,925	84,925	84,925
Total	261,655	363,668	324,622	355,025	355,025	355,025

Jetport

The Portland International Jetport provides commercial air service to over a million and a half passengers a year and also provides a general aviation facility for private aircraft and an air cargo terminal. There are also two fixed-base operators (FBO) on property which provide aircraft sales and service as well as aircraft fueling. The Jetport is a dedicated fund which means that all revenues generated remain with the airport to fund both normal airport operations as well as capital improvements. No tax dollars are used to support the Jetport. In order to balance the fund for budgetary purposes, the projected revenue excess over projected expenditures is budgeted under Administrative Services as the anticipated surplus.

The Jetport recently completed a new Airport Master Plan. This master plan is a guide for the Jetport's priorities in spending for airport maintenance, improvements and major equipment purchases, providing direction through the next 10-20 years.

The Jetport's overall expenditure budget (excluding anticipated surplus) has increased by \$1,349,859, or 6.5%. Revenues have increased by \$1,090,047, or 5.0%.

Department Summary

Department: Aviation & Transportation **Account:** 583-28

		FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown							
Payroll		3,075,001	3,026,772	3,363,173	3,363,173	3,363,173	3,363,173
Benefits		1,861,634	1,879,733	2,021,565	1,981,896	1,981,896	1,981,896
Administrative Services		1,717,338	2,587,183	1,499,634	1,539,303	1,539,303	1,539,303
Contractual Services		4,444,888	4,359,289	4,816,376	4,816,376	4,816,376	4,816,376
Maintenance and Repairs		1,003,919	1,025,683	1,098,530	1,098,530	1,098,530	1,098,530
Rentals		39,623	41,459	64,775	64,775	64,775	64,775
Insurance		140,992	162,407	174,100	174,100	174,100	174,100
Supplies		699,464	678,700	833,118	833,118	833,118	833,118
Minor Capital Items		0	0	8,000	8,000	8,000	8,000
Utilities		1,317,277	1,352,170	1,417,126	1,417,126	1,417,126	1,417,126
Contributions		1,621,656	1,621,656	1,658,733	1,658,733	1,658,733	1,658,733
Capital Outlay		1,600,575	1,292,939	1,773,066	1,773,066	1,773,066	1,773,066
Debt Service		4,255,070	4,248,388	4,139,288	4,139,288	4,139,288	4,139,288
Total		21,777,437	22,276,379	22,867,484	22,867,484	22,867,484	22,867,484
Summary by Division							
Jetport Administration	(28-01)	981,309	934,227	952,896	952,896	952,896	952,896
Jetport Field	(28-02)	3,395,803	3,407,228	3,814,776	3,814,776	3,814,776	3,814,776
General Aviation	(28-03)	17,168	17,024	17,168	17,168	17,168	17,168
Jetport Fringe & Indirect Costs	(28-04)	3,425,962	3,466,281	3,653,778	3,640,664	3,640,664	3,640,664
Jetport Operations	(28-05)	1,860,791	1,671,918	2,375,139	2,375,139	2,375,139	2,375,139
Terminal Division	(28-06)	5,276,745	5,284,640	5,514,231	5,514,231	5,514,231	5,514,231
Jetport Surplus	(28-07)	1,107,217	1,994,845	834,291	847,405	847,405	847,405
Jetport Marketing	(28-08)	583,070	464,689	545,740	545,740	545,740	545,740
Jetport Parking Division	(28-09)	129,447	124,482	104,966	104,966	104,966	104,966
Jetport Parking	(28-09)	4,318,222	4,233,595	4,365,293	4,365,293	4,365,293	4,365,293
Airfield Deicing Facility	(28-10)	681,703	677,450	689,206	689,206	689,206	689,206
Total		21,777,437	22,276,379	22,867,484	22,867,484	22,867,484	22,867,484
Less Revenues		(21,777,437)	(22,276,379)	(22,867,484)	(22,867,484)	(22,867,484)	(22,867,484)
Net Department Total		0	0	0	0	0	0

Jetport Administration

The Jetport's Administration division is responsible for the day-to-day management of the Jetport and for planning future operations. Divisional services include property management, payroll, accounts payable and accounts receivable, budgeting and human resources functions.

The Administration budget has decreased by \$28,413, or 2.9%, primarily due to a reduction in capital.

Division Summary

Department: Jetport **Division:** Jetport Administration **Account:** 583-28-01

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	643,339	643,412	684,086	684,086	684,086	684,086
Administrative Services	47,625	50,123	57,215	57,215	57,215	57,215
Contractual Services	165,150	164,629	175,300	175,300	175,300	175,300
Maintenance and Repairs	3,850	4,144	7,646	7,646	7,646	7,646
Rentals	3,180	3,180	3,420	3,420	3,420	3,420
Supplies	13,688	13,353	13,863	13,863	13,863	13,863
Utilities	16,977	17,026	11,366	11,366	11,366	11,366
Capital Outlay	87,500	38,360	0	0	0	0
Total	981,309	934,227	952,896	952,896	952,896	952,896

Personnel Services Detail

Department: Jetport

Division: Jetport Administration

Account: 583-28-01

Position	Funding			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Airport Director	100			1	116,228	1	121,098	1	121,098	1	121,098	1	121,098
Asst Airport Director	100			1	93,928	1	98,693	1	98,693	1	98,693	1	98,693
Financial Administrator	100			1	73,359	1	77,045	1	77,045	1	77,045	1	77,045
Marketing & Comm Coord	100			1	65,618	1	66,924	1	66,924	1	66,924	1	66,924
Senior Admin Officer	100			2	102,402	2	107,575	2	107,575	2	107,575	2	107,575
Airport Admin Coordinator	100			1	50,275	1	57,089	1	57,089	1	57,089	1	57,089
Customer Relations Specialist	100			1	58,480	1	58,481	1	58,481	1	58,481	1	58,481
Executive Assistant	100			1	40,833	1	48,633	1	48,633	1	48,633	1	48,633
Account Clerk II	100			1	40,716	1	41,535	1	41,535	1	41,535	1	41,535
Overtime	100				1,500		7,013		7,013		7,013		7,013
Gross Personnel Services				10.0	643,339	10.0	684,086	10.0	684,086	10.0	684,086	10.0	684,086

Jetport Field

The Jetport Field division maintains the runways, taxiways and all other surfaces inside the security fence at the airport, keeping them safe for arriving and departing aircraft. Division responsibilities include mowing, snow removal and fleet maintenance.

This budget has increased by \$418,973 or 12.3%. This increase is due to increased allocations for airfield maintenance services, winter snow and ice control, and capital purchases. The FY18 budget also includes staff restructuring between divisions.

Division Summary

Department: Jetport		Division: Jetport Field			Account: 583-28-02	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	1,106,172	1,113,976	1,039,166	1,039,166	1,039,166	1,039,166
Benefits	8,550	8,053	7,550	7,550	7,550	7,550
Administrative Services	16,140	9,469	13,315	13,315	13,315	13,315
Contractual Services	712,140	717,178	905,519	905,519	905,519	905,519
Maintenance and Repairs	365,157	378,994	398,347	398,347	398,347	398,347
Rentals	6,443	7,093	29,263	29,263	29,263	29,263
Supplies	565,885	545,334	678,905	678,905	678,905	678,905
Utilities	163,286	163,421	161,145	161,145	161,145	161,145
Capital Outlay	452,030	463,710	581,566	581,566	581,566	581,566
Total	3,395,803	3,407,228	3,814,776	3,814,776	3,814,776	3,814,776

Personnel Services Detail

Department: Jetport

Division: Jetport Field

Account: 583-28-02

Position	Funding Source			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Asst Airport Manager	100			1	93,790	1	95,658	1	95,658	1	95,658	1	95,658
(1) Asst Airport Director	100			0	0	1	88,355	1	88,355	1	88,355	1	88,355
(2) Airport Operations Manager	100			1	83,616	0	0	0	0	0	0	0	0
(3) Asst Airport Operations Mgr	100			1	70,077	0	0	0	0	0	0	0	0
Airport Maintenance Supervisor	100			2	104,520	2	107,557	2	107,557	2	107,557	2	107,557
(4) Airport Airfield Electrician	100			1	54,503	2	99,046	2	99,046	2	99,046	2	99,046
(5) Airport Operations Supvr (40)	100			4	197,181	0	0	0	0	0	0	0	0
(6) Airport Maint Worker III	100			7	320,935	11	504,653	11	504,653	11	504,653	11	504,653
Charges from Jetport Terminal	100				20,000		0		0		0		0
Less Jetport Terminal Chgs	100				0		(117,500)		(117,500)		(117,500)		(117,500)
Less Jetport Gen'l Aviation Chgs	100				(500)		(500)		(500)		(500)		(500)
Less Jetport Parking Charges	100				(10,000)		(7,000)		(7,000)		(7,000)		(7,000)
Less Airfield Deicing Fac Chgs	100				(2,000)		(2,000)		(2,000)		(2,000)		(2,000)
Meal Allow/Standby Pay	100				4,300		6,100		6,100		6,100		6,100
(7) Temporary Help	100				0		165,547		165,547		165,547		165,547
Overtime	100				169,750		99,250		99,250		99,250		99,250
Gross Personnel Services				17.0	1,106,172	17.0	1,039,166	17.0	1,039,166	17.0	1,039,166	17.0	1,039,166

Notes:

- (1) 1 New Position Approved in FY18
- (2) (1) Position Transferred to Operations Division (583-2805) in FY18
- (3) (1) Position Transferred to Operations Division (583-2805) in FY18
- (4) 1 New Position Approved in FY18
- (5) (4) Positions Transferred to Operations Division (583-2805) in FY18
- (6) 4 Positions Transferred from Terminal Division (583-2806) in FY18
- (7) New FY18: Snow Removal Operations (Nov - April)

General Aviation

The Jetport General Aviation division (GA) includes the maintenance of the Jetport field area designed for use by private pilots, including the pavement and surrounding fencing. The General Aviation division collects landing fees from the aircraft that use the GA area, similar to the fees charged to the commercial airlines. These revenues help to lower the costs for commercial airlines that serve the Jetport.

The General Aviation budget remains flat for FY18.

Division Summary

Department: Jetport	Division: General Aviation				Account: 583-28-03	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	500	300	500	500	500	500
Contractual Services	15,168	15,168	15,168	15,168	15,168	15,168
Maintenance and Repairs	1,500	1,000	1,500	1,500	1,500	1,500
Supplies	0	556	0	0	0	0
Total	17,168	17,024	17,168	17,168	17,168	17,168
Less Revenues	(170,990)	(171,696)	(181,845)	(181,845)	(181,845)	(181,845)
Net Division Total	(153,822)	(154,672)	(164,677)	(164,677)	(164,677)	(164,677)

Personnel Services Detail

Department: Jetport

Division: General Aviation

Account: 583-28-03

Position	Funding			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Charges from Jetport Field	100				500		500		500		500		500
Gross Personnel Services					500		500		500		500		500

Jetport Fringe & Indirect Costs

The Jetport's Fringe and Indirect Costs division reimburses the City's General Fund for expenses incurred for their services including employee benefits, general liability insurance, the Fire Department's Air Rescue Station and Medcu services, and chargebacks for City-provided departmental services including Executive, Finance, Legal, Human Resources and Information Technology.

This division's expenditures have increased by \$214,702, or 6.3%, predominantly due to higher benefit and increased Air Rescue costs.

Division Summary

Department: Jetport **Division:** Jetport Fringe & Indirect Costs **Account:** 583-28-04

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Benefits	1,845,334	1,864,238	2,002,965	1,963,296	1,963,296	1,963,296
Administrative Services	433,546	433,546	433,546	460,101	460,101	460,101
Insurance	140,992	162,407	174,100	174,100	174,100	174,100
Contributions	1,006,090	1,006,090	1,043,167	1,043,167	1,043,167	1,043,167
Total	3,425,962	3,466,281	3,653,778	3,640,664	3,640,664	3,640,664

Jetport Operations

The Operations division (formerly the Security Division) performs all administrative and operational activities related to security, including assuring that the Jetport complies with all federally-mandated airport security and operational procedures. The division oversees the maintenance of all security related equipment including cameras and monitors, computer equipment, and security doors and gates. The division is also responsible for processing employee background checks and issuing employee ID badges. The Operations Center (formerly called the Communications Center) provides communications and technical support to all areas of the airport, as well as monitoring flight information and providing a point of contact for the public, the airlines, and the airport businesses on property. The costs of the police officers which serve at the Jetport are also paid from this division.

The Security division's budget has increased by \$514,348, or 27.6%, largely due to the reorganization of staff within the department and contracted security services.

Division Summary

Department: Jetport	Division: Jetport Operations				Account: 583-28-05	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	419,861	428,665	854,024	854,024	854,024	854,024
Benefits	1,250	1,188	5,250	5,250	5,250	5,250
Administrative Services	40,580	31,565	44,435	44,435	44,435	44,435
Contractual Services	512,166	524,007	613,989	613,989	613,989	613,989
Maintenance and Repairs	16,600	16,025	14,450	14,450	14,450	14,450
Supplies	20,513	19,758	29,375	29,375	29,375	29,375
Utilities	11,255	4,473	15,550	15,550	15,550	15,550
Contributions	615,566	615,566	615,566	615,566	615,566	615,566
Capital Outlay	223,000	30,671	182,500	182,500	182,500	182,500
Total	1,860,791	1,671,918	2,375,139	2,375,139	2,375,139	2,375,139
Less Revenues	(30,000)	(37,865)	(38,750)	(38,750)	(38,750)	(38,750)
Net Division Total	1,830,791	1,634,053	2,336,389	2,336,389	2,336,389	2,336,389

Personnel Services Detail

Department: Jetport

Division: Jetport Operations

Account: 583-28-05

Position	Funding			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Airport Operations Manager	100	0		0		1	85,293	1	85,293	1	85,293	1	85,293
(2) Asst Airport Operations Mgr	100	0		0		1	73,578	1	73,578	1	73,578	1	73,578
Airport Sec & Comm Center Mgr	100	1		65,995		1	69,281	1	69,281	1	69,281	1	69,281
(3) Airport Operations Supvr (40)	100	0		0		5	251,985	5	251,985	5	251,985	5	251,985
(4) Airport Comm/Security Spec (40)	100	6.5		287,829		0	0	0	0	0	0	0	0
(5) Airport Oper Coord II-40	100	0		0		5.5	252,290	5.5	252,290	5.5	252,290	5.5	252,290
(6) Airport Oper Coord I-40	100	0		0		1	36,387	1	36,387	1	36,387	1	36,387
Standby Pay	100			5,378			5,500		5,500		5,500		5,500
Temporary Help	100			15,659			14,710		14,710		14,710		14,710
Overtime	100			45,000			65,000		65,000		65,000		65,000
Gross Personnel Services		7.5		419,861		14.5	854,024	14.5	854,024	14.5	854,024	14.5	854,024

Notes:

- (1) 1 Position Transferred from Jetport Field (583-2802) in FY18
- (2) 1 Position Transferred from Jetport Field (583-2802) in FY18
- (3) 4 Positions Tfr'd from Jetport Field (583-2802) & 1 New Position Approved in FY18
- (4) (6.5) Positions Reclassed to Airport Oper Coord I & II during FY16
- (5) 5.5 Positions Reclassed from Airport Comm/Security Spec during FY16
- (6) 1 Position Reclassed from Airport Comm/Security Spec during FY16

Terminal Division

The Terminal division oversees all of the activities involving the supervision of the passenger terminal, including interior and exterior terminal cleaning and maintenance. The terminal division's engineering section is responsible for the planning, design and management of major terminal improvements.

The Terminal's budget has increased by \$237,486 or 4.5%. The budget increases are primarily a result of increases in contractual maintenance service items and utility costs. The FY18 budget also includes staff restructuring between divisions.

Division Summary

Department: Jetport	Division: Terminal Division				Account: 583-28-06	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	877,129	823,043	765,897	765,897	765,897	765,897
Benefits	6,500	6,254	5,800	5,800	5,800	5,800
Administrative Services	11,630	11,170	8,682	8,682	8,682	8,682
Contractual Services	1,771,624	1,778,036	1,932,818	1,932,818	1,932,818	1,932,818
Maintenance and Repairs	541,749	557,628	581,853	581,853	581,853	581,853
Rentals	2,120	2,214	4,712	4,712	4,712	4,712
Supplies	89,022	89,532	96,487	96,487	96,487	96,487
Minor Capital Items	0	0	8,000	8,000	8,000	8,000
Utilities	1,120,563	1,162,054	1,223,869	1,223,869	1,223,869	1,223,869
Capital Outlay	348,045	353,028	375,000	375,000	375,000	375,000
Debt Service	508,363	501,681	511,113	511,113	511,113	511,113
Total	5,276,745	5,284,640	5,514,231	5,514,231	5,514,231	5,514,231

Personnel Services Detail

Department: Jetport

Division: Terminal Division

Account: 583-28-06

Position	Funding			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Airport Deputy Dir Eng & Fac	100			0	0	1	78,338	1	78,338	1	78,338	1	78,338
(2) Airport Deputy Director	100			1	91,579	0	0	0	0	0	0	0	0
(3) Asst Transportation Fac Mgr	100			1	75,972	0	0	0	0	0	0	0	0
Project Engineer	100			1	65,618	1	66,924	1	66,924	1	66,924	1	66,924
Airport Asst Engineer	100			1	47,767	1	48,723	1	48,723	1	48,723	1	48,723
Facilities Tech Coordinator	100			1	59,651	1	60,840	1	60,840	1	60,840	1	60,840
Airport Maintenance Supervisor	100			1	53,848	1	54,350	1	54,350	1	54,350	1	54,350
Airport Facilities Technician	100			3	165,041	3	168,286	3	168,286	3	168,286	3	168,286
Master Electrician	100			1	44,470	1	45,962	1	45,962	1	45,962	1	45,962
Airport Fac Tech Asst II	100			1	44,491	1	45,365	1	45,365	1	45,365	1	45,365
(4) Airport Maint Worker III	100			3	135,054	0	0	0	0	0	0	0	0
(5) Airport Facilities Laborer	100			2	70,818	1	36,109	1	36,109	1	36,109	1	36,109
Charges from Jetport Field	100				0		117,500		117,500		117,500		117,500
Less Jetport Field Charges	100				(20,000)		0		0		0		0
Less Jetport Parking Charges	100				(7,000)		(7,000)		(7,000)		(7,000)		(7,000)
Standby Pay	100				7,500		7,500		7,500		7,500		7,500
Temporary Help	100				4,320		5,000		5,000		5,000		5,000
Overtime	100				38,000		38,000		38,000		38,000		38,000
Gross Personnel Services				16.0	877,129	11.0	765,897	11.0	765,897	11.0	765,897	11.0	765,897

Notes:

- (1) 1 Title Change from Airport Deputy Director during FY17
- (2) (1) Title Change to Airport Deputy Dir Eng & Fac during FY17
- (3) (1) Position Eliminated during FY17
- (4) 1 Position Approved during FY17 & (4) Transferred to Jetport Field (583-2802) in FY18
- (5) (1) Position Eliminated during FY17

Jetport Surplus

The Jetport surplus is determined annually by calculating total revenues minus total expenses, including capital purchases.

The FY18 surplus budget reflects a decrease of \$259,812, or 23.5%.

Division Summary

Department: Jetport	Division: Jetport Surplus				Account: 583-28-07	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Administrative Services	1,107,217	1,994,845	834,291	847,405	847,405	847,405
Total	1,107,217	1,994,845	834,291	847,405	847,405	847,405

Jetport Marketing

The Marketing division coordinates marketing, advertising and promotional services for the Jetport.

The FY18 Marketing budget decreased by \$37,330, or 6.4%.

Division Summary

Department: Jetport **Division:** Jetport Marketing **Account:** 583-28-08

	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	6,750	0	6,750	6,750	6,750	6,750
Administrative Services	59,440	55,305	106,990	106,990	106,990	106,990
Contractual Services	516,880	409,384	432,000	432,000	432,000	432,000
Total	583,070	464,689	545,740	545,740	545,740	545,740

Personnel Services Detail

Department: Jetport

Division: Marketing

Account: 583-28-08

Position	Funding			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Temporary Help	100				6,750		6,750		6,750		6,750		6,750
Gross Personnel Services					6,750		6,750		6,750		6,750		6,750

Jetport Parking

The Parking division oversees the parking maintenance and operations of the Jetport's parking garage and surface parking lots. The Jetport contracts with a parking management company, and receives parking revenues net of the company's operational costs and management fee.

Expenditures have increased by \$22,590, or 0.5%, primarily due to the appropriation increases in capital, offset largely by the reduction of debt service expenses.

Division Summary

Department: Jetport	Division: Jetport Parking				Account: 583-28-09	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	19,000	16,776	11,500	11,500	11,500	11,500
Administrative Services	1,160	1,160	1,160	1,160	1,160	1,160
Contractual Services	109,287	106,546	92,306	92,306	92,306	92,306
Maintenance and Repairs	64,963	62,263	84,184	84,184	84,184	84,184
Rentals	1,000	2,092	500	500	500	500
Supplies	10,356	10,167	13,238	13,238	13,238	13,238
Utilities	5,196	5,196	5,196	5,196	5,196	5,196
Capital Outlay	490,000	407,170	634,000	634,000	634,000	634,000
Debt Service	3,746,707	3,746,707	3,628,175	3,628,175	3,628,175	3,628,175
Total	4,447,669	4,358,077	4,470,259	4,470,259	4,470,259	4,470,259
Less Revenues	(6,533,526)	(6,716,903)	(6,963,172)	(6,963,172)	(6,963,172)	(6,963,172)
Net Division Total	(2,085,857)	(2,358,826)	(2,492,913)	(2,492,913)	(2,492,913)	(2,492,913)

Personnel Services Detail

Department: Jetport

Division: Jetport Parking Division

Account: 583-28-09

Position	Funding			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Charges from Jetport Field	100				10,000		7,000		7,000		7,000		7,000
Charges from Terminal Division	100				7,000		4,000		4,000		4,000		4,000
Overtime	100				2,000		500		500		500		500
Gross Personnel Services					19,000		11,500		11,500		11,500		11,500

Airfield Deicing Facility

The Airfield Deicing Facility allows for the collection and recycling of the used deicing fluid by a contracted vendor, thus preventing these chemicals from seeping into the ground. The Jetport pays the costs of this operation and receives revenue from the airlines to offset the expenditures incurred, thus creating a "net zero" impact on the Jetport's overall budget.

Expenditures for the Airfield Deicing Facility have increased by \$7,503 or 1.1%.

Division Summary

Department: Jetport	Division: Airfield Deicing Facility				Account: 583-28-10	
	FY17 Approp.	FY17 Projected Expend.	FY18 Department Submission	FY18 Manager's Recomm.	FY18 Finance Comm.	FY18 Final Allowance
Classification Breakdown						
Payroll	2,250	600	1,250	1,250	1,250	1,250
Contractual Services	642,473	644,341	649,276	649,276	649,276	649,276
Maintenance and Repairs	10,100	5,629	10,550	10,550	10,550	10,550
Rentals	26,880	26,880	26,880	26,880	26,880	26,880
Supplies	0	0	1,250	1,250	1,250	1,250
Total	681,703	677,450	689,206	689,206	689,206	689,206
Less Revenues	(725,711)	(730,000)	(733,214)	(733,214)	(733,214)	(733,214)
Net Division Total	(44,008)	(52,550)	(44,008)	(44,008)	(44,008)	(44,008)

Personnel Services Detail

Department: Jetport

Division: Airfield Deicing Facility

Account: 583-28-10

Position	Funding			FY17		FY18		FY18 Manager's		FY18 Finance		FY18 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Charges from Jetport Field	100				2,000		1,000		1,000		1,000		1,000
Overtime	100				250		250		250		250		250
Gross Personnel Services					2,250		1,250		1,250		1,250		1,250

Key Revenues and Expenditures

Revenues

The Housing and Community Development Program or HCD is a special revenue fund that is supported by several federal and local funding sources.

1. Community Development Block Grant (CDBG) Program:

The Community Development Block Grant (CDBG) is funded by the federal government under the Housing and Community Development Act of 1974. For Program year 2017-2018 the City allocated \$1,962,465, which is comprised of \$1,745,465 in direct allocation from HCD and \$147,000 from program income; \$70,000 is being used this year from re-programmed funds. These funds are used to ensure decent affordable housing, to provide services to the most vulnerable in our communities, and to create jobs through the expansion and retention of businesses.

2. Home Investment Partnership Program (HOME):

The HOME funds are available for a broad range of housing activities benefiting low and moderate income households. For 2017-2018, the City proposes to utilize \$824,856 of HOME funds and \$200,000 of Program Income for a HOME Consortium between the City (\$694,441) and Cumberland County (\$330,415) for the development of new rental housing, single family and multi-family rehabilitation, tenant based rental assistance, and assistance to special non-profit agencies called Community Housing Development Organizations (CHDOs) to develop affordable housing.

3. Emergency Solutions Grant Program (ESG):

The ESG funds can be used by the City to fund the rehabilitation, operation and support services of providers and facilities assisting Portland's homeless

population. The City proposes to use its 2017-2018 ESG entitlement allocation of \$161,280 to provide case management and homeless prevention services through City Family Shelter programs administered by the Department of Health and Human Services.

4. Portland Development Fund: Originally established in 1986, the goal of the Portland Development Fund is to respond to the need for 1) housing that is affordable to low and moderate income households, and 2) commercial and industrial development opportunities to further strengthen the local economy and generate jobs, particularly in downtown Portland.

Originally there was approximately \$1 million in the Portland Development Fund for both housing and economic development activities. Sources of funding include Urban Development Action Grant (UDAG) miscellaneous revenue, CDBG program income, CDBG entitlement allocations from previous years, and loan repayments and interest generated. In 1990 the fund was split into Housing, administered by the Housing & Community Development Division, and Economic Development, administered by the Economic Development Department.

The Housing portion of these funds is appropriated for several activities, including the development of new affordable rental housing, single and multi-family rehabilitation, and lead paint abatement. UDAG funds administered by the Economic Development Department are used for loans and investments by the Portland Development Corporation.

Expenditures

The three expenditure categories utilized by the CDBG Program are: Public Services, also referred to as Social Services, Development Activity Funding, and Program Planning and Administration. A brief description of the services provided for the 2017-2018 fiscal year under each of these categories follows. A more comprehensive source of information on these programs can be found in the 2016-2020 Consolidated Housing or the 2017-2018 Annual Action Plan issued by the Department of Planning and Urban Development. The 2016-2020 Consolidated Plan implemented the following new program goals and objectives:

- a. ***Neighborhood Investment and Infrastructure***
to create strong, safe, accessible and vibrant neighborhoods.
- b. ***Housing Opportunity***
to increase housing availability and affordability.
- c. ***Economic Opportunity***
to create economic opportunities to transition people out of poverty.
- d. ***Address the Needs of the Growing Homeless Population***
to prevent and reduce homelessness.

PUBLIC SERVICES (SOCIAL SERVICES)

1. Neighborhood Investment and Infrastructure includes Community Policing.
2. Economic Opportunity includes Catherine Morrill Child Care Voucher Program and the Portland Opportunity Crew.
3. Address the Needs of the Growing Homeless Population includes Amistad Peer Coaching Initiative, Family Shelter After Hours Program, Milestone HOME Team, Preble Street's Teen Shelter, Resource Center, Food Programs & Women's Shelter, and the Wayside Food Programs.

DEVELOPMENT ACTIVITY FUNDING

1. Neighborhood Investment and Infrastructure includes Bayside Neighborhood Association Community Garden, Catholic Charities Energy Efficiency Upgrades – Support and Recovery Services, Portland Parks and Recreation East Bayside Futsal Court, Public Works Oxford Street / Bayside Sidewalk Improvements, YMCA Men's Dormitory Boiler Replacement, and Youth & Family Outreach Life & Safety Upgrades.
2. Economic Opportunity includes Catherine Morrill Day Nursery Toddler Classroom Expansion, Economic Development Department Business Assistance Program, and CEI Portland Microenterprise Assistance Program.

PROGRAM PLANNING & ADMINISTRATION

The following are reimbursements to general operating accounts for program administration services:

1. The Department of Planning & Development provides Administration, Planning, Housing & Community Development, and Citizen Participation services which are reimbursable under the HCD guidelines.
2. The City receives reimbursement for a portion of the annual audit cost associated with auditing the HCD Program.
3. The City may receive reimbursement for a portion of the fringe benefits associated with the positions funded with HCD monies. However, the fringe benefit reimbursement along with all of the administrative costs must not exceed the 20% cap set by CDBG regulations.

City of Portland, Maine
Housing and Community Development Program
FY18

Programs	Yr. XXXXI Allocation	Yr. XXXXII Request	Council Approval	Final Approval
Program Activities:				
I. Public Services (Social Services)	\$625,397	\$1,173,800	\$626,625	\$611,451
II. Development Activity Funding	875,361	2,278,961	976,533	954,921
III. Program Planning and Administration	405,190	444,571	405,290	396,093
Total CDBG Budget	\$1,905,948	\$3,897,332	\$2,008,448	\$1,962,465

Sources of Funds:	FY17	FY18
Entitlement Grant	\$1,791,448	\$1,745,465
Program Income	114,500	147,000
Surplus Funds	0	70,000
Total Sources of Funds	\$1,905,948	\$1,962,465
Administrative Cap	\$405,190	\$396,093
Social Services Public Services Cap	\$625,397	\$611,451

I. Public Services (Social Services)

A. Neighborhood Investment and Infrastructure				
1. Bayside Neighborhood Assoc. Community Garden Programming	\$0	\$10,400	\$0	\$0
2. Catholic Charities Immigrant Legal Services	0	52,151	0	0
3. Catholic Charities Independent Support Services	0	78,463	0	0
4. City of Portland / Community Policing (Parkside, Bayside, Munjoy Hill, West End)	150,000	150,000	150,000	150,000
5. City of Portland / HHS Social Services Division After Hours Program	46,850	0	0	0
Total Neighborhood Investment and Infrastructure	\$196,850	\$291,014	\$150,000	\$150,000
B. Housing Opportunities	\$0	\$0	\$0	\$0
Total Housing Opportunities	\$0	\$0	\$0	\$0
C. Economic Opportunity				
1. Alpha One Independent Living for Portland New Americans with Disabilities	\$0	\$75,000	\$0	\$0
2. Catherine Morrill Day Nursery / Child Care Voucher Program	50,000	88,711	79,840	77,298
3. City of Portland / Social Services Dept. Portland Opportunity Crew	0	18,931	17,038	16,496
4. Learning Works English Language Program	43,061	60,000	0	0
5. Portland Adult Education New Americans Skilled Professional Enhanced Services	0	75,379	0	0
Total Economic Opportunity	\$93,061	\$318,021	\$96,878	\$93,794
D. Address the Needs of the Growing Homeless Population				
1. Amistad Inc. Peer Coaching Initiative	\$45,000	\$60,000	\$51,946	\$50,292
2. Amistad Inc. Peer Support and Recovery Center	35,100	35,000	0	0
3. City of Portland / Social Services Dept. Family Shelter After Hours Program	0	49,224	44,302	42,891

City of Portland, Maine
Housing and Community Development Program
FY18

Programs	Yr. XXXXI Allocation	Yr. XXXXII Request	Council Approval	Final Approval
4. City of Portland / Social Services Oxford Street Shelter Housing Assistance	47,702	51,541	0	0
5. Milestone HOME Team	54,084	130,000	117,000	113,275
6. Opportunity Alliance Homeless Prevention Program	0	54,000	0	0
7. Preble Street (Joe Kreisler Teen Shelter)	15,000	30,000	27,000	26,140
8. Preble Street Day Shelter Services (Resource Center)	40,500	45,000	40,500	39,211
9. Preble Street Food Programs	45,000	50,000	45,000	43,568
10. Preble Street Women's Shelter (Florence House)	27,000	30,000	27,000	26,140
11. Wayside Food Programs	26,100	30,000	27,000	26,140
Total Address the Needs of the Growing Homeless Population	\$335,486	\$564,765	\$379,748	\$367,657
Total Public Services (Social Services)	\$625,397	\$1,173,800	\$626,625	\$611,451
II. Development Activity Funding				
A. Neighborhood Investment and Infrastructure				
1. Bayside Neighborhood Association Community Garden	\$0	\$12,800	\$12,800	\$12,517
2. Catholic Charities Support and Recovery Services Energy Efficiency Upgrades	0	47,145	47,145	46,102
3. City of Portland / ADA Curb Ramps, Pedestrian Safety & Related Work	216,000	0	0	0
4. City of Portland / High Street Sidewalk Improvements	0	250,000	0	0
5. City of Portland / Libbytown Community Gardens	13,500	0	0	0
6. City of Portland / Marginal Way Master Plan Streetscape (Phase II)	0	330,000	0	0
7. City of Portland / Marginal Way, Bayside Roadway, Sidewalk Impr. & Related Work	408,861	0	0	0
8. City of Portland / Parks Rec & Fac. East Bayside Soccer Field Fencing & Futsal Court	0	152,700	71,415	69,834
9. City of Portland / Parks, Rec & Fac. Cliff Island School Playground	0	57,200	0	0
10. Iris Network Dormitory for the Blind	0	157,500	0	0
11. Mayo Street Arts ADA Accessibility	0	113,075	0	0
12. Oxford Street / Bayside Sidewalk Improvements	0	210,000	210,000	205,352
13. Port Resources 70-72 Emery Street Bathrooms and Roof Renovations	0	79,350	0	0
14. Portland Housing Authority East Bayside Surveillance System	15,000	0	0	0
15. Preble Street Resource Center Rehabilitation Project	0	125,103	0	0
16. YMCA Men's Dormitory Boiler Replacement	0	74,991	74,991	73,331
17. Youth and Family Outreach Life & Safety Upgrades	0	204,182	204,182	199,663
Total Neighborhood Investment and Infrastructure	\$653,361	\$1,814,046	\$620,533	\$606,799
B. Housing Opportunities				
1. Portland Housing Development Corporation	\$30,000	\$0	\$0	\$0
Total Housing Opportunities	\$30,000	\$0	\$0	\$0
C. Economic Opportunity				
1. Catherine Morrill Day Nursery Toddler Classroom Expansion	\$0	\$235,156	\$200,000	\$195,575
2. City of Portland / Business Assistance Program	0	111,000	111,000	108,543
3. Coastal Enterprises, Inc. Portland Jobs Alliance	135,000	0	0	0
4. Coastal Enterprises, Inc. Microenterprise Assistance Program	42,000	45,000	45,000	44,004
5. Learning Works Historic Renovations	0	73,759	0	0
6. Living With Peace Portland Micros	15,000	0	0	0
Total Economic Opportunity	\$192,000	\$464,915	\$356,000	\$348,122

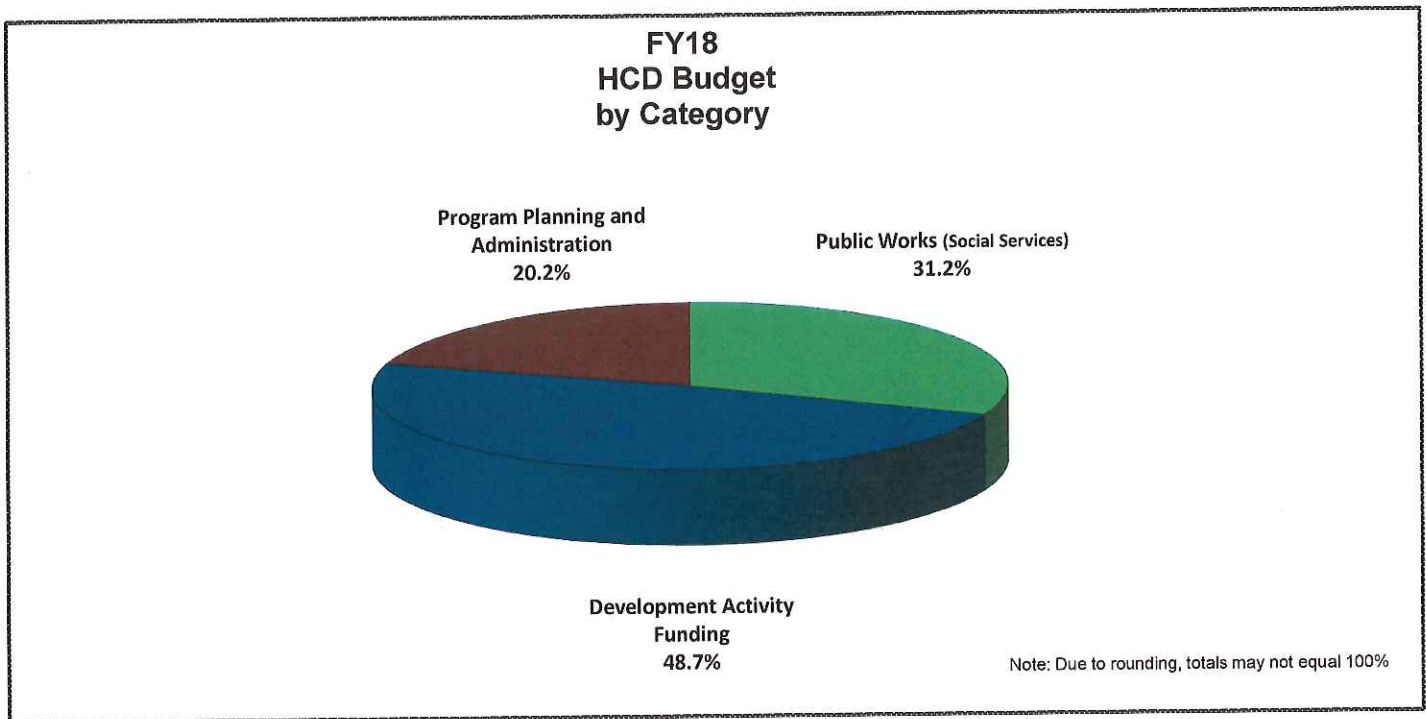
City of Portland, Maine
Housing and Community Development Program
FY18

Programs	Yr. XXXXI Allocation	Yr. XXXXII Request	Council Approval	Final Approval
D. Address the Needs of the Growing Homeless Population	\$0	\$0	\$0	\$0
Total Address the Needs of the Growing Homeless Population	\$0	\$0	\$0	\$0
Total Development Activity Funding	\$875,361	\$2,278,961	\$976,533	\$954,921

III. Program Planning and Administration

1. Housing & Community Development	\$288,137	\$332,904	\$309,381	\$313,056
2. Planning Division*	69,140	90,885	68,822	55,950
3. HCD Housing Staff	5,647	6,284	12,587	12,587
4. Historic Preservation Division*	27,767	0	0	0
5. Citizen Participation	9,500	9,500	9,500	9,500
6. Finance Department & Audit	5,000	5,000	5,000	5,000
Total Program Planning and Administration	\$405,190	\$444,571	\$405,290	\$396,093

*Historic Preservation Merged with Planning in FY18



Portland, Maine



Yes. Life's good here.

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City of Portland, Maine

Board of Education

Anna Trevorrow
School Board Chair
At Large
(2019)

Jenna Vendil
District 1
(2018)

Marnie Morrione
District 5
(2017)

Holly Seeliger
District 2
(2018)

John Eder
At Large
(2017)

Laurie Davis
District 3
(2019)

Roberto Rodriguez
At Large
(2019)

Stephanie Hatzenbuehler
District 4
(2017)

Sarah J. Thompson
At Large
(2018)

Key Revenues and Expenditures

In 2007, the State Legislature passed a bill that required both consolidation of School districts and a referendum vote on every school budget. The Portland School Department, because of its size, did not have to consolidate with any other district. Portland is, however, still required to have a referendum vote on their budget. After approval by the City Council, the FY2018 School budget was approved by the voters June 13, 2017. With the July 2017 passage of the State of Maine budget and the increased state funding for the Portland Public Schools, the City Council approved an additional FY18 school spending allocation of \$712,351.

Revenues

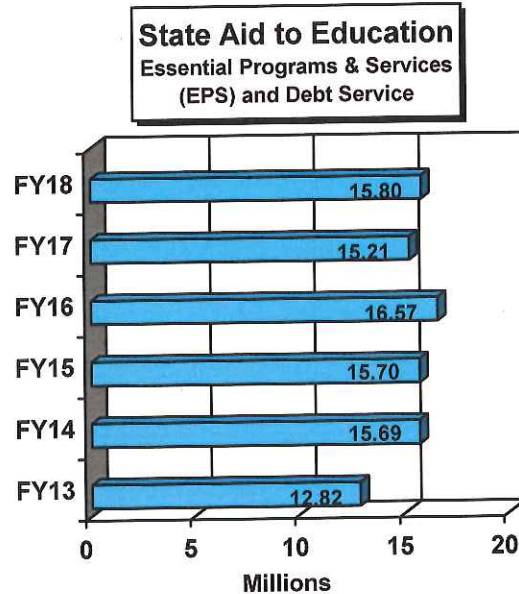
The funding sources for Education, other than Property Taxes, are summarized into four major categories - General Fund, Adult Education, Food Service, and Other Revenue. The property tax funds 78.3% of the FY18 Education budget.

State Subsidy

The second largest School-funding source is State Aid to Education. The State subsidy funding formula was amended by the Essential Programs and Services Funding Act of 2003.

The budgeted portion of State Aid for Essential Programs and Services (EPS) and debt service accounts for 14.0% of the School's FY18 Budget.

The chart represents the State Aid to Education revenue history over the past six years.



Note: FY17 and FY18 are estimated amounts

*FY18 State Aid to Education data includes the additional education funding received in the final enacted State of Maine Budget (July 2017), which includes an anticipated \$1m designated for fund balance.

Expenditures

The City operates its educational program for grades K through 12, Adult Education, and for applied technology education under its own supervision. Article III of the City's Charter, as amended, provides that the Board of Public Education for the City be administered by a school board comprised of nine members. The Board of Public Education performs all duties and functions regarding the care and management of the public schools in the City.

For presentation in the City's Municipal Budget, the Education budget is broken down into six categories: (1) Salaries and Benefits (2) Contractual Services (3) Supplies (4) Miscellaneous (5) Debt Service and (6) Capital Equipment. For a more comprehensive report, the School Department issues an annual Education Budget Report.

City of Portland, Maine
Comparative Statement of Revenues
School Department

	FY16 Actual	FY17 Estimate	FY18 Estimate	FY18 Amended Budget
General Fund				
1313 Tuition - Individuals Reg 9-12	\$10,053	\$0	\$0	\$0
1322 Tuition - Public K-8	56,848	140,000	84,000	84,000
1324 Tuition - Public 9-12 (Long Island, GBSD)	87,963	90,000	121,000	121,000
1328 Tuition - CTE Oher Units	170,900	175,000	195,000	195,000
1363 Tuition - Summer School 9-12	16,960	17,000	15,000	15,000
1380 PATHS - Part I & II Assessment	1,860,659	1,818,151	1,974,357	1,974,357
1440 Transportation - Other Organizations	135,017	125,000	125,000	125,000
1510 Interest on Investments- Russell Trust Fund	3,000	3,000	3,000	3,000
1712 Admissions 9-12	29,015	35,000	30,000	30,000
1910 Custodian Service - Building Rentals	67,700	55,000	60,000	60,000
1960 Miscellaneous Local Revenue	14,526	12,000	7,000	7,000
1981 Refund Prior Year Expense K-8	28,010	33,990	0	0
1982 Refund Prior Year Expense 9-12	12,584	15,416	0	0
1991 Miscellaneous Sales & Refunds	140	500	500	500
3120 State Agency Client	368,863	300,000	300,000	300,000
3150 Nat'l Board - Prof Teaching Salary Supplement	32,100	75,600	70,350	70,350
4585 MaineCare Medicaid Reimbursement	575,343	500,000	500,000	500,000
4810 Federal Impact Aid	48,044	40,000	40,000	40,000
5300 Proceeds Disposal of Property	4,060	0	0	0
Total General Fund	\$3,521,785	\$3,435,657	\$3,525,207	\$3,525,207
Adult Education				
1317 Tuition - Individual / Enrichment	\$89,874	\$115,000	\$100,000	\$100,000
1319 Tuition - Individual & Voc	57,990	65,000	60,000	60,000
1359 Tuition - Other (Academic)	26,791	25,000	30,000	30,000
5200 Fund Transfers	10,000	0	0	0
Total Adult Education	\$184,655	\$205,000	\$190,000	\$190,000
TOTAL GENERAL FUND REVENUE (Including Adult Education)	\$3,706,440	\$3,640,657	\$3,715,207	\$3,715,207

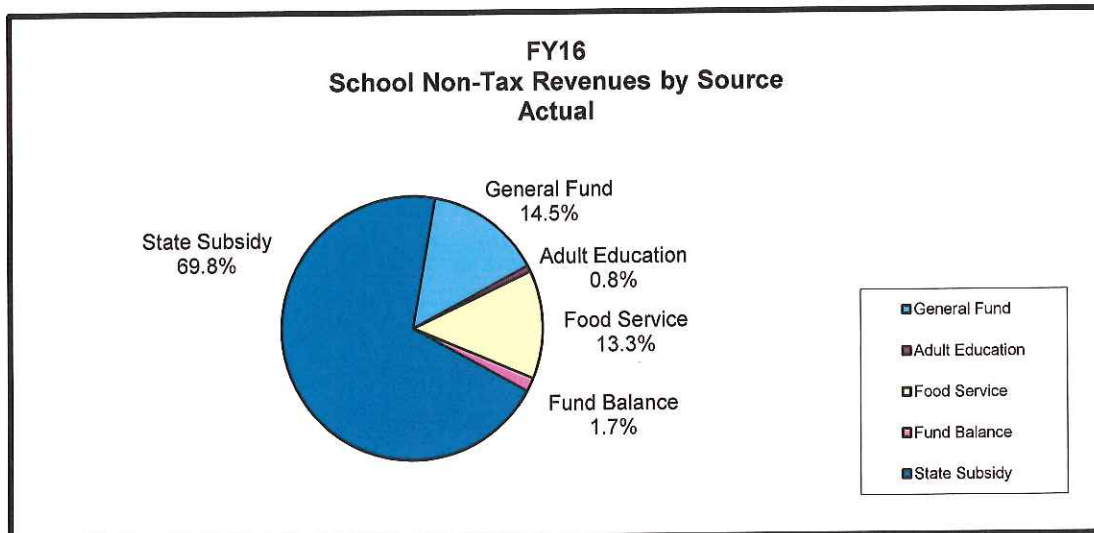
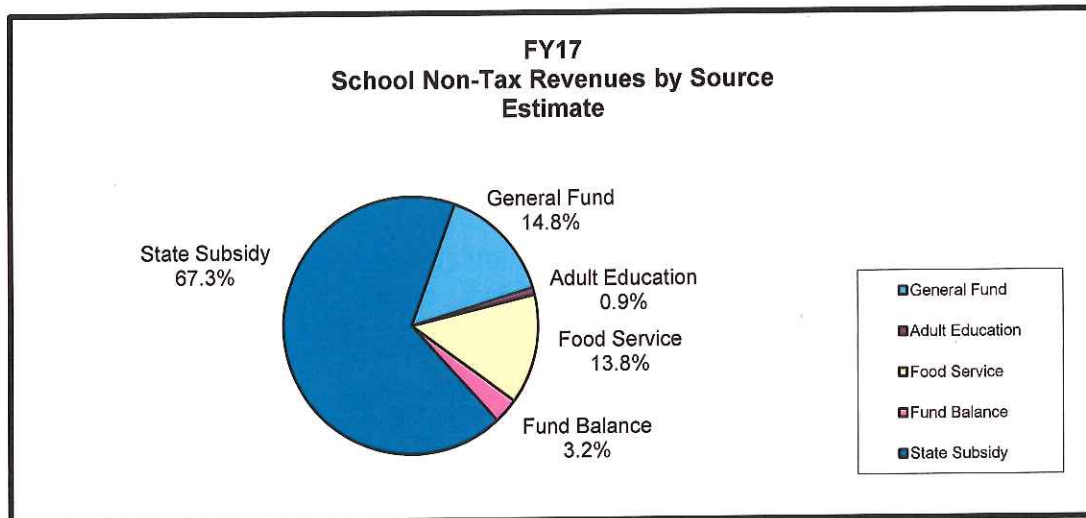
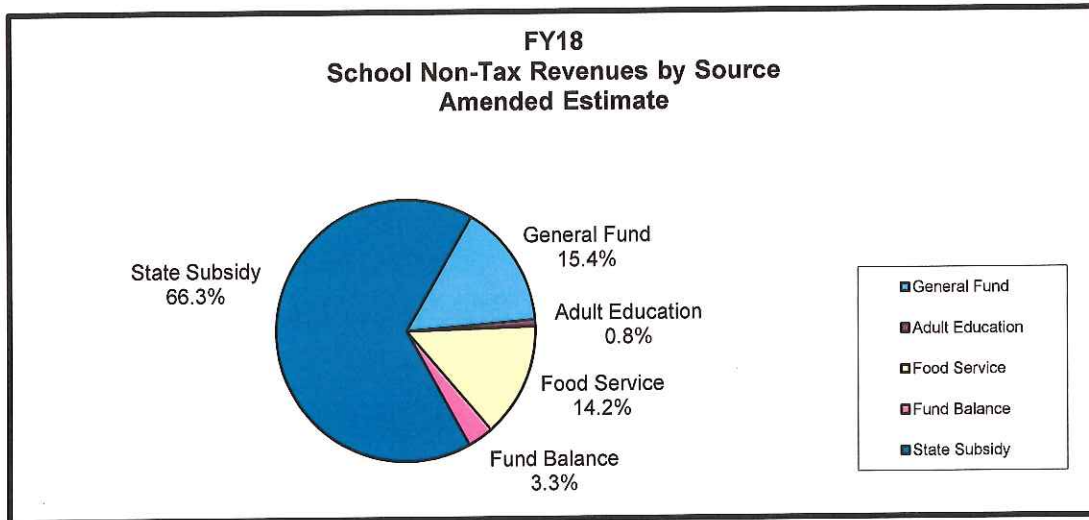
City of Portland, Maine
Comparative Statement of Revenues
School Department

	FY16 Actual	FY17 Estimate	FY18 Estimate	FY18 Amended Budget
Food Service				
1611 Daily Sales - Lunch Program	\$235,217	\$257,244	\$249,769	\$249,769
1620 Daily Sales - a la Carte & Adults	134,690	180,000	160,237	160,237
1630 Special Functions	25,617	10,000	10,000	10,000
1910 Building Rentals	2,500	6,000	6,000	6,000
1996 Refunds - School Nutrition	1,885	0	0	0
3250 State Reimbursement - School Meal Reimbursement	43,343	28,016	33,848	33,848
4370 Federal Reimbursement - After School Snack	54,099	46,000	47,884	47,884
4380 Federal Reimbursement - Summer Food Program	30,446	30,434	54,130	54,130
4550 Federal Performance - Based Lunch	35,909	35,842	34,682	34,682
4551 School Lunch - Regular	185,531	185,182	184,971	184,971
4552 School Lunch - Reduced Rate	55,204	50,399	57,918	57,918
4553 School Lunch - Free	1,333,875	1,313,979	1,333,486	1,333,486
4554 School Breakfast	827,299	813,704	832,469	832,469
4558 Payments in Lieu of Commerce	188,372	190,000	180,636	180,636
4559 Fresh Fruits & Vegetables Grant	79,327	73,650	77,750	77,750
5300 Proceeds Disposal of Property	3,000	0	0	0
Total Food Service	\$3,236,314	\$3,220,450	\$3,263,780	\$3,263,780
TOTAL LOCAL REVENUE	\$6,942,754	\$6,861,107	\$6,978,987	\$6,978,987
Other Revenues				
3111 State Subsidy - EPS	\$16,572,519	\$15,206,721	\$14,087,466	\$14,799,817
3240 State Subsidy - Adult Education	428,930	453,680	431,864	431,864
Total State Subsidy - General Fund	\$17,001,449	\$15,660,401	\$14,519,330	\$15,231,681
5000 Fund Balance Carry Forward (General Fund)	\$415,000	\$500,000	\$500,000	\$500,000
5000 Fund Balance Carry Forward (Food Service)	0	250,000	250,000	250,000
Total Fund Balance Carry Forward	\$415,000	\$750,000	\$750,000	\$750,000
TOTAL OTHER REVENUE	\$17,416,449	\$16,410,401	\$15,269,330	\$15,981,681
GRAND TOTAL ALL REVENUE	\$24,359,203	\$23,271,508	\$22,248,317	\$22,960,668

FY18 Amended Budget:

Appropriated Additional Education Subsidy in the Amount of \$712,351 (Council Order #86-17/18: 11/06/17)

Portland School Department Comparison of Non-Tax Revenues by Source



Note: Due to rounding, totals may not equal 100%

City of Portland, Maine
Comparative Budget Summary
School Department

	FY16 Actual	FY17 Budget	FY18 Original Budget	FY18 Amended Budget
I. SALARIES & BENEFITS				
Salaries - Regular				
1010 Professional Salary	\$41,280,532	\$41,999,059	\$42,514,548	\$42,580,534
1020 Instructional Aide / Asst	4,773,659	4,641,290	4,775,510	4,832,842
1040 Administrators	5,559,799	5,616,709	5,517,575	5,517,575
1180 Regular Support Staff	8,569,034	8,937,408	9,074,823	9,105,543
Total Regular Salaries	\$60,183,025	\$61,194,466	\$61,882,456	\$62,036,494
Salaries - Temporary				
1200 Temporary Salary	\$525,238	\$653,736	\$820,250	\$820,250
1210 Tutor	38,164	59,100	68,593	68,593
1230 Substitute	899,300	813,733	895,111	895,111
1310 Teacher Additional Pay	28,641	69,700	80,538	81,380
1320 Aide/Asst Overtime	511	0	0	0
1380 Regular Support Overtime	216,385	143,750	128,500	128,500
1410 State Agency Client	28,635	0	0	0
1500/10/60 Stipends / Differentials	1,451,855	1,541,321	1,538,009	1,538,009
1501 Stipend - Retirement Sick	686,562	615,000	640,000	640,000
1590 Stipend / Other	10,003	15,000	24,000	24,000
Total Temporary Salaries	\$3,885,292	\$3,911,340	\$4,195,001	\$4,195,843
Benefits				
2000-2299 Flex Benefits, LTD, Medicare	\$12,711,820	\$13,085,638	\$13,953,560	\$14,000,004
2030 Unemployment Compensation	30,629	200,000	100,000	100,000
23xx Retirement - MePERS / ICMA	2,653,875	2,830,531	3,215,404	3,221,520
25xx Tuition Reimbursement	190,004	175,000	175,000	175,000
2700 Workers' Compensation	723,455	737,664	711,200	711,200
2900 Life Insurance - MePERS PLD	41,679	25,000	40,000	40,000
9500 Retirement Incentive	1,241	0	0	0
Total Benefits	\$16,352,704	\$17,053,833	\$18,195,164	\$18,247,724
Total Salaries & Benefits	\$80,421,020	\$82,159,639	\$84,272,621	\$84,480,061

II. CONTRACTUAL SERVICES

3000 Purchased Professional & Technical Services	\$2,290,803	\$2,177,954	\$2,232,700	\$2,414,690
3200 Contractual Pre-K	0	191,281	159,810	159,810
3300 Employee Training & Development Services	184,694	350,573	369,905	472,645
3400 Other Professional Services	22,897	40,000	33,000	33,000
3401 Security	113,117	127,329	126,036	126,036
3402 Alarms	4,050	4,500	4,050	4,050
3420 Architectural & Engineering Services	36,300	20,000	20,000	20,000
3430 Adult Ed Contracted Services	13,813	10,175	10,175	10,175
3440 Special Education Contracted Services	360,979	306,800	231,242	231,242
3450 Legal Services	125,749	180,000	140,000	140,000
4110 Water	45,303	48,000	43,696	43,696

City of Portland, Maine
Comparative Budget Summary
School Department

	FY16 Actual	FY17 Budget	FY18 Original Budget	FY18 Amended Budget
4120 Sewer	115,684	99,185	106,215	106,215
4125 Stormwater	59,290	125,098	120,272	120,272
4300 Repair & Maintenance Services	519,400	415,778	470,673	478,916
4301 HVAC Maintenance	499,564	520,000	517,756	517,756
4302 Mowing / Plowing / Field Maintenance	402,014	422,785	464,600	464,600
4304 Vehicle & Equipment Repair	17,786	18,000	14,000	14,000
4305 Waste Disposal Services	104,704	103,917	114,144	114,144
4306 Recycling Services	31,258	39,300	34,000	34,000
4307 Hazardous Waste Disposal Services	4,332	2,000	4,000	4,000
4308 Pest Management Services	14,225	15,500	16,000	16,000
4400 Rentals	365,834	352,755	374,644	374,644
4420 Equipment & Vehicle Lease	12,805	13,000	0	0
4450 Leases-Not DOE Approved	37,985	37,985	34,802	34,802
5000 Other Purchased Services	2,226	5,000	1,200	1,200
5100 Student Transport Services	0	250	250	250
5140 Student Transport Purchased - Private	469,823	349,448	519,269	519,269
5200 Insurance / General Liability	343,301	379,479	358,250	358,250
5310 Postage	55,355	71,400	69,470	70,469
5320 Phone	54,088	105,599	96,609	96,609
5330 Internet Connectivity	9,933	47,380	47,400	47,400
5340 E-Books & On-Line Subscriptions	13,159	22,530	92,163	93,055
5400 Advertising	55,494	71,200	54,700	54,700
5510 Printing & Binding	21,465	53,282	42,112	43,823
5520 Photocopying	131,110	169,113	169,525	169,525
5610 Tuition to In-State SAU	192,960	150,000	0	0
5630 Tuition to Private Source	556,099	686,613	686,613	686,613
5650 Tuition to Post Secondary	7,945	10,000	10,000	10,000
5800 Staff Travel	134,005	187,834	178,470	180,005
5830 Adult Ed Travel - State Meeting	0	100	100	100
Total Contractual Services	\$7,429,548	\$7,931,143	\$7,967,851	\$8,265,961

III. SUPPLIES

6000 General Supplies	\$417,806	\$401,550	\$371,017	\$391,146
6040 Custodial Supplies	246,827	228,000	236,767	236,767
6100 Instructional Supplies	649,507	636,543	599,891	629,917
6210 Natural Gas	900,231	923,418	801,550	801,550
6220 Electricity	816,065	838,917	949,365	949,365
6230 Bottled Gas	13,172	15,344	14,510	14,510
6240 Oil	103,634	125,183	124,721	124,721
6260 Gasoline	104,477	161,888	140,681	140,681
6300 Food	1,401,989	1,600,000	1,501,181	1,501,181
6310 Non-Food Supplies	127,948	143,050	112,418	112,418
6400 Books & Periodicals	321,838	600,596	345,684	360,439
6401 Textbooks / Curriculum Update	112,932	0	0	0
6500 Tech-Related Supplies	127,710	163,129	136,906	139,946
6501 Software Licenses	270,590	419,897	614,017	616,280
6600 Audiovisual Supplies	11,916	20,300	16,972	18,650
Total Supplies	\$5,626,641	\$6,277,815	\$5,965,680	\$6,037,571

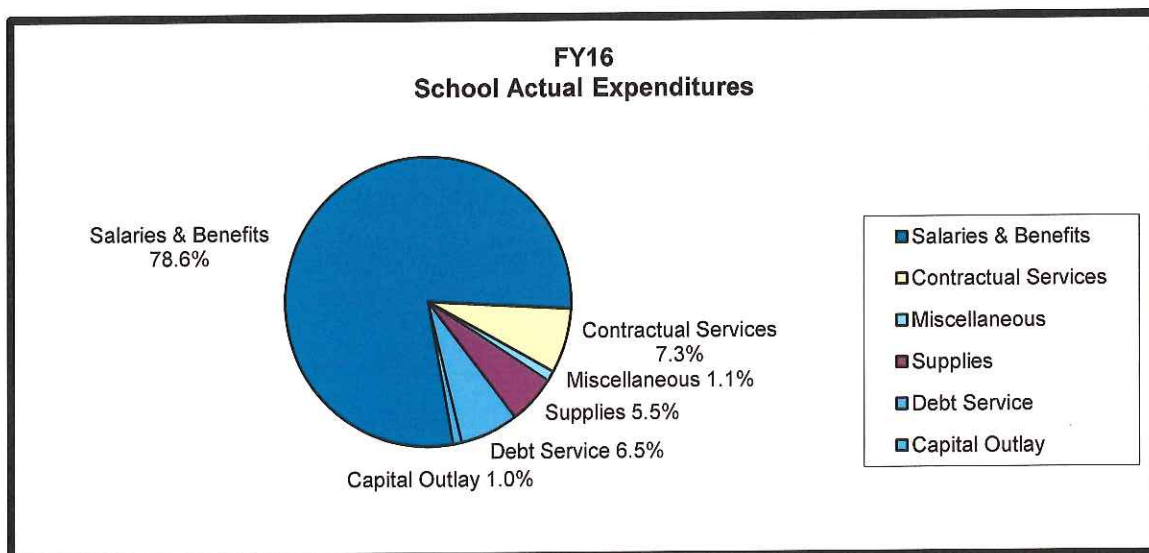
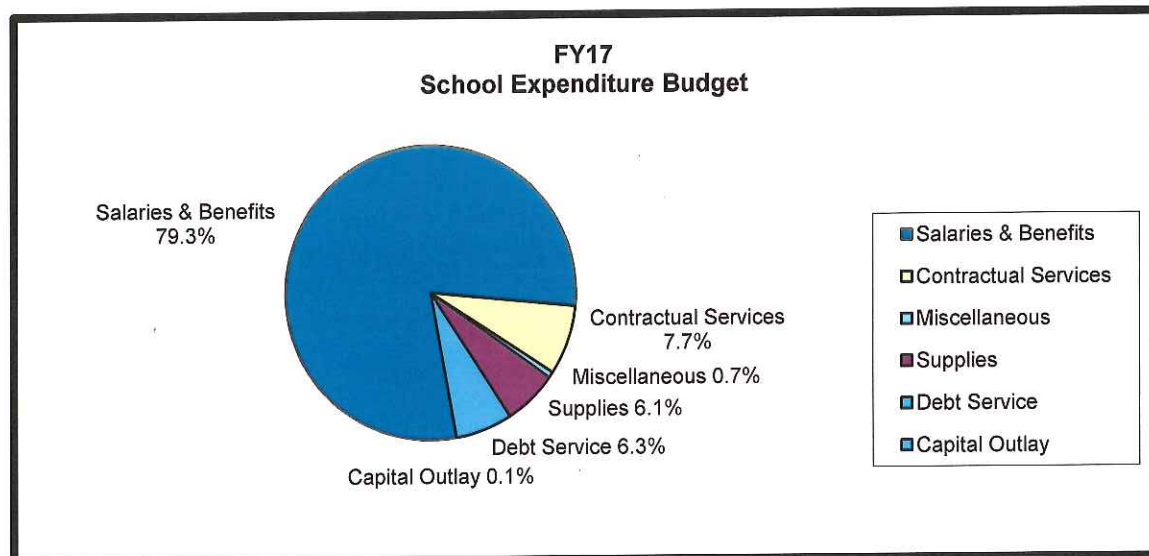
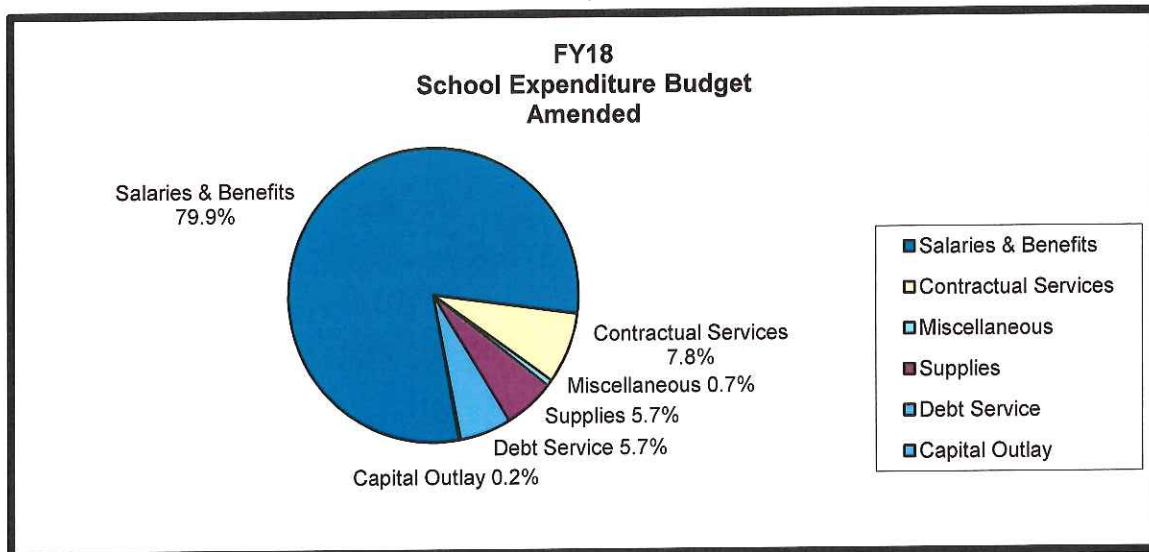
City of Portland, Maine
Comparative Budget Summary
School Department

	FY16 Actual	FY17 Budget	FY18 Original Budget	FY18 Amended Budget
IV. MISCELLANEOUS				
8100 Dues & Fees	\$102,832	\$149,438	\$154,572	\$157,651
8110 Bank Fees	6,129	5,100	4,000	4,000
8120 Maine State Billing Fees	33,804	44,000	45,796	45,796
8140 Board Conference Fees	1,142	1,000	1,000	1,000
8500 Field Trip Transportation	282,734	304,595	322,571	322,571
8900 Miscellaneous Expenditures	19,976	6,000	6,500	7,000
9000 Other Items	209,300	175,000	185,000	185,000
9100/10 Fund Transfers Out	500,815	0	0	0
Total Miscellaneous	\$1,156,731	\$685,133	\$719,439	\$723,018
V. DEBT SERVICE				
8310/20-1 Debt Service - Other	\$5,440,438	\$5,257,575	\$5,433,957	\$5,433,957
8310/20-2 Debt Service - Buses	103,730	114,056	106,876	106,876
8310/20-3 Debt Service - Technology	1,133,174	1,101,476	471,739	471,739
8310/20-5 Bus / Van Lease / Purchase	4,183	4,183	4,183	4,183
Total Debt Service	\$6,681,525	\$6,477,290	\$6,016,755	\$6,016,755
VI. CAPITAL EQUIPMENT				
7300 Equipment (Over \$10,000)	\$62,994	\$29,600	\$25,892	\$157,223
7340 Tech-Related Equipment (Over \$10,000)	26,215	0	15,000	15,000
7341 Tech-Related Equipment (Under \$10,000)	719,131	42,264	53,000	53,000
7360 Student Transportation Vehicles	169,800	0	0	0
Total Capital Equipment	\$978,140	\$71,864	\$93,892	\$225,223
TOTAL SCHOOL EXPENDITURES	\$102,293,605	\$103,602,884	\$105,036,238	\$105,748,589

FY18 Amended Budget:

Appropriated Additional Education Subsidy in the Amount of \$712,351 (Council Order #86-17/18: 11/06/17)

Portland School Department Expenditures by Category



Note: Due to rounding, totals may not equal 100%

Portland, Maine



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Budget Overview

Background Information

The City of Portland is located on the southern coast of the State of Maine in the southeastern section of the County of Cumberland, the State's most populous county. The City is approximately 108 miles north-northeast of Boston, Massachusetts and 60 miles southwest of the City of Augusta, the State's capital. Portland is bordered by the Town of Falmouth on the northeast and the City of Westbrook on the west, with the Presumpscot River forming a portion of this border. The Fore River separates Portland from the City of South Portland for a major portion of its southern border. The Atlantic Ocean forms Portland's eastern border as well as Portland Harbor and Casco Bay.

As the hub of Maine's southern region convenient access to Portland is provided by Exits 44, 45, 46, 47, and 48 of U.S. Interstate Route 95 (the Maine Turnpike) which intersects the City's western plain in a north-south direction, and the U.S. Interstate Route 295 spur which bisects the City through its interior. U.S. Route 1 follows the coastal plain of the City, also in a north-south direction. The Portland International Jetport, located in the City, provides air traffic for the region. The Casco Bay Island Transit District provides commuter and tour boat service to the major islands in Casco Bay. Bus transit, by major carriers operating two terminals in the City, provides regularly scheduled interstate and intra-state transportation. The Amtrak Downeaster passenger railroad service runs between Portland and Boston, offering additional stops along the 114 mile journey in Maine, New Hampshire and Massachusetts during the approximate 2 1/2 hour trip. The Maine Central Railroad, Boston & Maine Corporation and the St. Lawrence & Atlantic Railroad Company provides the greater Portland area with rail links to all of Maine, the continental United States and Canada.

The area embracing Portland was first settled in 1632 and called "Machigonne", the Micmac Indian name meaning "shaped like a

great knee". The area was then referred to as Casco but subsequently incorporated as Old Falmouth in 1718, formed of the area now encompassing the cities of Portland, South Portland, and Westbrook and the towns of Cape Elizabeth and Falmouth. Portland separated from Old Falmouth and incorporated as a town on July 4, 1786, taking its present name. Portland was chartered as a city on March 26, 1832, and annexed the City of Deering (formerly the Town of Stroudwater which included the present limits of Westbrook plus Deering, Deering being further set off as a city in 1871) on February 6, 1899. Portland was the site of the 1819 Constitutional Convention when Maine broke away from the Commonwealth of Massachusetts to become a separate state in 1820. The City served as the first capital from 1820 until its removal to Augusta in 1831.

The metropolitan area is clustered on the "Peninsula" which is surrounded on its sides by Back Cove, Casco Bay and the Fore River with the Eastern and Western Promenades at its opposite ends. Once confined geographically to this narrow peninsula the City added greatly to its territory with the annexation of Deering and now consists of 19.15 square miles of land area. The sections of the City are: Brighton, Casco Bay Islands, Deering, East Deering, the Peninsula, North Deering, Riverton, Stroudwater, Woodfords and Morrills.

Portland is the largest city in Maine, the seat of government for the County of Cumberland and is the region's leading industrial, commercial and cultural center. With one of the finest deep water harbors on the Atlantic Coast, Portland is closer to Europe than any other transatlantic port in the United States. The City enjoys numerous parks, monuments, historical sites, several hotels and restaurants. Portland is home of the University of Southern Maine, University of New England, the Portland Museum of Art, the Maine College of Art and the Cross Insurance Arena. Two major medical centers, Maine Medical Center and Mercy Hospital, are also located in the City.

Budget Overview

Purpose of the Budget

The annual budget serves three principle purposes:

The budget serves as a tool for the City Manager and department heads in planning the work programs to be performed and the services to be provided by the departments and divisions of the City government.

The budget enables the City Council to determine the amount of available revenues and the manner in which it is to be allocated to various governmental programs in accordance with the needs of the community.

The budget serves as an instrument of control for governmental spending by making available at all times the relative position of actual expenditures to appropriated amounts of departments and divisions and the progress of work being accomplished.

The budget document is the financial plan of the City government. When adopted by the City Council, it reflects the proposed expenditures of the various departments and divisions and the method of financing these expenditures.

Phases of Budgeting

Municipal budgeting consists of three phases:

1. budget preparation
2. review and adoption
3. execution

Budget Calendar

Dec	Jan	Feb
Revenue Base Budget	Expenditure Base Budget	Budget Compilation
Mar	Apr	May
City Manager Budget Review	Finance Committee Review	City Council Deliberations, Public Hearings & Adoption

Budget Preparation

The budget is prepared in two stages -- revenue estimation and expenditure budgets.

Revenue Estimate

The City's budget process begins with revenue estimation for a very simple reason, the City can appropriate no more than it expects to have in resources. This very simple fact makes the accuracy of revenue estimates critical. Unrealistically high estimates assure that at some point in the budget year, an expenditure freeze will be required. On the other hand, with the fiscal constraints that exist in the public sector, significantly understating revenues can negatively impact the tax levy by increasing taxes unnecessarily.

Besides historical data, which is very important, factors such as inflationary and unemployment trends, interest rates, sales and general economic factors are taken into consideration by the departments.

In early November, an automated revenue package is made available to the departments. The departments must provide the following information for the revenues that are their responsibility:

Budget Overview

1. projected collection estimates for the current fiscal year with explanations for projections substantially different than estimate
2. an estimate for the upcoming fiscal year with the method and/or calculations behind the estimate

If a department is proposing a fee increase, a memo outlining pertinent information including action necessary to establish the fee, administrative mechanism for collections, reasonableness, and the new revenue capability is included in the submitted revenue package.

Completed revenue packages are submitted to the Budget Office by mid-December.

Expenditure Budgets

The second phase of the City's budget process begins in early January. The departments prepare their budgets from the instructions given, such as wage guidelines and target figures. Budget packages are submitted to the Budget Office in late January.

Review and Adoption

During the month of March, the City Manager reviews the budgets through a series of budget hearings with the departments. The City Manager then formulates his recommendations. Prior to April 1 of each year, the City Manager's proposed budget for the following fiscal year is then submitted to the City Council. An accurate summary of this budget is made available no later than two (2) weeks after its submission to the City Council.

The City Council then refers the City Manager's budget to the Finance Committee for review and consideration. During the month of April, the Finance Committee holds budget hearings with all the City departments and the School department. Upon completion

of these hearings, the Finance Committee formulates their recommendations and presents the budget to the City Council. The school department budget, under the school consolidation law passed in 2007, is required to conduct a referendum to approve the budget.

The City Council holds a public hearing on the City's Finance Committee's recommended budget at least ten days prior to the final passage of the appropriation resolve, which must be on or before June 30. A budget workshop is scheduled for the City Council to discuss the budget after the initial public hearing. Final action is taken by the City Council at the second reading of the budget which as previously stated must be before June 30th.

Execution

Amounts are appropriated for general City purposes and one amount for school purposes, the total of which cannot exceed estimated revenues.

Budgets for the general fund and the enterprise funds are legally adopted each year through the passage of an appropriation resolve. Special revenue funds and capital projects funds do not have legally appropriated budgets but have adopted project budgets.

Total expenditures for the year may not exceed total appropriations for the period. The City Council may, by resolution, appropriate additional amounts only up to the amount of excess revenues and unencumbered budget surplus remaining after the purpose of the original appropriation has been satisfied. At the end of the fiscal year, all unencumbered appropriations lapse unless specifically continued by resolution of the City Council.

With the passage of the budget and appropriation resolve, the control phase of the fiscal program begins. Throughout the fiscal year, the budget acts as a control on expenditures, and on programs and activities of the City. The fact that funds are budgeted to a department and activity is not itself a final

Budget Overview

justification for the expenditure of money; constant review and control must be maintained throughout the year. Responsibility for this control is shared by the City Manager, the department heads, and the Budget Office. Final responsibility lies with the City Manager.

No payment voucher shall be processed until the Budget Office has certified that funds are available under the proper account for the department initiating the payment request.

Accounting System

Fund Accounting: The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self balancing accounts that comprise its assets, liabilities, reserves, fund equity/retained earnings, revenues and expenditures, or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The following funds are represented in the budget report.

Governmental Funds

General Fund: Transactions related to revenues and expenditures for delivery of those services traditionally provided by municipal governments, which are not accounted for in other funds, are accounted for in the General Fund. These services include, among others, general government, public safety, parks recreation and facilities, public works, health and human services, library, pension and employee insurance, county tax and Metro, debt service, and education.

Capital Projects Funds: Transactions related to revenues obtained and used for the acquisition, construction or improvement of

capital facilities are accounted for in Capital Projects Funds. Such resources are derived principally from proceeds of general obligation bond issues.

Special Revenue Funds: Transactions related to revenues and expenditures under certain federal and state grants and from other sources, upon which legal restrictions are imposed, are accounted for in Special Revenue Funds.

The special revenue fund presented in the budget document is the Community Development Block Grants. It accounts for grants received from the federal government under the Housing and Community Development Act of 1974, as amended. These funds are used to repair streets, sidewalks and maintain parks in neighborhoods that qualify under the regulations. Qualified external human service organizations also share in these funds.

Proprietary Funds

Enterprise Funds: Transactions related to City facilities and services which are intended to be supported primarily through user charges, or where management has decided that determination of net income is appropriate, are accounted for in Enterprise Funds.

The operations classified as Enterprise Funds are: Fish Pier, Sewer, Stormwater and Jetport.

Basis of Accounting and Budgeting

Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus.

All proprietary funds are accounted for on a flow of economic resources measurement focus.

Budget Overview

Basis of Budgeting

The modified accrual basis of accounting is used by all governmental fund types. Under the modified accrual basis of accounting, expenditures are recorded when the related fund liability is incurred and revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available).

"Measurable" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The City considers property taxes as available if they are collected within 60 days after year end. Revenues susceptible to accrual are property taxes, special assessments, licenses, interest revenue and charges for services. Fines, permits and parking meter revenues are not susceptible to accrual because generally they are not measurable until received in cash.

The accrual basis of accounting is utilized by proprietary fund types. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

The City follows certain accounting principles for General Fund budgetary reporting purposes that differ from GAAP; the most significant of which are encumbrances treated as expenditures for budgetary purposes, and interfund and interdepartmental transfers under generally accepted accounting principles treated as revenues and/or expenditures for budgetary reporting purposes. In addition, the City's budgetary reporting for insurance claims, compensated absences, and investment income is done in accordance with the cash basis method of accounting, as opposed to the modified accrual method required by generally accepted accounting principles.

Glossary of Terms

Activity: A segment of the account number that identifies the type and purpose of the account. The two activity classifications used in budgeting are: 300's - Revenues and 400 & 500's - Expenditures.

Ad Valorem Tax: Property taxes levied on the assessed value of real or personal property.

Administrative Services: The element classification which includes the cost of memberships to professional organizations, literature, licenses, travel, training, and postage.

Appropriation: An authorization made by the City Council which permits the City to incur obligations and to make expenditures of resources.

Assessed Valuation: A value that is established for real and personal property for use as a basis for levying property taxes.

Assets: Property owned by a government which has a monetary value.

Authorized Positions: The approved list of positions that an organization may hire to fill.

Balanced Budget: A budget in which planned resources equal planned expenditures.

Benefits: The element classification for employee related costs such as health insurance, pension, FICA, unemployment, and tool allowance.

Bond: A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation, revenue bonds, and special improvement district bonds. These are most frequently used for construction of large capital projects such as buildings, streets and sewers.

Budget: A financial plan for a specified period of time (fiscal year).

Budget Adjustment: A procedure to revise a budget appropriation.

Budget Calendar: The schedule of key dates that a government follows in the preparation and adoption of the budget.

Budget Document: The official written statement prepared by the Budget Office and supporting staff which presents the approved budget by the City Council.

Budget Message: The opening section of the budget which provides the City Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and recommendations made by the City Manager.

Budgetary Control: The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of authorized appropriations and available revenues.

Capital Assets: Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.

Glossary of Terms

Capital Equipment: Tangible property or equipment used for operations, expected to have a service life of more than a year and a cost of more than \$10,000.

Capital Improvements Budget: A plan of proposed capital expenditures and the means of financing them. The capital budget normally is based on a capital improvement program (CIP).

Capital Improvement Program (CIP): A plan for capital improvements to be implemented each year over a fixed period of years to meet capital needs arising from the long-term work effort. It sets forth each project or other contemplated expenditures in which the government is to have a part and specified the full resources estimated to be available to finance the projected expenditures.

Capital Outlays: The element classification for an expenditure which results in the acquisition of or addition to fixed assets.

Cash Basis: The method of accounting under which revenues are recorded when received in cash and expenditures are recorded when paid.

Client Expenses: The element classification generally associated with the costs of the Social Services General Assistance Program such as food, housing, prescriptions, and utility expenses.

Contingency Account: A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for.

Contractual Services: The element classification which accounts for the purchase of services such as consulting, advertising, temporary services, and printing.

Contributions: The element classification for monies contributed to organizations to help fund their program costs.

Debt Service: Payment of interest and repayment of principal to holders of a government's debt instruments.

Deficit: The excess of an entity's liabilities over its assets (see Fund Balance).

Delinquent Taxes: Taxes remaining unpaid on and after the date on which a late payment penalty is assessed.

Department: A segment of the account number that identifies the highest level in the formal City organization in which a specific activity is carried out.

Depreciation: 1. Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence. 2. That portion of the cost of a capital asset which is charged as an expense during a particular period.

Division: A segment of the account number identifying the second level in the formal City organization in which a specific activity is carried out; several divisions may comprise a single department.

Glossary of Terms

Element: A segment of the account number that distinguishes types of expenditures. The major classifications used by the City of Portland are: Payroll, Benefits, Administrative Services, Client Expenses, Contractual Services, Maintenance and Repairs, Rentals, Insurance, Supplies, Minor Capital, Utilities, Contributions, Capital Outlay, and Debt Service.

Encumbrance: The legal commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.

Enterprise Fund: A fund established to account for operations financed in a manner similar to a private business enterprise, i.e., where the costs of providing goods and services to the public are financed or recovered through user charges.

Estimated Revenue: The amount of projected revenue to be collected during the fiscal year.

Expenditure/Expense: This term refers to the outflow of funds paid for an asset, goods, or services obtained.

Final Allowance: The final budget amounts approved by the City Council.

Fiscal Year (FY): The time period designated by the City signifying the beginning and ending period for recording financial transactions. The City of Portland has specified July 1 to June 30 as its fiscal year.

Fixed Assets: Assets of long-term character which are intended to continue to be held or used, such as land, buildings, machinery, and other equipment.

Fund: An accounting entity which has a set of self-balancing accounts and records all financial transactions for specific activities or government functions. Eight commonly used fund types in public accounting are: general fund, special revenue funds, debt service funds, capital project funds, enterprise funds, trust and agency funds, internal service funds, and special assessment funds.

Fund Balance: Fund balance is the excess of assets over liabilities and reserves, and is therefore also known as surplus funds.

Generally Accepted Accounting Principles (GAAP): Uniform minimum standards of/and guidelines for financial accounting and reporting. They govern the form and content of the basic financial statements of an entity. GAAP encompass the conventions, rules, and procedures necessary to define accepted accounting practices as a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provides a standard by which to measure financial presentations.

General Fund: The largest fund within the City, the general fund accounts for most of the financial resources of the government not specifically accounted for in other funds. General fund revenues include general property and other taxes, licenses and permits, fines, forfeits and penalties, use of money and property, intergovernmental charges, service charges, interdepartmental charges, and reimbursements. General Fund expenditures are categorized as general government, public safety, public works, parks recreation and facilities, health and human services, public library, county tax, metro, and debt service.

Glossary of Terms

General Obligation Bonds: Bonds that finance a variety of public projects such as streets, buildings, and improvements; the repayment of these bonds is usually made from property taxes, and these bonds are backed by the full faith and credit of the issuing government.

Grant: A contribution of assets (usually cash) by one governmental unit or other organization to another. Typically, these contributions are made to local governments from the state and federal governments. Grants are usually made for specified purposes. Grants may be classified as either categorical or block depending upon the amount of discretion allowed the grantee.

HUD: The abbreviation for Housing and Urban Development.

Holiday Payments: The wages paid to union employees for holidays according to the stipulations of the union contract.

Housing and Community Development Program (HCD): The Special Revenue Fund used to account for the expenditures and revenues received under the Housing and Urban Development's Community Development Block Grant (CDBG).

Insurance: The element classification which accounts for insurance expenses including general liability, workers' compensation, and self-insurance.

Intergovernmental Revenue: Funds received from Federal, State and other local government sources, such as grants and shared revenues.

Liability: Debt or other legal obligations arising out of transactions in the past that must be paid or refunded at some future date, not including encumbrances.

Line-Item Budget: A budget which lists each expenditure category (salary, materials, telephone service, travel, etc.) separately, along with the dollar amount budgeted for each specified category.

Maintenance and Repairs: The element classification associated with up-keep of the city's tangible assets such as buildings, equipment, and land.

Maturities: The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.

Measurement Focus: The accounting convention which determines (1) which assets and which liabilities are included on an entity's balance sheet and (2) whether its operating statement presents "financial flow" information (revenues and expenditures) or "capital maintenance" information (revenues and expenses).

Mill: The property tax rate which is based on the valuation of property. A tax rate of one mill produces one dollar of taxes on each \$1,000 of property valuation.

Minor Capital Items: The element classification used for tangible property or equipment used for operations having a cost between \$5,000 and \$10,000 per single item.

Glossary of Terms

Modified Accrual Basis: The accrual basis of accounting where revenues are recognized when they become both "measurable" and "available" to finance expenditures of the current period. All governmental funds and Expandable Trust Funds are accounted for using the modified accrual basis of accounting.

Net Budget: The legally adopted budget less all interfund transactions. Those amounts in the budget representing transfers and interfund reimbursements which in effect are double counted in from the perspective of the entire budget are subtracted from the legally adopted budget amount.

Object Classification: A basis for distinguishing types of expenditures in conjunction with the element. The major expense classifications used by the City of Portland are: Payroll, Benefits, Administrative Services, Client Services, Contractual Services, Maintenance and Repair, Rental, Insurance, Supplies, Minor Capital, Utilities, Contributions, Capital Outlay, and Debt Service.

Operating Budget: The portion of the budget which pertains to daily operations that provide basic governmental services. The operating budget contains appropriations for such expenditures as personnel, contractual services, maintenance and repairs, utilities, and supplies.

Operating Transfers Out: The element classification for interfund transfers or expense activity between funds.

Ordinance: A formal legislative enactment by the governing body of a municipality having the full force and effect of law within the boundaries of the municipality to which it applies, provided it does not conflict with a higher form of law such as a state statute.

Payroll: The element classification for the cost of employees' wages including salaries, overtime, temporary help, and termination pay.

PDC: The abbreviation for the Portland Development Corporation, a local development corporation, organized by the City in 1991 for the purposes of implementation and administration of economic development programs that enhance and create business and employment opportunities, and the enhancement and coordination of the provision of services to the City's downtown business district.

PDD: The abbreviation for Portland Downtown District.

Rental: The element classification used for rental expenses of land, buildings, vehicles and equipment.

Reserve: An account used to indicate that a portion of a fund's assets are legally restricted for a specific purpose and is, therefore, not available for general appropriation.

Resolution: An order of a legislative body requiring less legal formality than an ordinance or statute.

Revenue: Funds which the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income.

Glossary of Terms

Revenue Estimate: A formal estimate of how much revenue will be earned from a specific revenue source for some future period; typically, a future fiscal year.

Risk Management: An organized attempt to protect a government's assets against accidental loss in the most economical method.

Self Insurance: The underwriting of one's own insurance instead of obtaining coverage from a private provider.

Source of Revenue: Revenues are classified according to their source or point of origin.

Special Assessment: A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

Special Revenue Fund: A fund created to account for transactions related to revenues and expenditures under certain federal and state grants and from other sources, upon which legal restrictions are imposed.

Supplies: The element classification relating to the purchase of materials, provisions, and other tangible goods.

Tax Levy: The total amount to be raised by general property taxes.

Tax Lien: The legal method for collecting delinquent real estate taxes.

Tax Rate: The amount of taxes (mills) levied for each \$1,000 of assessed valuation.

Termination: The final wage payment for accrued vacation and sick time, if applicable, upon an employee's termination with the City.

Utilities: The element classification which includes expenses for electricity, fuel, telephone, water and sewer, and stormwater.

Wage Adjustment: A wage reserve account for changes which may result from scheduled union contract negotiations.

Portland, Maine



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City of Portland, Maine



Municipal Budget **July 1, 2018 – June 30, 2019**

City of Portland, Maine

FY19 Municipal Budget

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City of Portland, Maine

City Council

Ethan K. Strimling
Mayor
(2019)

Belinda S. Ray
District 1
(2018)

Kimberly Cook
District 5
(2020)

Spencer Thibodeau
District 2
(2018)

Jill C. Duson
At Large
(2020)

Brian E. Batson
District 3
(2019)

Pious Ali
At Large
(2019)

Justin Costa
District 4
(2020)

Nicholas M. Mavodones, Jr.
At Large
(2018)

City of Portland, Maine

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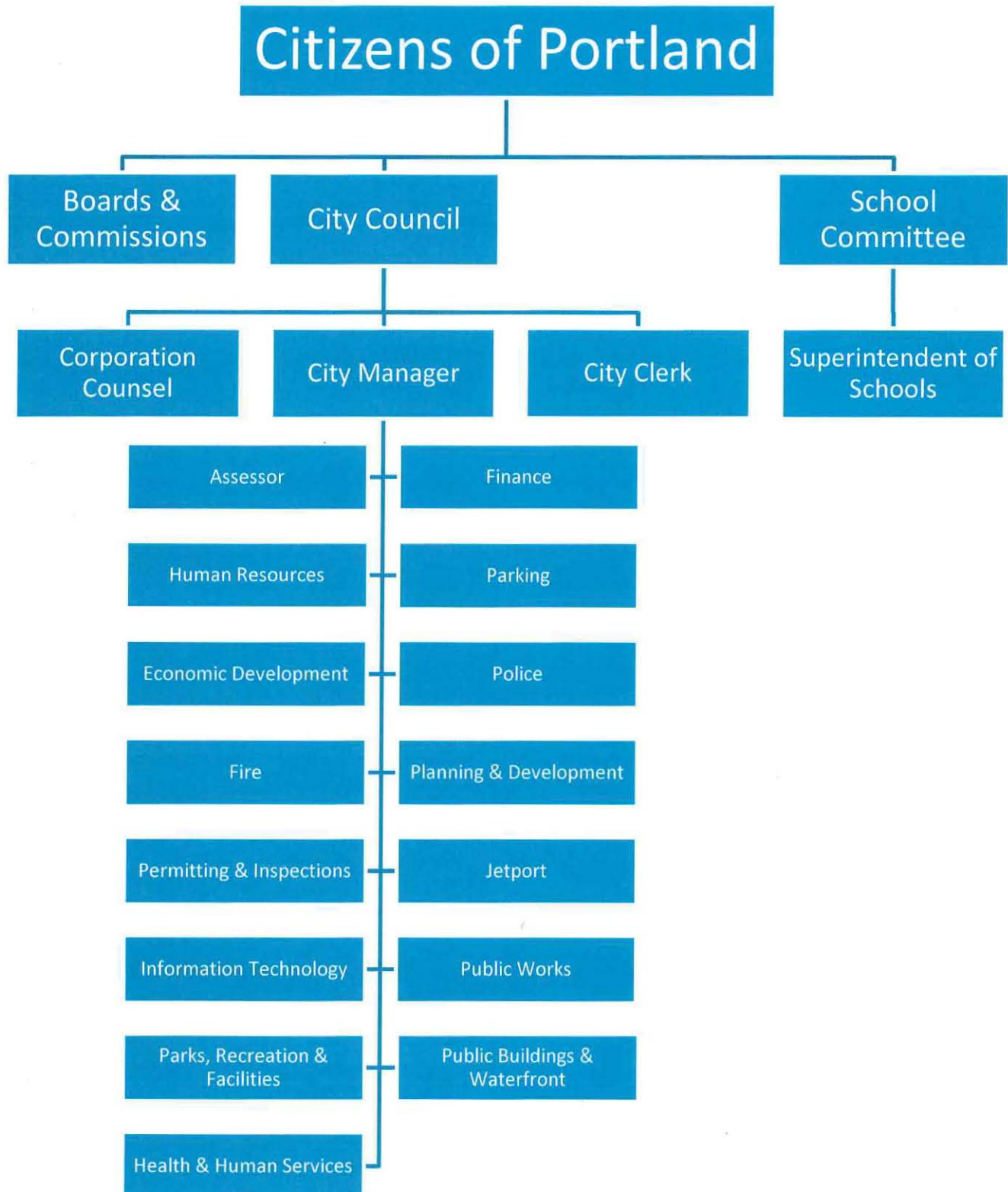
District 4
(2020)

Nicholas M. Mavodones, Jr.

At Large
(2018)

City of Portland, Maine

Organizational Chart



City of Portland, Maine

Administrative Staff

City Manager

Jon Jennings

Assistant City Manager

Michael Sauschuck

Department	Department Head
Assessor	Christopher Huff
City Clerk	Katherine Jones
Economic Development	Gregory Mitchell
Finance	Brendan O'Connell
Fire	Chief Keith Gautreau
Health & Human Services	Dawn Stiles
Human Resources	Gina Tapp
Information Technology	Dan Boutilier
Jetport	Paul Bradbury
Legal	Danielle West-Chuhta
Parks, Recreation & Facilities	Sally DeLuca
Permitting & Inspections	Michael Russell
Planning & Development	Jeffrey Levine
Police	Interim Chief Vernon Malloch
Public Buildings & Waterfront	Katherine Alves
Public Works	Christopher Branch

Portland, Maine



Yes. Life's good here.

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City of Portland, Maine
Tax Rate Computation
FY19

	General Fund	Enterprise Funds	TOTAL MUNICIPAL	School Dept	GRAND TOTAL
Total Expenditures	\$194,461,142	\$53,592,101	\$248,053,243	\$110,578,716	\$358,631,959
Less: Revenues	(104,848,548)	(57,828,357)	(162,676,905)	(21,795,015)	(184,471,920)
Surplus	0	4,236,256	4,236,256	(780,270)	3,455,986
Tax Levy	\$89,612,594	\$0	\$89,612,594	\$88,003,431	\$177,616,025
Tax Levy %			50.5%	49.5%	100.0%

Valuation	7,900,000,000
------------------	----------------------

Tax Rate:

FY19	\$11.34	\$0.00	\$11.34	\$11.14	\$22.48
FY18	\$11.04	\$0.00	\$11.04	\$10.61	\$21.65
\$ Increase	\$0.30	\$0.00	\$0.30	\$0.53	\$0.83
% Increase	2.7%	0.0%	2.7%	5.0%	3.8%

City of Portland, Maine
Comparative Tax Levy by Budget Category
FY19 Budget versus FY18 Budget

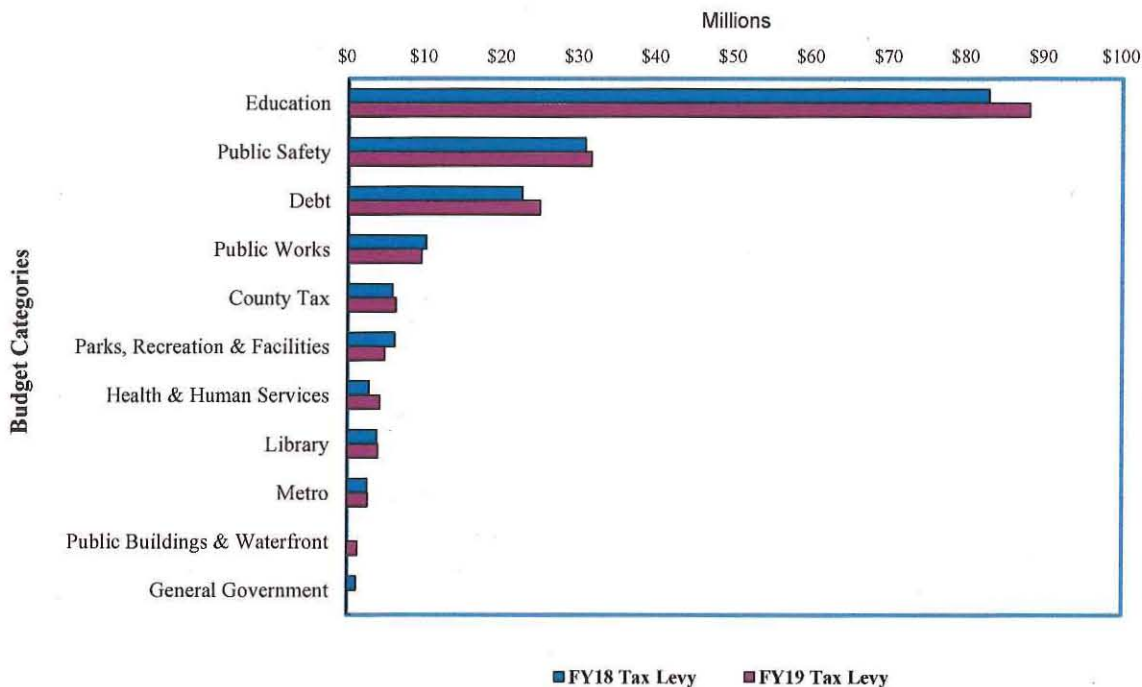
Department	FY18 Tax Levy	FY19 Tax Levy	\$ Change	% Change	FY18 Tax Rate	% of Taxes	FY19 Tax Rate	% of Taxes
Education	\$82,787,921	\$88,003,431	\$5,215,510	6.3%	\$10.61	49.0%	\$11.14	49.5%
Public Safety	\$30,693,290	\$31,508,773	\$815,483	2.7%	\$3.94	18.2%	\$3.99	17.7%
Debt	\$22,498,667	\$24,838,292	\$2,339,625	10.4%	\$2.88	13.3%	\$3.14	14.0%
Public Works	\$10,175,923	\$9,578,161	(\$597,762)	-5.9%	\$1.30	6.0%	\$1.21	5.4%
County Tax	\$5,907,743	\$6,288,845	\$381,102	6.5%	\$0.76	3.5%	\$0.80	3.5%
Parks, Recreation & Facilities	\$6,180,047	\$4,915,401	(\$1,264,646)	-20.5%	\$0.79	3.7%	\$0.62	2.8%
Health & Human Services	\$2,879,939	\$4,278,642	\$1,398,703	48.6%	\$0.37	1.7%	\$0.54	2.4%
Library	\$3,936,725	\$4,062,000	\$125,275	3.2%	\$0.51	2.3%	\$0.51	2.3%
Metro	\$2,639,635	\$2,713,649	\$74,014	2.8%	\$0.34	1.6%	\$0.34	1.5%
Public Buildings & Waterfront	-	\$1,382,485	\$1,382,485	-	-	-	\$0.18	0.8%
General Government	\$1,183,228	\$46,346	(\$1,136,882)	-96.1%	\$0.15	0.7%	\$0.01	0.0%
Total:	\$168,883,118	\$177,616,025	\$8,732,907	5.2%	\$21.65	100.0%	\$22.48	100.0%

Note: Due to rounding, totals may not equal 100%

Notes:

- The pension and insurance costs have been proportionately allocated to the budgets.
- Non-department specific revenues are allocated to all departments
- Public Buildings & Waterfront Split from Parks, Recreation & Waterfront in FY19

Tax Levy By Budget Category
FY19 and FY18 Comparison
Tax Levy in Millions



CITY OF PORTLAND, MAINE
Annual Expenditure Budget
Comparative Budget Summary - General Fund and Enterprise Funds

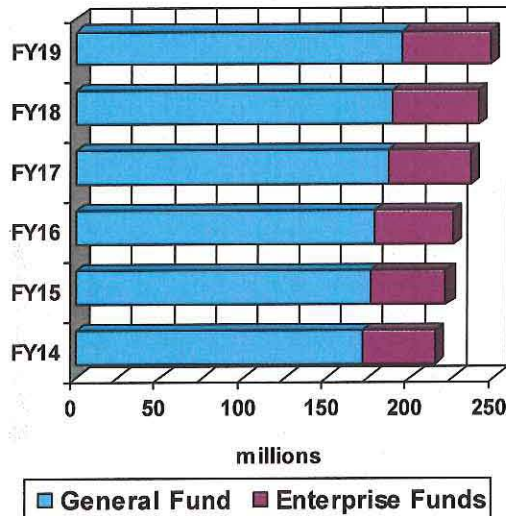
Department	FY17 Actual	FY18 Budget	FY18 Projection	FY19 Budget
100-11-00 City Council	\$456,360	\$322,232	\$348,658	\$331,904
100-12-00 City Clerk	483,718	555,291	532,013	536,522
100-13-00* City Manager	905,738	1,148,722	1,060,951	976,564
100-14-00 Assessor	400,069	479,633	454,140	404,377
100-15-00 Finance	1,604,926	1,829,401	1,740,070	1,840,101
100-16-00 Legal	611,095	620,971	635,034	709,403
100-17-00 Human Resources	872,100	1,035,380	1,027,282	1,063,158
100-18-00 Parking	2,266,152	2,275,644	2,255,599	2,337,364
100-19-00* Economic Development	436,476	491,047	489,159	633,989
100-21-00 Police	15,280,410	16,488,309	16,155,480	16,860,613
100-22-00 Fire	16,503,292	17,245,896	17,334,698	17,296,405
100-24-00* Planning & Development	1,685,530	1,944,324	1,930,771	1,789,472
100-25-00 Permitting & Inspections	1,480,980	1,644,152	1,681,577	1,759,712
100-29-00 Information Technology	2,690,432	2,432,904	2,497,667	2,799,922
100-31-00 Public Works	15,067,200	14,456,976	14,275,688	13,971,411
100-33-00* Parks, Recreation & Facilities	14,771,721	15,395,366	15,462,994	11,194,057
100-35-00* Public Buildings & Waterfront	-	-	-	5,019,804
100-40-00 HHS Administration	373,792	401,930	401,430	419,772
100-41-00* Public Health	2,760,051	1,732,674	1,780,668	1,035,147
100-42-00* Social Services	11,861,566	11,204,716	10,640,938	9,913,238
100-43-00 Barron Center	15,069,921	16,977,542	15,087,622	15,630,623
100-47-00 Debt Service	37,166,184	37,522,031	37,962,180	41,818,036
100-48-00 Library	3,825,000	3,936,725	3,936,725	4,062,000
100-51-00 Pension	6,782,933	7,401,409	7,454,370	8,126,801
100-52-00 Employee Benefits	19,837,980	21,301,068	22,480,338	23,341,655
100-61-00 Contingent	200,395	275,820	386,654	275,850
100-62-00 Liability Insurance	737,293	782,418	910,200	774,458
100-63-00 County Tax	5,417,119	5,907,743	5,907,743	6,288,845
100-65-00 Memberships & Contributions	3,011,375	3,076,209	3,075,415	3,189,939
100-67-00 Wage Adjustment	-	419,835	-	60,000
100-70-00 Capital	289,019	-	(5,107)	-
Total General Fund Expenditures:	\$182,848,827	\$189,306,368	\$187,900,957	\$194,461,142
530-33-00 Fish Pier	\$431,151	\$382,210	\$368,168	\$398,213
570-31-00 Sewer	22,966,289	24,759,881	24,614,152	26,321,527
571-31-00 Stormwater	1,974,099	3,040,253	2,567,656	2,759,614
583-28-00 Jetport	19,585,455	22,867,484	22,286,154	24,112,747
Total Enterprise Funds:	\$44,956,994	\$51,049,828	\$49,836,130	\$53,592,101
Total General & Enterprise Funds:	\$227,805,821	\$240,356,196	\$237,737,087	\$248,053,243

*** Notes:**

- Full-time project positions directly charged to projects / grants in FY19
- Office of Economic Opportunity transferred from City Manager to Economic Development in FY19
- Public Buildings & Waterfront divisions split from Parks, Recreation & Facilities in FY19 (Custodial Services remain w/ 100-33-00)
- City Manager's Office of Economic Opportunity created in FY18
- Parking's School Crossing Guides division transferred to the School Department in FY18
- Planning's Historic Preservation division merged with the Planning division in FY18
- Parks, Recreation & Facilities' School Maintenance division transferred to the School Department in FY18

Budget Highlights

**General Fund & Enterprise Funds
FY14 - FY19 Appropriations**



General Fund Expenditures

The 2018-2019 General Fund budget totals \$194,461,142, an increase of \$5,154,774 or 2.7% over the 2017-2018 budget. The major changes in the FY19 budget include:

Debt Service	\$ 4,296,005
Benefits	\$ 2,870,829
County Tax	\$ 381,102
Social Services Client Services	\$ 276,318
IT Computer Software Contracts	\$ 214,808
Library Contribution	\$ 125,275
Vehicle Fuel	\$ 121,030
Canco Road Division	\$ 119,056
Assessor Revaluation (CIP Allocation)	\$ (75,256)
Social Services Interpreter Services*	\$ (83,300)
Heating Fuel	\$ (105,407)
Social Services Laundry*	\$ (129,200)
Barron Center Food Expense	\$ (156,115)
Stormwater	\$ (179,225)
Barron Center Medical & Prescription Supplies	\$ (180,337)

Oxford Street Temporary Services	\$ (187,464)
Minor Capital Items	\$ (190,150)
Social Services Building Rental*	\$ (214,442)
Lab & Medical Services	\$ (422,229)
City Wages*	\$ (590,373)
Street Lighting	\$ (821,349)

*Reflects a change in accounting for grant funded programs; grant activity charged directly to the grant funds (minor exceptions) beginning in FY19.

Enterprise Funds Expenditures

The 2018-2019 Enterprise Funds budget totals \$53,592,101, an increase of \$2,542,273 or 5.0% over the 2017-2018 budget.

The Jetport expenditure budget increased \$1,245,263 or 5.4% (or \$1,314,030, or 6.0%, excluding surplus). The more significant Jetport budgetary changes include the following:

Benefits	\$ 244,655
Storm Equipment Services	\$ 200,000
Administrative Svcs (Excluding Surplus)	\$ 150,209
Capital Outlay	\$ 144,086
Baggage Handling Maintenance	\$ 132,960
Wages	\$ 127,297
Contributions Police & Fire	\$ 89,897
Jetport Field Snow Removal / Haul	\$ 85,450
Vehicle Maintenance & Repair	\$ 79,000
Jet Bridge Maintenance	\$ 62,268
Anticipated Surplus	\$ (68,767)
Heating Fuel	\$ (106,560)

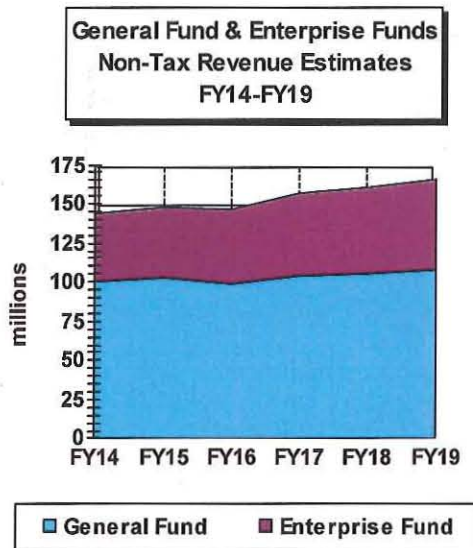
The Sewer Fund expenses increased \$1,561,646 or 6.3%. The more substantial budgetary changes comprise of the following:

Debt Service	\$ 649,970
PWD Assessment	\$ 312,910
Flow Assessment / Sewer Flow Monitoring	\$ 200,000
Wages	\$ 169,361
Indirect Costs	\$ 87,095
Benefits	\$ 83,668

The FY19 Stormwater Fund has an expenditure budget of \$2,759,614, resulting in a decrease of \$280,639 or 9.2%. The decrease in expenditures is largely attributed to the following:

Wages	\$ (119,709)
Catch Basin / Stormwater Treatment	\$ (100,000)
Architecture & Engineering Services	\$ (84,000)

General Fund Revenues



The 2018-2019 General Fund non-tax revenues are estimated at \$107,776,539, an increase of \$2,281,293, or 2.2%, over the 2017-2018 budget. The significant revenue changes are comprised of the following:

Debt Service School Department Charges	\$ 1,748,984
Excise Tax	\$ 837,000
Enterprise Fund Charges	\$ 797,955
Parking Meters	\$ 600,000
Waterfront Division (Passenger Fees & Misc.)	\$ 560,478
TIF Salary & Benefit Reimbursement	\$ 531,720
Elm & Spring St Garage Hourly & Monthly	\$ 492,000
SS State Social Service (GA)	\$ 410,748
Golf Course & Restaurant Divisions	\$ 280,309
Health Insurance Employee Reimbursement	\$ 238,353
Street Occupancy	\$ 227,500
Permitting & Inspections Business Licenses	\$ 164,151

Recreation Before & After School Program	\$ 152,300
CIP Wage Reimbursements	\$ 141,445
Fringe Benefits	\$ 128,327
Emergency Medical Services (EMS)	\$ 100,000
Barron Center Non-Patient Receipts	\$ 87,249
Special Revenue/Endowment Fund Chgs	\$ 87,035
Miscellaneous Reimbursements	\$ 83,592
Police Outside Jobs	\$ 82,988
Planning Public Safety Charges for Svcs	\$ 79,255
Library Health Insurance Reimbursement	\$ 65,000
Planning Misc. Charges for Services	\$ 50,000
Interest Income	\$ 50,000
WC School Charges	\$ (79,127)
Portland Community Free Clinic*	\$ (90,029)
Thames Street Lot Parking	\$ (95,000)
Debt Service Operating Transfers	\$ (102,318)
Canco Road Rental Income	\$ (130,000)
Planning Grant Reimbursement*	\$ (155,089)
Planning HCD Reimbursement*	\$ (158,240)
City Manager's Grant Reimbursement*	\$ (186,928)
Barron Center Patient Receipts	\$ (2,054,353)
HHS Grant & Misc. Reimbursements*	\$ (2,795,332)

*Reflects a change in accounting for grant funded programs; beginning in FY19, grant reimbursements (and the related expenditure offsets) shifted exclusively to the grant funds (minor exceptions).

Enterprise Funds Revenues

The Enterprise Funds 2018-2019 revenue estimates are \$57,828,357, an increase of \$2,558,011 or 4.6%.

The major changes in the revenue estimates include the following:

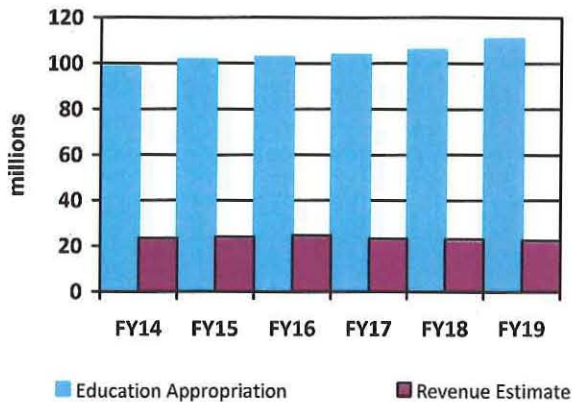
Sewer User Fees	\$ 741,361
Stormwater User Fees	\$ 570,057
Jetport Parking Income	\$ 443,478
Jetport Terminal Rental	\$ 401,203
Jetport Landing Fees	\$ 381,938
Jetport Concessions	\$ 73,750

Housing & Community Development Program (HCD)

The final 2018-2019 HCD program totals \$2,057,808, an increase of \$95,343, or 4.9%, from the 2017-2018 program. The Entitlement Grant increased \$150,457, while Program Income and use of Surplus Funds decreased by \$137,000 and \$58,114 respectively. The 2018-2019 HCD Program also includes \$120,000 in new funding from Tax Increment Financing (TIF), as well as \$20,000 in new funding from the Cotton Street lot sale proceeds.

Education

Education Appropriations & Non-Tax Revenue Estimates FY14-FY19



The Education budget for 2018-2019 is \$110,578,716, an increase of \$4,830,127 or 4.6%. A summary of the more significant school expenditure changes is provided below:

Debt Service	\$ 1,950,761
Benefits	\$ 1,832,647
Wages	\$ 1,089,796
Repair & Maintenance Services	\$ 545,358
General Supplies	\$ 228,961
Computer Lease	\$ 193,600
Natural Gas	\$ 108,188
Mowing / Plowing / Field Maintenance	\$ 99,166
Tuition to In-State SAU	\$ 90,832

Capital	\$ (75,804)
Books & Periodicals	\$ (87,738)
Stormwater	\$ (120,272)
Student Transportation Purchased - Private	\$ (189,058)
Purchased Professional & Technical Svcs	\$ (985,538)

The total revised non-tax revenue estimate for Education is \$22,575,285, a decrease of \$385,383 or 1.7%. A summary of the revenue changes are as follows:

State Subsidy – EPS/Debt Service*	\$ 1,539,519
MaineCare Medicaid Reimbursement	\$ 150,000
Food Service Revenue	\$ 68,953
Use of Surplus	\$ 30,270
Tuition Public 9-12	\$ (31,000)
Tuition CTE Other Units	\$ (195,000)
PATHS Part I & Part II Assessment	\$ (1,952,481)

City of Portland
Authorized Employees
FY14-FY19

Department	FY14	FY15	FY16	FY17	FY18	FY19
City Council	-----	-----	-----	1.0	-----	-----
City Clerk	9.2	9.2	8.9	7.4	7.8	7.9
City Manager*	9.0	10.0	14.0	10.0	13.0	10.5
Assessor	4.9	4.9	4.9	5.9	5.9	5.9
Finance	25.0	26.0	24.3	24.0	25.0	25.0
Legal	5.5	6.0	6.0	6.0	6.0	7.0
Human Resources	10.0	10.0	10.0	10.5	11.0	11.0
Parking	29.6	29.6	29.6	29.6	29.6	29.6
Economic Development	3.0	3.0	4.0	5.8	5.8	7.1
Police	220.5	225.3	223.3	227.3	232.3	226.3
Fire	235.0	235.7	228.1	229.6	229.2	226.0
Planning & Development*	32.3	35.4	34.7	21.5	24.0	24.0
Permitting & Inspections	-----	-----	-----	25.0	28.0	28.0
Information Technology	16.8	17.3	17.0	17.0	17.0	17.3
Public Works	152.0	152.5	132.0	125.0	129.0	131.0
Parks, Recreation & Facilities	118.1	121.6	136.5	155.2	161.5	142.0
Public Buildings & Waterfront	-----	-----	-----	-----	-----	24.5
Health & Human Services:						
HHS-Administration	-----	-----	-----	5.0	5.0	5.0
Public Health*	92.4	70.0	62.3	38.2	25.0	27.1
Social Services*	76.1	79.4	90.7	78.3	80.1	87.8
Barron Center	264.1	266.2	266.7	260.7	263.7	244.0
<i>Total HHS:</i>	432.6	415.6	419.7	382.2	373.8	363.9
Subtotal:	1,303.5	1,302.1	1,293.0	1,283.0	1,298.9	1,287.0

***Notes:**

- Full-time project positions directly charged to projects / grants beginning in FY19 (*City Manager, Planning, Public Health & Social Services: 47.6 FTEs)
- Office of Economic Opportunity transferred from City Manager to Economic Development in FY19
- Public Buildings & Waterfront divisions split from Parks, Recreation & Facilities, excluding Custodial Services (new division), in FY19
- City Manager's Office of Economic Opportunity new in FY18
- Emergency Preparedness transferred from Public Health's Environmental Health & Safety division to the City Manager's Office during FY17 (Reorg)
- Health Inspections transferred from Public Health's Env'l Health & Safety division to the Permitting & Inspections' Business Licensing during FY17 (Reorg)
- City Clerk's Business Licensing, City Manager's Housing Safety & Planning's Inspections transferred to new Permitting & Inspections Department in FY17
- Parks transferred from Public Works Districting to Parks, Recreation & Facilities in FY17
- HHS Administration split from HHS divisions in FY17
- Waterfront Coordinator transferred from City Manager to Economic Development during FY16 (Reorg)
- Cemetery & Forestry divisions transferred from Public Works to Parks, Recreation & Facilities during FY16 (Reorg)
- City Manager new Housing Safety division in FY16
- Customer Service Representative transferred from City Manager to Information Technology during FY15 (Reorg)
- Golf Course Restaurant transferred from the Barron Center to Recreation & Facilities Management in FY15
- Public Health phase-out of city operated Homeless Healthcare Center during FY14

City of Portland
Authorized Employees
FY14-FY19

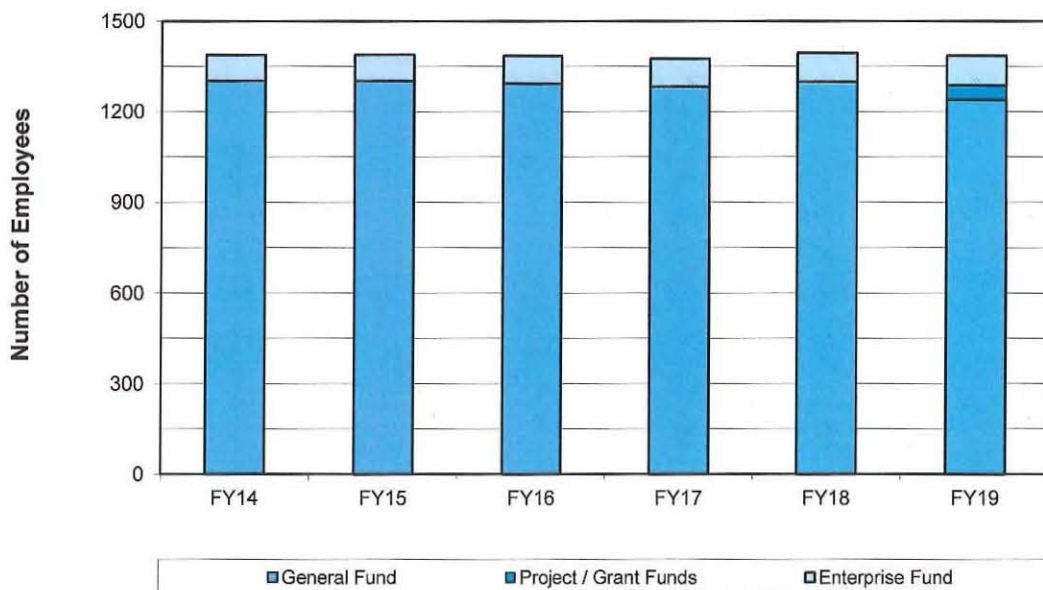
Department	FY14	FY15	FY16	FY17	FY18	FY19
Enterprise Funds:						
Golf Course	-----	-----	-----	-----	-----	-----
Sewer Fund	38.0	39.0	32.0	31.0	30.0	33.0
Stormwater Fund	-----	-----	11.5	11.0	13.0	10.0
Ice Arena	-----	-----	-----	-----	-----	-----
Jetport	47.0	49.0	49.5	50.5	52.5	56.0
Subtotal:	85.0	88.0	93.0	92.5	95.5	99.0

***Notes:**

-Sewer Stormwater Management transferred to new Stormwater Fund in FY16; FY15 Mid-Year Appropriation Increase

Total City Employees:	1,388.5	1,390.1	1,386.0	1,375.5	1,394.4	1,386.0
------------------------------	----------------	----------------	----------------	----------------	----------------	----------------

**Total City
Authorized Employees
FY14 - FY19**



City of Portland, Maine
Approved Capital Expenditures
FY19

Department	Description	Amount	Total
GENERAL FUND:			
Information Technology			
	Plotter Printer	\$17,000	
	Transaction Kiosk	16,000	
	Total Information Technology		\$33,000
Public Works			
	2 Electric Cars	\$30,000	
	Total Public Works		\$30,000
Parks, Recreation & Facilities			
	Athletic Fields Infield Groomer / Bunker Rake	\$18,500	
	Parks Zero Turn Mower Replacement	18,500	
	Athletic Fields Organic Material Top Spreader (New Pesticide Ordinance)	14,225	
	Athletic Fields Grass Seed Planter (New Pesticide Ordinance)	10,200	
	Cemeteries Zero Turn Mower Replacement	10,000	
	Total Parks, Recreation & Facilities		\$71,425
Public Buildings & Waterfront			
	Hadlock Field Restroom Partition Replacement	\$20,000	
	Total Public Buildings & Waterfront		\$20,000
Barron Center			
	Environmental Services Lobby / Switchboard Area Renovations	\$36,065	
	Environmental Services BC II Furniture	23,000	
	Total Barron Center		\$59,065
Total General Fund Approved Capital Expenditures:			\$213,490

City of Portland, Maine
Approved Capital Expenditures
FY19

Fund	Description	Amount	Total
ENTERPRISE FUNDS:			
Sewer			
	Plating Machine	\$20,000	
	Flail Mower	15,000	
	Total Sewer		\$35,000
Stormwater			
	Neighborhood Stormwater Drainage	\$200,000	
	Illicit Discharge Elimination	50,000	
	Detention Ponds Repair	25,000	
	Total Stormwater		\$275,000
Jetport			
	Parking Garage Maintenance Becker Report	\$426,882	
	Operations Security System Upgrades (Phase II of IV)	225,000	
	Gate 1 East Apron Reconstruction & Taxiway C North Snow Shoulders (Local Share)	164,350	
	Terminal Fire Alarm Upgrades	150,000	
	Terminal Gate #8 Common Use Air-It Check-in Platform	125,000	
	Terminal PA System Upgrades	100,000	
	Field Yellowbird Road Retaining Wall Replacement	75,000	
	Interactive Employee Training System Updates	75,000	
	Field Maintenance Facility Generator Replacement	70,000	
	Terminal UPS Battery Replacement	60,000	
	Parking Garage Car Rental Facility CCTV Improvements	43,770	
	Field Line Laser Pavement Marking Machine w/ Trailer	40,000	
	Parking Garage Pickup Truck Replacement	37,000	
	Field 2 Eight Foot Front-Mounted Flail Mowers Replacement (Local Share)	34,000	
	Parking Garage New Speaker System (11 Locations)	32,000	
	Field Boom Mounted Hydraulic Flail Replacement	30,000	
	Terminal VoIP Phone System Upgrade	30,000	
	Gate 1 East Apron, Taxiway C Snow Shoulders & Northwest Apron Improvements (Local Share)	25,650	
	Terminal Security Checkpoint Area Sunblinds	25,000	
	Parking Garage Electric Vehicle Charging Station	23,000	
	Operations Airline Proximity Readers (Phase II)	21,000	
	Parking Garage Maintenance Design Fees	20,000	
	Field Airfield Gate Opener System	13,000	
	Field Tree & Brush Chipper Tractor Attachment	12,000	
	Parking Garage Stainless Steel Plow Heads Replacement	12,000	
	Field Maintenance Facility Fence Fabric Replacement	10,000	
	Field Lighting Vault Air Conditioning Install	7,500	
	Field Steel Shipping Container	5,000	
	Total Jetport		\$1,892,152
Total Enterprise Funds Approved Capital Expenditures:			\$2,202,152

Key Revenues and Expenditures

Revenues

The operating budget categorizes revenues into seven distinct sources. A brief explanation of the revenue source is provided as well as significant changes in their estimates.

1. GENERAL AND OTHER EXCISE TAXES

Real Estate and Personal Property Tax

The principal tax of the City is the tax on real and personal property. A single tax applies for each fiscal year to the assessed value of the taxable real or personal property. The City's Tax Collector receives the tax commitment from the City Assessor, with assessed values as of April 1 of each year. Property taxes are collected in two installments, September and March.

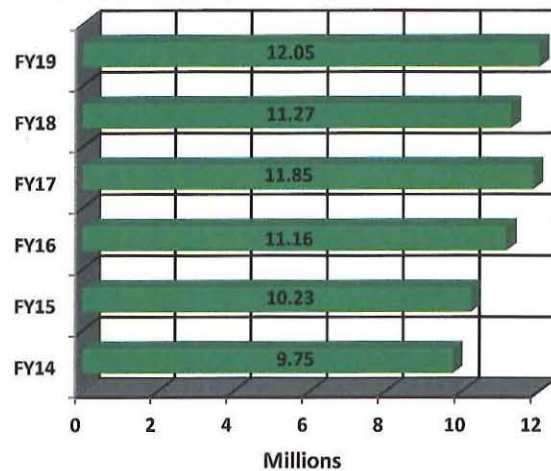
Collection of real estate taxes is ordinarily enforced in the City by the "tax lien" procedure as provided in the Maine Revised Statutes, as amended, to the collection of delinquent real estate taxes. Real Estate Tax Liens are recorded against the individual property at the County Registry of Deeds. This lien has priority over all mortgages, liens, attachments and encumbrances of any nature, subject to any paramount federal tax lien and subject to bankruptcy and insolvency laws. If the account is not satisfied within 18 months, the property becomes tax acquired and may be disposed of by the City.

The last property revaluation was phased in over two years: FY2006 and FY2007. The previous revaluation was done in 1992.

Automobile Excise Taxes

Excise Taxes are another major revenue source in this category. Vehicles are assessed a sum equal to a stated mill rate on each dollar of the manufacturer's suggested list price. The mill rate starts at 24 mills for a current year model and declines to 4 mills for the 6th and succeeding years.

Excise Tax Collections



Note: FY18 and FY19 are estimated amounts.

2. LICENSES AND PERMITS

Many of the licenses and permits are established by the City Council and set forth in the Code of Ordinances. However, there are a number of fees established by the City pursuant to state law.

Building Permits



Note: FY18 and FY19 are estimated amounts.

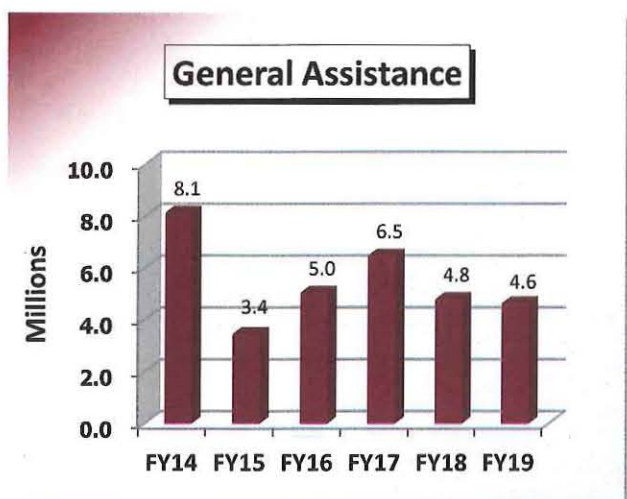
Licenses and permits found in this category include street occupancy permits, business

licenses, police & protective licenses, professional / occupational licenses, and non-business licenses. Building Permits, Business Licenses, the Cable TV Franchise, and Street Occupancy are the largest sources of revenues in this category.

3. OTHER GOVERNMENTAL AGENCIES

Reimbursements are received from the state, other governmental agencies or individuals generally to compensate either in part or in full for services rendered by the City of Portland.

General Assistance (GA) reimbursement is the largest revenue in this category. In FY16, the State of Maine GA reimbursement rate changed from a tiered percentage reimbursement rate (50% / 90%) to a flat seventy percent (70.0%) reimbursement rate based on the City's eligible program expenditures. The lower FY15 and forward GA revenue collections reflect changes by the state in the GA reimbursement eligibility guidelines, excluding certain immigrants; the FY17 revenue receipt reflects a court settlement for services provided by the City in FY15. The Social Services division is continually striving to assist its clients to achieve self-sufficiency through its various programs funded by state and federal grants.



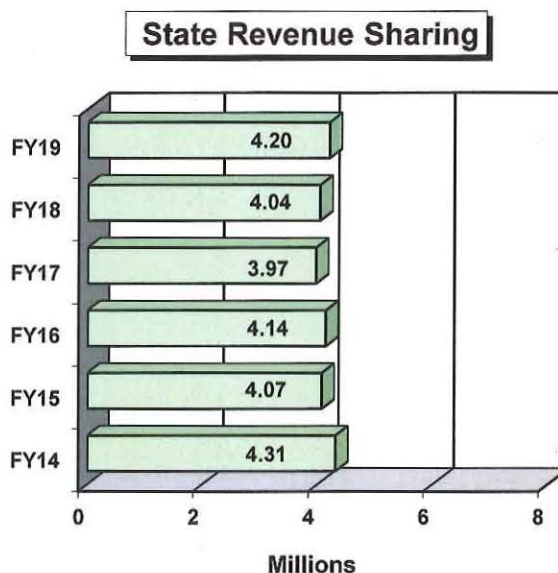
Note: FY18 and FY19 are City estimated amounts.

An additional major source of revenue in this category is State Revenue Sharing.

Traditionally the State has set aside 5% of all the sales, corporate, and personal income tax revenues it receives, creating a Revenue Sharing pool. The Revenue Sharing pool is then shared amongst 491 municipalities and unorganized townships in Maine, and distributed monthly. The total amount received by each municipality is based on two formulas: Revenue Sharing I and Rev-II.

The State's FY16 budget, enacted June 30, 2015, temporarily reduced the Revenue Sharing distribution pool from 5.0% of all state sales, corporate, and personal income tax revenues to 2.0% for four years (FY2016 - FY2019). This reduction replaces the previous FY2014 and FY2015 reduction, which capped Revenue Sharing at \$62.5m.

Under this revised formula, the FY19 Revenue Sharing I is calculated by multiplying the total Revenue Sharing Pool by 80%. Revenue Sharing II is calculated by multiplying the total Revenue Sharing Pool by 20%, with an added \$4m lump sum distribution at year end.



Note: FY18 and FY19 are City estimated amounts

Revenue Sharing I is based on the following formula:

$$\frac{\text{population of town} \times \text{assessment (tax levy)}}{\text{state valuation for municipality}} = \text{the town's number}$$

Rev-II distributions are based on this calculation:

- a) assessment / state valuation = mil. rate
- b) (mil. Rate - .01) x population
= the town's number

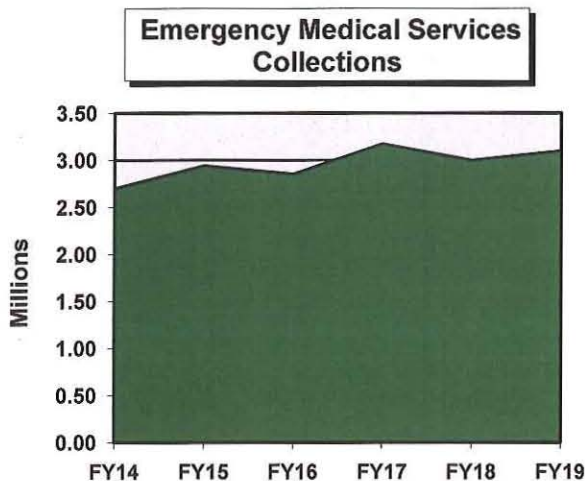
All numbers are added together to come up with a statewide total. From the statewide total, each municipality is assigned a percentage of the total. The resulting percentage is then multiplied by the pool amount.

In FY2019, the State's Revenue Sharing projected share for Portland is 5.7%.

This category also includes the Local Road Assistance Program (LRAP). This state program provides equitable financial assistance to communities for improving local roads, maintaining state roads in urban areas, and assisting the State in making capital improvements to state aid minor collector highways.

4. CHARGES FOR SERVICES

Also called user fees, these charges are voluntary payments for direct, measurable consumption of services provided by the municipality.



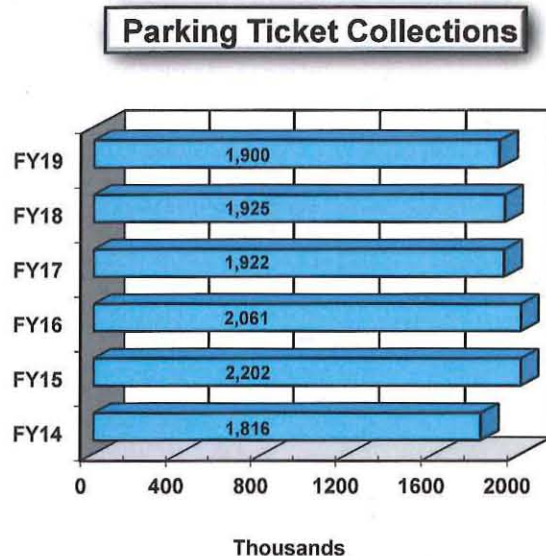
Note: FY18 and FY19 are estimated amounts.

Major sources of revenue are derived from Patient Receipts (Barron Center), Cultural / Recreation Services, Health Insurance Reimbursements, Emergency Medical Services (EMS), the Waterfront and Recycling.

5. FINES, FORFEITS & PENALTIES

This revenue type includes receipts from fines and penalties imposed for the commission of statutory offenses, violation of lawful administrative rules and regulations, and for neglect of official duty. Fines include district court fines and violations of local ordinance such as parking fines and building code violations.

Parking violations contribute to the majority of the revenues found under Fines, Forfeits & Penalties.

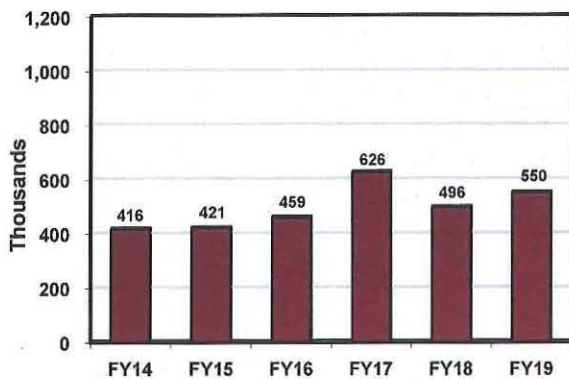


Note: FY18 and FY19 are estimated amounts.

6. USE OF MONEY AND PROPERTY

This revenue type includes revenues received from parking facilities, rental income, and interest earnings.

Interest Income



Note: FY18 and FY19 are estimated amounts.

7. OTHER FINANCING RESOURCES

These revenues include reimbursements both from internal and external sources.

Reimbursements for expenditures incurred by staff departments, fringe benefit accounts, and departments providing direct services to the enterprise funds, cemetery endowments, library, and School department are known as interfund charges. It also includes miscellaneous reimbursements, Other Agency Revenues, and Housing and Community Development Grants.

The biggest source of interfund revenue is the debt service chargebacks to the Enterprise Funds and School department. Other large revenue sources include chargebacks to the Enterprise Funds for benefits such as pension, workers' comp and medical insurance.

The Police and Fire departments charge the Jetport for direct services as well as administrative services provided. The direct services encompass 24-hour air rescue and security operations at the Jetport. The Jetport is also charged a minimal portion of each department's administrative cost.

The sale of City property and surplus activity are also found in this category.

Expenditures

Although the General Fund budget presents expenditure information by department, the City of Portland categorizes spending activities by nine areas. The following will provide a brief summary explanation of each of these expenditure types.

1. GENERAL GOVERNMENT

General governmental expenditures include the legislative and administrative functions for the benefit of the public and municipal agency as a whole. This includes expenditures for City Council, City Clerk, City Manager, Assessor, Finance, Legal, Human Resources, Parking, Economic Development, Planning, Permitting & Inspections, Information Technology, Pension, Insurances, Contingency, and Memberships / Other.

2. PUBLIC SAFETY

The Public Safety category includes the Police and Fire / EMS operations. The Public Safety function is the largest tax supported service provided by the City of Portland, aside from the School Department.

Police

The Police Department is the largest municipal law enforcement agency in the state. The department provides a complete spectrum of services, from an active and diverse patrol force to a highly trained team of Detectives providing comprehensive investigative services. The department's mission is enhanced by closely integrating field operations with community expectations through the application of the community policing philosophy. A highly trained professional workforce is supplemented by an advanced technology infrastructure. The marriage of the best people and the best tools enables high quality service in an ever more challenging police environment.

Fire

The Fire Department provides for fire suppression, emergent medical care response and transport. Additional responsibilities include Emergency Management and Homeland and Port Security oversight. Areas of unique responsibility include Hazmat/WMD Technical Response Team, Confined Space Rescue, Fire and Emergency Medical service to the Casco Bay Islands, Air Rescue Fire Fighting at the Jetport, Marine Fire Fighting for Portland Harbor, Fire Prevention, and Fire Inspection, which includes plan review and property safety inspections. The Fire Department is also responsible for a municipal fire alarm system and the maintenance of a city wide 800 MHz radio system.

The Fire Department maintains ten fire stations and the Spring Street Fire Museum. A minimum of forty-six firefighters and paramedics staff each shift on 18 pieces of apparatus, which include: five engine companies, four ladder companies, five ambulances, one heavy rescue company, two air rescue units, and one marine unit. Each piece of apparatus is equipped with advanced life support equipment 24 hours a day, seven days a week.

3. PUBLIC WORKS

The Department of Public Works is responsible for providing many of the essential services to City of Portland residents throughout the year. These services include the operation of the Riverside Recycling Facility (under a contract arrangement), and a comprehensive solid waste program, which includes trash collection, residential curbside recycling, a leaf collection program, as well as a heavy item / bulky collection pick-up program. Public Works also provides for the construction and maintenance of city streets and sidewalks, the sewer system, stormwater maintenance, and technical support / engineering services for Capital Improvements Projects. Other key services include the removal of snow and ice from city streets and sidewalks, maintenance of

the Portland Downtown District, maintenance and repair of all City vehicles and equipment, and traffic management, including maintenance of traffic signaling, street lights and traffic control and calming. Public Works also provides core public works services to four adjacent islands in Casco Bay.

4. HEALTH AND HUMAN SERVICES

The Department of Health and Human Services (HHS) undertakes the planning and coordination of health and human service activities in Portland. This often occurs in collaboration with non-profit agencies and the state and federal government. HHS consists of five operational divisions: HHS Administration, Public Health, Social Services, the Barron Center and the Office of Elder Affairs.

Public Health is the state's most comprehensive local public health department. Public Health consists of six programs: Administration, Family Health, Chronic Disease Prevention, the India Street Clinic, Health Equity, and Research and Evaluation.

Social Services provides both financial assistance and support services for low-income Portland residents. Programs operated include General Assistance, Homeless Shelters for individuals and families, Case Management, and Representative Payee Services.

The Barron Center is the state's second largest long-term care nursing facility. The Barron Center is a 219 bed skilled rehabilitation and nursing facility, including a 50 bed specialty unit for the care of dementia. Residents of the Barron Center are able to receive speech, occupational and physical therapy services, and short and long term nursing care services in addition to end of life and hospice services.

The Office of Elder Affairs provides the community with an Elder Advocate. Assistance is provided in the form of senior information and referral, adult day health services, and community collaboration. Elder Affairs also operates Martha's Cottage, which is the only

domestic violence shelter for seniors in the country.

The majority of the funding for the Public Health and Social Services divisions is derived from state and miscellaneous reimbursements for direct services. Beginning in FY19, the City modified the accounting method for many of the grant funded programs; grant activity is charged directly to the grant funds (minor exceptions), and is therefore no longer a reimbursement to the General Fund. The largest General Fund funding source for long-term care services at the Barron Center is MaineCare (Medicaid), followed by private insurance and Medicare.

5. Parks, RECREATION AND FACILITIES

Parks, Recreation and Facilities split into two departments in FY19: the Department of Parks Recreation and Facilities, and the Public Buildings and Waterfront department. The Department of Parks, Recreation and Facilities oversees the Parks, Forestry and Cemetery divisions, recreational programs and activities, the marketing and event management venues, and the custodial services of the city's buildings. The Public Buildings and Waterfront department performs the basic maintenance operations of the city buildings, including the school HVAC systems and the waterfront properties; the department budget also includes the majority of the utility costs.

The City of Portland has managed Portland's open spaces since the nineteenth century beginning with a Cemeteries and Public Grounds Committee. Parks, Recreation and Facilities is responsible for the day to day management and care of the parks and open spaces in the City. Serving people of all ages and contributing to healthy lifestyles and leisure activities of the community, this department reaches out to many citizens and visitors through over 100 individual parks and 9.2 miles of trails.

All of this encompasses a geographical area of over 1,200 acres. The Parks, Recreation, and Facilities Department also maintains a wide variety of City trees as well as providing new plantings, and also manages two active cemeteries (Evergreen and Forest City) and several inactive cemeteries.

Recreation offers a vast array of services and leisure activities including recreation programs, before and after school care, center for therapeutic recreation, pools, special events, operations of the ice arena, golf course, and golf course restaurant, and the maintenance and scheduling of athletic fields.

6. LIBRARY

The Portland Public Library is governed by a Board of Trustees. As an independent and non-profit organization, the Library is self-supporting through its own resources with additional grants from the City, Cumberland County and the State of Maine. The amount appropriated represents approximately 86.3% of the Library's estimated expenditures. The City also owns the land and building in which the Library operates.

The expenditures under this category are for the City's contribution to the Portland Public Library.

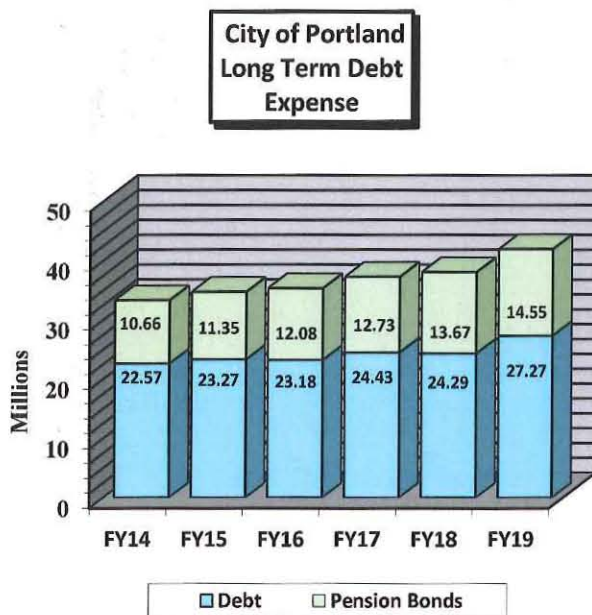
7. METRO

The Greater Portland Transit District, a quasi-municipal organization better known as Metro, is a shared venture to provide public transportation services to the residents of each of its three participating communities. The Town of Falmouth joined the City of Portland and the City of Westbrook, Maine as members in April of 2009. The District is managed by a Board of Directors selected by the municipal officers of each participating municipality. The Board of Directors has responsibility for budgeting and financing. The District's operating and capital

expenditures, including debt service, are financed by state and federal grants received directly by the District, fares and assessments of member communities.

The appropriation found under this division represents the City of Portland's assessment for the upcoming fiscal year. The City's portion of the annual assessment is \$2,709,916 or 77.6%.

8. LONG TERM DEBT



Note: FY18 and FY19 are estimated amounts.

Debt Service expenditures repay principal and interest on the City's general obligation bonds, as well as the administration cost of the current and past year bond issuances. The primary reason for borrowing funds is for financing of Capital improvements, some of which are for Schools and Enterprise Funds.

The City's debt source is the single largest item of expense in the City budget. For fiscal year 2019, the gross debt budget is \$41,818,036, or 21.5% of the City's general fund budget; it is estimated that the School Department and the Enterprise Funds are to reimburse the general fund \$16,430,159 of this expense. The FY19 net cost of debt service to the City general fund is \$24,838,292.

9. COUNTY TAX

This expenditure is paid to finance Portland's share of the cost of county government, including debt repayment. This is determined by the ratio of the City's equalized State Valuation to the County's total equalized State Valuation. At January 1, 2018, the City's equalized State Valuation of \$9,049,500,000 was 20.5% of the County's total equalized State Valuation of \$44.1 billion, resulting in a FY19 assessment to the City of Portland of \$6,288,845.

City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Activity/Element/Object	Account Title	Actual Revenues FY17	Estimated Revenues FY18	Projected Revenues FY18	Estimated Revenues FY19
I. Property and Excise Taxes					
311-0000	Current Year's Assessment	160,010,768	168,883,118	165,845,457	177,616,025
311-1000	Less: TIF Refunds	(2,085,290)	(2,284,075)	(2,499,224)	(2,927,991)
311-2000	Less: School Tax Allocation	(80,331,376)	(82,787,921)	(82,787,921)	(88,003,431)
312-0000	Prior Year's Assessment	2,072,922	-	1,582,587	-
313-1000	Automobile Excise	11,851,170	11,200,000	11,270,955	12,050,000
313-2000	Boat Excise	41,377	45,000	44,890	42,000
313-3000	Aircraft Excise	17,700	25,000	19,320	15,000
314-0000	Payments in Lieu of Taxes	657,363	575,000	575,000	600,000
319-0000	Interest and Penalties	342,793	300,000	318,433	320,000
Total Property and Excise Taxes		\$92,577,427	\$95,956,122	\$94,369,497	\$99,711,603
II. Licenses and Permits					
321-0000	Street Occupancy	449,661	360,000	449,600	587,500
322-0000	Business Licenses	1,626,745	1,630,045	1,571,227	1,794,196
322-1000	Reinspections	-	600	1,333	600
323-0000	Police and Protective	822	650	700	735
325-1000	Solid Waste Control	13,910	14,350	14,350	25,750
326-0000	Non-Business Licenses	826,566	692,646	693,300	733,396
326-0300	Building Permits	2,503,932	2,520,000	2,570,881	2,480,000
326-0400	Electrical Permits	68,120	65,000	63,885	65,000
326-0500	Plumbing Permits	67,895	60,000	58,592	60,000
326-0600	Certificate of Occupancy	44,125	35,000	31,925	35,000
326-0700	Zoning Determination	15,400	-	-	-
326-0800	Board of Appeals	10,367	8,750	12,118	10,000
326-2000	Dog Agent Fees	2,169	2,013	2,013	2,013
326-2100	Hunting and Fishing	724	904	687	690
326-2200	Marriages	35,720	32,364	32,364	32,364
326-9900	Overpayment / Refund	-	-	25	-
Total Licenses and Permits		\$5,666,156	\$5,422,322	\$5,503,000	\$5,827,244
III. Intergovernmental Revenue					
335-0000	State of Maine	-	18,000	16,137	-
335-0300	State Social Services	6,455,339	4,201,596	4,775,446	4,612,344
335-1000	Revenue Sharing	3,967,199	4,200,000	4,037,618	4,200,000
335-1500	State FEMA Reimbursement	3,647	-	-	-
335-2000	Local Road Assistance Prgm (LRAP)	499,136	500,000	509,452	500,000
335-2500	Medicaid	808,030	888,661	870,829	1,100,435
335-3000	Snowmobile Registrations	1,178	1,500	1,436	1,200
335-4000	Tree Growth Reimbursement	2,035	2,000	2,079	2,000
335-5000	Veterans Real Estate Reimb.	40,487	43,000	39,680	43,000
335-6000	Camping Fees	7,285	5,600	5,600	6,000
335-8000	Homestead Tax Relief	1,252,390	-	1,766,060	-
335-8500	Business Personal Property Tax Relief	1,755,772	-	1,887,799	-
Total Intergovernmental Revenue		\$14,792,498	\$9,860,357	\$13,912,136	\$10,464,979

City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Activity/Element/Object	Account Title	Actual Revenues FY17	Estimated Revenues FY18	Projected Revenues FY18	Estimated Revenues FY19
IV. Charges for Services					
340-0000	Charges for Services PDD	351,210	358,761	358,761	363,628
341-0000	Misc. Charges for Services	4,876,516	4,862,128	4,806,754	5,179,944
341-0300	Passports	-	-	-	30,000
341-1600	Confined Space	147,500	145,600	59,850	145,600
341-3500	Pre-Operational Inspection	-	4,500	8,400	9,000
341-3700	CFPM Classes	10,935	5,520	6,445	5,520
341-4000	Auto Registration	130,111	115,000	97,100	115,000
341-5000	Program Income	33,665	32,650	67,125	36,400
341-5500	Berthing Income	190,948	192,569	227,556	199,080
341-5800	Passenger Fees	1,096,231	1,318,150	1,622,792	1,801,147
341-5900	Fresh Water	45,582	47,000	56,261	51,000
341-8000	Parking	64,447	75,000	69,059	85,000
342-0000	Public Safety Miscellaneous	3,678,801	3,515,498	3,583,084	3,708,487
342-0100	Witness Fees	50,577	57,000	51,409	56,868
342-0200	Cruiser Use	78,145	87,750	87,500	87,000
342-1000	Peer Review Reimbursement (Eng.)	186,653	141,000	160,026	165,000
342-1100	Development Application Fee	56,800	61,500	63,025	146,500
342-1200	Development Review (Planners)	47,428	70,000	45,572	10,000
342-1300	Inspection / Review (DRC)	137,292	83,200	86,461	122,455
342-1400	Site Alteration Review	256	-	-	-
343-0000	Recycling Program	1,974,982	1,961,250	1,954,733	1,962,250
343-1500	Taxable Sales	10,316	11,434	-	-
343-2000	Riverside Recycling	54,858	16,000	16,000	16,000
343-2500	Heavy Item Stickers	2,527	2,640	2,585	2,840
343-3000	Peaks Island Transfer Station	6,536	6,744	5,732	6,090
345-0800	STD Clinic	15,794	8,500	11,645	12,000
345-1200	Clinic Fees	3,817	-	-	-
345-2000	Medicaid Reimbursement	82,307	-	81	-
345-6500	Patient Receipts	19,554,985	21,017,670	17,384,270	18,271,561
345-6600	Non-Patient Receipts	453,255	460,576	463,777	547,825
345-9900	Less: Returns / Allowances	(2,155,254)	(1,654,209)	(1,416,765)	(1,196,627)
346-0100	Golf Course Daily Play	447,967	452,500	470,574	494,100
346-0200	Golf Course Gift Certificates	12,775	-	12,233	12,775
346-0300	Golf Course Passholders	221,005	250,936	221,626	235,126
346-0400	Golf Course Pro Shop	68,722	60,500	70,288	71,000
346-0600	Golf Course Tournaments	53,212	52,500	58,984	59,500
346-0700	Golf Course Lockers	4,410	4,145	4,465	4,510
346-0800	Golf Course Cart Rentals	235,164	204,000	251,160	275,337
346-1000	Ice Arena Vendoring	10,931	14,000	12,429	13,000
346-1600	Ice Arena Advertising	7,600	8,900	13,900	14,000
346-2000	Ice Arena Concessions	19,440	15,000	1,792	-
346-5000	Ice Rentals	534,753	545,518	548,900	549,875
346-9910	Golf Course Credit Redemptions	35,222	-	36,413	35,308
347-0000	Cultural / Recreation	144,072	151,395	137,200	139,700
347-0100	Burials	137,493	134,433	134,433	153,226
347-0200	Foundations	20,237	21,000	21,000	23,249
347-0400	Annual Care	445	100	400	445
347-0500	Plants	3,010	3,500	3,500	3,500
347-0600	Vault Cover Placements	16,990	17,825	17,825	21,036
347-0700	Lot Sales	66,527	75,830	75,830	81,770

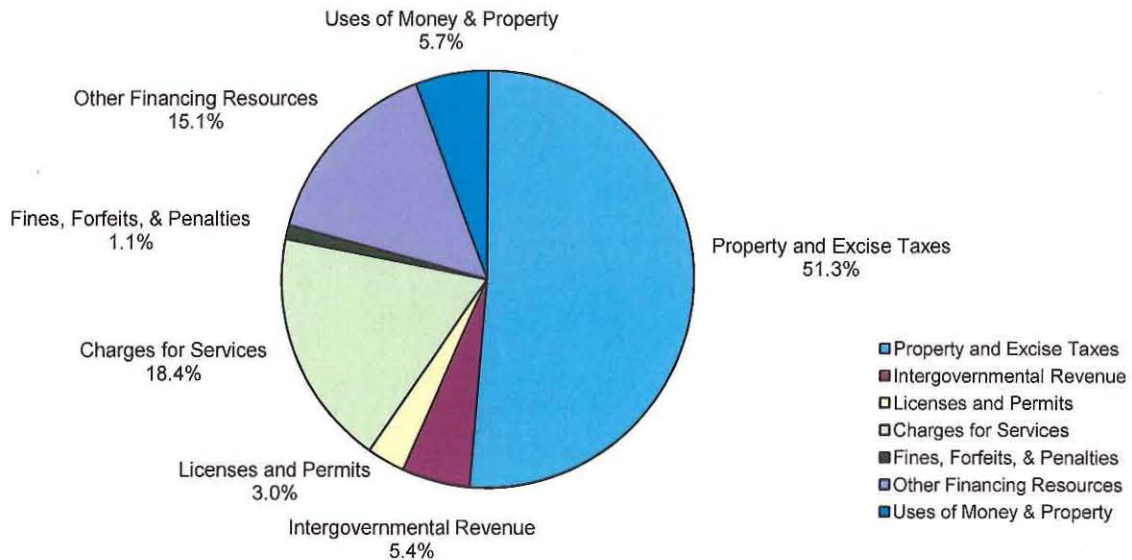
City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Activity/Element/Object	Account Title	Actual Revenues FY17	Estimated Revenues FY18	Projected Revenues FY18	Estimated Revenues FY19
IV. Charges for Services <i>Continued</i>					
347-0800	Swimming	253,157	229,098	235,867	237,248
347-1000	Camps	327,758	294,825	290,366	294,825
347-2000	Before & After School Bell Program	1,057,963	1,010,000	1,062,300	1,162,300
347-3000	East End Boat Launch	25,024	18,550	18,550	23,650
348-0000	Donations	127,167	93,029	116,295	22,000
Total Charges for Services		\$35,018,264	\$36,661,015	\$33,695,568	\$35,867,048
V. Fines, Forfeits, and Penalties					
351-0000	Code Violations	47,435	67,200	86,080	109,585
351-1000	Denver Boot	81,170	95,000	95,000	95,000
351-2000	Parking Tickets	1,921,628	1,925,000	1,925,000	1,900,000
351-3500	Restaurant Inspections	12,225	-	-	-
351-3600	Restaurant Reinspections	900	2,000	2,000	2,000
351-3700	CFPM Violations	750	1,050	1,125	1,050
Total Fines, Forfeits, and Penalties		\$2,064,108	\$2,090,250	\$2,109,205	\$2,107,635
VI. Uses of Money & Property					
361-0000	Interest Income	625,724	500,000	496,225	550,000
361-2000	Kehoe Trust Fund	15,437	14,934	14,934	15,437
363-0000	Rental Income	424,157	449,085	323,902	345,946
363-0100	Primary Tenant	400,672	385,400	433,988	419,288
363-0200	Commercial	410,063	418,400	330,920	296,450
363-0300	Non-Commercial	372,288	353,000	378,305	354,900
363-0400	Food Service	821,967	843,116	927,586	993,000
363-0500	Merchandising	36,465	35,000	20,750	23,000
363-0700	Advertising	41,500	35,000	35,000	35,000
363-0800	Vending	4,310	5,000	5,000	5,000
363-0900	Box Office	88,476	90,200	102,480	122,200
363-1500	Parking Income	14,676	15,160	11,639	-
363-2500	Ground Rent	177,878	207,105	190,603	241,335
363-3300	84 Free Street Lease (Civic Center)	1,000	1,000	1,000	1,000
363-3400	94 Free Street Lease	5,795	9,000	-	4,830
364-0000	Garages, Lots, Meters	1,115,015	1,065,000	1,075,000	1,075,000
364-0100	Hourly Parking	803,703	765,000	765,000	1,150,000
364-0200	Monthly Parking	1,193,223	1,146,240	1,146,240	1,253,240
364-0300	Library	14,580	14,000	14,000	14,000
364-0500	Thames Street Lot	210,361	190,000	190,000	95,000
364-0600	Angelos Acre	32,720	29,000	40,000	45,000
364-1000	Parking Meters	2,649,789	3,285,000	3,285,000	3,885,000
364-2001	Parking Annual Lot Rentals	1,000	1,000	1,000	1,000
364-2500	Snow Tow Lot	98,591	79,200	89,100	89,100
367-0000	Cultural / Recreation	169,534	135,000	150,684	161,225
Total Uses of Money & Property		\$9,728,924	\$10,070,840	\$10,028,356	\$11,175,951

City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Activity/Element/Object	Account Title	Actual Revenues FY17	Estimated Revenues FY18	Projected Revenues FY18	Estimated Revenues FY19
VII. Other Financing Resources					
391-0000	Operating Transfers In	792,184	755,127	642,470	1,197,299
392-0000	Sale of City Property	149,575	90,000	122,145	80,000
393-0000	HCD Charges	558,428	477,176	479,738	279,557
395-0000	Enterprise Fund Charges	13,301,539	14,186,348	14,120,914	14,984,303
396-0000	School Department Charges	8,872,763	7,611,668	7,923,514	9,287,975
397-0000	Spec Rev / Endow Fd Chgs	215,841	359,163	309,934	446,198
398-0000	Misc. Reimbursements	1,091,622	1,045,596	1,105,295	1,435,331
398-0100	Fringe Benefits	518,050	182,210	282,173	310,537
398-0200	Non-State Social Service	71,549	35,000	45,000	35,000
398-1000	Other General Fund Accts	478,135	424,840	473,429	491,115
398-3000	CIP Charges	200,269	357,974	319,295	499,419
398-4000	Grant Reimbursements	4,549,391	3,720,360	3,710,349	259,948
Total Other Financing Resources		\$30,799,346	\$29,245,462	\$29,534,256	\$29,306,682
TOTAL GENERAL FUND REVENUES:		\$190,646,723	\$189,306,368	\$189,152,018	\$194,461,142

FY19 Revenues
General Fund by Revenue Source



Note: Due to rounding, totals may not equal 100%

**CITY OF PORTLAND, MAINE
FY19 Annual Budget**

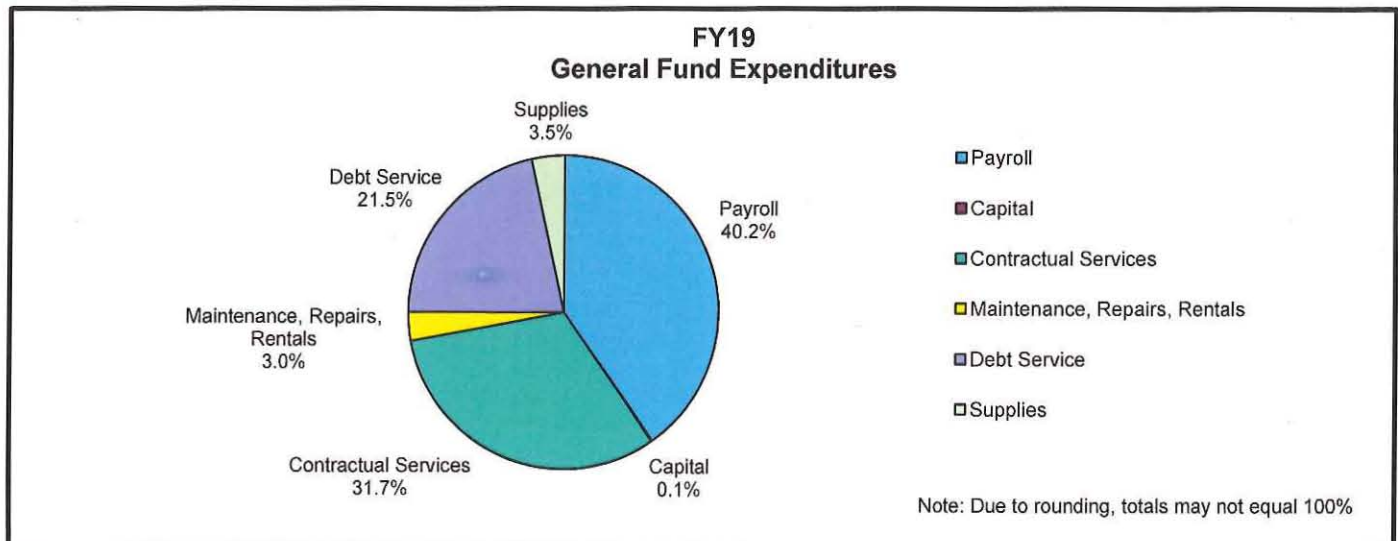
Departmental Budget Summary By Expenditure Category

Account Number	Account Title	Payroll	Contractual Services	Maint. / Repairs & Rentals	Supplies	Capital	Total
11-00	Council	127,889	199,515	0	4,500	0	331,904
12-00	City Clerk	471,278	42,396	12,298	10,550	0	536,522
13-00	City Manager	907,442	53,312	6,500	9,310	0	976,564
14-00	Assessor	369,187	26,975	2,015	6,200	0	404,377
15-00	Finance	1,494,486	311,530	7,785	26,300	0	1,840,101
16-00	Legal	638,425	62,978	0	8,000	0	709,403
17-00	Human Resources	875,038	164,120	7,000	17,000	0	1,063,158
18-00	Parking	1,383,934	532,075	350,805	70,550	0	2,337,364
19-00	Economic Development	532,937	92,902	2,400	5,750	0	633,989
21-00	Police	15,936,357	575,323	116,755	232,178	0	16,860,613
22-00	Fire	15,119,814	901,157	694,449	580,985	0	17,296,405
24-00	Planning & Development	1,328,648	414,274	18,000	28,550	0	1,789,472
25-00	Permitting & Inspections	1,565,205	159,701	4,135	30,671	0	1,759,712
29-00	Information Technology	1,155,423	810,100	716,799	84,600	33,000	2,799,922
31-00	Public Works	8,024,188	2,182,030	1,784,547	1,950,646	30,000	13,971,411
33-00	Parks, Recreation & Facilities	8,256,740	1,278,075	374,964	1,210,853	73,425	11,194,057
35-00	Public Buildings & Waterfront	1,411,764	2,088,071	1,064,169	435,800	20,000	5,019,804
40-00	HHS Administration	409,192	7,080	0	3,500	0	419,772
41-00	Public Health	718,826	164,726	70,045	81,550	0	1,035,147
42-00	Social Services	2,952,218	6,547,583	371,131	42,306	0	9,913,238
43-00	Barron Center	11,632,243	1,866,056	165,686	1,907,573	59,065	15,630,623
48-00	Library	2,890,000	1,172,000	0	0	0	4,062,000
51-00	Pension	0	8,126,801	0	0	0	8,126,801
52-00	Employee Benefits	0	23,329,919	11,736	0	0	23,341,655
61-00	Contingent	0	275,850	0	0	0	275,850
62-00	Liability Insurance	0	774,458	0	0	0	774,458
63-00	County Tax	0	6,288,845	0	0	0	6,288,845
65-00	Memberships & Contr.	0	3,189,939	0	0	0	3,189,939
67-00	Wage Adjustment	60,000	0	0	0	0	60,000

Subtotal General Fund Expenditures: \$78,261,234 \$61,637,791 \$5,781,219 \$6,747,372 \$215,490 \$152,643,106

47-00 Debt Service \$41,818,036

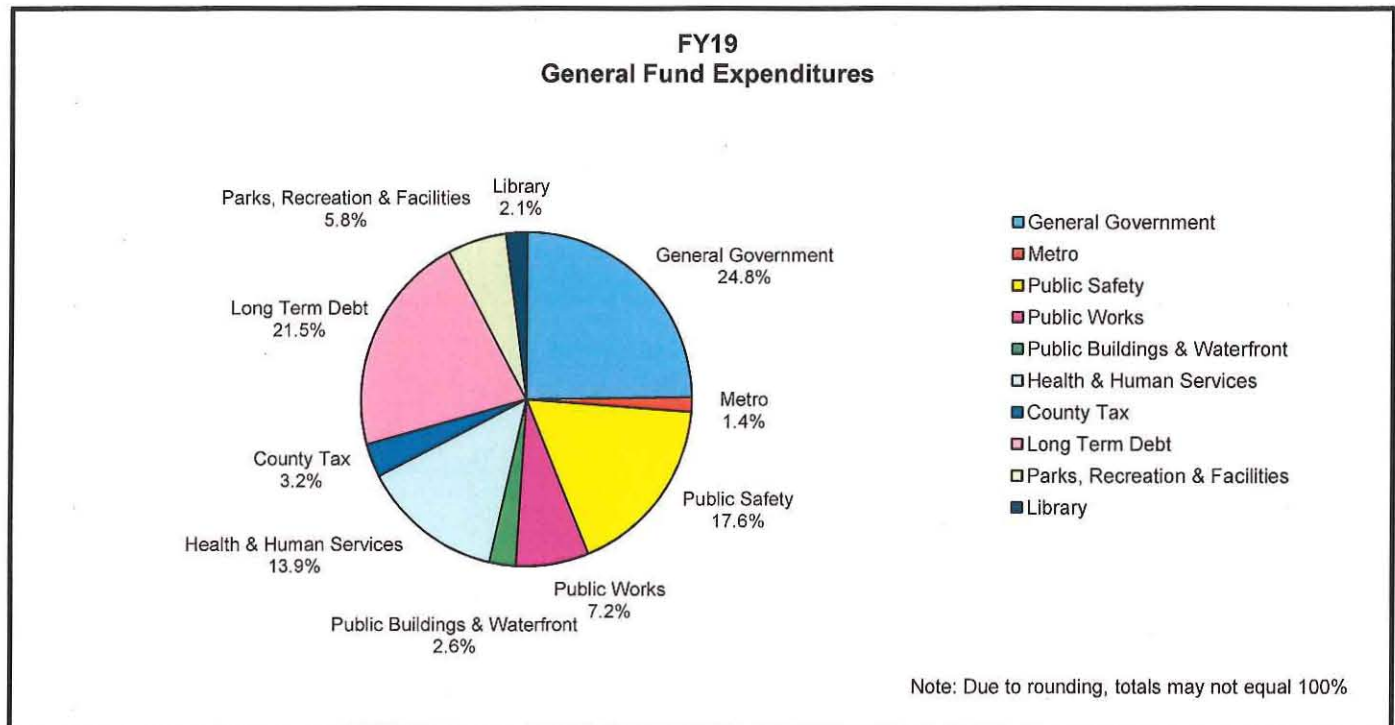
Total General Fund Expenditures: \$194,461,142



**CITY OF PORTLAND, MAINE
FY19 Annual Budget**

Categorical Budget Summary By Expenditure Category

Account Title	Payroll	Contractual Services	Maint. / Repairs & Rentals	Supplies	Capital	Total
General Government	10,909,892	35,853,196	1,139,473	301,981	33,000	48,237,542
Public Safety	31,056,171	1,476,480	811,204	813,163	0	34,157,018
Public Works	8,024,188	2,182,030	1,784,547	1,950,646	30,000	13,971,411
Parks, Recreation & Facilities	8,256,740	1,278,075	374,964	1,210,853	73,425	11,194,057
Public Buildings & Waterfront	1,411,764	2,088,071	1,064,169	435,800	20,000	5,019,804
Health & Human Services	15,712,479	8,585,445	606,862	2,034,929	59,065	26,998,780
Library	2,890,000	1,172,000	0	0	0	4,062,000
County Tax	0	6,288,845	0	0	0	6,288,845
Metro	0	2,713,649	0	0	0	2,713,649
Subtotal General Fund Expenditures:	\$78,261,234	\$61,637,791	\$5,781,219	\$6,747,372	\$215,490	\$152,643,106
Long Term Debt						\$41,818,036
Total Categorical Expenditures:						<u>\$194,461,142</u>



City Council

The City of Portland operates under a charter which was last amended on November 2, 2010. The City Council is comprised of a Mayor, elected for a four year term, five district Council members and three members elected from the registered voters of the entire City-at-Large. The Council members are elected for three-year staggered terms.

The charter grants to the City Council all powers to enact, reasonable by-laws, regulations and ordinances. The council adopts an annual budget, authorizes the issuance of debt and provides for an annual audit. The Mayor has the authority to veto the annual budget, however the veto may be overridden by six members of the City Council.

In addition to formally meeting two times each month, the Council meets frequently in subcommittees and workshops.

The revenues received by this department are from Housing & Community Development (HCD) grant funds for a portion of the annual audit costs.

Department Summary

Department: City Council

Account: 100-11

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	125,390	140,561	127,889	127,889	127,889	127,889
Benefits	900	989	960	960	960	960
Administrative Services	41,442	50,908	52,910	43,110	43,110	43,110
Contractual Services	151,000	151,700	155,445	155,445	155,445	155,445
Supplies	3,500	4,500	4,500	4,500	4,500	4,500
Total	322,232	348,658	341,704	331,904	331,904	331,904
Less Revenues	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
Net Department Total	317,232	343,658	336,704	326,904	326,904	326,904

Personnel Services Detail

Department: City Council

Division: City Council

Account: 100-11-00

Position	Funding	FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Mayor	100	1.0	73,281	1.0	74,743	1.0	74,743	1.0	74,743	1.0	74,743
City Councilor	100	8.0	52,109	8.0	53,146	8.0	53,146	8.0	53,146	8.0	53,146
Gross Personnel Services		9.0	125,390	9.0	127,889	9.0	127,889	9.0	127,889	9.0	127,889
Net Personnel Services		9.0	125,390	9.0	127,889	9.0	127,889	9.0	127,889	9.0	127,889

City Clerk

The Department of City Clerk has three major functions: Elections, Vital Records, and City Records Maintenance. The City Clerk oversees the operation of these functions and acts as Clerk of the City Council by recording and keeping all its official acts. The Principal Administrative Officer, the Clerk's Deputy, is charged with ensuring the City Clerk's Office runs in accordance with the Clerk's directives and obligations.

The Election Administrator is charged with facilitating municipal and state elections. The City Clerk's office is responsible for all election preparation, including preparing ballots, nomination papers, training election officials, testing the election scanners to certify their accuracy, and absentee voting. The Clerk's Office is also responsible for tallying election results and securing voted ballots. Two elections are planned for FY19: the November 2018 State Gubernatorial/ Municipal Election and the June 2019 School Budget Validation Election. Voter Registration is part of the election process and involves maintaining voter lists, certifying election nomination papers and citizen initiative petitions, processing peoples veto papers, and generating reports from the Central Voter Registration system (CVR). This is a statewide system designed to standardize and centralize voter registration.

The Vital Records Clerks are responsible for recording and issuing vital records such as the births, deaths and marriages that occur in Portland. An account has been created to facilitate donations for the preservation of these records, which are in poor condition; these records must be maintained forever. In addition, Clerks are responsible for performing marriages at the counter, the licensing of dogs, the sale of fish and game licenses, domestic partnership registrations, genealogy request searches, and providing Notary and Dedimus Justice services. As of FY19, a Marriage Ceremony Package is now available for couples who would like the option of a more formal / traditional style wedding ceremony; this package includes a one hour rental of the State of Maine Room with full Notary Service vows performed by one of the City Clerk Staff members.

City record keeping involves indexing and binding Council minutes, responding to research requests, and the storage of the audio/video recordings of several boards and committees.

Department Summary

Department: City Clerk

Account: 100-12

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	468,290	433,188	471,278	471,278	471,278	471,278
Benefits	600	600	600	600	600	600
Administrative Services	4,584	5,001	6,181	6,181	6,181	6,181
Contractual Services	34,700	44,706	35,615	35,615	35,615	35,615
Maintenance and Repairs	5,760	5,760	2,880	2,880	2,880	2,880
Rentals	8,932	9,904	9,418	9,418	9,418	9,418
Supplies	32,425	32,854	49,805	10,550	10,550	10,550
Total	555,291	532,013	575,777	536,522	536,522	536,522
Less Revenues	(233,234)	(226,613)	(227,688)	(227,688)	(227,688)	(227,688)
Net Department Total	322,057	305,400	348,089	308,834	308,834	308,834

Personnel Services Detail

Department: City Clerk

Division: City Clerk

Account: 100-12-00

Position	Funding Source		FY18 Approved		FY19 Submission		FY19 Manager's Recommendation		FY19 Finance Committee		FY19 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
City Clerk	100		1.0	94,809	1.0	96,701	1.0	96,701	1.0	96,701	1.0	96,701
Principal Admin Officer I	100		1.0	68,843	1.0	71,571	1.0	71,571	1.0	71,571	1.0	71,571
Election Administrator	100		1.0	46,966	1.0	45,786	1.0	45,786	1.0	45,786	1.0	45,786
Election Assistant	100		1.3	44,002	1.3	45,718	1.3	45,718	1.3	45,718	1.3	45,718
(1) Vital Records Clerk	100		3.5	130,420	3.6	135,694	3.6	135,694	3.6	135,694	3.6	135,694
Temporary Help	100			66,430		58,408		58,408		58,408		58,408
Overtime	100			16,820		17,400		17,400		17,400		17,400
Gross Personnel Services			7.8	468,290	7.9	471,278	7.9	471,278	7.9	471,278	7.9	471,278
Net Personnel Services			7.8	468,290	7.9	471,278	7.9	471,278	7.9	471,278	7.9	471,278

Notes:

(1) .1 Hours Increase during FY18

Executive

The department is responsible for the executive management of the City of Portland. Responsibilities include preparation and administration of council agendas and orders; coordination and administration of City departments, services, and programs; developing and enforcing administrative policies; handling of citizen inquiries and complaints, public relations and communication functions; neighborhood, waterfront, and island liaison efforts; local and state government liaison efforts; emergency preparedness; and the preparation of the annual Capital Improvement Plan.

This department consists of the City Manager and support staff. Appointed by the City Council, the City Manager serves as the Chief Executive Officer of the City. In addition to the City Manager, the administrative staff also includes other key staff members necessary for the success in providing high quality services. As the largest municipality in Maine, the staff works diligently toward being involved and pro-active in the Portland community, as well as in the broader local and state community.

The FY19 budget consists of personnel changes including a new half-time Sustainability Coordinator and the transfer of The Office of Economic Opportunity to the Department of Economic Development.

Department Summary

Department: Executive

Account: 100-13

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	1,076,825	988,123	964,842	885,183	885,183	907,442
Benefits	11,200	10,338	12,100	12,100	12,100	12,100
Administrative Services	27,050	28,300	24,275	21,775	21,775	21,775
Contractual Services	12,437	10,694	34,437	19,437	19,437	19,437
Rentals	4,000	6,500	6,500	6,500	6,500	6,500
Supplies	17,210	16,996	18,910	9,310	9,310	9,310
Total	1,148,722	1,060,951	1,061,064	954,305	954,305	976,564
Less Revenues	(1,054,701)	(936,361)	(1,041,384)	(1,040,370)	(1,040,370)	(1,040,370)
Net Department Total	94,021	124,590	19,680	(86,065)	(86,065)	(63,806)

Personnel Services Detail

Department: Executive

Division: City Manager Administration

Account: 100-13-01

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	
City Manager	75	25	1.0		171,667	1.0	173,202	1.0	173,202	1.0	173,202	1.0
(1) Deputy City Manager	100		1.0		150,668	0.0	0	0.0	0	0.0	0	0.0
(2) Asst City Manager	100		0.0		0	2.0	251,412	2.0	251,412	2.0	251,412	2.0
(3) Senior Advisor to City Manager	100		1.0		93,854	1.0	95,726	0.0	0	0.0	0	0.0
City Communications Director	100		1.0		83,574	1.0	86,963	1.0	86,963	1.0	86,963	1.0
Asst to CM/Constituent Svcs	100		1.0		77,493	1.0	79,033	1.0	79,033	1.0	79,033	1.0
Sustainability Coordinator	100		1.0		77,493	1.0	79,034	1.0	79,034	1.0	79,034	1.0
(4) Sustainability Associate	100		0.0		0	0.5	22,259	0.0	0	0.5	22,259	0.5
Emergency Management Coord	50	50	1.0		72,945	1.0	76,653	1.0	76,653	1.0	76,653	1.0
Emergency Mgmt Specialist (Prj)		100	1.0		45,626	1.0	46,237	1.0	46,237	1.0	46,237	1.0
(5) Dir Office Economic Opportunity	100		1.0		78,726	0.0	0	0.0	0	0.0	0	0.0
(6) Program Coordinator (Proj)		100	2.0		118,340	0.0	0	0.0	0	0.0	0	0.0
Senior Executive Assistant	100		2.0		106,439	2.0	102,886	2.0	102,886	2.0	102,886	2.0
(7) Temporary Help	100				0		35,000		35,000		35,000	
Overtime	100				0		1,000		1,000		1,000	
(8) Notes												
Gross Personnel Services			13.0		1,076,825	11.5	1,049,405	10.0	931,420	10.0	931,420	10.5
Less Project Employees			0.0		0	(1.5)	(84,563)	(1.0)	(46,237)	(1.0)	(46,237)	(1.0)
Net Personnel Services			13.0		1,076,825	10.0	964,842	9.0	885,183	9.0	885,183	9.5

Notes:

- (1) (1) Position Replaced w/ Asst City Manager in FY19
- (2) 1 New Position Approved during FY18 & 1 Position Replaces Deputy City Manager in FY19
- (3) (1) Position Eliminated in FY19
- (4) .5 New Position Approved in FY19
- (5) (1) Position Transferred to Economic Dev (100-1920) in FY19
- (6) (2) Positions Eliminated during FY18
- (7) Contract w/ former Deputy City Manager to Complete Projects & Assist w/ Transition
- (8) Office of Economic Opportunity Transferred to Economic Development (100-1920) in FY19

Assessor

The Assessor's Office is responsible for the discovery and fair and equitable valuation of all real and personal property within the City. The office maintains ownership and mailing address records of all 24,000+ parcels, 4,200+ personal property accounts, tax exemptions, special assessments of specific properties, and tax maps. The office prepares and certifies the annual tax rolls and warrant to the City Treasurer in a timely manner while educating property owners on the appraisal process and their options to appeal.

Department Summary

Department: Assessor

Account: 100-14

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	378,214	386,272	440,341	369,187	369,187	369,187
Benefits	984	723	360	360	360	360
Administrative Services	22,650	17,278	25,320	14,420	14,420	14,420
Contractual Services	67,770	39,951	85,195	12,195	12,195	12,195
Rentals	2,015	2,015	2,015	2,015	2,015	2,015
Supplies	8,000	7,901	8,200	6,200	6,200	6,200
Total	479,633	454,140	561,431	404,377	404,377	404,377
Less Revenues	(500)	(2,076)	(2,076)	(2,076)	(2,076)	(2,076)
Net Department Total	479,133	452,064	559,355	402,301	402,301	402,301

Personnel Services Detail

Department: Assessor

Division: Assessor

Account: 100-14-00

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Tax Assessor	100		1.0	96,818	1.0	101,722	1.0	101,722	1.0	101,722	1.0	101,722
Tax Assessment Analyst	100		1.0	74,334	1.0	75,816	1.0	75,816	1.0	75,816	1.0	75,816
Senior Appraiser	100		1.0	57,876	1.0	59,027	1.0	59,027	1.0	59,027	1.0	59,027
(1) Appraiser	100		0.0	0	1.0	52,007	1.0	52,007	1.0	52,007	1.0	52,007
(2) Personal Property Appraiser	100		1.0	50,154	0.0	0	0.0	0	0.0	0	0.0	0
GIS Cartographer	100		0.0	0	1.0	48,204	0.0	0	0.0	0	0.0	0
Assessment Support Svcs Spec	100		0.9	41,733	0.9	42,570	0.9	42,570	0.9	42,570	0.9	42,570
Office Assistant	100		1.0	34,349	1.0	38,045	1.0	38,045	1.0	38,045	1.0	38,045
Temporary Help	100			22,950		22,950		0		0		0
Gross Personnel Services			5.9	378,214	6.9	440,341	5.9	369,187	5.9	369,187	5.9	369,187
Net Personnel Services			5.9	378,214	6.9	440,341	5.9	369,187	5.9	369,187	5.9	369,187

Notes:

- (1) 1 Title Change from Personal Property Appraiser during FY18
- (2) (1) Title Change to Appraiser during FY18

Finance

The Department of Finance consists of Administration and Treasury. The Finance Director and the Deputy Finance Director oversee the efficient operations of these functions.

Department Summary

Department: Finance

Account: 100-15

		FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown							
Payroll		1,453,856	1,402,878	1,572,836	1,494,486	1,494,486	1,494,486
Benefits		1,608	1,362	1,608	2,508	2,508	2,508
Administrative Services		197,957	184,904	187,615	185,615	185,615	185,615
Contractual Services		142,478	119,750	144,307	123,407	123,407	123,407
Maintenance and Repairs		500	200	500	500	500	500
Rentals		5,602	6,962	7,285	7,285	7,285	7,285
Supplies		27,400	24,014	27,800	26,300	26,300	26,300
Capital Outlay		0	0	50,000	0	0	0
Total		1,829,401	1,740,070	1,991,951	1,840,101	1,840,101	1,840,101
Summary by Division							
Finance Administration	(15-01)	1,124,070	1,098,036	1,229,918	1,155,368	1,155,368	1,155,368
Treasury	(15-02)	705,331	642,034	762,033	684,733	684,733	684,733
Total		1,829,401	1,740,070	1,991,951	1,840,101	1,840,101	1,840,101
Less Revenues		(5,741,273)	(5,553,804)	(5,613,884)	(5,842,047)	(5,842,047)	(5,842,047)
Net Department Total		(3,911,872)	(3,813,734)	(3,621,933)	(4,001,946)	(4,001,946)	(4,001,946)

Finance Administration

Finance Administration oversees all financial operations of the City.

Finance Administration responsibilities include payroll, accounts payable, grant accounting, and general and enterprise fund accounting for all City departments. Payroll processes weekly payroll for over 1,600 full-time, part-time, temporary, on-call and seasonal employees, maintains earnings and reduction records, and reports federal and state taxes and provides extensive earnings research for Maine State Retirement System. Accounts Payable processes all City requests for payments to vendors, and is responsible for sorting all incoming City Hall mail. The Accounting staff also maintains the City's general ledger.

Budget is responsible for monitoring expenditure activity for the City, providing a monthly analysis of expenditures and revenues, reviewing all payment documents, processing departmental requests for transfers between operating accounts, and administering the annual budget process.

Purchasing assists City departments in obtaining goods and services. Purchasing is responsible for issuing bids, obtaining price quotations, and resolving differences with vendors. Purchasing also works closely with the Legal Department to develop procurement contracts.

Division Summary

Department: Finance	Division: Finance Administration				Account: 100-15-01	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	1,004,622	986,522	1,107,960	1,036,910	1,036,910	1,036,910
Benefits	1,608	1,362	1,608	2,508	2,508	2,508
Administrative Services	93,392	87,850	94,240	92,240	92,240	92,240
Contractual Services	6,880	5,813	6,250	5,350	5,350	5,350
Rentals	3,468	4,820	4,860	4,860	4,860	4,860
Supplies	14,100	11,669	15,000	13,500	13,500	13,500
Total	1,124,070	1,098,036	1,229,918	1,155,368	1,155,368	1,155,368
Less Revenues	(369,417)	(413,850)	(370,910)	(467,685)	(467,685)	(467,685)
Net Division Total	754,653	684,186	859,008	687,683	687,683	687,683

Personnel Services Detail

Department: Finance

Division: Finance Administration

Account: 100-15-01

Position	Funding Source		FY18 Approved		FY19 Submission		FY19 Manager's Recommendation		FY19 Finance Committee		FY19 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Finance Director	100		1.0	118,814	1.0	121,193	1.0	121,193	1.0	121,193	1.0	121,193
Deputy Finance Director	100		1.0	91,620	1.0	96,256	1.0	96,256	1.0	96,256	1.0	96,256
Controller	100		1.0	94,761	1.0	99,512	1.0	99,512	1.0	99,512	1.0	99,512
Purchasing Manager	100		1.0	84,917	1.0	86,990	1.0	86,990	1.0	86,990	1.0	86,990
Budget Analyst	100		1.0	84,874	1.0	86,990	1.0	86,990	1.0	86,990	1.0	86,990
Payroll Manager	100		1.0	79,883	1.0	83,938	1.0	83,938	1.0	83,938	1.0	83,938
Asst Controller	70	30	1.0	70,043	1.0	73,569	1.0	73,569	1.0	73,569	1.0	73,569
Internal Auditor	100		0.0	0	1.0	69,050	0.0	0	0.0	0	0.0	0
Senior Accountant	68	32	1.0	50,915	1.0	50,153	1.0	50,153	1.0	50,153	1.0	50,153
Asst Purchasing Manager	100		1.0	59,903	1.0	61,116	1.0	61,116	1.0	61,116	1.0	61,116
Senior Admin Officer	74	26	1.0	56,664	1.0	59,275	1.0	59,275	1.0	59,275	1.0	59,275
Accountant	100		2.0	84,367	2.0	83,749	2.0	83,749	2.0	83,749	2.0	83,749
Account Clerk II	100		1.0	40,209	1.0	41,226	1.0	41,226	1.0	41,226	1.0	41,226
(1) Senior Executive Assistant	100		0.0	0	1.0	44,753	1.0	44,753	1.0	44,753	1.0	44,753
(2) Executive Assistant	100		2.0	87,652	1.0	48,190	1.0	48,190	1.0	48,190	1.0	48,190
Overtime	100			0		2,000		0		0		0
Gross Personnel Services			15.0	1,004,622	16.0	1,107,960	15.0	1,036,910	15.0	1,036,910	15.0	1,036,910
Net Personnel Services			15.0	1,004,622	16.0	1,107,960	15.0	1,036,910	15.0	1,036,910	15.0	1,036,910

Notes:

- (1) 1 Position Reclass from Executive Asst Approved in FY19
- (2) (1) Position Reclass to Sr Executive Asst Approved in FY19

Treasury

The Treasury division is responsible for the collection of all monies into the City. This includes the collection of real estate taxes, personal property taxes, delinquent sewer user fees, and vehicle excise taxes and registration fees, as well as issuance of license plates. Treasury also collects parking ticket revenues and miscellaneous receivables, processes boat and utility trailer registrations, and issues island vehicle and golf cart registrations and Metro bus passes.

Residents may visit the Treasury Office in City hall for these services. There are also many electronic options for residents:

(a) Treasury offers online payments of real estate through the City of Portland website:

<https://www.portlandmaine.gov/1567/Pay-Your-Property-Taxes-On-Line>.

(b) View / Print Tax Bills on-line at:

<http://www.portlandmaine.gov/1567/View-AndOr-Pay-Your-Property-Taxes-On-Line>

(c) Online options are available for residents to re-register vehicles, trailers and boats through the State of Maine website: <https://www1.maine.gov/online/bmv/rapid-renewal/>.

(d) Parking tickets can be paid in Room 20 (Parking Office) as well as online through the website:

www.portlandparkingtickets.com or <https://portlandme.rmcpay.com/>.

The Treasury general fund expenditures decreased \$20,598, or 2.9%, attributed largely to a decrease in contractual services expenditures. The FY19 non-tax revenue projections remain relatively flat, increasing by \$2,506.

Division Summary

Department: Finance

Division: Treasury

Account: 100-15-02

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	449,234	416,356	464,876	457,576	457,576	457,576
Administrative Services	104,565	97,054	93,375	93,375	93,375	93,375
Contractual Services	135,598	113,937	138,057	118,057	118,057	118,057
Maintenance and Repairs	500	200	500	500	500	500
Rentals	2,134	2,142	2,425	2,425	2,425	2,425
Supplies	13,300	12,345	12,800	12,800	12,800	12,800
Capital Outlay	0	0	50,000	0	0	0
Total	705,331	642,034	762,033	684,733	684,733	684,733
Less Revenues	(5,371,856)	(5,139,954)	(5,242,974)	(5,374,362)	(5,374,362)	(5,374,362)
Net Division Total	(4,666,525)	(4,497,920)	(4,480,941)	(4,689,629)	(4,689,629)	(4,689,629)

Personnel Services Detail

Department: Finance

Division: Treasury

Account: 100-15-02

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Treasurer	100		1.0	84,293	1.0	88,556	1.0	88,556	1.0	88,556	1.0	88,556
Asst Treasurer	100		1.0	60,701	1.0	63,774	1.0	63,774	1.0	63,774	1.0	63,774
Financial Admin Asst	50	50	2.0	81,156	2.0	83,191	2.0	83,191	2.0	83,191	2.0	83,191
Lead Cashier Clerk	100		1.0	34,808	1.0	38,864	1.0	38,864	1.0	38,864	1.0	38,864
Cashier Clerk	100		5.0	178,979	5.0	180,691	5.0	180,691	5.0	180,691	5.0	180,691
Temporary Help	100			8,297		7,300		0		0		0
Overtime	100			1,000		2,500		2,500		2,500		2,500
Gross Personnel Services			10.0	449,234	10.0	464,876	10.0	457,576	10.0	457,576	10.0	457,576
Net Personnel Services			10.0	449,234	10.0	464,876	10.0	457,576	10.0	457,576	10.0	457,576

Legal

The goal of the Legal Department is to provide competent and cost-effective legal advice, services and representation to the City Council, its officials, boards and commissions, department heads and City staff. The department is under the direction of Corporate Counsel, who manages a staff of three attorneys, a liability and insurance claims manager, a litigation paralegal, and a paralegal / legal assistant.

The department provides a full range of legal services for the City and maintains a high level of expertise in areas of particular importance to municipal government such as tax collections, contracts, economic development, assessments, planning, zoning, Rule 80B appeals, administrative law, general assistance, construction law, transportation, personnel, municipal finance, code enforcement, liability, and statutory and ordinance drafting and interpretation. In addition, the department staffs and/or provides legal advice to all City standing and special committees and Boards.

The majority of the revenues received by the department are from charge backs for legal services provided by the attorneys for the Fish Pier, Sewer, Stormwater, and Jetport funds. The department also receives revenue for various ordinance code violations, and settlements.

The FY19 expenditures increased \$88,432 or 14.2%, largely due to increased payroll expenses, including one new position.

Department Summary

Department: Legal

Account: 100-16

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	550,493	550,493	638,425	638,425	638,425	638,425
Administrative Services	26,341	26,341	28,841	26,841	26,841	26,841
Contractual Services	36,037	50,200	51,137	36,137	36,137	36,137
Maintenance and Repairs	100	0	0	0	0	0
Supplies	8,000	8,000	8,000	8,000	8,000	8,000
Total	620,971	635,034	726,403	709,403	709,403	709,403
Less Revenues	(95,857)	(95,286)	(95,857)	(136,320)	(136,320)	(136,320)
Net Department Total	525,114	539,748	630,546	573,083	573,083	573,083

Personnel Services Detail

Department: Legal

Division: Legal

Account: 100-16-00

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Corporate Counsel	100			1.0	133,868	1.0	136,539	1.0	136,539	1.0	136,539	136,539
Associate Corporate Counsel	100			3.0	309,769	3.0	327,081	3.0	327,081	3.0	327,081	327,081
(1) Liability & Insurance Claims Mgr	100			0.0	0	1.0	74,548	1.0	74,548	1.0	74,548	74,548
(2) Paralegal / Ins Claims Admin	100			1.0	60,652	0.0	0	0.0	0	0.0	0	0
(3) Paralegal	100			0.0	0	1.0	51,714	1.0	51,714	1.0	51,714	51,714
Paralegal / Legal Assistant	100			1.0	46,204	1.0	48,543	1.0	48,543	1.0	48,543	48,543
Gross Personnel Services				6.0	550,493	7.0	638,425	7.0	638,425	7.0	638,425	638,425
Net Personnel Services				6.0	550,493	7.0	638,425	7.0	638,425	7.0	638,425	638,425

Notes:

- (1) 1 Position Reclass from Paralegal / Ins Claims Admin Approved in FY19
- (2) (1) Position Reclass to Liability & Insurance Claims Mgr Approved in FY19
- (3) 1 New Position Approved in FY19

Human Resources

The Department of Human Resources provides many services to all City departments, including recruitment and hiring oversight, civil service program administration, labor relations, organizational development and education, employee health and benefits administration, and safety and risk management.

FY19 expenditures increased \$27,778, or 2.7%, due to increased payroll costs. The revenues collected by this department are received from the Sewer, Stormwater and Jetport funds, for services provided by the Human Resources staff.

Department Summary

Department: Human Resources

Account: 100-17

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	841,161	845,538	951,030	875,038	875,038	875,038
Benefits	4,040	3,663	4,652	4,040	4,040	4,040
Administrative Services	41,705	41,605	62,405	37,930	37,930	37,930
Contractual Services	123,950	112,296	167,150	122,150	122,150	122,150
Maintenance and Repairs	1,000	520	1,000	1,000	1,000	1,000
Rentals	3,640	6,397	6,000	6,000	6,000	6,000
Supplies	19,884	17,353	19,500	17,000	17,000	17,000
Utilities	0	(90)	0	0	0	0
Total	1,035,380	1,027,282	1,211,737	1,063,158	1,063,158	1,063,158
Less Revenues	(118,043)	(118,043)	(118,043)	(76,056)	(76,056)	(76,056)
Net Department Total	917,337	909,239	1,093,694	987,102	987,102	987,102

Personnel Services Detail

Department: Human Resources

Division: Human Resources Administration

Account: 100-17-01

Position	Funding			FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Director of Human Resources	100			1.0	114,822	1.0	120,035	1.0	120,035	1.0	120,035	1.0	120,035
Labor Relations Manager	100			1.0	100,250	1.0	104,930	1.0	104,930	1.0	104,930	1.0	104,930
Benefits Manager	100			1.0	95,658	1.0	97,566	1.0	97,566	1.0	97,566	1.0	97,566
(1) Occupational Health & Safety Pg	100			0.0	0	1.0	75,992	1.0	75,992	1.0	75,992	1.0	75,992
(2) WC & Safety Program Manager	100			1.0	77,493	0.0	0	0.0	0	0.0	0	0.0	0
Workforce Diversity / Inclusion	100			1.0	81,000	1.0	86,512	1.0	86,512	1.0	86,512	1.0	86,512
Professional Development Coord	100			0.0	0	1.0	75,992	0.0	0	0.0	0	0.0	0
Employment Services Manager	100			1.0	81,790	1.0	85,925	1.0	85,925	1.0	85,925	1.0	85,925
Employee Assistance Coord	100			1.0	70,473	1.0	71,877	1.0	71,877	1.0	71,877	1.0	71,877
Human Resources Associate	100			1.0	65,309	1.0	66,621	1.0	66,621	1.0	66,621	1.0	66,621
Safety/Training Officer	100			1.0	63,727	1.0	65,364	1.0	65,364	1.0	65,364	1.0	65,364
Human Resources Assistant	100			1.0	51,740	1.0	54,351	1.0	54,351	1.0	54,351	1.0	54,351
Administrative Assistant (NU)	100			1.0	38,899	1.0	40,865	1.0	40,865	1.0	40,865	1.0	40,865
Overtime	100				0		5,000		5,000		5,000		5,000
Gross Personnel Services				11.0	841,161	12.0	951,030	11.0	875,038	11.0	875,038	11.0	875,038
Net Personnel Services				11.0	841,161	12.0	951,030	11.0	875,038	11.0	875,038	11.0	875,038

Notes:

- (1) 1 Position Reclass from WC & Safety Program Manager Approved in FY19
- (2) (1) Position Reclass to Dir of Occupational Health & Safety Approved in FY19

Parking

Parking falls under the direction of the Executive Department. The Parking Division manages both on-street and off-street parking in the City. Parking Control Officers enforce on-street signage and the City's parking ordinance to encourage turnover parking and provide public safety throughout the City. When requested, Parking Control Officers also assist the Police Department with traffic control during fire emergencies, accidents, and other matters of public safety.

The Parking Division also maintains and collects revenue from 1,615 metered spaces throughout the City, 850 of which have been converted to multi space meters that accept credit cards.

Finally, the Parking Division administers, operates, and/or oversees four parking garages and four parking lots. The division provides budgets, physical oversight, staffing, and revenue collection for these facilities.

FY19 expenses are up \$61,720, or 2.7%, due to payroll increases, as well as web meter and snow tow contractual services costs. FY19 revenues have risen by \$1,007,050, or 11.7%, largely due to FY19 fee increases in parking meters and the Elm Street and Spring Street hourly and monthly parking rates.

Department Summary

Department: Parking

Account: 100-18

		FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown							
Payroll		1,354,006	1,338,199	1,383,934	1,383,934	1,383,934	1,383,934
Benefits		16,036	15,905	16,035	16,035	16,035	16,035
Administrative Services		38,931	39,909	42,695	42,695	42,695	42,695
Contractual Services		372,005	375,190	402,290	402,290	402,290	402,290
Maintenance and Repairs		230,760	226,112	222,040	222,040	222,040	222,040
Rentals		126,676	126,456	128,765	128,765	128,765	128,765
Supplies		50,070	49,776	70,550	70,550	70,550	70,550
Utilities		85,720	83,212	74,245	69,615	69,615	69,615
Contributions		1,440	840	1,440	1,440	1,440	1,440
Total		2,275,644	2,255,599	2,341,994	2,337,364	2,337,364	2,337,364
Summary by Division							
Parking Administration	(18-01)	1,383,858	1,374,198	1,460,494	1,460,024	1,460,024	1,460,024
Elm Street Garage	(18-03)	305,525	302,435	304,812	302,962	302,962	302,962
Spring Street Garage	(18-04)	461,961	454,712	451,688	449,378	449,378	449,378
Temple Street Garage	(18-05)	124,300	124,254	125,000	125,000	125,000	125,000
Total		2,275,644	2,255,599	2,341,994	2,337,364	2,337,364	2,337,364
Less Revenues		(8,613,070)	(8,639,790)	(8,533,120)	(9,620,120)	(9,620,120)	(9,620,120)
Net Department Total		(6,337,426)	(6,384,191)	(6,191,126)	(7,282,756)	(7,282,756)	(7,282,756)

Parking Administration

Parking Administration includes the management of on-street parking, the parking meter operation, the Parking Control Officers, and the issuance of residential parking stickers. This division also handles the administration of the Temple Street and Casco Bay parking garages.

FY19 Expenditures increased \$76,166, or 5.5%, due primarily to increased costs related to the multispace parking meters including credit card fees, extended warranties, and the purchase of two additional multispace meters, as well as increased snow tow rates.

FY19 Parking Administration revenues have also increased \$509,220, or 9.1%. Total parking meter revenue is expected to increase \$600,000 and is attributed to the FY19 meter rate increase; there continues to be a downward trend in parking ticket revenue as a result of the City's efforts to make parking meter payments more convenient via multi-space credit card enabled meters, and a mobile payment app to be introduced in FY19. The City also has suspended the enforcement of the street maintenance signs from June to October and eliminated the odd / even parking restrictions. Annual revenues from the Thames Street Lot are projected to be down \$95,000, or 50%, due to the reduction in the size of the lot for new development. Other minor revenue increases include Angelo's Acre and the snow tow lot.

Division Summary

Department: Parking	Division: Parking Administration				Account: 100-18-01	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	900,110	887,630	924,284	924,284	924,284	924,284
Benefits	14,036	13,936	14,035	14,035	14,035	14,035
Administrative Services	14,631	15,655	17,695	17,695	17,695	17,695
Contractual Services	284,990	287,945	311,605	311,605	311,605	311,605
Maintenance and Repairs	850	850	850	850	850	850
Rentals	126,576	126,456	128,665	128,665	128,665	128,665
Supplies	39,770	39,456	60,450	60,450	60,450	60,450
Utilities	1,455	1,430	1,470	1,000	1,000	1,000
Contributions	1,440	840	1,440	1,440	1,440	1,440
Total	1,383,858	1,374,198	1,460,494	1,460,024	1,460,024	1,460,024
Less Revenues	(5,612,380)	(5,638,100)	(5,521,600)	(6,121,600)	(6,121,600)	(6,121,600)
Net Division Total	(4,228,522)	(4,263,902)	(4,061,106)	(4,661,576)	(4,661,576)	(4,661,576)

Personnel Services Detail

Department: Parking

Division: Parking Administration

Account: 100-18-01

	Funding	FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
Position	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Parking Division Director	100	1.0	91,179	1.0	95,804	1.0	95,804	1.0	95,804	1.0	95,804
Parking Division Supervisor	100	1.0	73,776	1.0	73,729	1.0	73,729	1.0	73,729	1.0	73,729
Parking Meter Supervisor	100	1.0	51,210	1.0	52,250	1.0	52,250	1.0	52,250	1.0	52,250
Senior Parking Control Officer	100	1.0	42,354	1.0	45,845	1.0	45,845	1.0	45,845	1.0	45,845
Maintenance Worker III	100	1.0	44,325	1.0	45,219	1.0	45,219	1.0	45,219	1.0	45,219
Parking Meter Technician	100	1.0	45,177	1.0	46,089	1.0	46,089	1.0	46,089	1.0	46,089
Parking Control Officer	100	10.6	395,684	10.6	406,238	10.6	406,238	10.6	406,238	10.6	406,238
Administrative Associate	100	1.0	45,395	1.0	46,309	1.0	46,309	1.0	46,309	1.0	46,309
Customer Service Rep	100	2.0	73,010	2.0	72,648	2.0	72,648	2.0	72,648	2.0	72,648
Holiday Payments	100		0		1,153		1,153		1,153		1,153
Overtime	100		38,000		39,000		39,000		39,000		39,000
Gross Personnel Services		19.6	900,110	19.6	924,284	19.6	924,284	19.6	924,284	19.6	924,284
Net Personnel Services		19.6	900,110	19.6	924,284	19.6	924,284	19.6	924,284	19.6	924,284

Elm Street Garage

The Elm Street Garage is a City-owned parking facility adjacent to Portland High School, and is operated and staffed by the Parking division. The Elm Street Garage provides hourly parking for people wishing to visit downtown businesses and the Merrill Auditorium / Portland Public Library area, as well as providing monthly parking spaces for employees of Portland High School, area businesses, some City Hall employees, and private citizens.

Expenses for the Elm Street parking garage are down slightly, \$2,563, or 0.8%. Revenues have increased \$147,000 primarily due to a FY19 increase in the hourly and monthly rates.

Division Summary

Department: Parking	Division: Elm Street Garage				Account: 100-18-03	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	197,240	194,800	199,652	199,652	199,652	199,652
Benefits	1,000	968	1,000	1,000	1,000	1,000
Contractual Services	26,920	28,040	28,815	28,815	28,815	28,815
Maintenance and Repairs	53,400	53,400	51,970	51,970	51,970	51,970
Supplies	4,450	4,247	4,300	4,300	4,300	4,300
Utilities	22,515	20,980	19,075	17,225	17,225	17,225
Total	305,525	302,435	304,812	302,962	302,962	302,962
Less Revenues	(554,600)	(554,600)	(559,600)	(701,600)	(701,600)	(701,600)
Net Division Total	(249,075)	(252,165)	(254,788)	(398,638)	(398,638)	(398,638)

Personnel Services Detail

Department: Parking

Division: Elm Street Garage

Account: 100-18-03

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Parking Garage Shift Leader	100			2.0	81,510	2.0	83,787	2.0	83,787	2.0	83,787	83,787
Parking Garage Cashier	100			2.6	90,445	2.6	90,433	2.6	90,433	2.6	90,433	90,433
Holiday Payments	100				4,235		4,682		4,682		4,682	4,682
Temporary Help	100				7,800		7,750		7,750		7,750	7,750
Overtime	100				13,250		13,000		13,000		13,000	13,000
Gross Personnel Services				4.6	197,240	4.6	199,652	4.6	199,652	4.6	199,652	199,652
Net Personnel Services				4.6	197,240	4.6	199,652	4.6	199,652	4.6	199,652	199,652

Spring Street Garage

The Spring Street Garage is a City-owned parking facility adjacent to the Cross Arena and is operated and staffed by the Parking Division. The Spring Street Garage has been used successfully as an economic development tool for downtown revitalization and provides parking for Arena events. The garage also provides hourly parking for people visiting businesses in the Congress Street / Free Street area, as well as providing monthly parking spaces for employees of area businesses and private citizens.

Expenses are down \$12,583, or 2.7%, largely due to a decrease in building maintenance and repair, and the anticipated savings in electricity by converting the lighting to LEDs. FY19 revenues are up \$340,830, primarily due to a FY19 increase in the hourly and monthly rates.

Division Summary

Department: Parking	Division: Spring Street Garage				Account: 100-18-04	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	256,656	255,769	259,998	259,998	259,998	259,998
Benefits	1,000	1,001	1,000	1,000	1,000	1,000
Contractual Services	60,095	59,205	61,870	61,870	61,870	61,870
Maintenance and Repairs	76,510	71,862	69,220	69,220	69,220	69,220
Rentals	100	0	100	100	100	100
Supplies	5,850	6,073	5,800	5,800	5,800	5,800
Utilities	61,750	60,802	53,700	51,390	51,390	51,390
Total	461,961	454,712	451,688	449,378	449,378	449,378
Less Revenues	(1,381,090)	(1,372,090)	(1,376,920)	(1,721,920)	(1,721,920)	(1,721,920)
Net Division Total	(919,129)	(917,378)	(925,232)	(1,272,542)	(1,272,542)	(1,272,542)

Personnel Services Detail

Department: Parking

Division: Spring Street Garage

Account: 100-18-04

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Parking Garage Shift Leader	100			2.0	85,868	2.0	88,062	2.0	88,062	2.0	88,062	88,062
Parking Garage Cashier	100			2.4	84,289	2.4	86,405	2.4	86,405	2.4	86,405	86,405
Maintenance Worker III	100			1.0	44,325	1.0	45,219	1.0	45,219	1.0	45,219	45,219
Holiday Payments	100				4,660		1,812		1,812		1,812	1,812
Temporary Help	100				21,514		22,000		22,000		22,000	22,000
Overtime	100				16,000		16,500		16,500		16,500	16,500
Gross Personnel Services				5.4	256,656	5.4	259,998	5.4	259,998	5.4	259,998	259,998
Net Personnel Services				5.4	256,656	5.4	259,998	5.4	259,998	5.4	259,998	259,998

Temple Street Garage

The Temple Street Garage, located adjacent to the Nickelodeon Theater, is leased and managed by a private company. The Parking Division, however, oversees the operations and must approve all capital improvements in the garage. The Temple Street Garage provides hourly parking for people wishing to visit businesses in the Temple Street area, such as the Nickelodeon Theater and One City Center, as well as providing monthly parking spaces for employees of area businesses and private citizens.

FY19 revenues and expenditures at the Temple Street Garage remain relatively flat, each changing by less than 1.0%.

Division Summary

Department: Parking	Division: Temple Street Garage				Account: 100-18-05	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Administrative Services	24,300	24,254	25,000	25,000	25,000	25,000
Maintenance and Repairs	100,000	100,000	100,000	100,000	100,000	100,000
Total	124,300	124,254	125,000	125,000	125,000	125,000
Less Revenues	(1,065,000)	(1,075,000)	(1,075,000)	(1,075,000)	(1,075,000)	(1,075,000)
Net Division Total	(940,700)	(950,746)	(950,000)	(950,000)	(950,000)	(950,000)

Economic Development

The Department of Economic Development is responsible for enhancing the economic growth of the City and is dedicated to fostering a vibrant and healthy economic climate for the benefit of all those who live and work in Portland. The Department strives to facilitate a strong and diversified tax base, an active and revitalized city and waterfront, and economic and employment opportunities.

By leading a collaborative effort among agencies, both in advocacy and acting as a business resource, the Department provides professional and knowledgeable service through quality programs and coordinated efforts to improve the well-being of Portland. The Department endeavors to keep open the lines of communication so that economic development issues and opportunities are addressed in a timely, thorough, and proactive manner.

The Economic Development Department expenditure increase of \$142,942 is largely attributed to the transfer of the Office of Economic Opportunity from the City Manager's budget in FY19. The FY19 revenue increase of \$349,348 is mainly attributed to the increase in staff salary reimbursement from tax increment financing (TIF) funds.

Department Summary

Department: Economic Development

Account: 100-19

		FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown							
Payroll		418,971	419,153	509,633	532,937	532,937	532,937
Benefits		1,284	882	2,220	1,620	1,620	1,620
Administrative Services		11,570	11,385	20,710	18,210	18,210	18,210
Contractual Services		52,072	50,977	81,072	73,072	73,072	73,072
Rentals		2,400	2,336	2,400	2,400	2,400	2,400
Supplies		4,750	4,426	5,750	5,750	5,750	5,750
Total		491,047	489,159	621,785	633,989	633,989	633,989
Summary by Division							
Economic Development	(19-20)	462,525	460,836	593,263	605,467	605,467	605,467
Portland Development Corporation	(19-22)	28,522	28,323	28,522	28,522	28,522	28,522
Total		491,047	489,159	621,785	633,989	633,989	633,989
Less Revenues		(218,601)	(217,499)	(146,760)	(567,949)	(567,949)	(567,949)
Net Department Total		272,446	271,660	475,025	66,040	66,040	66,040

Economic Development

The division of Economic Development is comprised of the Director, Waterfront Coordinator, Business Development Representative, and the Senior Executive Assistant. The Department strives to facilitate a strong and diversified tax base, an active and revitalized city, a vital waterfront, and employment opportunities. The Department also endeavors to keep the lines of communication open so that economic development issues are addressed in a timely, thorough, and proactive manner.

In addition, this division includes the Creative Portland Corporation (CPC) staff of 2.1 full-time equivalents; CPC is a nonprofit organization which supports the City of Portland's economic development efforts, which enhances and creates business in the creative economy, arts district development, and employment opportunities.

In FY19, the Office of Economic Opportunity was transferred into the Economic Development division from the City Manager's Office.

The CPC positions are funded 100% via the Downtown Transit Oriented Development Tax Increment Financing District. In FY19, the other positions are also 100% funded through Tax Increment Financing (TIF), and include reimbursement from the Downtown, Waterfront and / or Bayside TIFs.

Division Summary

Department: Economic Development **Division:** Economic Development **Account:** 100-19-20

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	418,971	419,153	509,633	532,937	532,937	532,937
Benefits	1,284	882	2,220	1,620	1,620	1,620
Administrative Services	6,695	6,652	15,835	13,335	13,335	13,335
Contractual Services	29,175	28,081	58,175	50,175	50,175	50,175
Rentals	2,400	2,336	2,400	2,400	2,400	2,400
Supplies	4,000	3,732	5,000	5,000	5,000	5,000
Total	462,525	460,836	593,263	605,467	605,467	605,467
Less Revenues	(190,079)	(189,176)	(118,238)	(539,427)	(539,427)	(539,427)
Net Division Total	272,446	271,660	475,025	66,040	66,040	66,040

Personnel Services Detail

Department: Department of Economic Development

Division: Economic Development

Account: 100-19-20

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Economic Development Director	100		1.0	117,311	1.0	121,193	1.0	121,193	1.0	121,193	1.0	121,193
Waterfront Coordinator	100		1.0	85,293	1.0	86,990	1.0	86,990	1.0	86,990	1.0	86,990
Business Development Rep	100		1.0	69,973	1.0	71,877	1.0	71,877	1.0	71,877	1.0	71,877
Senior Executive Assistant	100		1.0	53,508	1.0	54,581	1.0	54,581	1.0	54,581	1.0	54,581
Exec Dir/Creative Ptlid (Contract)	100		1.0	66,008	1.0	71,000	1.0	71,000	1.0	71,000	1.0	71,000
(1) Program Assistant (Contract)	100		0.8	26,878	1.1	35,838	1.1	35,838	1.1	35,838	1.1	35,838
(2) Dir Office Economic Opportunity	100		0.0	0	1.0	86,458	1.0	86,458	1.0	86,458	1.0	86,458
Program Coordinator	100		0.0	0	1.0	63,686	0.0	0	0.0	0	0.0	0
(3) Temporary Help	100			0		5,000		5,000		5,000		5,000
(4) Notes												
Gross Personnel Services			5.8	418,971	8.1	596,623	7.1	532,937	7.1	532,937	7.1	532,937
Less Project Employees			0.0	0	(1.0)	(86,990)	0.0	0	0.0	0	0.0	0
Net Personnel Services			5.8	418,971	7.1	509,633	7.1	532,937	7.1	532,937	7.1	532,937

Notes:

- (1) .3 Hours Increase in FY19
- (2) 1 Position Transferred from City Manager (100-13-01) in FY19
- (3) Office of Economic Opportunity Intern
- (4) Office of Economic Opportunity Transferred from City Manager (100-1301) in FY19

Portland Development Corporation

The Portland Development Corporation (PDC) is a quasi-municipal non-profit corporation created in December 1990 by the City Council. The Division specializes in providing specific programs which will assist in the recruitment and development of new and existing business and industry within the city.

The Portland Development Corporation budget is fully funded by the interest income from its business loan programs; the PDC relies on this income from its business loan program to cover its operating expenses. Expenses are offset 100% by program revenue.

Division Summary

Department: Economic Development **Division:** Portland Development Corporation **Account:** 100-19-22

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Administrative Services	4,875	4,733	4,875	4,875	4,875	4,875
Contractual Services	22,897	22,896	22,897	22,897	22,897	22,897
Supplies	750	694	750	750	750	750
Total	28,522	28,323	28,522	28,522	28,522	28,522
Less Revenues	(28,522)	(28,323)	(28,522)	(28,522)	(28,522)	(28,522)
Net Division Total	0	0	0	0	0	0

Police Department

The Police Department is comprised of six divisions: Administration, Jetport Security, Uniform Operations Group, Bureau of Investigative Services, Operations Support Services, and Dispatch Services.

The Police Department's mission focuses on three distinct areas: Service Excellence, Community Engagement, and Resource Maximization. Every decision, plan, and contact made places emphasis on these three areas. All members of the Portland Police Department reference the core values of Leadership, Integrity, and Service when interacting with the public.

The Police Department's expense increase of \$372,304, or 2.3%, is primarily due to increases in payroll expenses. This budget includes the elimination of one Police Sergeant and two Police Officers within the Community Policing Division, as well as two Police Officers in the Patrol Division and the Ordinance Enforcement Officer.

Outside Jobs and other payroll reimbursements account for the majority of the \$140,488 or 5.0% revenue increase.

Department Summary

Department: Police Department

Account: 100-21

		FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown							
Payroll		15,560,481	15,225,001	16,092,686	15,936,357	15,936,357	15,936,357
Benefits		209,774	213,855	238,590	238,590	238,590	238,590
Administrative Services		123,133	120,192	158,106	121,096	121,096	121,096
Contractual Services		200,327	200,389	219,537	204,537	204,537	204,537
Maintenance and Repairs		106,088	68,319	95,037	95,037	95,037	95,037
Rentals		20,519	21,683	21,718	21,718	21,718	21,718
Supplies		244,047	280,018	362,335	217,178	217,178	217,178
Minor Capital Items		15,000	15,000	30,000	15,000	15,000	15,000
Utilities		8,940	11,023	11,100	11,100	11,100	11,100
Capital Outlay		0	0	77,553	0	0	0
Total		16,488,309	16,155,480	17,306,662	16,860,613	16,860,613	16,860,613
Summary by Division							
Police Administration	(21-01)	1,075,847	1,072,840	1,207,316	1,207,316	1,207,316	1,207,316
Jetport Security	(21-04)	558,351	567,932	572,198	572,198	572,198	572,198
Uniformed Operations Group	(21-21)	9,925,829	9,489,614	10,378,242	10,062,663	10,062,663	10,062,663
Bureau of Investigative Services	(21-24)	1,845,493	1,764,952	1,982,038	1,928,235	1,928,235	1,928,235
Operation Support Services	(21-28)	849,498	933,012	904,753	828,086	828,086	828,086
Dispatch Services	(21-31)	2,233,291	2,327,130	2,262,115	2,262,115	2,262,115	2,262,115
Total		16,488,309	16,155,480	17,306,662	16,860,613	16,860,613	16,860,613
Less Revenues		(2,806,671)	(2,968,665)	(2,722,739)	(2,947,159)	(2,947,159)	(2,947,159)
Net Department Total		13,681,638	13,186,815	14,583,923	13,913,454	13,913,454	13,913,454

Police Administration

It is the responsibility of the Chief of Police to create policy and make resource management decisions for the Police Department's assets. The administrative staff provides support in the areas of legal assistance, fiscal management, internal standards, human resources, and the investigation of complaints filed against police officers.

The expenditure increase of \$131,469, or 12.2%, includes the position transfer of the Police Major from the Uniform Operations division. Revenues have also increased by \$9,074, or 6.4 %.

Division Summary

Department: Police Department **Division:** Police Administration **Account:** 100-21-01

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	1,056,925	1,054,199	1,188,181	1,188,181	1,188,181	1,188,181
Benefits	5,824	5,866	6,400	6,400	6,400	6,400
Administrative Services	8,820	8,521	8,535	8,535	8,535	8,535
Maintenance and Repairs	200	200	200	200	200	200
Rentals	2,278	2,204	2,200	2,200	2,200	2,200
Supplies	1,800	1,850	1,800	1,800	1,800	1,800
Total	1,075,847	1,072,840	1,207,316	1,207,316	1,207,316	1,207,316
Less Revenues	(142,860)	(145,554)	(151,934)	(151,934)	(151,934)	(151,934)
Net Division Total	932,987	927,286	1,055,382	1,055,382	1,055,382	1,055,382

Personnel Services Detail

Department: Police

Division: Police Administration

Account: 100-21-01

Position	Funding	FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Police Chief	100	1.0	118,814	1.0	121,193	1.0	121,193	1.0	121,193	1.0	121,193
Asst Police Chief	100	1.0	103,214	1.0	110,448	1.0	110,448	1.0	110,448	1.0	110,448
Police Commander	100	1.0	105,198	1.0	107,305	1.0	107,305	1.0	107,305	1.0	107,305
(1) Police Major	100	0.0	0	1.0	98,066	1.0	98,066	1.0	98,066	1.0	98,066
Police Lieutenant	100	1.0	84,687	1.0	87,011	1.0	87,011	1.0	87,011	1.0	87,011
Police Sergeant	100	1.0	73,852	1.0	77,617	1.0	77,617	1.0	77,617	1.0	77,617
Police Legal Advisor	100	1.0	95,658	1.0	97,566	1.0	97,566	1.0	97,566	1.0	97,566
Police Planning/Research Coord	100	1.0	70,461	1.0	73,223	1.0	73,223	1.0	73,223	1.0	73,223
Crime Analyst	100	1.0	54,403	1.0	57,148	1.0	57,148	1.0	57,148	1.0	57,148
Principal Admin Officer II	100	1.0	77,099	1.0	79,034	1.0	79,034	1.0	79,034	1.0	79,034
Principal Financial Officer	100	1.0	70,248	1.0	71,877	1.0	71,877	1.0	71,877	1.0	71,877
Senior Admin Officer	100	1.0	58,790	1.0	59,963	1.0	59,963	1.0	59,963	1.0	59,963
Administrative Officer	100	1.0	48,615	1.0	55,239	1.0	55,239	1.0	55,239	1.0	55,239
Executive Assistant	100	1.0	45,421	1.0	40,966	1.0	40,966	1.0	40,966	1.0	40,966
(2) Administrative Assistant (NU)	100	0.0	0	1.0	44,080	1.0	44,080	1.0	44,080	1.0	44,080
(3) Office Assistant	100	1.0	42,354	0.0	0	0.0	0	0.0	0	0.0	0
Holiday Payments	100		3,411		3,695		3,695		3,695		3,695
Overtime	100		4,700		3,750		3,750		3,750		3,750
Gross Personnel Services		14.0	1,056,925	15.0	1,188,181	15.0	1,188,181	15.0	1,188,181	15.0	1,188,181
Net Personnel Services		14.0	1,056,925	15.0	1,188,181	15.0	1,188,181	15.0	1,188,181	15.0	1,188,181

Notes:

- (1) 1 Position Transferred from Uniform Ops (21-21) in FY19
- (2) 1 Position Reclassed from Office Assistant during FY18
- (3) (1) Position Reclassed to Administrative Assistant during FY18

Jetport Security

The Sergeant assigned to the Jetport Security division serves as a direct liaison between the Police Department and the Jetport staff and Administration.

Officers assigned to the Jetport perform duties as follows: monitor security checkpoints during arrivals and departures, actively patrol the interior of the Jetport terminal, regulate activities of taxi operators utilizing the Jetport, assist in parking enforcement at the terminal, monitor activities at the baggage claim area, perform security checks of secured areas of the complex, make patrol sweeps of the parking areas including the garage, respond to all requests for police or emergency services originating at the Jetport, and process reports accordingly.

Expenditures in this division have increased \$13,847, or 2.5%, primarily due to increases in payroll expenses. The cost for this division is entirely offset by revenues received by the Jetport.

Division Summary

Department: Police Department	Division: Jetport Security				Account: 100-21-04	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	535,816	545,594	549,228	549,228	549,228	549,228
Benefits	16,175	16,050	16,575	16,575	16,575	16,575
Administrative Services	3,450	3,349	3,450	3,450	3,450	3,450
Maintenance and Repairs	250	250	250	250	250	250
Rentals	360	389	395	395	395	395
Supplies	2,300	2,300	2,300	2,300	2,300	2,300
Total	558,351	567,932	572,198	572,198	572,198	572,198
Less Revenues	(558,351)	(567,932)	(572,198)	(572,198)	(572,198)	(572,198)
Net Division Total	0	0	0	0	0	0

Personnel Services Detail

Department: Police

Division: Jetport Security

Account: 100-21-04

Position	Funding			FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Police Sergeant	100	1.0			74,892	1.0	78,657	1.0	78,657	1.0	78,657	1.0	78,657
Police Officer	100	4.0			248,522	4.0	257,938	4.0	257,938	4.0	257,938	4.0	257,938
Holiday Payments	100				12,402		12,633		12,633		12,633		12,633
Overtime	100				200,000		200,000		200,000		200,000		200,000
Gross Personnel Services		5.0			535,816	5.0	549,228	5.0	549,228	5.0	549,228	5.0	549,228
Net Personnel Services		5.0			535,816	5.0	549,228	5.0	549,228	5.0	549,228	5.0	549,228

Uniformed Operations Group

A Commander heads the Uniformed Operations Group. The primary duty of this group is the protection of lives and property. This is accomplished through continuous patrol directed at the repression of crime and the apprehension of violators. The group consists of three patrol teams broken out into twelve squads. This unique deployment structure allows the department to utilize a work load analysis to assign a proportionate number of patrol officers throughout the City. It also promotes teamwork and cohesive organizational commitment within the small units. Each team is responsible for conducting routine patrol services such as responding to calls for service, traffic enforcement, building security and maintenance of public order. Directed patrol officers work closely with Community Policing Officers in each sector of the City to enhance crime prevention and streamline problem solving.

Community Policing Officers are assigned to six neighborhood sectors and the Youth Services program. These officers work closely with Portland residents, local businesses and their fellow officers to enhance problem solving. In addition to answering calls for police service, these officers attend meetings, collaborate with fellow officers, and work with the Community Policing Coordinators to facilitate efforts in their geographically assigned areas. Portland has five neighborhood-based community policing centers located in the Parkside, Bayside, East Bayside, West End, and Munjoy Hill neighborhoods. Community Policing also serves properties owned and managed by the Portland Housing Authority.

The Uniformed Operations Group also contains a Traffic Unit responsible for traffic-related services and an Island Unit responsible for providing public safety services to residents of Peaks Island.

Expenditures in this division have increased \$136,834, or 1.4%, primarily due to increases in payroll; the payroll increase includes the elimination of one Community Policing Sergeant, two Community Policing Officers, two Patrol Officers, and the Ordinance Enforcement Officer. Revenues have increased \$88,099, or 8.7% primarily due to the increase in Outside Jobs projected revenue and other payroll reimbursements.

Division Summary

Department: Police Department	Division: Uniformed Operations Group				Account: 100-21-21	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	9,408,200	8,961,690	9,665,147	9,495,068	9,495,068	9,495,068
Benefits	136,425	142,265	163,545	163,545	163,545	163,545
Administrative Services	17,061	16,455	17,436	17,436	17,436	17,436
Contractual Services	177,577	179,608	196,787	181,787	181,787	181,787
Maintenance and Repairs	76,838	54,157	83,787	83,787	83,787	83,787
Rentals	6,998	7,467	7,900	7,900	7,900	7,900
Supplies	102,190	127,418	218,100	112,600	112,600	112,600
Minor Capital Items	0	0	15,000	0	0	0
Utilities	540	554	540	540	540	540
Capital Outlay	0	0	10,000	0	0	0
Total	9,925,829	9,489,614	10,378,242	10,062,663	10,062,663	10,062,663
Less Revenues	(1,014,404)	(1,099,847)	(900,107)	(1,102,503)	(1,102,503)	(1,102,503)
Net Division Total	8,911,425	8,389,767	9,478,135	8,960,160	8,960,160	8,960,160

Personnel Services Detail

Department: Police

Division: Uniformed Operations Group

Account: 100-21-21

Position	Funding			FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Police Major	100			1.0	92,957	0.0	0	0.0	0	0.0	0	0.0	0
Police Lieutenant	100			8.0	657,431	8.0	690,344	8.0	690,344	8.0	690,344	8.0	690,344
(2) Police Sergeant	100			16.0	1,160,186	16.0	1,216,638	15.0	1,144,167	15.0	1,144,167	15.0	1,144,167
(3) Police Officer	100			102.0	5,678,040	102.0	5,971,029	98.0	5,757,449	98.0	5,757,449	98.0	5,757,449
Community Services Coord	36	47	17	6.0	312,387	6.0	322,974	6.0	322,974	6.0	322,974	6.0	322,974
Behavioral Health Coordinator	100			1.0	68,036	1.0	71,487	1.0	71,487	1.0	71,487	1.0	71,487
Substance Abuse Disorder-Proj		100		1.0	49,868	1.0	52,396	1.0	52,396	1.0	52,396	1.0	52,396
(4) Ordinance Enforcement Officer	100			1.0	34,529	1.0	34,028	0.0	0	0.0	0	0.0	0
Animal Control Officer	100			1.0	34,730	1.0	36,192	1.0	36,192	1.0	36,192	1.0	36,192
Neighborhood Prosecutor	100			1.0	93,591	1.0	95,726	1.0	95,726	1.0	95,726	1.0	95,726
Administrative Associate	100			1.0	45,962	1.0	46,878	1.0	46,878	1.0	46,878	1.0	46,878
Admin Assistant (CEBA)	100			2.0	81,627	2.0	83,775	2.0	83,775	2.0	83,775	2.0	83,775
Outside Jobs	7		93		415,250		491,354		491,354		491,354		491,354
Holiday Payments	100				195,511		195,604		195,604		195,604		195,604
Constables	100				6,760		7,800		7,800		7,800		7,800
Police Summer Cadets (Temp)	13		87		34,560		39,237		39,237		39,237		39,237
Overtime	100				446,775		459,685		459,685		459,685		459,685
Gross Personnel Services				141.0	9,408,200	140.0	9,815,147	134.0	9,495,068	134.0	9,495,068	134.0	9,495,068
Less Project Employees				0.0	0	(2.8)	(150,000)	0.0	0	0.0	0	0.0	0
Net Personnel Services				141.0	9,408,200	137.2	9,665,147	134.0	9,495,068	134.0	9,495,068	134.0	9,495,068

Notes:

- (1) (1) Position Transferred to Police Admin (21-01) in FY19
- (2) (1) Position Eliminated in FY19 (Community Policing)
- (3) (4) Positions Eliminated in FY19 (Two Community Policing Officers)
- (4) (1) Position Eliminated in FY19

Bureau of Investigative Services

The Bureau of Investigative Services is commanded by the Assistant Chief and is comprised of both a criminal investigations division and a narcotics investigations division; these divisions are responsible for the thorough investigation of criminal incidents referred from the rest of the department. The division also provides supervision of the Court Officer, the Criminal Process Services, and the Victim Advocacy program.

Expenditures in this division have increased \$82,742, or 4.5%, due to increases in payroll expenses. Revenues received include funding from the Maine Drug Enforcement Agency (MDEA) and the Police Victim Witness Advocate grant for salary reimbursement. FY19 revenues reflect an increase of \$12,640 or 6.3%.

Division Summary

Department: Police Department	Division: Bureau of Investigative Services				Account: 100-21-24	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	1,796,401	1,716,105	1,864,785	1,878,535	1,878,535	1,878,535
Benefits	28,290	28,134	29,370	29,370	29,370	29,370
Administrative Services	1,585	2,897	1,430	1,430	1,430	1,430
Contractual Services	5,500	4,901	5,500	5,500	5,500	5,500
Maintenance and Repairs	2,000	1,842	2,000	2,000	2,000	2,000
Rentals	2,517	2,388	2,200	2,200	2,200	2,200
Supplies	9,200	8,685	9,200	9,200	9,200	9,200
Capital Outlay	0	0	67,553	0	0	0
Total	1,845,493	1,764,952	1,982,038	1,928,235	1,928,235	1,928,235
Less Revenues	(199,577)	(262,972)	(198,467)	(212,217)	(212,217)	(212,217)
Net Division Total	1,645,916	1,501,980	1,783,571	1,716,018	1,716,018	1,716,018

Personnel Services Detail

Department: Police

Division: Bureau of Investigative Services

Account: 100-21-24

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#
Police Lieutenant	100		1.0	85,963	1.0	87,272	1.0	87,272	1.0	87,272	1.0	87,272
Police Sergeant	67	33	3.0	224,572	3.0	237,461	3.0	237,461	3.0	237,461	3.0	237,461
Police Detective	100		18.0	1,146,897	18.0	1,185,795	18.0	1,185,795	18.0	1,185,795	18.0	1,185,795
Police Detective (Contract)		100	1.0	91,271	1.0	100,722	1.0	100,722	1.0	100,722	1.0	100,722
Court Officer	100		1.0	61,951	1.0	64,433	1.0	64,433	1.0	64,433	1.0	64,433
Police Victim/Witness Advoc	1	99	0.3	13,811	0.3	14,089	0.3	14,089	0.3	14,089	0.3	14,089
Office Assistant	100		1.0	41,535	1.0	35,393	1.0	35,393	1.0	35,393	1.0	35,393
Process Server	100		1.0	40,209	1.0	41,008	1.0	41,008	1.0	41,008	1.0	41,008
On-Call Pay	100			0		23,400		23,400		23,400		23,400
Holiday Payments	100			42,192		38,962		38,962		38,962		38,962
Overtime	100			48,000		50,000		50,000		50,000		50,000
Gross Personnel Services			26.3	1,796,401	26.3	1,878,535	26.3	1,878,535	26.3	1,878,535	26.3	1,878,535
Less Project Employees			0.0	0	(0.3)	(13,750)	0.0	0	0.0	0	0.0	0
Net Personnel Services			26.3	1,796,401	26.0	1,864,785	26.3	1,878,535	26.3	1,878,535	26.3	1,878,535

Operation Support Services

The Operations Support Services Division is commanded by the Assistant Chief and is comprised of the following sections: computer crimes, forensics, property, training, and records. Included in the budget are minor costs associated with the Regional Forensic Crime Laboratory.

Expenditures in this division have decreased \$21,412, or 2.5%, primarily due to reductions in supplies offset by increases in payroll expenses. Revenues have increased by \$3,064, or 6.4%.

Division Summary

Department: Police Department **Division:** Operation Support Services **Account:** 100-21-28

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	612,059	682,327	635,260	635,260	635,260	635,260
Benefits	6,360	6,082	6,000	6,000	6,000	6,000
Administrative Services	82,050	82,569	113,080	76,070	76,070	76,070
Contractual Services	15,000	14,174	15,000	15,000	15,000	15,000
Maintenance and Repairs	7,600	7,170	7,600	7,600	7,600	7,600
Rentals	7,872	8,281	8,378	8,378	8,378	8,378
Supplies	118,557	132,409	119,435	79,778	79,778	79,778
Total	849,498	933,012	904,753	828,086	828,086	828,086
Less Revenues	(47,561)	(48,442)	(50,625)	(50,625)	(50,625)	(50,625)
Net Division Total	801,937	884,570	854,128	777,461	777,461	777,461

Personnel Services Detail

Department: Police

Division: Operations Support Services

Account: 100-21-28

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Police Sergeant	100			1.0	74,350	1.0	79,177	1.0	79,177	1.0	79,177	79,177
Police Detective	100			5.0	317,419	5.0	331,463	5.0	331,463	5.0	331,463	331,463
Property & Evidence Coord	100			1.0	60,840	1.0	62,049	1.0	62,049	1.0	62,049	62,049
Training & Operations Coord	100			1.0	55,244	1.0	56,355	1.0	56,355	1.0	56,355	56,355
Public Service Clerk	100			2.0	76,752	2.0	77,298	2.0	77,298	2.0	77,298	77,298
Holiday Payments	100				10,454		11,918		11,918		11,918	11,918
Overtime	100				17,000		17,000		17,000		17,000	17,000
Gross Personnel Services				10.0	612,059	10.0	635,260	10.0	635,260	10.0	635,260	635,260
Net Personnel Services				10.0	612,059	10.0	635,260	10.0	635,260	10.0	635,260	635,260

Dispatch Services

The Portland Regional Communications Center (PRCC) comprises Dispatch Services and is supervised by the Emergency Communications Director. Serving Cape Elizabeth, South Portland and the City of Portland, the PRCC is responsible for receiving telephone requests for all emergency services and dispatching appropriate police, fire, and emergency medical services resources. The 2011 regional consolidation allowed all three communities to maximize their resources while emphasizing a commitment to service excellence.

Expenditures in this division have increased \$28,824, or 1.3%, primarily due to increases in payroll expenses, offset by the transfer of the radio communications system annual maintenance agreement to the City's Fire Department. Revenues have increased \$13,764, or 1.6%, due to the regional cost-sharing agreement.

Division Summary

Department: Police Department **Division:** Dispatch Services **Account:** 100-21-31

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	2,151,080	2,265,086	2,190,085	2,190,085	2,190,085	2,190,085
Benefits	16,700	15,458	16,700	16,700	16,700	16,700
Administrative Services	10,167	6,401	14,175	14,175	14,175	14,175
Contractual Services	2,250	1,706	2,250	2,250	2,250	2,250
Maintenance and Repairs	19,200	4,700	1,200	1,200	1,200	1,200
Rentals	494	954	645	645	645	645
Supplies	10,000	7,356	11,500	11,500	11,500	11,500
Minor Capital Items	15,000	15,000	15,000	15,000	15,000	15,000
Utilities	8,400	10,469	10,560	10,560	10,560	10,560
Total	2,233,291	2,327,130	2,262,115	2,262,115	2,262,115	2,262,115
Less Revenues	(843,918)	(843,918)	(849,408)	(857,682)	(857,682)	(857,682)
Net Division Total	1,389,373	1,483,212	1,412,707	1,404,433	1,404,433	1,404,433

Personnel Services Detail

Department: Police

Division: Dispatch Services

Account: 100-21-31

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Emergency Communications Dir	100			1.0	81,233	1.0	85,349	1.0	85,349	1.0	85,349	85,349
Radio System Specialist	100			1.0	56,763	1.0	57,886	1.0	57,886	1.0	57,886	57,886
Telecommunications Supervisor	100			5.0	282,046	5.0	289,417	5.0	289,417	5.0	289,417	289,417
Telecommunicator	100			29.0	1,369,865	29.0	1,391,881	29.0	1,391,881	29.0	1,391,881	1,391,881
Holiday Payments	100				18,323		20,634		20,634		20,634	20,634
Temporary Help	100				22,950		18,000		18,000		18,000	18,000
Overtime	100				319,900		326,918		326,918		326,918	326,918
Gross Personnel Services				36.0	2,151,080	36.0	2,190,085	36.0	2,190,085	36.0	2,190,085	2,190,085
Net Personnel Services				36.0	2,151,080	36.0	2,190,085	36.0	2,190,085	36.0	2,190,085	2,190,085

Fire Department

The Fire Department consists of five divisions: Administration, Code Enforcement and Community Services, Field Operations, Jetport Air Rescue, and Operations Support Services. The Fire Chief oversees the operation of these divisions.

The Fire Department's overall expenditure increase is \$50,509 or 0.3%. The expenditure increase is mainly attributed to the Air Rescue Station FY19 increased operational costs which are fully reimbursed by the Jetport Enterprise Fund. Other changes include the reduction of four Fireboat positions offsetting personnel cost-of-living-adjustment (COLA) increases and a new administrative position.

The revenue increase of \$175,797, or 4.0%, is mainly attributed to anticipated increases in MEDCU billings; MEDCU billings make up the majority of the department's revenues.

Department Summary

Department: Fire Department

Account: 100-22

		FY18 FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown							
Payroll		15,092,093	15,094,412	15,852,253	15,119,814	15,119,814	15,119,814
Benefits		253,304	335,334	303,655	265,055	265,055	265,055
Administrative Services		176,548	176,449	214,698	209,698	209,698	209,698
Contractual Services		214,067	214,391	190,673	194,323	194,323	194,323
Maintenance and Repairs		339,990	330,356	357,190	307,190	307,190	307,190
Rentals		385,251	400,398	414,259	387,259	387,259	387,259
Supplies		559,910	545,285	602,985	580,985	580,985	580,985
Utilities		224,733	238,073	238,732	232,081	232,081	232,081
Total		17,245,896	17,334,698	18,174,445	17,296,405	17,296,405	17,296,405
Summary by Division							
Fire Administration	(22-01)	604,786	606,993	594,919	572,319	572,319	572,319
Code Enforce & Community Svcs	(22-02)	247,879	274,740	353,795	270,157	270,157	270,157
Field Operations	(22-03)	14,657,948	14,666,181	15,374,110	14,685,959	14,685,959	14,685,959
Air Rescue Station	(22-04)	963,251	999,412	1,013,282	1,013,282	1,013,282	1,013,282
Operation Support Services	(22-07)	772,032	787,372	838,339	754,688	754,688	754,688
Total		17,245,896	17,334,698	18,174,445	17,296,405	17,296,405	17,296,405
Less Revenues		(4,407,633)	(4,324,618)	(4,478,430)	(4,583,430)	(4,583,430)	(4,583,430)
Net Department Total		12,838,263	13,010,080	13,696,015	12,712,975	12,712,975	12,712,975

Fire Administration

The Administration Division is responsible for the planning, organization, and day-to-day operations of all fire suppression, emergent medical care, fire prevention, disaster preparations, and terrorism responses within Portland. The policies and procedures that guide the department in carrying out its mission are established by the Fire Chief.

This division also administers the human resources activities for the department including hiring, worker compensation claims, benefits, wellness, risk management, and payroll. The division has instituted a Peer Support Team, using the Police Department model, to deliver support and services to members facing crisis; this endeavor has positively impacted leave associated with Critical Incident Stress cases.

The Fire Administration budget decreased by \$32,467, or 5.4%, largely due to the transfer and reclassification of an Assistant Fire Chief to Fire Operations netted with a new administrative support position. Division revenues are projected to increase \$20,016, or 20.0%, from revenue generated from the Portland Fire Department 250th Anniversary, offsetting the event expense increase.

Division Summary

Department: Fire Department **Division:** Fire Administration **Account:** 100-22-01

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	523,995	524,785	484,378	468,778	468,778	468,778
Benefits	3,998	3,598	4,898	4,898	4,898	4,898
Administrative Services	21,933	21,834	26,583	21,583	21,583	21,583
Contractual Services	7,200	7,200	9,800	9,800	9,800	9,800
Rentals	2,160	2,160	2,160	2,160	2,160	2,160
Supplies	45,500	45,518	67,100	65,100	65,100	65,100
Utilities	0	1,898	0	0	0	0
Total	604,786	606,993	594,919	572,319	572,319	572,319
Less Revenues	(100,086)	(73,044)	(120,102)	(120,102)	(120,102)	(120,102)
Net Division Total	504,700	533,949	474,817	452,217	452,217	452,217

Personnel Services Detail

Department: Fire

Division: Fire Administration

Account: 100-22-01

Position	Funding Source	FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
		#	Approved	#	Submission	#	Recommendation	#	Committee	#	Allowance
	City Fed Oth		Amount		Amount		Amount		Amount		Amount
Fire Chief	100	1.0	118,814	1.0	121,193	1.0	121,193	1.0	121,193	1.0	121,193
(1) Asst Fire Chief	100	2.0	203,975	1.0	103,650	1.0	103,650	1.0	103,650	1.0	103,650
Emergency Mgmt IT Mgr (CO)	100	0.0	0	0.8	31,200	0.0	0	0.0	0	0.0	0
(2) Emergency Mgmt Admin	100	0.2	12,592	0.0	0	0.0	0	0.0	0	0.0	0
(3) Principal Admin Officer II	100	0.0	0	1.0	59,416	1.0	59,416	1.0	59,416	1.0	59,416
Principal Financial Officer	100	1.0	56,188	1.0	59,068	1.0	59,068	1.0	59,068	1.0	59,068
(4) Senior Admin Officer	100	1.0	47,949	0.0	0	0.0	0	0.0	0	0.0	0
Accountant	100	1.0	41,513	1.0	42,959	1.0	42,959	1.0	42,959	1.0	42,959
(5) Executive Assistant	100	0.0	0	1.0	36,972	1.0	36,972	1.0	36,972	1.0	36,972
Administrative Assistant (NU)	100	1.0	34,964	1.0	37,520	1.0	37,520	1.0	37,520	1.0	37,520
Less IT Charges	100		0		(15,600)		0		0		0
Temporary Help	100		8,000		8,000		8,000		8,000		8,000
Gross Personnel Services		7.2	523,995	7.8	484,378	7.0	468,778	7.0	468,778	7.0	468,778
Net Personnel Services		7.2	523,995	7.8	484,378	7.0	468,778	7.0	468,778	7.0	468,778

Notes:

- (1) (1) Transferred to Firefighting (100- 2203) during FY18 & Upgraded to Division Fire Chief
- (2) (.2) Position Eliminated during FY18
- (3) 1 Reclassed from Senior Admin Officer during FY18
- (4) (1) Reclassed to Principal Admin Officer II during FY18
- (5) 1 New Position Approved in FY19

Code Enforcement & Community Services

The division of Code Enforcement and Community Services is responsible for the review of all building permits for renovation or new construction for structures that house three or more units, and the review of all commercial buildings. Additionally, the division reviews site plans, building permits, sprinkler system permits, fire alarm system permits, as well as the installation of above ground & underground storage tanks and liquefied petroleum gas tanks.

The division administers the Fire Prevention Code, N.F.P.A. 101 Life Safety Code, the State laws of the Fire Service and the National Fire Codes, food and liquor code requirements, and fuel inspections. Codes are updated throughout the year and educational seminars are conducted. This division also provides the management oversight of company level inspections of residential and commercial properties totaling over 5,000 a year.

Code Enforcement and Community Services also comprises the public information, education and community outreach initiatives, which includes the Portland High School Program, public education materials, and public information of current events affecting the citizens of Portland.

The Code Enforcement and Community Services division's budget increase of \$22,278, or 9.0%, is mainly attributed to added overtime for fire investigations and training. Revenues increased \$5,750, or 32.6%, and is attributed to the FY19 increased fee for Fire Alarm inspection stickers.

Division Summary

Department: Fire Department **Division:** Code Enforcement & Community Services **Account:** 100-22-02

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	213,511	218,737	316,577	232,939	232,939	232,939
Benefits	2,688	2,688	2,688	2,688	2,688	2,688
Administrative Services	26,760	26,760	26,760	26,760	26,760	26,760
Contractual Services	520	699	770	770	770	770
Supplies	4,400	23,168	7,000	7,000	7,000	7,000
Utilities	0	2,688	0	0	0	0
Total	247,879	274,740	353,795	270,157	270,157	270,157
Less Revenues	(17,646)	(18,300)	(18,396)	(23,396)	(23,396)	(23,396)
Net Division Total	230,233	256,440	335,399	246,761	246,761	246,761

Personnel Services Detail

Department: Fire

Division: Code Enforcement & Community Services

Account: 100-22-02

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Fire Captain/EMT	100			2.0	135,978	2.0	140,631	2.0	140,631	2.0	140,631	140,631
Fire Alarm Specialist	100			1.0	57,533	1.0	52,308	1.0	52,308	1.0	52,308	52,308
Safety/Training Officer	100			0.0	0	1.0	50,000	0.0	0	0.0	0	0
Administrative Assistant (NU)	100			0.0	0	1.0	33,638	0.0	0	0.0	0	0
Overtime	100				20,000		40,000		40,000		40,000	40,000
Gross Personnel Services				3.0	213,511	5.0	316,577	3.0	232,939	3.0	232,939	232,939
Net Personnel Services				3.0	213,511	5.0	316,577	3.0	232,939	3.0	232,939	232,939

Field Operations

The Field Operations division is responsible for providing emergency services including fire suppression, emergency medical care and transport, hazardous materials response, technical rescue response and any possible public emergency. The division supports fire and life safety programs through routine field safety inspections.

The Field Operations division is responsible for the development of skill sets for the entire department. Training evolutions are conducted daily to ensure proficiency in the delivery of Emergency Medicine and Firefighting services. Responsibilities include ensuring compliance with state mandated requirements, including EMS and basic and advanced firefighting, and encompass overseeing the medical licenses of over 200 personnel. Field EMS Operations provides advanced life support to the City's residents, and the working and visiting population of Portland. Services range from basic patient assessments and CPR, to sophisticated advanced life support intervention, such as advanced airway management and complex drug therapies. The unit provides in-service training for all fire department members as well.

Field Operations provides emergency services for the waterfront area, islands, and all marine craft associated with Portland Harbor and Casco Bay, including emergency medical transportation for the island residents, as well as training for the islands' volunteer call forces. The crew conducts fire prevention inspections of waterfront facilities and harbor patrols when threat conditions warrant. Additionally, this division provides fire protection for citizens of the Casco Bay Islands associated with the City of Portland, primarily Peaks Island, Cliff Island, Cushing Island, House Island, and Great and Little Diamond Islands. This division provides continuous seamanship and pilot training to assure competent boat handling for the navigation of the Portland Harbor and Casco Bay waters, as mandated by Fire Department operations.

The Field Operations division overall expenditure increase is \$28,011 or 0.2% is primarily related to payroll increases, or the net increase of the cost-of-living-adjustments (COLA) and the net reduction of four fireboat positions, along with the position transfer and reclassification of the Division Fire Chief from Fire Administration.

The revenue increase of \$100,000, or 3.1%, is due to the increased projection in EMS revenue.

Division Summary

Department: Fire Department	Division: Field Operations				Account: 100-22-03	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	13,606,338	13,569,211	14,271,518	13,638,317	13,638,317	13,638,317
Benefits	233,728	316,160	283,179	244,579	244,579	244,579
Administrative Services	90,800	90,800	94,200	94,200	94,200	94,200
Contractual Services	183,894	183,894	159,150	162,800	162,800	162,800
Maintenance and Repairs	112,500	100,893	117,500	117,500	117,500	117,500
Rentals	3,432	3,432	3,432	3,432	3,432	3,432
Supplies	407,300	373,996	425,175	405,175	405,175	405,175
Utilities	19,956	27,795	19,956	19,956	19,956	19,956
Total	14,657,948	14,666,181	15,374,110	14,685,959	14,685,959	14,685,959
Less Revenues	(3,234,100)	(3,141,312)	(3,234,100)	(3,334,100)	(3,334,100)	(3,334,100)
Net Division Total	11,423,848	11,524,869	12,140,010	11,351,859	11,351,859	11,351,859

Personnel Services Detail

Department: Fire

Division: Field Operations

Account: 100-22-03

Position	Funding Source		FY18 Approved		FY19 Submission		FY19 Manager's Recommendation		FY19 Finance Committee		FY19 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Division Fire Chief	100		0.0	0	1.0	95,957	1.0	95,957	1.0	95,957	1.0	95,957
Deputy Fire Chief	100		4.0	387,088	4.0	365,940	4.0	365,940	4.0	365,940	4.0	365,940
Fire Captain/EMT	100		14.0	1,018,127	14.0	1,039,727	14.0	1,039,727	14.0	1,039,727	14.0	1,039,727
Fire Lieutenant/EMT	100		43.0	2,858,567	44.0	2,970,010	43.0	2,907,045	43.0	2,907,045	43.0	2,907,045
(2) Firefighter/EMT	100		144.0	8,013,315	148.0	8,375,224	139.0	8,004,988	139.0	8,004,988	139.0	8,004,988
(3) Firefighter	100		4.0	232,246	5.0	294,755	5.0	294,755	5.0	294,755	5.0	294,755
Overtime	100			1,096,995		1,129,905		929,905		929,905		929,905
Gross Personnel Services			209.0	13,606,338	216.0	14,271,518	206.0	13,638,317	206.0	13,638,317	206.0	13,638,317
Net Personnel Services			209.0	13,606,338	216.0	14,271,518	206.0	13,638,317	206.0	13,638,317	206.0	13,638,317

Notes:

- (1) 1 Transferred from Admin (100-2201) during FY18 (& Reclassed from Asst Fire Chief)
- (2) (4) Positions Eliminated in FY19 (Fireboat); (1) Replaced w/ Firefighter during FY18
- (3) 1 Replaced Firefighter/EMT during FY18

Air Rescue Station

The Jetport Air Rescue Station division provides aircraft rescue and firefighting for the City's airport. Efforts are also placed on fire prevention measures and fire safety at the aircraft loading areas. The Air Rescue Station performance is measured according to Federal Aviation Administration standards for aircraft safety performance. Firefighting abilities are measured in accordance with N.F.P.A. 1003 Professional Qualification Standards.

The Air Rescue Station expenditure and revenue increase of \$50,031, or 5.2%, is mainly due to payroll and training exercises increases.

The Air Rescue service expense is fully reimbursed through inter-fund charges to the Jetport's Enterprise Fund.

Division Summary

Department: Fire Department	Division: Air Rescue Station				Account: 100-22-04	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	748,249	781,679	779,780	779,780	779,780	779,780
Benefits	12,890	12,888	12,890	12,890	12,890	12,890
Administrative Services	35,980	35,980	66,080	66,080	66,080	66,080
Contractual Services	4,453	4,598	2,953	2,953	2,953	2,953
Maintenance and Repairs	107,075	109,048	96,975	96,975	96,975	96,975
Supplies	39,210	39,210	39,210	39,210	39,210	39,210
Utilities	15,394	16,009	15,394	15,394	15,394	15,394
Total	963,251	999,412	1,013,282	1,013,282	1,013,282	1,013,282
Less Revenues	(963,251)	(999,412)	(1,013,282)	(1,013,282)	(1,013,282)	(1,013,282)
Net Division Total	0	0	0	0	0	0

Personnel Services Detail

Department: Fire

Division: Air Rescue Station

Account: 100-22-04

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Deputy Fire Chief	100			1.0	89,144	1.0	93,652	1.0	93,652	1.0	93,652	93,652
Fire Captain/EMT	100			1.0	74,469	1.0	63,110	1.0	63,110	1.0	63,110	63,110
Fire Lieutenant/EMT	100			4.0	259,483	4.0	271,484	4.0	271,484	4.0	271,484	271,484
Firefighter/EMT	100			2.0	124,327	2.0	127,823	2.0	127,823	2.0	127,823	127,823
Firefighter	100			2.0	120,826	2.0	123,711	2.0	123,711	2.0	123,711	123,711
Overtime	100				80,000		100,000		100,000		100,000	100,000
Gross Personnel Services				10.0	748,249	10.0	779,780	10.0	779,780	10.0	779,780	779,780
Net Personnel Services				10.0	748,249	10.0	779,780	10.0	779,780	10.0	779,780	779,780

Operation Support Services

The Operations Support Services division encompasses Hydrants, Building Maintenance and Fire Alarm. The hydrant system is the backbone of the fire suppression efforts of the Fire Department. The department is charged by the Portland Water District to ensure that the 1,620 hydrants in the City are properly maintained for use with high-flow firefighting equipment. Building maintenance provides for the operation of nine of the city's fire stations and the fire museum. The division maintains station heating and plumbing systems and makes necessary building repairs, including preventive maintenance for boilers, emergency generators, and compressors. The fire alarm section maintains the City's fire alarm system and emergent and non-emergent radio systems, and supports the 911 Portland Regional Communication Center's (PRCC) core equipment.

The Operations Support Services expenditure decrease of \$17,344, or 2.2%, is attributed to the reduction of maintenance at nine stations around the city.

This division's revenue is generated from the Fire Alarm Master Box Connections fees (City Code Chapter 10, Section 102c). The divisional revenue has remained flat for FY19.

Division Summary

Department: Fire Department	Division: Operation Support Services				Account: 100-22-07	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Administrative Services	1,075	1,075	1,075	1,075	1,075	1,075
Contractual Services	18,000	18,000	18,000	18,000	18,000	18,000
Maintenance and Repairs	120,415	120,415	142,715	92,715	92,715	92,715
Rentals	379,659	394,806	408,667	381,667	381,667	381,667
Supplies	63,500	63,393	64,500	64,500	64,500	64,500
Utilities	189,383	189,683	203,382	196,731	196,731	196,731
Total	772,032	787,372	838,339	754,688	754,688	754,688
Less Revenues	(92,550)	(92,550)	(92,550)	(92,550)	(92,550)	(92,550)
Net Division Total	679,482	694,822	745,789	662,138	662,138	662,138

Department of Planning & Development

The Department of Planning and Urban Development consists of three divisions: Administration, Planning, and Housing & Community Development. In addition to the City funded planning programs, this budget includes Community Development Block Grant (CDBG) expenditures for staff, which is federally reimbursed.

The FY19 budget reflects a change in accounting for grant funded programs; fully-funded grant positions are now charged directly to the grant funds and no longer pass through the general fund. In the Department of Planning & Development, five positions, including the revenue offset, are now funneled directly through the grant accounts; this includes two positions in Administration and the entire Housing & Community Development division staff consisting of three positions.

The department's overall general fund expenditure budget has decreased by \$154,852, or 8.0%. This decrease is primarily interrelated with the grant funded payroll expenses described above. This budget also incorporates increased spending for a City-Code Chapter 14 rewrite and other contractual services.

The department's revenue is similarly decreasing \$145,024, or 16.3%. The FY19 budget includes fee increases for zoning applications and development review (City Code Chapter 14), in addition to the salary reimbursement decrease for the aforementioned grant funded positions.

Department Summary

Department: Department of Planning & Development

Account: 100-24

		FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown							
Payroll		1,566,525	1,551,581	1,263,239	1,328,648	1,328,648	1,328,648
Benefits		3,004	3,004	5,004	5,004	5,004	5,004
Administrative Services		38,904	38,904	40,950	39,450	39,450	39,450
Contractual Services		286,900	286,900	435,820	369,820	369,820	369,820
Maintenance and Repairs		1,500	1,500	3,000	3,000	3,000	3,000
Rentals		10,200	10,200	15,000	15,000	15,000	15,000
Supplies		37,291	38,682	28,550	28,550	28,550	28,550
Total		1,944,324	1,930,771	1,791,563	1,789,472	1,789,472	1,789,472
Summary by Division							
Planning & Dev. Administration	(24-01)	463,028	459,665	268,936	381,094	381,094	381,094
Planning	(24-04)	1,290,368	1,284,863	1,522,627	1,408,378	1,408,378	1,408,378
Housing & Community Development	(24-05)	190,928	186,243	0	0	0	0
Total		1,944,324	1,930,771	1,791,563	1,789,472	1,789,472	1,789,472
Less Revenues		(891,285)	(928,112)	(588,855)	(746,261)	(746,261)	(746,261)
Net Department Total		1,053,039	1,002,659	1,202,708	1,043,211	1,043,211	1,043,211

Planning & Development Administration

The Administration division oversees all operations of the Department of Planning and Urban Development. A sizeable portion of the salary expenditures are also included on the CDBG side of the budget, including Community Development staff.

Expenditures have decreased \$81,934, or 17.7%. This decrease is attributed to the FY19 accounting method change for fully-funded grant positions, or two positions in the Administration budget; these positions are now directly charged to the grant funds rather than funneled through the general fund.

The revenue in this division reflects salary reimbursement monies mostly from HCD funds, as well as TIF and HOME funds. The FY19 revenues have decreased \$66,048, or 30.7%, due in part to the accounting change for grant positions, as well as a reduction in federal allocation.

Division Summary

Department: Department of Planning & Development **Division:** Planning & Development Administration **Account:** 100-24-01

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	452,768	449,406	258,676	370,834	370,834	370,834
Benefits	810	810	2,810	2,810	2,810	2,810
Administrative Services	6,409	6,409	6,700	6,700	6,700	6,700
Contractual Services	250	250	250	250	250	250
Maintenance and Repairs	1,000	1,000	0	0	0	0
Supplies	1,791	1,790	500	500	500	500
Total	463,028	459,665	268,936	381,094	381,094	381,094
Less Revenues	(214,956)	(214,956)	(30,000)	(148,908)	(148,908)	(148,908)
Net Division Total	248,072	244,709	238,936	232,186	232,186	232,186

Personnel Services Detail

Department: Department of Planning & Development

Division: Planning & Development Administration

Account: 100-24-01

Position	Funding Source		FY18 Approved		FY19 Submission		FY19 Manager's Recommendation		FY19 Finance Committee		FY19 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Dir of Planning/Development	100		1.0	118,755	1.0	121,193	1.0	121,193	1.0	121,193	1.0	121,193
HCD Service Director	20	80	1.0	81,540	1.0	85,661	1.0	85,661	1.0	85,661	1.0	85,661
Principal Admin Officer I	100		1.0	60,655	1.0	63,725	1.0	63,725	1.0	63,725	1.0	63,725
Senior Accountant	100		1.0	60,840	1.0	62,049	1.0	62,049	1.0	62,049	1.0	62,049
HCD Program Manager	100		1.0	55,795	1.0	64,552	1.0	64,552	1.0	64,552	1.0	64,552
(1) Housing Program Manager	25	75	0.0	0	1.0	55,141	1.0	55,141	1.0	55,141	1.0	55,141
(2) Planner	25	75	1.0	54,327	0.0	0	0.0	0	0.0	0	0.0	0
Administrative Officer	80	20	1.0	42,946	1.0	45,114	1.0	45,114	1.0	45,114	1.0	45,114
Less Hsg & Comm Dev Chgs	100			(32,553)		0		0		0		0
Temporary Help	100			6,750		6,750		0		0		0
Overtime	100			3,713		0		0		0		0
Gross Personnel Services			7.0	452,768	7.0	504,185	7.0	497,435	7.0	497,435	7.0	497,435
Less Project Employees			0.0	0	(3.7)	(245,509)	(2.0)	(126,601)	(2.0)	(126,601)	(2.0)	(126,601)
Net Personnel Services			7.0	452,768	3.3	258,676	5.0	370,834	5.0	370,834	5.0	370,834

Notes:

- (1) 1 New Position Approved during FY18
- (2) (1) Position Eliminated during FY18

Planning

The Planning division provides comprehensive and long range planning for the City. This division conducts development review for site plan, subdivision, historic preservation, DEP site location permits, and rezoning requests. Division services include the development and updating of the City's Comprehensive Plan (<http://www.portlandsplan.me>), neighborhood planning, implementation of plans, the City's public art program, multimodal transportation planning, and historic preservation planning. The Planning division also manages the Congress Square Park redesign and other urban design initiatives.

Planning expenditures have increased by \$118,010, or 9.1%. The division increases include additional funding for the zoning code rewrite (City Code Chapter 14) and increased monies for reimbursed engineering services.

Likewise, Planning revenues have also increased by \$111,952, or 23.1%. The net revenue increase includes the anticipated increased volume of project submittals, the FY19 zoning application and development review fee increases, and the reduction in HCD salary funding.

Division Summary

Department: Department of Planning & Development **Division:** Planning **Account:** 100-24-04

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	922,829	915,932	1,004,563	957,814	957,814	957,814
Benefits	2,194	2,194	2,194	2,194	2,194	2,194
Administrative Services	32,495	32,495	34,250	32,750	32,750	32,750
Contractual Services	286,650	286,650	435,570	369,570	369,570	369,570
Maintenance and Repairs	500	500	3,000	3,000	3,000	3,000
Rentals	10,200	10,200	15,000	15,000	15,000	15,000
Supplies	35,500	36,892	28,050	28,050	28,050	28,050
Total	1,290,368	1,284,863	1,522,627	1,408,378	1,408,378	1,408,378
Less Revenues	(485,401)	(526,913)	(558,855)	(597,353)	(597,353)	(597,353)
Net Division Total	804,967	757,950	963,772	811,025	811,025	811,025

Personnel Services Detail

Department: Department of Planning & Development

Division: Planning

Account: 100-24-04

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Planning Division Director	100			1.0	92,937	1.0	97,632	1.0	97,632	1.0	97,632	97,632
Transportation Program Manager	100			1.0	76,629	1.0	80,504	1.0	80,504	1.0	80,504	80,504
Development Review Svc Mgr	100			1.0	77,493	1.0	79,034	1.0	79,034	1.0	79,034	79,034
Historic Preservation Manager	85	15		1.0	74,969	1.0	76,479	1.0	76,479	1.0	76,479	76,479
Urban Designer	100			1.0	72,013	1.0	75,700	1.0	75,700	1.0	75,700	75,700
Development Review Coord	100			1.0	64,974	1.0	66,958	1.0	66,958	1.0	66,958	66,958
Development Rvw Coord (Proj)	100			0.0	0	1.0	55,497	0.0	0	0.0	0	0
(1) Senior Planner	95	5		3.0	173,086	2.0	136,433	2.0	136,433	2.0	136,433	136,433
(2) Planner	100			3.0	170,494	4.0	228,096	4.0	228,096	4.0	228,096	228,096
Preservation Compliance Off	100			1.0	50,841	1.0	52,865	1.0	52,865	1.0	52,865	52,865
Office Manager	100			1.0	50,330	1.0	51,363	1.0	51,363	1.0	51,363	51,363
Temporary Help	100				6,750		13,500		6,750		6,750	6,750
Overtime	100				12,313		9,000		6,000		6,000	6,000
Gross Personnel Services				14.0	922,829	15.0	1,023,061	14.0	957,814	14.0	957,814	957,814
Less Project Employees				0.0	0	(0.3)	(18,498)	0.0	0	0.0	0	0
Net Personnel Services				14.0	922,829	14.7	1,004,563	14.0	957,814	14.0	957,814	957,814

Notes:

- (1) (1) Position Replaced w/ Planner during FY18
- (2) 1 Position Replaced Senior Planner during FY18

Housing & Community Development

Housing and Community Development is responsible for administering federal CDBG, HOME and ESG grants for the City. The division administers City-assisted housing rehabilitation loan and grant programs, as well as housing-related planning activities.

This portion of the Housing and Community Development budget is entirely funded by the Community Development Block Grant (CDBG), Home Grant, and Housing Development Fund (program income from the CDBG loan paybacks); any increase or decrease in the budget has no impact on the tax levy.

The division decrease of the expenditures and revenues reflects the FY19 accounting method change, charging the three fully-funded grant positions directly to the grant funds instead of a general fund pass-through.

Division Summary

Department: Department of Planning & Development **Division:** Housing & Community Development **Account:** 100-24-05

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	190,928	186,243	0	0	0	0
Total	190,928	186,243	0	0	0	0
Less Revenues	(190,928)	(186,243)	0	0	0	0
Net Division Total	0	0	0	0	0	0

Personnel Services Detail

Department: Department of Planning & Development

Division: Housing & Community Development

Account: 100-24-05

	Funding	FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
Position	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Loan Officer	100	1.0	57,876	1.0	59,027	1.0	59,027	1.0	59,027	1.0	59,027
Rehabilitation Specialist	100	1.0	47,016	1.0	48,945	1.0	48,945	1.0	48,945	1.0	48,945
Lead Base Paint Prog Mgr (Proj)	100	1.0	53,483	1.0	56,232	1.0	56,232	1.0	56,232	1.0	56,232
Charges from Admin	100		32,553		0		0		0		0
Gross Personnel Services		3.0	190,928	3.0	164,204	3.0	164,204	3.0	164,204	3.0	164,204
Less Project Employees		0.0	0	(3.0)	(164,204)	(3.0)	(164,204)	(3.0)	(164,204)	(3.0)	(164,204)
Net Personnel Services		3.0	190,928	0.0	0	0.0	0	0.0	0	0.0	0

Permitting & Inspections

The Permitting and Inspections Department consists of four divisions: Administration, Inspections, Housing Safety, and Business Licensing. The department is responsible for issuing building permits; enforcing the City's building, plumbing, electrical, housing, and land use codes; issuing business licenses and Certificates of Occupancy; and maintaining the rental housing registration program.

The department's expenditures have increased \$115,560 or 7.0%. This increase is predominantly a result of increased staffing costs, as well as an increase in contractual services expenditures.

The department's revenue budget has increased by \$134,901, or 3.1%. This increase is predominantly related to an increase in business license fees and activity, as well as newly added delegated fire plan review from the State Marshal's Office.

Department Summary

Department: Permitting & Inspections

Account: 100-25

		FY18 FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown							
Payroll		1,497,570	1,473,497	1,614,403	1,565,205	1,565,205	1,565,205
Benefits		16,591	16,641	17,456	17,456	17,456	17,456
Administrative Services		32,047	31,937	34,640	34,640	34,640	34,640
Contractual Services		59,495	83,071	112,605	107,605	107,605	107,605
Rentals		4,135	4,135	4,135	4,135	4,135	4,135
Supplies		34,314	30,946	33,371	30,671	30,671	30,671
Minor Capital Items		0	41,350	0	0	0	0
Capital Outlay		0	0	15,000	0	0	0
Total		1,644,152	1,681,577	1,831,610	1,759,712	1,759,712	1,759,712
Summary by Division							
Permitting & Insp. Administration	(25-01)	169,020	170,760	181,334	181,334	181,334	181,334
Inspections	(25-02)	985,252	997,711	1,052,739	980,841	980,841	980,841
Housing Safety	(25-03)	251,388	277,209	346,993	346,993	346,993	346,993
Business Licensing	(25-04)	238,492	235,897	250,544	250,544	250,544	250,544
Total		1,644,152	1,681,577	1,831,610	1,759,712	1,759,712	1,759,712
Less Revenues		(4,365,465)	(4,352,372)	(4,425,396)	(4,440,366)	(4,440,366)	(4,500,366)
Net Department Total		(2,721,313)	(2,670,795)	(2,593,786)	(2,680,654)	(2,680,654)	(2,740,654)

Permitting & Inspections Administration

The Administration Division is responsible for overseeing all aspects of the Permitting and Inspections Department. This division consists of the Director of Permitting & Inspections and the Principal Administrative Officer, as well as the necessary tools to support the oversight of the department's operations.

This division's expenditure budget has increased \$12,314, or 7.3%.

Division Summary

Department: Permitting & Inspections **Division:** Permitting & Inspections Administration **Account:** 100-25-01

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	166,180	166,159	174,594	174,594	174,594	174,594
Benefits	600	600	600	600	600	600
Administrative Services	500	2,982	2,700	2,700	2,700	2,700
Contractual Services	740	320	740	740	740	740
Supplies	1,000	699	2,700	2,700	2,700	2,700
Total	169,020	170,760	181,334	181,334	181,334	181,334

Personnel Services Detail

Department: Permitting & Inspections

Division: Permitting & Inspections Administration

Account: 100-25-01

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Dir of Permitting & Inspections	100			1.0	112,562	1.0	118,253	1.0	118,253	1.0	118,253	118,253
Principal Admin Officer I	100			1.0	53,618	1.0	56,341	1.0	56,341	1.0	56,341	56,341
Gross Personnel Services				2.0	166,180	2.0	174,594	2.0	174,594	2.0	174,594	174,594
Net Personnel Services				2.0	166,180	2.0	174,594	2.0	174,594	2.0	174,594	174,594

Inspections

The Inspections division issues permits for the construction of all types, and acts as the enforcement agency for building, housing, plumbing, electrical, mechanical, zoning, and land use rules and regulations.

This division's expenditure budget has decreased \$4,411, or 0.4%. This division's revenue budget has decreased \$28,750, or 1.1%, and is attributed to the transfer of the Outdoor Dining permit revenue to the Business Licensing division.

Division Summary

Department: Permitting & Inspections **Division:** Inspections **Account:** 100-25-02

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	918,802	892,731	946,519	897,321	897,321	897,321
Benefits	9,010	9,010	9,610	9,610	9,610	9,610
Administrative Services	22,960	21,724	24,730	24,730	24,730	24,730
Contractual Services	12,000	12,752	37,500	32,500	32,500	32,500
Rentals	1,680	1,680	1,680	1,680	1,680	1,680
Supplies	20,800	18,464	17,700	15,000	15,000	15,000
Minor Capital Items	0	41,350	0	0	0	0
Capital Outlay	0	0	15,000	0	0	0
Total	985,252	997,711	1,052,739	980,841	980,841	980,841
Less Revenues	(2,698,750)	(2,742,617)	(2,670,000)	(2,670,000)	(2,670,000)	(2,670,000)
Net Division Total	(1,713,498)	(1,744,906)	(1,617,261)	(1,689,159)	(1,689,159)	(1,689,159)

Personnel Services Detail

Department: Permitting & Inspections

Division: Inspections

Account: 100-25-02

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Inspections Director	100		1.0	82,485	1.0	86,583	1.0	86,583	1.0	86,583	1.0	86,583
Intake & Review Manager	100		1.0	60,932	1.0	64,009	1.0	64,009	1.0	64,009	1.0	64,009
Zoning Administrator	100		1.0	65,672	1.0	68,964	1.0	68,964	1.0	68,964	1.0	68,964
Zoning Specialist	100		1.0	50,886	2.0	101,322	1.0	52,124	1.0	52,124	1.0	52,124
Life Safety CEO/Plan Reviewer	100		1.0	48,928	1.0	51,274	1.0	51,274	1.0	51,274	1.0	51,274
(1) Code Enf Officer/Plan Reviewer	100		3.0	162,024	4.0	215,247	4.0	215,247	4.0	215,247	4.0	215,247
(2) Code Enf Off / Plan Rvw (Proj)	100		1.0	48,662	0.0	0	0.0	0	0.0	0	0.0	0
Code Enf Officer/Electrical	100		2.0	106,372	2.0	108,490	2.0	108,490	2.0	108,490	2.0	108,490
Certified Code Enforcement Off	100		2.0	99,294	2.0	103,346	2.0	103,346	2.0	103,346	2.0	103,346
Certified Permit Tech	100		3.0	122,740	3.0	126,856	3.0	126,856	3.0	126,856	3.0	126,856
Permit/Insp Support Svc Spec	100		1.0	38,307	1.0	39,878	1.0	39,878	1.0	39,878	1.0	39,878
Less Housing Safety Charges	100			0		(34,633)		(34,633)		(34,633)		(34,633)
Less Business Licensing Charge	100			0		(17,317)		(17,317)		(17,317)		(17,317)
Temporary Help	100			2,500		2,500		2,500		2,500		2,500
Overtime	100			30,000		30,000		30,000		30,000		30,000
Gross Personnel Services			17.0	918,802	18.0	946,519	17.0	897,321	17.0	897,321	17.0	897,321
Net Personnel Services			17.0	918,802	18.0	946,519	17.0	897,321	17.0	897,321	17.0	897,321

Notes:

- (1) 1 Position Approved to Replace Code Enf Off/Plan Rvw (Proj) in FY19
- (2) (1) Position to Replace w/ Code Enf Off/Plan Reviewer Approved in FY19

Housing Safety

The Housing Safety division administers the rental housing registration and inspection program for residential rental properties in the City of Portland, and is responsible for enforcing housing and life safety codes.

In FY18, the implementation of the Short Term Rental Registration program contributed approximately \$33,000 to the Housing Trust Fund.

This division's expenditure budget has increased \$95,605, or 38.0%. This increase is predominantly due to the reallocation of wages across divisions and the addition of Short Term Rental Registration monitoring services.

This division's revenue budget projection remains unchanged. The net revenue generated from the Short Term Rentals registration program will be contributed to the Housing Trust Fund.

Division Summary

Department: Permitting & Inspections	Division: Housing Safety				Account: 100-25-03	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	225,502	223,737	296,402	296,402	296,402	296,402
Benefits	4,321	4,371	4,321	4,321	4,321	4,321
Administrative Services	7,900	6,574	6,140	6,140	6,140	6,140
Contractual Services	8,000	37,560	37,995	37,995	37,995	37,995
Rentals	385	385	385	385	385	385
Supplies	5,280	4,582	1,750	1,750	1,750	1,750
Total	251,388	277,209	346,993	346,993	346,993	346,993
Less Revenues	(540,915)	(511,111)	(540,915)	(540,915)	(540,915)	(540,915)
Net Division Total	(289,527)	(233,902)	(193,922)	(193,922)	(193,922)	(193,922)

Personnel Services Detail

Department: Permitting & Inspections

Division: Housing Safety

Account: 100-25-03

	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final
	Source		Approved		Submission		Recommendation		Committee		Allowance
Position	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Certified Code Enforcement Off	100	4.0	189,054	4.0	196,595	4.0	196,595	4.0	196,595	4.0	196,595
(1) Licensing & Registration Asst	100	0.0	0	1.0	40,385	1.0	40,385	1.0	40,385	1.0	40,385
(2) Permit/Insp Support Svc Spec	100	1.0	36,448	0.0	0	0.0	0	0.0	0	0.0	0
Charges from Inspections	100		0		34,633		34,633		34,633		34,633
Charges from Business Licensing	100		0		22,789		22,789		22,789		22,789
Overtime	100		0		2,000		2,000		2,000		2,000
Gross Personnel Services		5.0	225,502	5.0	296,402	5.0	296,402	5.0	296,402	5.0	296,402
Net Personnel Services		5.0	225,502	5.0	296,402	5.0	296,402	5.0	296,402	5.0	296,402

Notes:

- (1) 1 Position Replaced Permit/Insp Support Svc Spec during FY18
- (2) (1) Position Replaced w/ Licensing & Registration Assistant during FY18

Business Licensing

The Business Licensing division processes over 4,200 licenses annually as required by the City Code, including the oversight of the City's taxi licensing. The Health Inspection program is also included within this division which encompasses food service establishment inspections, and Certified Food Protection Manager (CFPM) exam administration and enforcement, as well as Fats, Oils, and Grease (FOG) maintenance inspections.

This division's expenditure budget has increased \$12,052 or 5.1%.

This division's revenue budget has increased \$163,651 or 14.5%. This is predominantly due to the FY19 increase in Business License fees, the transfer of Outdoor Dining permit revenue from the Inspections division, and increased Business License activity.

Division Summary

Department: Permitting & Inspections	Division: Business Licensing				Account: 100-25-04	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	187,086	190,870	196,888	196,888	196,888	196,888
Benefits	2,660	2,660	2,925	2,925	2,925	2,925
Administrative Services	687	657	1,070	1,070	1,070	1,070
Contractual Services	38,755	32,439	36,370	36,370	36,370	36,370
Rentals	2,070	2,070	2,070	2,070	2,070	2,070
Supplies	7,234	7,201	11,221	11,221	11,221	11,221
Total	238,492	235,897	250,544	250,544	250,544	250,544
Less Revenues	(1,125,800)	(1,098,644)	(1,214,481)	(1,229,451)	(1,229,451)	(1,289,451)
Net Division Total	(887,308)	(862,747)	(963,937)	(978,907)	(978,907)	(1,038,907)

Personnel Services Detail

Department: Permitting & Inspections

Division: Business Licensing

Account: 100-25-04

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
(1) Licensing & Registration Coord	100			0.0	0	1.0	56,973	1.0	56,973	1.0	56,973	56,973
(2) Business License Specialist	100			1.0	50,691	0.0	0	0.0	0	0.0	0	0
(3) Licensing & Registration Asst	100			0.0	0	1.0	41,314	1.0	41,314	1.0	41,314	41,314
(4) Business License Assistant	100			1.0	38,394	0.0	0	0.0	0	0.0	0	0
(5) Certified Code Enforcement Off	100			0.0	0	2.0	102,073	2.0	102,073	2.0	102,073	102,073
(6) Health Inspector	100			2.0	96,801	0.0	0	0.0	0	0.0	0	0
Less Housing Safety Charges	100				0		(22,789)		(22,789)		(22,789)	(22,789)
Charges from Inspections	100				0		17,317		17,317		17,317	17,317
Overtime	100				1,200		2,000		2,000		2,000	2,000
Gross Personnel Services				4.0	187,086	4.0	196,888	4.0	196,888	4.0	196,888	196,888
Net Personnel Services				4.0	187,086	4.0	196,888	4.0	196,888	4.0	196,888	196,888

Notes:

- (1) 1 Position Replaced Business License Specialist during FY18
- (2) (1) Position Replaced w/ Licensing & Registration Coordinator during FY18
- (3) 1 Position Replaced Business License Assistant during FY18
- (4) (1) Position Replaced w/ Licensing & Registration Assistant during FY18
- (5) 2 Positions Upgraded from Health Inspector during FY18 (Career Ladder)
- (6) (2) Positions Upgraded to Certified Code Enforcement Off during FY18 (Career Ladder)

Information Technology

The Information Technology Department (IT) is divided into four areas of expertise: Applications, Technical and Customers Services, Operations, and Geographic Information Systems (GIS).

- The Applications support team develops software for specialized needs, and supports the software purchased by the City. Recently the City purchased a new integrated software and technology service designed for the public sector. Tyler Energov Community Development and Infrastructure Software went live in late FY18 and the first financial applications are scheduled for implementation during FY19.

- The Technical and Customer Services team is responsible for the internal and external customer service for the City of Portland. The Technical Services team manages data and voice networks, including the Help Desk which supports our workforce of more than 1,300 technology users. The new phone system project for Police and Fire is scheduled for completion in FY19. The Customer Services team manages customer support using a social media application called FixIt! Portland; 4,844 customer service requests from Portland residents and visitors were processed over the last year.

- The Operations team monitors and maintains the AS400 systems for both Public Administration and Public Safety, installing quarterly and semi-annual updates for all AS400 applications. Additionally, this team supervises the backups for all City owned computer servers and administers the department's financial functions.

- The Geographic Information Systems (GIS) section maintains and updates the computerized mapping systems used by Public Administration, Public Safety and the City's internal departments. GIS maintains all of the geospatial web and mobile applications, including the geographic database where more than 200 geographic layers exist. IT is also responsible for maintaining the technology infrastructure that supports a combined Public Safety Answering Services (PSAP) for Portland, South Portland and Cape Elizabeth.

The department's expenditure budget has increased by \$367,018, or 15.1%. The major increase is a result of the migration to the new public administration integrated software, as well as upgrades for other critical systems. Other increases include payroll and specialized technical equipment. The Revenues received represent the reimbursement of costs and services provided to the Enterprise Funds and the PSAP.

Department Summary

Department: Information Technology

Account: 100-29

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	1,062,844	1,069,290	1,334,065	1,155,423	1,155,423	1,155,423
Benefits	6,504	5,403	5,652	5,652	5,652	5,652
Administrative Services	11,950	10,178	14,450	14,450	14,450	14,450
Contractual Services	231,845	247,587	446,593	446,593	446,593	446,593
Maintenance and Repairs	738,864	757,521	762,661	704,799	704,799	704,799
Rentals	14,352	14,105	12,000	12,000	12,000	12,000
Supplies	70,540	66,905	84,600	84,600	84,600	84,600
Utilities	296,005	326,678	343,405	343,405	343,405	343,405
Capital Outlay	0	0	33,000	33,000	33,000	33,000
Total	2,432,904	2,497,667	3,036,426	2,799,922	2,799,922	2,799,922
Less Revenues	(376,725)	(381,829)	(381,899)	(422,254)	(422,254)	(422,254)
Net Department Total	2,056,179	2,115,838	2,654,527	2,377,668	2,377,668	2,377,668

Personnel Services Detail

Department: Information Technologies

Division: Information Technologies Administration

Account: 100-29-01

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) IT Director	100		1.0	118,598	1.0	123,430	1.3	158,430	1.3	158,430	1.3	158,430
Asst IT Manager	100		1.0	80,360	1.0	84,440	1.0	84,440	1.0	84,440	1.0	84,440
Network Engineer	100		1.0	78,983	1.0	79,034	1.0	79,034	1.0	79,034	1.0	79,034
MIS Coordinator	100		1.0	70,403	1.0	71,877	1.0	71,877	1.0	71,877	1.0	71,877
GIS Manager	100		1.0	77,493	1.0	79,034	1.0	79,034	1.0	79,034	1.0	79,034
Network & Security Specialist	100		0.0	0	1.0	53,625	0.0	0	0.0	0	0.0	0
IT Training Coordinator	100		0.0	0	1.0	53,625	0.0	0	0.0	0	0.0	0
GIS Data Analyst	100		0.0	0	1.0	53,625	0.0	0	0.0	0	0.0	0
(2) Database Administrator	100		0.0	0	1.0	55,477	1.0	55,477	1.0	55,477	1.0	55,477
(3) Programmer-Analyst	100		2.0	99,343	1.0	53,397	1.0	53,397	1.0	53,397	1.0	53,397
Computer Operations Supervisor	100		1.0	60,840	1.0	68,270	1.0	68,270	1.0	68,270	1.0	68,270
Technical/Customer Serv Coord	100		1.0	74,969	1.0	76,479	1.0	76,479	1.0	76,479	1.0	76,479
Systems Coordinator	100		1.0	66,924	1.0	68,270	1.0	68,270	1.0	68,270	1.0	68,270
Network Operations Specialist	100		3.0	145,377	3.0	150,318	3.0	150,318	3.0	150,318	3.0	150,318
Web Master	100		1.0	50,330	1.0	51,363	1.0	51,363	1.0	51,363	1.0	51,363
Help Desk Specialist	100		1.0	50,154	1.0	52,124	1.0	52,124	1.0	52,124	1.0	52,124
Computer Operator	100		1.0	40,950	1.0	40,073	1.0	40,073	1.0	40,073	1.0	40,073
(4) Call Center Specialist II	100		0.0	0	1.0	50,837	1.0	50,837	1.0	50,837	1.0	50,837
Call Center Specialist I	100		0.0	0	1.0	37,167	0.0	0	0.0	0	0.0	0
(5) Call Center Specialist	100		1.0	42,120	0.0	0	0.0	0	0.0	0	0.0	0
Charges from Fire Admin	100			0		15,600		0		0		0
Temporary Help	100			0		6,000		6,000		6,000		6,000
Overtime	100			6,000		10,000		10,000		10,000		10,000
Gross Personnel Services			17.0	1,062,844	21.0	1,334,065	17.3	1,155,423	17.3	1,155,423	17.3	1,155,423
Net Personnel Services			17.0	1,062,844	21.0	1,334,065	17.3	1,155,423	17.3	1,155,423	17.3	1,155,423

Notes:

- (1) .3 New Position Approved (FY19 Turnover Transition)
- (2) 1 Title Change from Programmer-Analyst during FY18
- (3) (1) Title Change to Database Administrator during FY18
- (4) 1 Position Reclass from Call Center Specialist Approved in FY19
- (5) (1) Position Reclass to Call Center Specialist II Approved in FY19

Public Works

The Director of Public Works oversees the operations of ten (10) divisions within the General Fund, as well as the Street Opening, Sewer and Stormwater funds. The Director along with the Deputy Director of Public Works, Division Managers and administrative support staff, provide day to day supervision for these functions. The department is responsible for basic municipal services, public infrastructure management, citywide fleet management, the development and implementation of capital improvement plans, and the wastewater - stormwater utilities. Department staff supports several city committees including the Sustainability and Transportation Committee.

The Public Works General Fund expenditure budget decreased by \$485,565 or 3.4%. With the purchase of street lights by the City from Central Maine Power and their conversion to LED fixtures (CIP funded), the FY19 street lighting line cost was reduced by approximately \$820,000. Payroll accounts for the biggest increase in this budget and includes two new positions, one in each of the Districting and Solid Waste divisions.

The FY19 General Fund revenue estimate increased \$432,546, or 9.3%. The increases are predominately due to the FY19 Street Occupancy Permit fee changes and expected rise in the number of permits issued, as well as an increase in salary reimbursements from the CIP and Street Opening funds.

Department Summary

Department: Public Works

Account: 100-31

		FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown							
Payroll		7,604,687	7,266,316	8,378,545	8,024,188	8,024,188	8,024,188
Benefits		103,570	98,550	117,513	111,938	111,938	111,938
Administrative Services		74,989	74,275	71,709	67,609	67,609	67,609
Contractual Services		1,596,065	1,837,497	1,727,408	1,582,393	1,582,393	1,582,393
Maintenance and Repairs		1,404,058	1,367,656	1,543,591	1,376,591	1,376,591	1,376,591
Rentals		398,904	435,600	427,956	407,956	407,956	407,956
Supplies		1,898,786	1,816,970	2,108,096	1,945,646	1,945,646	1,945,646
Minor Capital Items		26,500	19,449	44,000	5,000	5,000	5,000
Utilities		1,270,317	1,283,141	436,590	420,090	420,090	420,090
Capital Outlay		79,100	76,234	98,482	30,000	30,000	30,000
Total		14,456,976	14,275,688	14,953,890	13,971,411	13,971,411	13,971,411
Summary by Division							
Public Works Administration	(31-01)	697,315	616,261	735,664	728,174	728,174	728,174
Districting	(31-12)	1,616,370	1,576,033	1,941,556	1,660,057	1,660,057	1,660,057
Solid Waste	(31-14)	1,689,277	1,975,737	1,858,165	1,769,118	1,769,118	1,769,118
Communications	(31-15)	124,588	120,650	128,226	128,226	128,226	128,226
Portland Downtown District	(31-16)	358,761	357,991	363,628	363,628	363,628	363,628
Transportation Operations	(31-35)	3,027,720	2,978,299	2,496,012	2,310,357	2,310,357	2,310,357
Engineering	(31-37)	1,200,715	1,053,910	1,324,440	1,216,314	1,216,314	1,216,314
Winter Operations	(31-38)	1,370,058	1,379,287	1,395,409	1,329,559	1,329,559	1,329,559
Fleet Services	(31-45)	3,713,605	3,532,558	4,033,918	3,818,936	3,818,936	3,818,936
Island Services	(31-46)	658,567	684,962	676,872	647,042	647,042	647,042
Total		14,456,976	14,275,688	14,953,890	13,971,411	13,971,411	13,971,411
Less Revenues		(4,628,980)	(4,577,148)	(4,903,375)	(5,061,526)	(5,061,526)	(5,061,526)
Net Department Total		9,827,996	9,698,540	10,050,515	8,909,885	8,909,885	8,909,885

Public Works Administration

The Administration division provides strategic planning and management for the department. Accounting, payroll, human resource functions, general office support, issuance of street opening permits and street-sidewalk occupancy permits, and customer service are all integral components of this division. In addition, the department's Safety and Training program is managed through this division.

The Public Works Administration expenditure budget increased by \$30,859, or 4.4%, largely due to wage increases. Revenues have increased by \$12,556 or 5.9%.

Division Summary

Department: Public Works **Division:** Public Works Administration **Account:** 100-31-01

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	623,346	541,942	659,482	659,482	659,482	659,482
Benefits	5,336	1,450	2,956	2,756	2,756	2,756
Administrative Services	16,120	17,930	15,300	14,700	14,700	14,700
Contractual Services	7,330	7,609	8,380	7,590	7,590	7,590
Maintenance and Repairs	24,083	23,750	24,416	24,416	24,416	24,416
Rentals	3,000	2,971	3,000	3,000	3,000	3,000
Supplies	18,100	20,609	22,130	16,230	16,230	16,230
Total	697,315	616,261	735,664	728,174	728,174	728,174
Less Revenues	(212,067)	(198,066)	(203,507)	(224,623)	(224,623)	(224,623)
Net Division Total	485,248	418,195	532,157	503,551	503,551	503,551

Personnel Services Detail

Department: Public Works

Division: Public Works Administration

Account: 100-31-01

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Director of Public Works	46	54	1.0	118,814	1.0	121,192	1.0	121,192	1.0	121,192	1.0	121,192
Deputy Dir of Public Works	100		1.0	81,881	1.0	105,278	1.0	105,278	1.0	105,278	1.0	105,278
Financial Administrator	50	50	1.0	70,084	1.0	73,626	1.0	73,626	1.0	73,626	1.0	73,626
Principal Admin Officer II	50	50	1.0	76,775	1.0	78,977	1.0	78,977	1.0	78,977	1.0	78,977
Safety & Training Administrator	75	25	1.0	66,558	1.0	69,918	1.0	69,918	1.0	69,918	1.0	69,918
Accountant	50	50	1.0	40,014	1.0	40,813	1.0	40,813	1.0	40,813	1.0	40,813
Executive Assistant	100		1.0	48,633	1.0	49,608	1.0	49,608	1.0	49,608	1.0	49,608
(1) Permit/Insp Support Svc Spec		100	0.0	0	1.0	42,491	1.0	42,491	1.0	42,491	1.0	42,491
(2) Account Clerk II	100		2.0	80,749	1.0	40,950	1.0	40,950	1.0	40,950	1.0	40,950
Office Assistant	100		1.0	38,240	1.0	35,038	1.0	35,038	1.0	35,038	1.0	35,038
Overtime	100			1,598		1,591		1,591		1,591		1,591
Gross Personnel Services			10.0	623,346	10.0	659,482	10.0	659,482	10.0	659,482	10.0	659,482
Net Personnel Services			10.0	623,346	10.0	659,482	10.0	659,482	10.0	659,482	10.0	659,482

Notes:

- (1) 1 Position Upgrade from Account Clerk II Approved in FY19
- (2) (1) Position Upgrade to Permit/Insp Support Svc Spec Approved in FY19

Districting

The Districting division (Streets & Sidewalks) is a national award winning multi-tasking Public Works maintenance program comprised of five working crews. The division is responsible for maintaining each of the five Districts within the City. Each crew consists of a supervisor and a group of highly trained maintenance workers capable of performing all aspects of work as it relates to municipal street, sidewalk, and grounds maintenance, including winter sidewalk snow removal operations.

Districting continues to perform the maintenance and reconstruction of brick, concrete and asphalt sidewalks, installation and repair of granite and bituminous curbing, street repair and reconstruction, and maintenance and repair of driveway aprons. Crew duties also include culvert replacement, grading and maintaining gravel roads, roadside mowing, and maintaining the general cleanliness of the City. This division participates in winter operations including plowing, sand and salt operations, snow removal, and repairing of all damage to streets, sidewalks and lawns due to winter damage. Furthermore, the division is responsible for several municipal programs, including sidewalk sweeping, spring cleanup, and weed control.

The Districting budget expenditures increased \$43,687 or 2.7%. This increase is primarily due to an increase in personnel costs, including a new Operations Manager, with the total wage increase offset by various decreases in other line item expenditures.

Division Summary

Department: Public Works **Division:** Districting **Account:** 100-31-12

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	1,336,301	1,302,200	1,656,612	1,460,488	1,460,488	1,460,488
Benefits	18,510	14,622	26,045	23,170	23,170	23,170
Administrative Services	200	799	860	860	860	860
Contractual Services	47,900	64,391	25,200	3,700	3,700	3,700
Maintenance and Repairs	11,300	9,130	10,000	2,500	2,500	2,500
Rentals	15,500	15,755	15,500	15,500	15,500	15,500
Supplies	168,939	152,582	174,339	153,839	153,839	153,839
Minor Capital Items	13,400	13,400	33,000	0	0	0
Utilities	4,320	3,154	0	0	0	0
Total	1,616,370	1,576,033	1,941,556	1,660,057	1,660,057	1,660,057
Less Revenues	(19,885)	(19,725)	(3,600)	(3,600)	(3,600)	(3,600)
Net Division Total	1,596,485	1,556,308	1,937,956	1,656,457	1,656,457	1,656,457

Personnel Services Detail

Department: Public Works

Division: Districting

Account: 100-31-12

	Funding	FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
Position	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Operations Manager	100	0.0	0	1.0	92,000	1.0	92,000	1.0	92,000	1.0	92,000
District Coordinator	100	1.0	74,969	1.0	76,479	1.0	76,479	1.0	76,479	1.0	76,479
Sr Public Works Supervisor	100	5.0	264,160	5.0	269,436	5.0	269,436	5.0	269,436	5.0	269,436
(2) Public Works Foreman	100	0.0	0	1.0	41,621	1.0	41,621	1.0	41,621	1.0	41,621
(3) Maintenance Worker III	100	14.0	609,489	12.0	536,526	12.0	536,526	12.0	536,526	12.0	536,526
(4) Maintenance Worker II	100	6.0	238,132	13.0	529,648	8.0	333,524	8.0	333,524	8.0	333,524
(5) Maintenance Worker I	100	1.0	38,047	0.0	0	0.0	0	0.0	0	0.0	0
Meal Allow/Standby Pay	100		15,693		16,015		16,015		16,015		16,015
Winter Stipends	100		24,640		17,440		17,440		17,440		17,440
Temporary Help	100		50,140		55,800		55,800		55,800		55,800
Overtime	100		21,031		21,647		21,647		21,647		21,647
Gross Personnel Services		27.0	1,336,301	33.0	1,656,612	28.0	1,460,488	28.0	1,460,488	28.0	1,460,488
Net Personnel Services		27.0	1,336,301	33.0	1,656,612	28.0	1,460,488	28.0	1,460,488	28.0	1,460,488

Notes:

- (1) 1 New Position Approved during FY18
- (2) 1 New Position Approved in FY19 (Replaces a MW II)
- (3) (2) Positions Replaced w/ MW II during FY18
- (4) 1 Upgrade from MW I & 2 Replaced MW III during FY18; (1) Eliminated in FY19 (Foreman Replacement)
- (5) (1) Position Upgrade to MW II Approved during FY18

Solid Waste

The Solid Waste division provides weekly curbside collection of recyclables and a pay-as-you-throw trash collection system. The recycling program allows residents to commingle all of their recyclable materials in a single bin. This has allowed the department to utilize compactor trucks for recycling collection, significantly reducing the recycling fleet. The division also services 150+ trash receptacles within the Portland Downtown District, and the City's parks and open spaces, as well as over 60 solar smart trash compactor units.

City property owners may dispose up to ten qualified bulky items annually at no charge using their electronic pass (E-Card). Items such as furniture, gas grills, bicycles, yard equipment (mowers), yard waste, and up to ten gallons of household hazardous waste can be brought to the Riverside Recycling Facility. Multifamily property owners receive one card.

The Bulky Item Pick-up program was implemented in May of 2012. Residents must apply online and request stickers to attach to their approved items for disposal. Qualified small items, less than 30 pounds, which will not fit in a City trash bag and can be lifted by one person, are free of charge to residents. Ten qualified small items are allowed each year, and are picked up by city packer trucks on the same day as residential trash pick-up. A collection fee is charged to residents for qualified items over 30 pounds.

Solid Waste expenditures increased \$79,841, or 4.7%. This increase is primarily due to increased wages, including a new Solid Waste Program Administrator. Budget reductions include a slight decrease in the anticipated ecomaine tonnage.

Revenues in this division increased minimally, largely due to the FY19 solid waste licenses fee increase. The majority of this division's revenue is generated from trash bag receipts.

Division Summary

Department: Public Works	Division: Solid Waste				Account: 100-31-14	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	821,457	849,202	952,060	928,538	928,538	928,538
Benefits	14,005	11,156	13,645	13,145	13,145	13,145
Administrative Services	3,430	2,371	2,490	2,490	2,490	2,490
Contractual Services	816,340	1,043,879	853,540	793,815	793,815	793,815
Maintenance and Repairs	3,000	3,000	3,000	1,500	1,500	1,500
Rentals	0	34,881	1,760	1,760	1,760	1,760
Supplies	27,325	27,971	28,550	24,750	24,750	24,750
Utilities	3,720	3,277	3,120	3,120	3,120	3,120
Total	1,689,277	1,975,737	1,858,165	1,769,118	1,769,118	1,769,118
Less Revenues	(2,067,921)	(2,048,797)	(2,060,333)	(2,071,333)	(2,071,333)	(2,071,333)
Net Division Total	(378,644)	(73,060)	(202,168)	(302,215)	(302,215)	(302,215)

Personnel Services Detail

Department: Public Works

Division: Solid Waste

Account: 100-31-14

Position	Funding Source	FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Solid Waste Manager	100	0.0	0	1.0	71,400	1.0	71,400	1.0	71,400	1.0	71,400
(2) Solid Waste Foreman	100	1.0	48,506	0.0	0	0.0	0	0.0	0	0.0	0
Solid Waste Supervisor	100	1.0	49,822	1.0	53,893	1.0	53,893	1.0	53,893	1.0	53,893
Maintenance Worker III	100	2.0	89,690	2.0	94,978	2.0	94,978	2.0	94,978	2.0	94,978
Maint Worker II (Solid Waste)	100	12.0	484,234	12.0	499,132	12.0	499,132	12.0	499,132	12.0	499,132
(3) Solid Waste Program Admin	100	0.0	0	1.0	43,290	1.0	43,290	1.0	43,290	1.0	43,290
(4) Solid Waste Compliance Officer	100	0.0	0	1.0	49,900	1.0	49,900	1.0	49,900	1.0	49,900
(5) Solid Waste Prg / Compl Adm	100	1.0	48,925	0.0	0	0.0	0	0.0	0	0.0	0
Meal Allow/Standby Pay	100		9,620		200		200		200		200
Winter Stipends	100		0		7,200		7,200		7,200		7,200
Temporary Help	100		0		9,600		9,600		9,600		9,600
Overtime	100		90,660		122,467		98,945		98,945		98,945
Gross Personnel Services		17.0	821,457	18.0	952,060	18.0	928,538	18.0	928,538	18.0	928,538
Net Personnel Services		17.0	821,457	18.0	952,060	18.0	928,538	18.0	928,538	18.0	928,538

Notes:

- (1) 1 Position Replaced Solid Waste Foreman during FY18
- (2) (1) Position Replaced w/ Solid Waste Manager during FY18
- (3) 1 New Position Approved during FY18
- (4) 1 Position Reclassed from SW/Comp Adm during FY18
- (5) (1) Position Reclassed to SW/Comp Officer during FY18

Communications

The Communications section encompasses a wide variety of services, including serving as the primary point of contact for customers calling in with requests, work order database management, and daily dispatch functions. This section is involved with developing and overseeing departmental projects such as equipment logbook distribution, and communications with other departments and outside agencies. A large focus is supporting customer service throughout the department.

The Dispatch Center is staffed six days a week during the spring, summer and fall seasons for the daylight hours, and operates 24 hours a day / 7 days a week during the winter. The center participates in the "Radio Watch" program by notifying appropriate response personnel (Police, Fire and EMS) of emergency situations occurring on the streets of Portland as reported by any Public Works employees. Dispatchers track work order requests for follow up and evaluation purposes. The Dispatch Center supports the operations of the department during emergency response events.

Division Summary

Department: Public Works	Division: Communications				Account: 100-31-15	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	103,721	97,575	108,569	108,569	108,569	108,569
Benefits	1,549	3,320	1,957	1,957	1,957	1,957
Administrative Services	1,614	1,160	1,614	1,614	1,614	1,614
Contractual Services	6,260	6,208	5,150	5,150	5,150	5,150
Maintenance and Repairs	600	1,460	500	500	500	500
Rentals	7,244	7,413	6,836	6,836	6,836	6,836
Supplies	3,600	3,514	3,600	3,600	3,600	3,600
Total	124,588	120,650	128,226	128,226	128,226	128,226
Less Revenues	(5,183)	(5,183)	(5,388)	(5,388)	(5,388)	(5,388)
Net Division Total	119,405	115,467	122,838	122,838	122,838	122,838

Personnel Services Detail

Department: Public Works

Division: Communications

Account: 100-31-15

	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
Position	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Public Works Dispatcher	90	10		1.0	51,834	1.0	53,879	1.0	53,879	1.0	53,879	53,879
Asst Dispatcher	100			1.0	46,571	1.0	47,507	1.0	47,507	1.0	47,507	47,507
Meal Allow/Standby Pay	100				980		0		0		0	0
Winter Stipends	100				0		1,120		1,120		1,120	1,120
Overtime	100				4,336		6,063		6,063		6,063	6,063
Gross Personnel Services				2.0	103,721	2.0	108,569	2.0	108,569	2.0	108,569	108,569
Net Personnel Services				2.0	103,721	2.0	108,569	2.0	108,569	2.0	108,569	108,569

Portland Downtown District

The Portland Downtown District (PDD) is responsible for providing maintenance, cleaning services, and sidewalk snow removal to the downtown district. Expenses for this division are offset by revenue from the PDD Corporation for the services provided.

Division Summary

Department: Public Works **Division:** Portland Downtown District **Account:** 100-31-16

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	315,348	314,463	319,803	319,803	319,803	319,803
Benefits	3,635	4,061	3,635	3,635	3,635	3,635
Contractual Services	9,500	9,500	9,500	9,500	9,500	9,500
Maintenance and Repairs	500	500	500	500	500	500
Rentals	300	300	300	300	300	300
Supplies	23,880	23,851	24,980	24,980	24,980	24,980
Utilities	5,598	5,316	4,910	4,910	4,910	4,910
Total	358,761	357,991	363,628	363,628	363,628	363,628
Less Revenues	(358,761)	(358,761)	(363,628)	(363,628)	(363,628)	(363,628)
Net Division Total	0	(770)	0	0	0	0

Personnel Services Detail

Department: Public Works

Division: Portland Downtown District

Account: 100-31-16

Position	Funding			FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Sr Public Works Supervisor	100			1.0	53,848	1.0	54,941	1.0	54,941	1.0	54,941	1.0	54,941
PDD Steward	100			1.0	46,405	1.0	47,299	1.0	47,299	1.0	47,299	1.0	47,299
Maintenance Worker III	100			2.0	90,854	2.0	90,439	2.0	90,439	2.0	90,439	2.0	90,439
Maintenance Worker II	100			1.0	39,835	1.0	40,768	1.0	40,768	1.0	40,768	1.0	40,768
Meal Allow/Standby Pay	100				2,960		1,040		1,040		1,040		1,040
Winter Stipends	100				0		2,680		2,680		2,680		2,680
Temporary Help	100				28,800		28,080		28,080		28,080		28,080
Overtime	100				52,646		54,556		54,556		54,556		54,556
Gross Personnel Services				5.0	315,348	5.0	319,803	5.0	319,803	5.0	319,803	5.0	319,803
Net Personnel Services				5.0	315,348	5.0	319,803	5.0	319,803	5.0	319,803	5.0	319,803

Transportation Operations

The Transportation budget within the Engineering division supports civil engineering and field operations personnel, materials, equipment, programs, systems maintenance, and utility costs. Approximately \$400,000 in annual electric utility costs for street lighting and traffic & pedestrian signals are borne by this budget, with a small revenue offset for lighting associated with the School Department. The City's annual pavement marking program is also included in this budget, as well as all equipment, material, and labor associated with regulatory and advisory Traffic & Parking signage throughout the City. Along with the Engineering division, the Transportation team provides support to the Planning Department as well, supporting an increased volume of Locally Administered Projects funded by the Federal Highway Program thru PACTS and Maine DOT.

The Transportation expenditure budget decreased \$717,363, or 23.7%. This decrease is due to the purchase of street lights by the City from Central Maine Power, as well as the conversion to LED fixtures (CIP funded), saving the general fund approximately \$820,000. The largest increase in this budget is due to payroll costs.

Revenues in this division have increased \$375,644, or 69.3%. The revenue increases are predominately due to the FY19 Street Occupancy Permit fee changes and the expected rise in the number of permits issued, as well as an increase in salary reimbursements from the CIP fund. Other FY19 revenue increases include code violation fee changes.

Division Summary

Department: Public Works **Division:** Transportation Operations **Account:** 100-31-35

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	987,957	918,383	1,135,363	1,086,808	1,086,808	1,086,808
Benefits	11,940	18,646	15,790	14,790	14,790	14,790
Administrative Services	25,790	27,503	19,250	17,250	17,250	17,250
Contractual Services	545,000	545,064	615,600	567,600	567,600	567,600
Maintenance and Repairs	47,275	46,403	123,275	80,275	80,275	80,275
Rentals	1,000	1,098	0	0	0	0
Supplies	188,731	183,950	192,756	149,656	149,656	149,656
Minor Capital Items	100	49	0	0	0	0
Utilities	1,219,927	1,237,203	393,978	393,978	393,978	393,978
Total	3,027,720	2,978,299	2,496,012	2,310,357	2,310,357	2,310,357
Less Revenues	(542,394)	(629,673)	(777,315)	(918,038)	(918,038)	(918,038)
Net Division Total	2,485,326	2,348,626	1,718,697	1,392,319	1,392,319	1,392,319

Personnel Services Detail

Department: Public Works

Division: Transportation Operations

Account: 100-31-35

Position	Funding			FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Transportation Systems Engineer	85	15	1.0		82,143	1.0	92,205	1.0	92,205	1.0	92,205	1.0	92,205
Traffic Operations Coordinator	95	5	1.0		61,999	1.0	65,141	1.0	65,141	1.0	65,141	1.0	65,141
(1) Senior Engineer	35	65	2.0		145,714	1.0	84,210	1.0	84,210	1.0	84,210	1.0	84,210
(2) Senior Transportation Engineer	60	40	0.0		0	1.0	65,626	1.0	65,626	1.0	65,626	1.0	65,626
(3) Project Manager (Contract)	5	95	0.0		0	1.0	73,710	1.0	73,710	1.0	73,710	1.0	73,710
Project Engineer	30	70	1.0		58,924	1.0	68,105	1.0	68,105	1.0	68,105	1.0	68,105
Paving Coord	10	90	1.0		66,924	1.0	68,270	1.0	68,270	1.0	68,270	1.0	68,270
(4) Transportation Engineer	25	75	0.0		0	1.0	55,879	1.0	55,879	1.0	55,879	1.0	55,879
Sr Public Works Supervisor	100		1.0		52,832	1.0	53,893	1.0	53,893	1.0	53,893	1.0	53,893
Systems & Lighting Technician	100		2.0		108,185	2.0	111,573	2.0	111,573	2.0	111,573	2.0	111,573
Traffic Signal Repair Wk III	100		1.0		45,414	1.0	46,384	1.0	46,384	1.0	46,384	1.0	46,384
Traffic Signal Computer Oper	100		1.0		44,325	1.0	45,219	1.0	45,219	1.0	45,219	1.0	45,219
(5) Maintenance Worker III	100		3.0		129,914	2.0	85,786	2.0	85,786	2.0	85,786	2.0	85,786
(6) Maintenance Worker II	100		0.0		0	1.0	39,422	1.0	39,422	1.0	39,422	1.0	39,422
(7) Asst Engineer	25	75	1.0		47,317	0.0	0	0.0	0	0.0	0	0.0	0
Transportation Technician	10	90	1.0		47,702	1.0	50,407	1.0	50,407	1.0	50,407	1.0	50,407
(8) Senior Technician	50	50	1.0		39,770	1.0	48,555	0.0	0	0.0	0	0.0	0
Meal Allow/Standby Pay	100				11,246		7,556		7,556		7,556		7,556
Winter Stipends	100				0		3,600		3,600		3,600		3,600
Temporary Help	100				13,620		34,110		34,110		34,110		34,110
Overtime	100				31,928		35,712		35,712		35,712		35,712
Gross Personnel Services			17.0		987,957	18.0	1,135,363	17.0	1,086,808	17.0	1,086,808	17.0	1,086,808
Net Personnel Services			17.0		987,957	18.0	1,135,363	17.0	1,086,808	17.0	1,086,808	17.0	1,086,808

Notes:

- (1) (1) Position Title Change to Sr Trans Engineer during FY18
- (2) 1 Position Title Change from Sr Engineer during FY18
- (3) 1 New Position Approved during FY18
- (4) 1 Position Upgrade from Asst Eng during FY18
- (5) (1) Position Replaced w/ MW II during FY18
- (6) 1 Position Replaced MW III during FY18
- (7) (1) Position Upgrade to Transportation Engineer Approved during FY18
- (8) (1) Position Eliminated in FY19 (Title Change from Sr Eng Tech during FY18)

Engineering

The Engineering division is comprised of a team of professional and technical staff with Civil Engineering, GIS, and Construction Engineering expertise. The Engineering team supports the Water Resources division and numerous City Departments with several vital resources, including City Archives, survey, research, street numbering, GIS data, Right-Of-Way permitting, and construction activity inspection and enforcement. A key role of this division includes supporting the Planning Division with all land development proposal review and activities.

The FY19 expenditures have increased \$15,599, or 1.3%. Revenues have also increased \$56,615 or 5.6%, largely due to the projected increase in the wage reimbursement from the Street Openings Fund.

Division Summary

Department: Public Works

Division: Engineering

Account: 100-31-37

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	1,065,130	935,372	1,171,750	1,106,124	1,106,124	1,106,124
Benefits	4,270	3,464	4,340	3,340	3,340	3,340
Administrative Services	14,835	11,785	19,195	17,695	17,695	17,695
Contractual Services	32,600	30,889	40,125	36,625	36,625	36,625
Maintenance and Repairs	2,900	2,300	2,900	2,900	2,900	2,900
Rentals	1,560	1,627	1,560	1,560	1,560	1,560
Supplies	35,400	29,761	54,650	46,150	46,150	46,150
Utilities	4,920	1,309	1,920	1,920	1,920	1,920
Capital Outlay	39,100	37,403	28,000	0	0	0
Total	1,200,715	1,053,910	1,324,440	1,216,314	1,216,314	1,216,314
Less Revenues	(948,719)	(874,308)	(1,025,022)	(1,005,334)	(1,005,334)	(1,005,334)
Net Division Total	251,996	179,602	299,418	210,980	210,980	210,980

Personnel Services Detail

Department: Public Works

Division: Engineering

Account: 100-31-37

Position	Funding			FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Engineering Manager	88	12	1.0		101,513	1.0	88,530	1.0	88,530	1.0	88,530	1.0	88,530
(1) Senior Engineer	69	31	2.0		136,935	2.0	142,714	1.0	77,088	1.0	77,088	1.0	77,088
Chief Surveyor	60	40	1.0		77,988	1.0	79,538	1.0	79,538	1.0	79,538	1.0	79,538
(2) Survey GIS & Archives Manager	38	62	0.0		0	1.0	75,000	1.0	75,000	1.0	75,000	1.0	75,000
Construction Engineering Coord	33	67	1.0		72,802	1.0	74,253	1.0	74,253	1.0	74,253	1.0	74,253
(3) Lead Surveyor	70	30	0.0		0	1.0	63,124	1.0	63,124	1.0	63,124	1.0	63,124
(4) Survey CAD Specialist	70	30	0.0		0	1.0	60,797	1.0	60,797	1.0	60,797	1.0	60,797
(5) Survey GIS Specialist	70	30	0.0		0	1.0	58,708	1.0	58,708	1.0	58,708	1.0	58,708
(6) Senior Surveyor	70	30	3.0		178,524	0.0	0	0.0	0	0.0	0	0.0	0
Project Engineer (Proj)	15	85	0.0		0	0.0	0	0.0	0	0.0	0	0.0	0
(7) Construction Inspection Specialis	15	85	0.0		0	1.0	61,386	1.0	61,386	1.0	61,386	1.0	61,386
(8) Associate Engineer	29	71	5.0		267,983	4.0	215,806	4.0	215,806	4.0	215,806	4.0	215,806
GIS Mapping Specialist	70	30	1.0		48,424	1.0	50,408	1.0	50,408	1.0	50,408	1.0	50,408
GIS Mapping Technician	70	30	1.0		45,426	1.0	47,501	1.0	47,501	1.0	47,501	1.0	47,501
(9) Senior Technician	40	60	0.0		0	1.0	40,965	1.0	40,965	1.0	40,965	1.0	40,965
(10) Senior Engineering Technician	60	40	1.0		39,294	0.0	0	0.0	0	0.0	0	0.0	0
Engineering Archivist	100		1.0		43,856	1.0	46,633	1.0	46,633	1.0	46,633	1.0	46,633
Customer Service Specialist	100		1.0		41,535	1.0	42,374	1.0	42,374	1.0	42,374	1.0	42,374
Temporary Help	100				5,850		19,013		19,013		19,013		19,013
Overtime	100				5,000		5,000		5,000		5,000		5,000
Gross Personnel Services			18.0		1,065,130	19.0	1,171,750	18.0	1,106,124	18.0	1,106,124	18.0	1,106,124
Net Personnel Services			18.0		1,065,130	19.0	1,171,750	18.0	1,106,124	18.0	1,106,124	18.0	1,106,124

Notes:

- (1) (1) Position Eliminated in FY19 (Replaced a Survey GIS Archives Mgr)
- (2) 1 New Position Approved in FY19 (Replaces a Sr Engineer Position)
- (3) 1 Position Upgrade from Senior Surveyor during FY18
- (4) 1 Title Change from Senior Surveyor during FY18
- (5) 1 Title Change from Senior Surveyor during FY18
- (6) (1) Upgrade to Lead Surveyor; (1) Title Chg to Survey CAD Spec & (1) to Survey GIS Spec during FY18
- (7) 1 Position Upgrade from Associate Engineer during FY18
- (8) (1) Position Upgrade to Construction Insp Spec Approved during FY18
- (9) 1 Position Title Change from Sr Eng Technician during FY18
- (10) (1) Position Title Change to Sr Technician during FY18

Winter Operations

Winter Operations provides daily operations of sanding and salting streets, plowing, and snow and ice removal services throughout the City. Plowing city sidewalks along school routes and other designated areas helps to ensure safe mobility for pedestrians. The Public Works workforce unites to participate in Winter Operations, with the primary function being snow and ice removal during winter months to ensure the safety of the public. Winter operations actual expenses remain dependent on snowfall and severity of winter conditions.

Winter Expenses decreased by \$40,499 or 3.0%. The majority of this division's revenue represents the internal chargebacks to the School Department for the City's snow removal operations of school parking lots.

Division Summary

Department: Public Works	Division: Winter Operations				Account: 100-31-38	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	488,098	494,736	459,192	449,192	449,192	449,192
Benefits	600	0	600	600	600	600
Administrative Services	2,100	2,127	2,100	2,100	2,100	2,100
Contractual Services	4,625	4,645	20,502	20,502	20,502	20,502
Maintenance and Repairs	9,000	9,000	9,000	9,000	9,000	9,000
Rentals	368,340	369,604	397,140	377,140	377,140	377,140
Supplies	497,295	497,975	499,675	469,825	469,825	469,825
Minor Capital Items	0	0	6,000	0	0	0
Utilities	0	1,200	1,200	1,200	1,200	1,200
Total	1,370,058	1,379,287	1,395,409	1,329,559	1,329,559	1,329,559
Less Revenues	(98,800)	(98,242)	(98,400)	(103,400)	(103,400)	(103,400)
Net Division Total	1,271,258	1,281,045	1,297,009	1,226,159	1,226,159	1,226,159

Personnel Services Detail

Department: Public Works

Division: Winter Operations

Account: 100-31-38

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Charges from Sewer Districting	100				72,859		54,254		54,254		54,254	54,254
Charges from Stormwater	100				24,353		12,974		12,974		12,974	12,974
Meal Allow/Standby Pay	100				13,120		13,240		13,240		13,240	13,240
Overtime	100				344,582		344,668		334,668		334,668	334,668
Police Wages	100				33,184		34,056		34,056		34,056	34,056
Gross Personnel Services					488,098		459,192		449,192		449,192	449,192
Net Personnel Services					488,098		459,192		449,192		449,192	449,192

Fleet Services

The Fleet Services division purchases, repairs, and rebuilds the City-owned vehicles, and runs a preventative maintenance schedule to assure optimum equipment availability. The division serves Police, Fire, EMS, City Administration, Public Works, Parks Recreation and Facilities, and assists other users including the Fire Boat. The total number of vehicles and equipment in the fleet exceeds 800. Fleet Services provides for the cost of all parts, outside repairs, and fuel for all City equipment, supports the Fleet User Committee, and maintains the vehicle replacement program city-wide.

Fleet Services is also responsible for housing the winter equipment. The Weld & Fabrication Shop services the Jetport, Engineering, and other City departments with two certified fabricators.

The expenditure increase of \$105,331, or 2.8%, is mainly due to the anticipated increase in vehicle fuel costs. The revenue generated in this division is mostly related to reimbursed services, including fuel and labor costs from both internal and external entities such as the Enterprise Funds.

Division Summary

Department: Public Works **Division:** Fleet Services **Account:** 100-31-45

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	1,424,275	1,341,449	1,448,156	1,448,156	1,448,156	1,448,156
Benefits	38,540	38,063	42,640	42,640	42,640	42,640
Administrative Services	7,950	7,975	7,950	7,950	7,950	7,950
Contractual Services	5,010	5,531	7,010	7,010	7,010	7,010
Maintenance and Repairs	1,298,500	1,265,266	1,363,500	1,248,500	1,248,500	1,248,500
Rentals	1,860	1,866	1,860	1,860	1,860	1,860
Supplies	906,500	847,843	1,075,300	1,024,500	1,024,500	1,024,500
Minor Capital Items	7,000	0	5,000	5,000	5,000	5,000
Utilities	11,970	11,892	12,020	3,320	3,320	3,320
Capital Outlay	12,000	12,673	70,482	30,000	30,000	30,000
Total	3,713,605	3,532,558	4,033,918	3,818,936	3,818,936	3,818,936
Less Revenues	(368,350)	(337,559)	(359,882)	(359,882)	(359,882)	(359,882)
Net Division Total	3,345,255	3,194,999	3,674,036	3,459,054	3,459,054	3,459,054

Personnel Services Detail

Department: Public Works

Division: Fleet Services

Account: 100-31-45

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Fleet Manager	100		1.0	93,129	1.0	95,725	1.0	95,725	1.0	95,725	1.0	95,725
Vehicle Maintenance Supervisor	100		1.0	56,992	1.0	58,053	1.0	58,053	1.0	58,053	1.0	58,053
Plow Bay Foreman	100		1.0	54,251	1.0	55,247	1.0	55,247	1.0	55,247	1.0	55,247
Fire Equipment Specialist	100		1.0	60,008	1.0	60,986	1.0	60,986	1.0	60,986	1.0	60,986
Machine /Weld Shop Foreman	100		1.0	55,827	1.0	56,805	1.0	56,805	1.0	56,805	1.0	56,805
Public Works Parts Manager	100		1.0	52,763	1.0	53,657	1.0	53,657	1.0	53,657	1.0	53,657
Vehicle Maintenance Foreman	100		1.0	55,827	1.0	57,405	1.0	57,405	1.0	57,405	1.0	57,405
Autobody Repair Worker (ASE)	100		1.0	48,651	1.0	49,587	1.0	49,587	1.0	49,587	1.0	49,587
2nd Class Welder	100		1.0	44,955	1.0	46,134	1.0	46,134	1.0	46,134	1.0	46,134
Service Writer	100		1.0	57,450	1.0	58,490	1.0	58,490	1.0	58,490	1.0	58,490
Parts Specialist	100		1.0	44,440	1.0	45,469	1.0	45,469	1.0	45,469	1.0	45,469
Mechanic III	100		11.0	547,893	11.0	558,337	11.0	558,337	11.0	558,337	11.0	558,337
(1) Mechanic II	100		1.0	42,578	0.0	0	0.0	0	0.0	0	0.0	0
(2) Mechanic I	100		1.0	43,410	2.0	83,772	2.0	83,772	2.0	83,772	2.0	83,772
Accountant	100		1.0	42,674	1.0	41,652	1.0	41,652	1.0	41,652	1.0	41,652
Meal Allow/Standby Pay	100			11,625		12,805		12,805		12,805		12,805
Overtime	100			111,802		114,032		114,032		114,032		114,032
Gross Personnel Services			25.0	1,424,275	25.0	1,448,156	25.0	1,448,156	25.0	1,448,156	25.0	1,448,156
Net Personnel Services			25.0	1,424,275	25.0	1,448,156	25.0	1,448,156	25.0	1,448,156	25.0	1,448,156

Notes:

- (1) (1) Position Replaced w/ Mechanic I during FY18
- (2) 1 Position Replaced Mechanic II during FY18

Island Services

Island Services is responsible for all Public Works functions including roads, fences, earthwork, solid waste collection and normal maintenance for four islands: Cliff, Little Diamond, Great Diamond, and Peaks Island. Island Services also serves Cushing Island in a limited capacity. Island Services responds to requests from all City divisions for boat transportation and assists the Fire Department on all Portland islands.

Expenditures decreased \$11,525, or 1.8%. This decrease is mainly due to the FY18 one-time purchase of a portable restroom facility.

Division Summary

Department: Public Works **Division:** Island Services **Account:** 100-31-46

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	439,054	470,994	467,558	457,028	457,028	457,028
Benefits	5,185	3,768	5,905	5,905	5,905	5,905
Administrative Services	2,950	2,625	2,950	2,950	2,950	2,950
Contractual Services	121,500	119,781	142,401	130,901	130,901	130,901
Maintenance and Repairs	6,900	6,847	6,500	6,500	6,500	6,500
Rentals	100	85	0	0	0	0
Supplies	29,016	28,914	32,116	32,116	32,116	32,116
Minor Capital Items	6,000	6,000	0	0	0	0
Utilities	19,862	19,790	19,442	11,642	11,642	11,642
Capital Outlay	28,000	26,158	0	0	0	0
Total	658,567	684,962	676,872	647,042	647,042	647,042
Less Revenues	(6,900)	(6,834)	(6,300)	(6,300)	(6,300)	(6,300)
Net Division Total	651,667	678,128	670,572	640,742	640,742	640,742

Personnel Services Detail

Department: Public Works

Division: Island Services

Account: 100-31-46

	Funding	FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
Position	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Sr Public Works Supervisor	100	1.0	63,045	1.0	64,106	1.0	64,106	1.0	64,106	1.0	64,106
(1) Public Works Foreman	100	0.0	0	1.0	49,483	1.0	49,483	1.0	49,483	1.0	49,483
(2) Maintenance Worker III	100	5.0	225,742	4.0	189,202	4.0	189,202	4.0	189,202	4.0	189,202
Maintenance Worker II	100	2.0	84,115	2.0	86,057	2.0	86,057	2.0	86,057	2.0	86,057
Meal Allow/Standby Pay	100		12,454		8,964		8,964		8,964		8,964
Winter Stipends	100		0		3,600		3,600		3,600		3,600
Temporary Help	100		18,200		18,200		18,200		18,200		18,200
Overtime	100		35,498		47,946		37,416		37,416		37,416
Gross Personnel Services		8.0	439,054	8.0	467,558	8.0	457,028	8.0	457,028	8.0	457,028
Net Personnel Services		8.0	439,054	8.0	467,558	8.0	457,028	8.0	457,028	8.0	457,028

Notes:

- (1) 1 Position Upgrade from MW III Approved in FY19
- (2) (1) Position Upgrade to Foreman Approved in FY19

Parks, Recreation & Facilities

The FY19 Parks, Recreation and Facilities Department consists of three major sections, Parks, Recreation, and Public Assemblies. The Parks section oversees parks, playgrounds, courts, athletic fields, cemeteries, forestry and horticulture, and fountains. Recreation manages four community centers, pools, Riverside Golf Course and Restaurant, Troubh Ice Arena, senior adult programming and therapeutic recreation. The Public Assemblies section continues to be responsible for the scheduling and management of Merrill Auditorium, Hadlock Stadium, Portland Exposition Building, Ocean Gateway, and the Maine State Pier.

In FY19, Public Buildings and the Waterfront split from the Parks, Recreation and Facilities Department into its own department; under a new FY19 division, custodial services remains with the Parks, Recreation and Facilities Department. For comparative purposes, the divisional history remains intact with the reorganized divisions and is reflected in accordance with the new FY19 department divisional structure.

Department Summary

Department: Parks, Recreation & Facilities

Account: 100-33

		FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown							
Payroll		7,159,309	7,046,814	8,536,492	8,244,740	8,244,740	8,256,740
Benefits		71,354	72,194	91,358	90,758	90,758	90,758
Administrative Services		61,704	57,594	74,595	66,945	66,945	66,945
Contractual Services		667,955	668,702	864,551	659,476	668,476	668,476
Maintenance and Repairs		236,222	242,210	174,625	135,375	135,375	135,375
Rentals		203,909	183,625	307,839	239,589	239,589	239,589
Supplies		1,073,909	1,154,979	1,252,198	1,187,853	1,187,853	1,189,353
Minor Capital Items		97,150	97,139	119,000	21,500	21,500	21,500
Utilities		565,991	607,903	516,374	451,896	451,896	451,896
Capital Outlay		0	0	182,150	49,000	49,000	73,425
Total		10,137,503	10,131,160	12,119,182	11,147,132	11,156,132	11,194,057
Summary by Division							
Parks, Rec & Fac Administration	(33-00)	435,157	439,817	672,527	601,090	601,090	601,090
Merrill Auditorium	(33-04)	482,953	505,094	196,098	176,098	176,098	176,098
Ice Arena	(33-07)	570,448	549,581	578,674	571,810	571,810	571,810
Public Assembly Facility	(33-10)	1,001,715	988,537	1,099,458	1,056,708	1,056,708	1,056,708
Concessions	(33-11)	382,943	395,705	403,498	403,498	403,498	403,498
Athletic Facilities	(33-13)	764,638	787,990	980,641	758,343	767,343	805,268
Recreation	(33-14)	1,916,155	1,776,366	1,911,058	1,831,867	1,831,867	1,831,867
Aquatics	(33-15)	623,895	607,647	643,899	643,899	643,899	643,899
Riverside Golf Course	(33-18)	1,031,925	1,040,849	1,113,203	1,050,926	1,050,926	1,050,926
Golf Course Restaurant	(33-19)	419,116	521,987	533,611	533,611	533,611	533,611
Custodian Services	(33-20)	0	0	972,460	956,460	956,460	956,460
Cemeteries	(33-32)	842,811	821,515	972,641	874,369	874,369	874,369
Forestry	(33-33)	713,171	682,424	795,498	686,850	686,850	686,850
Parks	(33-34)	952,576	1,013,648	1,245,916	1,001,603	1,001,603	1,001,603
Total		10,137,503	10,131,160	12,119,182	11,147,132	11,156,132	11,194,057
Less Revenues		(6,496,021)	(6,702,212)	(7,042,912)	(7,392,134)	(7,333,134)	(7,333,134)
Net Department Total		3,641,482	3,428,948	5,076,270	3,754,998	3,822,998	3,860,923

Parks, Recreation & Facilities Administration

The Parks, Recreation and Facilities Administrative division serves a large and extremely diverse department. The Administration division oversees the numerous activities and challenges that transpire within the department. Functions include providing general administrative support, involving much of the centralized accounting and payroll duties.

The FY19 personnel increases for this division include a new Marketing & Communications Coordinator (0.8 FTE), as well as the position transfer and reclassification of the Recreation Director (from the Recreation division) to the Deputy Director of Parks Recreation & Facilities.

Division Summary

Department: Parks, Recreation & Facilities **Division:** Parks, Recreation & Facilities Administration **Account:** 100-33-00

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	417,027	421,027	641,172	570,335	570,335	570,335
Benefits	600	600	2,160	1,560	1,560	1,560
Administrative Services	7,020	6,897	12,145	12,145	12,145	12,145
Contractual Services	8,510	9,029	11,310	11,310	11,310	11,310
Rentals	0	0	2,040	2,040	2,040	2,040
Supplies	2,000	2,264	3,700	3,700	3,700	3,700
Total	435,157	439,817	672,527	601,090	601,090	601,090

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Parks, Recreation & Facilities Administration

Account: 100-33-00

	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final		
	Source		Approved		Submission		Recommendation		Committee		Allowance		
Position	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Dir of Rec & Facilities Mgmt	100			1.0	118,814	1.0	121,192	1.0	121,192	1.0	121,192	1.0	121,192
(1) Deputy Dir Parks, Rec, & Fac	100			0.0	0	1.0	99,169	1.0	99,169	1.0	99,169	1.0	99,169
Financial Administrator	100			1.0	76,274	1.0	79,034	1.0	79,034	1.0	79,034	1.0	79,034
Principal Admin Officer II	100			1.0	74,784	1.0	78,540	1.0	78,540	1.0	78,540	1.0	78,540
(2) Marketing & Comm Coord	100			0.0	0	0.9	56,602	0.8	48,516	0.8	48,516	0.8	48,516
Safety & Training Administrator	100			0.0	0	1.0	62,751	0.0	0	0.0	0	0.0	0
(3) Senior Admin Officer	100			0.0	0	1.0	44,733	1.0	44,733	1.0	44,733	1.0	44,733
(4) Executive Assistant	100			1.0	37,265	0.0	0	0.0	0	0.0	0	0.0	0
Administrative Associate	100			1.0	37,962	1.0	40,072	1.0	40,072	1.0	40,072	1.0	40,072
Office Associate	100			2.0	71,828	2.0	74,951	2.0	74,951	2.0	74,951	2.0	74,951
(5) Less Waterfront Charges	100				0		(16,172)		(16,172)		(16,172)		(16,172)
Overtime	100				100		300		300		300		300
Gross Personnel Services				7.0	417,027	9.9	641,172	8.8	570,335	8.8	570,335	8.8	570,335
Net Personnel Services				7.0	417,027	9.9	641,172	8.8	570,335	8.8	570,335	8.8	570,335

Notes:

- (1) 1 New Position Approved during FY18 (Eliminated Recreation's Rec Div Manager: 33-14)
- (2) .8 New Position Approved in FY19
- (3) 1 Position Reclass from Executive Asst Approved in FY19
- (4) (1) Position Reclass to Senior Admin Officer Approved in FY19
- (5) Less Marketing & Communications Coord Wages

Merrill Auditorium

This division includes all the expenses for the venue operations at Merrill Auditorium, a 1,900 seat performing arts venue attached to City Hall. Prime Tenants include Portland Ovations, the Portland Symphony Orchestra, and Friends of the Kotschmar Organ. The theater hosts a variety of performances each year including symphonies, Broadway performances, concerts, comedians, graduations and holiday programming. In FY17 Merrill Auditorium hosted 128 events with over 148,750 patrons in attendance.

With the FY19 reorganization of the Parks, Recreation and Facilities Department, the Merrill building maintenance functions transferred to the new FY19 Public Buildings & Waterfront Department and Custodial Services for public buildings was consolidated under one division in the Parks, Recreation and Facilities Department.

Merrill FY19 revenues increased \$53,400 or 9.1%.

Division Summary

Department: Parks, Recreation & Facilities	Division: Merrill Auditorium				Account: 100-33-04	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	239,593	256,777	134,498	134,498	134,498	134,498
Benefits	2,700	2,700	480	480	480	480
Contractual Services	16,160	15,436	12,120	12,120	12,120	12,120
Maintenance and Repairs	111,300	112,095	19,000	19,000	19,000	19,000
Rentals	1,000	1,000	1,000	1,000	1,000	1,000
Supplies	38,200	38,200	9,000	9,000	9,000	9,000
Minor Capital Items	0	0	20,000	0	0	0
Utilities	74,000	78,886	0	0	0	0
Total	482,953	505,094	196,098	176,098	176,098	176,098
Less Revenues	(587,700)	(641,080)	(641,100)	(641,100)	(641,100)	(641,100)
Net Division Total	(104,747)	(135,986)	(445,002)	(465,002)	(465,002)	(465,002)

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Merrill Auditorium

Account: 100-33-04

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
(1) PAF Operations Supervisor	100			1.0	51,230	0.0	0	0.0	0	0.0	0	0
(2) Custodial Worker	100			1.8	66,713	0.0	0	0.0	0	0.0	0	0
Technical Director	100			1.0	56,958	1.0	61,190	1.0	61,190	1.0	61,190	61,190
(3) Asst Technical Director	100			1.2	56,192	1.4	69,808	1.4	69,808	1.4	69,808	69,808
Overtime	100				8,500		3,500		3,500		3,500	3,500
Gross Personnel Services				5.0	239,593	2.4	134,498	2.4	134,498	2.4	134,498	134,498
Net Personnel Services				5.0	239,593	2.4	134,498	2.4	134,498	2.4	134,498	134,498

Notes:

- (1) (1) Transferred to Custodial Services (100-3320) in FY19
- (2) (1.8) Tfr'd to Custodial Svs (33-20) in FY19 (.5 Reclassed to Bldg Maint/Custodial Wkr during FY18)
- (3) .2 Hours Increase Approved during FY18

Ice Arena

The Ice Arena is celebrating its 33rd year of operation and is named in honor of the late William B. Trough. William B. Trough was instrumental in creating the rink when he served on the City Council during the 1970s-1980's. The City-owned rink, located next to the Portland Expo and Hadlock Field, provides rental of ice time to various community users including adult leagues, high school, middle school and youth hockey organizations, and to the public. Ice skating and figure skating lessons are offered as well. The City also operates the Ice Arena concession stand. The annual Ice Show is held each year the last weekend of April and is open to the general public.

Division Summary

Department: Parks, Recreation & Facilities **Division:** Ice Arena **Account:** 100-33-07

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	284,985	268,542	285,134	282,450	282,450	282,450
Benefits	1,400	1,187	1,560	1,560	1,560	1,560
Administrative Services	3,145	3,183	895	895	895	895
Contractual Services	15,076	16,238	17,993	17,993	17,993	17,993
Maintenance and Repairs	26,947	23,257	32,550	32,550	32,550	32,550
Rentals	1,812	1,812	1,812	1,812	1,812	1,812
Supplies	37,903	27,634	29,800	29,800	29,800	29,800
Utilities	199,180	207,728	208,930	204,750	204,750	204,750
Total	570,448	549,581	578,674	571,810	571,810	571,810
Less Revenues	(611,818)	(604,840)	(606,475)	(606,475)	(606,475)	(606,475)
Net Division Total	(41,370)	(55,259)	(27,801)	(34,665)	(34,665)	(34,665)

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Ice Arena

Account: 100-33-07

Position	Funding			FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Ice Arena Manager	100			1.0	58,956	1.0	61,946	1.0	61,946	1.0	61,946	1.0	61,946
Facilities Coordinator	100			1.0	45,425	1.0	41,711	1.0	41,711	1.0	41,711	1.0	41,711
Office Associate	100			1.0	42,686	1.0	43,544	1.0	43,544	1.0	43,544	1.0	43,544
Recreation Programmer I	100			2.0	60,879	2.0	62,777	2.0	62,777	2.0	62,777	2.0	62,777
Temporary Help	100				71,039		69,156		66,472		66,472		66,472
Overtime	100				6,000		6,000		6,000		6,000		6,000
Gross Personnel Services				5.0	284,985	5.0	285,134	5.0	282,450	5.0	282,450	5.0	282,450
Net Personnel Services				5.0	284,985	5.0	285,134	5.0	282,450	5.0	282,450	5.0	282,450

Public Assembly Facility

The Public Assembly division handles the general management, marketing, booking, event coordination and other miscellaneous staffing and operational needs of the department's Facilities section functions. Maine State Pier, Ocean Gateway and Permitted Events are included under the Public Assembly division. In FY2017 the Maine State Pier and Ocean Gateway hosted 162 events with over 63,000 guests in attendance; these events include concerts, weddings, proms, non-profit fundraisers, business meetings and holiday parties. Over 650 permitted events took place within the City including road races, block parties, farmer's markets, Art Walks, and rallies.

As part of the FY19 Parks Recreation and Facilities Department reorganization, the FY19 divisional increase in revenues is attributed to the transfer of event revenue from the Exposition Building division to the Public Assembly Facility division.

Division Summary

Department: Parks, Recreation & Facilities **Division:** Public Assembly Facility **Account:** 100-33-10

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	911,890	896,738	931,818	931,818	931,818	931,818
Benefits	4,020	3,740	3,600	3,600	3,600	3,600
Administrative Services	3,965	3,965	6,990	6,990	6,990	6,990
Contractual Services	60,250	60,250	91,850	91,850	91,850	91,850
Maintenance and Repairs	1,200	1,200	1,200	1,200	1,200	1,200
Rentals	2,540	3,022	11,750	500	500	500
Supplies	16,650	18,422	21,050	19,550	19,550	19,550
Minor Capital Items	0	0	30,000	0	0	0
Utilities	1,200	1,200	1,200	1,200	1,200	1,200
Total	1,001,715	988,537	1,099,458	1,056,708	1,056,708	1,056,708
Less Revenues	(593,150)	(521,709)	(689,288)	(826,788)	(826,788)	(826,788)
Net Division Total	408,565	466,828	410,170	229,920	229,920	229,920

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Public Assembly Facility (PAF)

Account: 100-33-10

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Dir Public Assembly Facilities	100			1.0	81,393	1.0	85,524	1.0	85,524	1.0	85,524	85,524
Director of Operations	100			1.0	69,351	1.0	64,196	1.0	64,196	1.0	64,196	64,196
Booking Coordinator	100			1.0	49,522	1.0	53,217	1.0	53,217	1.0	53,217	53,217
Accountant	100			1.0	43,983	1.0	44,858	1.0	44,858	1.0	44,858	44,858
Sr Lead Events Coordinator	100			1.0	60,840	1.0	63,481	1.0	63,481	1.0	63,481	63,481
Lead Events Coordinator	100			4.0	209,379	4.0	220,442	4.0	220,442	4.0	220,442	220,442
Events Assistant	100			0.5	17,687	0.5	18,096	0.5	18,096	0.5	18,096	18,096
Event Staff	100			6.3	168,239	6.3	177,304	6.3	177,304	6.3	177,304	177,304
Security Pay	100				11,000		13,000		13,000		13,000	13,000
(1) Less Waterfront Charges	100				(2,250)		(3,000)		(3,000)		(3,000)	(3,000)
Temporary Help	100				185,746		172,700		172,700		172,700	172,700
Overtime	100				17,000		22,000		22,000		22,000	22,000
Gross Personnel Services				15.8	911,890	15.8	931,818	15.8	931,818	15.8	931,818	931,818
Net Personnel Services				15.8	911,890	15.8	931,818	15.8	931,818	15.8	931,818	931,818

Notes:

(1) Less Event Staff Wages

Concessions

The Concessions division manages the concessions and catering operations for Merrill Auditorium, Portland Exposition, Fitzpatrick Stadium and the Trough Ice Arena.

The FY19 expenditures increased \$20,555 or 5.4%, largely due to the addition of a new Concessions Coordinator; the FY19 revenue is also anticipated to increase \$31,500 or 7.3%.

Division Summary

Department: Parks, Recreation & Facilities

Division: Concessions

Account: 100-33-11

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	153,288	158,254	188,883	188,883	188,883	188,883
Benefits	1,200	1,200	1,560	1,560	1,560	1,560
Administrative Services	2,525	2,530	2,525	2,525	2,525	2,525
Contractual Services	5,880	4,697	12,980	12,980	12,980	12,980
Maintenance and Repairs	3,000	5,296	5,500	5,500	5,500	5,500
Supplies	191,250	197,928	191,250	191,250	191,250	191,250
Minor Capital Items	25,000	25,000	0	0	0	0
Utilities	800	800	800	800	800	800
Total	382,943	395,705	403,498	403,498	403,498	403,498
Less Revenues	(429,500)	(433,000)	(451,000)	(461,000)	(461,000)	(461,000)
Net Division Total	(46,557)	(37,295)	(47,502)	(57,502)	(57,502)	(57,502)

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Concessions

Account: 100-33-11

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Food Service Manager	100			1.0	55,297	1.0	58,083	1.0	58,083	1.0	58,083	58,083
(1) Concessions Coordinator	100			0.0	0	1.0	40,200	1.0	40,200	1.0	40,200	40,200
Temporary Help	100				97,391		90,000		90,000		90,000	90,000
Overtime	100				600		600		600		600	600
Gross Personnel Services				1.0	153,288	2.0	188,883	2.0	188,883	2.0	188,883	188,883
Net Personnel Services				1.0	153,288	2.0	188,883	2.0	188,883	2.0	188,883	188,883

Notes:

(1) 1 New Position Approved in FY19

Athletic Facilities

The department's Parks section oversees the Athletic Facilities division. Athletic Facilities is responsible for the care of all City-owned athletic facilities in Portland. This includes fourteen baseball / softball fields, two artificial surface football / soccer stadiums, fifteen multi-purpose fields, thirty playgrounds, and a variety of tennis, basketball and volleyball courts, as well as ornamental water fountains.

Division Summary

Department: Parks, Recreation & Facilities

Division: Athletic Facilities

Account: 100-33-13

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	470,610	473,701	556,098	502,336	502,336	514,336
Benefits	9,010	8,853	10,295	10,295	10,295	10,295
Administrative Services	3,400	3,390	6,550	4,750	4,750	4,750
Contractual Services	19,300	28,300	52,350	19,350	28,350	28,350
Maintenance and Repairs	34,250	34,214	36,000	13,750	13,750	13,750
Rentals	35,532	36,038	39,862	35,862	35,862	35,862
Supplies	89,825	95,837	111,000	94,500	94,500	96,000
Minor Capital Items	13,650	13,650	0	0	0	0
Utilities	89,061	94,007	89,061	59,000	59,000	59,000
Capital Outlay	0	0	79,425	18,500	18,500	42,925
Total	764,638	787,990	980,641	758,343	767,343	805,268
Less Revenues	(283,000)	(298,684)	(309,225)	(356,225)	(309,225)	(309,225)
Net Division Total	481,638	489,306	671,416	402,118	458,118	496,043

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Athletic Facilities

Account: 100-33-13

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth		#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Athletic Facilities Supervisor	100		1.0	52,832	1.0	54,517	1.0	54,517	1.0	54,517	1.0	54,517
Recreation Facilities Technician	100		1.0	55,014	1.0	56,116	1.0	56,116	1.0	56,116	1.0	56,116
Playground Technician	100		2.0	85,625	2.0	95,014	2.0	95,014	2.0	95,014	2.0	95,014
Maintenance Worker III	100		3.0	132,974	3.0	135,658	3.0	135,658	3.0	135,658	3.0	135,658
Maintenance Worker II	100		0.0	0	1.0	39,062	0.0	0	0.0	0	0.0	0
(1) Building Maintenance/Cust Wrkr	100		0.0	0	0.5	18,931	0.5	18,931	0.5	18,931	0.5	18,931
(2) Custodial Worker	100		0.5	16,965	0.0	0	0.0	0	0.0	0	0.0	0
Meal Allow/Standby Pay	100			1,000		1,200		1,200		1,200		1,200
Temporary Help	100			70,200		99,600		84,900		84,900		96,900
Overtime	100			56,000		56,000		56,000		56,000		56,000
Gross Personnel Services			7.5	470,610	8.5	556,098	7.5	502,336	7.5	502,336	7.5	514,336
Net Personnel Services			7.5	470,610	8.5	556,098	7.5	502,336	7.5	502,336	7.5	514,336

Notes:

- (1) .5 Position Reclassed from Custodial Worker during FY18
- (2) (.5) Position Reclassed to Building Maint/Cust Wkr during FY18

Recreation

The Recreation Division provides a wide range of programming / leagues and clinics for all age groups in the City and operates four community centers: Riverton, Reiche, East End, and Peaks Island. The Recreation division offers before-and-after school programming for more than 750 children at all elementary schools (no before-care at Peaks) known as The Bell Program, as well as summer camp programs for children currently in K-7th grade. In addition, the City offers an extensive program for senior adults.

The City currently provides before-and-after school programming for one out of every four children in the elementary schools. Almost 700 children learned to play basketball in our leagues this past season and over 400 children attended our summer camp programs. The Recreation division maintains a list of over 400 senior adults in our age sixty-five plus program. The City plans to introduce a new Park-n-Play program at various City parks this summer as a drop-in program for children, as well as a Hacker's Camp for kids to learn how to write computer code.

FY19 Recreation expenditures have decreased largely due to the changes in divisional personnel, including the Recreation Director position reclassification to the Deputy Director of Parks Recreation and Facilities and the transfer of this position to the Parks Recreation and Facilities Administration division, as well as reductions in other lines. The FY19 revenues increased \$142,523, or 9.2%; this is mainly attributed to fee changes in the before-and-after school program.

Division Summary

Department: Parks, Recreation & Facilities **Division:** Recreation **Account:** 100-33-14

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	1,523,828	1,409,350	1,504,043	1,474,852	1,474,852	1,474,852
Benefits	12,930	9,908	14,190	14,190	14,190	14,190
Administrative Services	26,379	22,915	24,510	22,310	22,310	22,310
Contractual Services	195,568	197,751	214,978	197,578	197,578	197,578
Rentals	66,260	44,463	57,360	52,360	52,360	52,360
Supplies	73,110	71,512	75,137	66,737	66,737	66,737
Minor Capital Items	17,000	16,990	17,000	0	0	0
Utilities	1,080	3,477	3,840	3,840	3,840	3,840
Total	1,916,155	1,776,366	1,911,058	1,831,867	1,831,867	1,831,867
Less Revenues	(1,556,678)	(1,594,597)	(1,599,201)	(1,711,201)	(1,699,201)	(1,699,201)
Net Division Total	359,477	181,769	311,857	120,666	132,666	132,666

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Recreation

Account: 100-33-14

Position	Funding Source			FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Recreation Director	100			1.0	78,648	0.0	0	0.0	0	0.0	0	0.0	0
Asst Recreation Director	100			1.0	76,454	1.0	86,695	1.0	86,695	1.0	86,695	1.0	86,695
Administrative Associate	100			2.0	91,923	2.0	93,756	2.0	93,756	2.0	93,756	2.0	93,756
Recreation Supervisor	100			2.0	108,868	2.0	111,052	2.0	111,052	2.0	111,052	2.0	111,052
Recreation Division Leader	100			4.0	173,264	4.0	178,098	4.0	178,098	4.0	178,098	4.0	178,098
Recreation Programmer II	100			12.4	466,291	12.4	468,689	12.4	468,689	12.4	468,689	12.4	468,689
(2) Recreation Programmer I	100			15.6	457,274	15.6	468,823	14.6	439,632	14.6	439,632	14.6	439,632
Temporary Help	100				55,046		82,430		82,430		82,430		82,430
Overtime	100				16,060		14,500		14,500		14,500		14,500
Gross Personnel Services				38.0	1,523,828	37.0	1,504,043	36.0	1,474,852	36.0	1,474,852	36.0	1,474,852
Net Personnel Services				38.0	1,523,828	37.0	1,504,043	36.0	1,474,852	36.0	1,474,852	36.0	1,474,852

Notes:

- (1) (1) Position Eliminated during FY18 (New Admin Deputy Director Approved during FY18: 33-00)
- (2) (1) Position Eliminated in FY19

Aquatics

The Aquatics division operates two indoor pools at the Riverton and Reiche Community Centers and a seasonal outdoor pool, the Kiwanis Pool on Douglas Street. The division offers swimming lessons and aquatic programming for all ages including adult water aerobics and a Master's level program. In any given week the Aquatics division instructs over 700 people in city pools, from infants to adults. Stand-up paddling continues to be a big success with classes filling to capacity each session.

Division Summary

Department: Parks, Recreation & Facilities

Division: Aquatics

Account: 100-33-15

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	535,540	509,129	546,034	546,034	546,034	546,034
Benefits	3,270	3,237	3,630	3,630	3,630	3,630
Administrative Services	2,485	2,365	2,785	2,785	2,785	2,785
Contractual Services	33,400	36,585	37,600	37,600	37,600	37,600
Maintenance and Repairs	2,100	1,805	2,100	2,100	2,100	2,100
Rentals	500	425	500	500	500	500
Supplies	30,900	40,169	35,550	35,550	35,550	35,550
Utilities	15,700	13,932	15,700	15,700	15,700	15,700
Total	623,895	607,647	643,899	643,899	643,899	643,899
Less Revenues	(418,825)	(393,197)	(401,278)	(401,278)	(401,278)	(401,278)
Net Division Total	205,070	214,450	242,621	242,621	242,621	242,621

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Aquatics

Account: 100-33-15

	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final
	Source		Approved		Submission		Recommendation		Committee		Allowance
Position	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Therapeutic Recreation Manager	100	1.0	67,840	1.0	71,272	1.0	71,272	1.0	71,272	1.0	71,272
Recreation Division Leader	100	2.0	85,722	2.0	89,905	2.0	89,905	2.0	89,905	2.0	89,905
Aquatic Supervisor	100	1.0	53,625	1.0	54,698	1.0	54,698	1.0	54,698	1.0	54,698
(1) Recreation Programmer II	100	5.3	199,147	4.7	186,344	4.7	186,344	4.7	186,344	4.7	186,344
(2) Recreation Programmer I	100	2.4	72,536	3.0	85,665	3.0	85,665	3.0	85,665	3.0	85,665
Temporary Help	100		54,670		56,650		56,650		56,650		56,650
Overtime	100		2,000		1,500		1,500		1,500		1,500
Gross Personnel Services		11.7	535,540	11.7	546,034	11.7	546,034	11.7	546,034	11.7	546,034
Net Personnel Services		11.7	535,540	11.7	546,034	11.7	546,034	11.7	546,034	11.7	546,034

Notes:

- (1) (.6) Position Replaced w/ Rec Programmer I during FY18
- (2) .6 Position Replaced w/ Rec Programmer II during FY18

Riverside Golf Course

The City-owned Riverside Golf Course offers 30 holes: the 18-hole North Course, the 9-hole South course and the 3-hole practice course. Amenities include lessons and clinics which are managed by the Recreation Division. Riverside is also home to several golf tournament events each year. The 3-hole course is utilized by the golf pro to provide lessons to new golfers and golfers sharpening their short game skills.

Riverside is also a full service winter venue: sledding hills, two ice skating ponds, and many miles of cross-country ski trails are provided at no cost to participants.

Division Summary

Department: Parks, Recreation & Facilities **Division:** Riverside Golf Course **Account:** 100-33-18

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	532,182	532,181	561,252	557,452	557,452	557,452
Benefits	5,340	5,460	5,340	5,340	5,340	5,340
Administrative Services	2,495	2,495	2,545	2,545	2,545	2,545
Contractual Services	76,696	67,399	84,924	50,424	50,424	50,424
Maintenance and Repairs	43,500	48,500	48,500	46,500	46,500	46,500
Rentals	87,005	87,005	111,305	111,305	111,305	111,305
Supplies	205,457	210,095	205,123	197,278	197,278	197,278
Minor Capital Items	0	0	6,500	0	0	0
Utilities	79,250	87,714	87,714	80,082	80,082	80,082
Total	1,031,925	1,040,849	1,113,203	1,050,926	1,050,926	1,050,926
Less Revenues	(1,063,581)	(1,161,231)	(1,219,154)	(1,226,006)	(1,226,006)	(1,226,006)
Net Division Total	(31,656)	(120,382)	(105,951)	(175,080)	(175,080)	(175,080)

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Riverside Golf Course

Account: 100-33-18

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Golf Course Manager	100			1.0	69,512	1.0	73,924	1.0	73,924	1.0	73,924	73,924
Golf Course Superintendent	100			1.0	76,542	1.0	79,034	1.0	79,034	1.0	79,034	79,034
Golf Course Supervisor	100			1.0	53,848	1.0	54,929	1.0	54,929	1.0	54,929	54,929
Golf Pro (Contract)	100			1.0	29,994	1.0	29,994	1.0	29,994	1.0	29,994	29,994
Temporary Help	100				289,713		310,544		306,744		306,744	306,744
Overtime	100				12,573		12,827		12,827		12,827	12,827
Gross Personnel Services				4.0	532,182	4.0	561,252	4.0	557,452	4.0	557,452	557,452
Net Personnel Services				4.0	532,182	4.0	561,252	4.0	557,452	4.0	557,452	557,452

Golf Course Restaurant

The Riverside Grill restaurant, located at the Riverside Golf Course, opened its doors in May 2014. The restaurant is overseen in-house by the Golf Course staff, including an experienced chef and a Front of House Manager. The restaurant is open year-round welcoming golfers and the general public alike. Riverside Grill serves both lunch and dinner, as well as a brunch on Saturdays and Sundays. The restaurant also provides a golfers' beverage cart option. Additionally the restaurant hosts weekly daily specials. More information about the menu and the weekly events may be found on our website at <http://www.theriversidegrill.com/>.

Division Summary

Department: Parks, Recreation & Facilities

Division: Golf Course Restaurant

Account: 100-33-19

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	189,655	233,682	239,560	239,560	239,560	239,560
Administrative Services	2,080	3,200	3,215	3,215	3,215	3,215
Contractual Services	32,090	32,090	29,696	29,696	29,696	29,696
Maintenance and Repairs	4,100	5,030	3,500	3,500	3,500	3,500
Rentals	7,840	8,440	8,440	8,440	8,440	8,440
Supplies	171,351	227,545	237,200	237,200	237,200	237,200
Utilities	12,000	12,000	12,000	12,000	12,000	12,000
Total	419,116	521,987	533,611	533,611	533,611	533,611
Less Revenues	(419,116)	(499,486)	(531,000)	(537,000)	(537,000)	(537,000)
Net Division Total	0	22,501	2,611	(3,389)	(3,389)	(3,389)

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Golf Course Restaurant

Account: 100-33-19

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Front of House Mgr (Contract)	100			1.0	37,440	1.0	49,220	1.0	49,220	1.0	49,220	49,220
(1) Kitchen Manager (Contract)	100			0.0	0	1.0	37,440	1.0	37,440	1.0	37,440	37,440
(2) Restaurant Chef (Contract)	100			1.0	37,440	0.0	0	0.0	0	0.0	0	0
Temporary Help	100				112,275		145,400		145,400		145,400	145,400
Overtime	100				2,500		7,500		7,500		7,500	7,500
Gross Personnel Services				2.0	189,655	2.0	239,560	2.0	239,560	2.0	239,560	239,560
Net Personnel Services				2.0	189,655	2.0	239,560	2.0	239,560	2.0	239,560	239,560

Notes:

- (1) 1 Replaced Restaurant Chef (Contract) during FY18
- (2) (1) Replaced w/ Kitchen Manager (Contract) during FY18

Custodian Services

As part of the FY19 department reorganization, custodian services separated from the Trades, Public Safety Buildings, City Hall, Merrill, Other Public Buildings, Expo, and Waterfront divisions. This FY19 newly consolidated Custodian Services division remains under the direction of the Parks Recreation and Facilities Department, whereas the various divisions comprised of general building maintenance and repair transferred to the new FY19 Public Buildings and Waterfront Department.

The Custodian Services budget provides for the personnel and materials for the cleaning operations of City Hall, Public Safety, Merrill Auditorium, Expo, the Canco Road complex and Ocean Gateway, as well as other city facilities.

Division Summary

Department: Parks, Recreation & Facilities **Division:** Custodian Services **Account:** 100-33-20

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	0	0	820,791	820,791	820,791	820,791
Benefits	0	0	14,429	14,429	14,429	14,429
Contractual Services	0	0	20,240	10,240	10,240	10,240
Maintenance and Repairs	0	0	2,000	2,000	2,000	2,000
Supplies	0	0	115,000	109,000	109,000	109,000
Total	0	0	972,460	956,460	956,460	956,460

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Custodial Services

Account: 100-33-20

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) PAF Operations Supervisor	100		0.0	0	2.0	105,435	2.0	105,435	2.0	105,435	2.0	105,435
(2) PAF Operations Foreman	100		0.0	0	2.5	121,255	2.5	121,255	2.5	121,255	2.5	121,255
(3) Building Maintenance/Cust Wrkr	100		0.0	0	2.5	101,035	2.5	101,035	2.5	101,035	2.5	101,035
(4) Custodial Worker	100		0.0	0	5.3	201,902	5.3	201,902	5.3	201,902	5.3	201,902
(5) Custodial Worker (Floating)	100		0.0	0	2.0	80,018	2.0	80,018	2.0	80,018	2.0	80,018
Less Waterfront Charges	100			0								
Temporary Help	100			0		182,046		182,046		182,046		182,046
Overtime	100			0		29,100		29,100		29,100		29,100
(6) Notes												
Gross Personnel Services			0.0	0	14.3	820,791	14.3	820,791	14.3	820,791	14.3	820,791
Net Personnel Services			0.0	0	14.3	820,791	14.3	820,791	14.3	820,791	14.3	820,791

Notes:

- (1) 1 Position Tfr from Merrill (100-3304) & 1 Tfr from Expo (100-3508) in FY19
- (2) Transfers from: 1 PS Bldgs (35-02); 1 City Hall (35-03) & .5 Wtrfrnt (35-09; 50% w/ Cem.) in FY19
- (3) .5 Tfr from Merrill (33-04) & 2 Tfr From Expo (33-08) in FY19 (Split 50%: 1 Athl, 3 Cem & 1 Parks)
- (4) Tfr: 1.3 Merrill (33-04); 1 Expo (35-08); 2 City Hall (35-03); .5 Other PB (35-06), .5 Wtrft (35-09)
- (5) 1 Position Tfr from PS Bldgs (35-02) & 1 Tfr from Other Public Bldgs (35-06) in FY19
- (6) Building Maintenance/Cust Wrkr 2.5 Reclass from Custodial Worker during FY18

Cemeteries

The Cemetery division is responsible for the care and maintenance of Evergreen and Forest City Cemeteries, the City's two active burial grounds. The Cemetery crew also maintains the two largest inactive cemeteries in the City, Eastern and Western Cemeteries, as well as the inactive Pine Grove Cemetery which is adjacent to the grounds of Evergreen Cemetery. Overall, the Cemetery Operations is responsible for the care and maintenance of sixteen cemeteries.

In addition to the care of grounds, the division is responsible for interments and disinterments, lot sales and other funeral-related services. Wilde Memorial Chapel, located on the grounds of Evergreen Cemetery, may be rented through this division for weddings, funerals, and memorial services.

In addition to the conventional use as cemeteries, cemeteries have also traditionally been used as a public park. Evergreen Cemetery, for example, is comprised of an extensive network of country lanes, paved roads, wooded trails, and greenscape which invite exploration. As the largest open space in Portland, the cemetery attracts a rich variety of avian life; the Maine Audubon utilizes Evergreen Cemetery and its undeveloped woods for annual bird watching excursions.

Division Summary

Department: Parks, Recreation & Facilities **Division:** Cemeteries **Account:** 100-33-32

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	637,768	627,219	739,063	706,073	706,073	706,073
Benefits	11,619	11,619	12,219	12,219	12,219	12,219
Administrative Services	3,440	2,223	2,700	2,050	2,050	2,050
Contractual Services	92,825	82,245	78,135	53,135	53,135	53,135
Maintenance and Repairs	8,625	9,625	23,075	8,075	8,075	8,075
Rentals	1,420	1,420	1,770	1,770	1,770	1,770
Supplies	68,818	68,868	77,883	71,583	71,583	71,583
Minor Capital Items	10,000	10,000	9,500	0	0	0
Utilities	8,296	8,296	8,296	7,464	7,464	7,464
Capital Outlay	0	0	20,000	12,000	12,000	12,000
Total	842,811	821,515	972,641	874,369	874,369	874,369
Less Revenues	(477,688)	(492,588)	(533,331)	(548,381)	(548,381)	(548,381)
Net Division Total	365,123	328,927	439,310	325,988	325,988	325,988

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Cemeteries

Account: 100-33-32

Position	Funding Source		FY18 Approved		FY19 Submission		FY19 Manager's Recommendation		FY19 Finance Committee		FY19 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Parks & Cemeteries Coord	100		1.0	73,043	1.0	75,036	1.0	75,036	1.0	75,036	1.0	75,036
(1) Parks / Rec / Fac Sr Supervisor	100		0.0	0	1.0	55,565	1.0	55,565	1.0	55,565	1.0	55,565
(2) Sr Public Works Supervisor	100		1.0	53,848	0.0	0	0.0	0	0.0	0	0.0	0
(3) PAF Operations Foreman	100		0.0	0	0.5	21,394	0.5	21,394	0.5	21,394	0.5	21,394
Cemetery Foreman	100		1.0	48,506	1.0	50,086	1.0	50,086	1.0	50,086	1.0	50,086
Supervising Park Ranger	100		1.0	36,156	1.0	37,883	1.0	37,883	1.0	37,883	1.0	37,883
Administrative Associate	100		1.0	45,962	1.0	46,878	1.0	46,878	1.0	46,878	1.0	46,878
Maintenance Worker II	100		3.0	128,936	3.0	127,474	3.0	127,474	3.0	127,474	3.0	127,474
(4) Building Maintenance/Cust Wrkr	100		0.0	0	1.5	60,659	1.5	60,659	1.5	60,659	1.5	60,659
(5) Custodial Worker	100		1.5	60,435	0.0	0	0.0	0	0.0	0	0.0	0
Meal Allow/Standby Pay	100			3,956		4,049		4,049		4,049		4,049
Temporary Help	100			141,440		221,720		188,730		188,730		188,730
Overtime	100			45,486		38,319		38,319		38,319		38,319
Gross Personnel Services			9.5	637,768	10.0	739,063	10.0	706,073	10.0	706,073	10.0	706,073
Net Personnel Services			9.5	637,768	10.0	739,063	10.0	706,073	10.0	706,073	10.0	706,073

Notes:

- (1) 1 Title Change from Sr Public Works Supervisor during FY18
- (2) (1) Title Change to Parks / Rec / Fac Sr Supervisor during FY18
- (3) .5 Transferred from Waterfront (100-3509) in FY19 (Shared Position w/ Custodial Svcs: 100-3320)
- (4) 1.5 Positions Reclassed from Custodial Worker during FY18
- (5) (1.5) Positions Reclassed to Building Maint/Cust Wkr during FY18

Forestry

The Forestry / Horticulture division is responsible for the care of over 20,000 street trees throughout the City and nearly an equal number in the park areas. Routine maintenance trimming is done as necessary, and Forestry employees are on-call 24 hours a day to respond to emergencies such as fallen limbs blocking streets.

The division actively seeks grant money from the State to increase the number of city trees planted each year. Forestry also promotes the "Tree Challenge" program, where individuals and businesses may donate funds to help plant additional trees across the City. The division helps to maintain the City's status as a "Tree City USA", an award Portland has received since 1978.

Furthermore, our Horticultural group creates and maintains beautiful display gardens including our Deering Oaks rose garden and downtown planters.

The Community Garden program was transferred to the Parks division in FY19.

Division Summary

Department: Parks, Recreation & Facilities **Division:** Forestry **Account:** 100-33-33

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	536,341	499,315	623,063	551,415	551,415	551,415
Benefits	9,665	9,665	10,145	10,145	10,145	10,145
Administrative Services	3,570	3,173	4,935	3,935	3,935	3,935
Contractual Services	81,000	86,026	86,200	62,200	62,200	62,200
Maintenance and Repairs	1,200	1,188	1,200	1,200	1,200	1,200
Supplies	81,395	83,057	69,955	57,955	57,955	57,955
Total	713,171	682,424	795,498	686,850	686,850	686,850
Less Revenues	(13,415)	(20,000)	0	(9,720)	(9,720)	(9,720)
Net Division Total	699,756	662,424	795,498	677,130	677,130	677,130

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Forestry

Account: 100-33-33

Position	Funding Source		FY18 Approved		FY19 Submission		FY19 Manager's Recommendation		FY19 Finance Committee		FY19 Final Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Parks Oper Mgr / City Arborist	100			1.0	74,968	1.0	76,479	1.0	76,479	1.0	76,479	76,479
(1) Parks / Rec / Fac Sr Supervisor	100			0.0	0	2.0	113,250	2.0	113,250	2.0	113,250	113,250
(2) Sr Public Works Supervisor	100			2.0	109,816	0.0	0	0.0	0	0.0	0	0
Maintenance Worker III	100			1.0	45,177	1.0	45,219	1.0	45,219	1.0	45,219	45,219
(3) Horticulture Maintenance Wkr II	100			0.0	0	1.0	39,422	1.0	39,422	1.0	39,422	39,422
(4) Maintenance Worker II	100			1.0	38,293	0.0	0	0.0	0	0.0	0	0
Arborist III	100			1.0	43,243	1.0	45,056	1.0	45,056	1.0	45,056	45,056
Arborist II	100			4.0	160,870	5.0	207,280	4.0	165,306	4.0	165,306	165,306
Office Assistant	100			0.0	0	0.8	28,314	0.0	0	0.0	0	0
Meal Allow/Standby Pay	100				25,269		22,218		22,218		22,218	22,218
Temporary Help	100				30,960		38,080		36,720		36,720	36,720
Overtime	100				7,745		7,745		7,745		7,745	7,745
Gross Personnel Services				10.0	536,341	11.8	623,063	10.0	551,415	10.0	551,415	551,415
Net Personnel Services				10.0	536,341	11.8	623,063	10.0	551,415	10.0	551,415	551,415

Notes:

- (1) 2 Title Changes from Sr Public Works Supervisor during FY18
- (2) (2) Title Changes to Parks / Rec / Fac Sr Supervisor during FY18
- (3) 1 Position Reclassed from MW II during FY18
- (4) (1) Position Reclassed to Horticultural MW II during FY18

Parks

The Parks division manages a park system that includes over sixty parks, seven-and-a-half miles of multi-use trails, ten community gardens, two stadiums, sixteen cemeteries, and dozens of athletic fields and courts all spread across 721 acres of land. The Parks division also stewards an urban forest of 20,000 inventoried trees, and maintains flowerbeds, meadows, and natural open spaces throughout the city. Our Parks Rangers strive to make our parks safe for all, and our hard working maintenance crews keep our parks beautiful in the summer and plow our city sidewalks and trails in the winter.

The Parks Division aims to provide outdoor recreational opportunities for everyone during all four seasons of the year from the Portland Skatepark, to four splash pads and wading pools, two dog parks, four maintained ice skating ponds, a sledding hill, and miles of groomed cross-county ski tracks.

The City has started a new series called "A Walk in the Park". For more details, please visit the following weblink: <http://me-portland3.civicplus.com/1990/14550/Park-Tours-and-Talks>.

Division Summary

Department: Parks, Recreation & Facilities	Division: Parks				Account: 100-33-34	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	726,602	760,899	765,083	738,243	738,243	738,243
Benefits	9,600	14,025	11,750	11,750	11,750	11,750
Administrative Services	1,200	1,258	4,800	2,800	2,800	2,800
Contractual Services	31,200	32,656	114,175	53,000	53,000	53,000
Rentals	0	0	72,000	24,000	24,000	24,000
Supplies	67,050	73,448	70,550	64,750	64,750	64,750
Minor Capital Items	31,500	31,499	36,000	21,500	21,500	21,500
Utilities	85,424	99,863	88,833	67,060	67,060	67,060
Capital Outlay	0	0	82,725	18,500	18,500	18,500
Total	952,576	1,013,648	1,245,916	1,001,603	1,001,603	1,001,603
Less Revenues	(41,550)	(41,800)	(61,860)	(66,960)	(66,960)	(66,960)
Net Division Total	911,026	971,848	1,184,056	934,643	934,643	934,643

Personnel Services Detail

Department: Parks, Recreation & Facilities

Division: Parks

Account: 100-33-34

	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final
	Source		Approved		Submission		Recommendation		Committee		Allowance
Position	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Parks Director	100	1.0	88,016	1.0	84,753	1.0	84,753	1.0	84,753	1.0	84,753
Asst Parks Director	100	1.0	71,601	1.0	75,224	1.0	75,224	1.0	75,224	1.0	75,224
(1) Parks / Rec / Fac Sr Supervisor	100	0.0	0	1.0	54,517	1.0	54,517	1.0	54,517	1.0	54,517
(2) Sr Public Works Supervisor	100	1.0	52,832	0.0	0	0.0	0	0.0	0	0.0	0
(3) Parks Maintenance Foreman	100	0.0	0	1.0	45,404	1.0	45,404	1.0	45,404	1.0	45,404
(4) Parks Foreman	100	1.0	44,325	0.0	0	0.0	0	0.0	0	0.0	0
Maintenance Worker III	100	7.0	310,273	7.0	311,882	7.0	311,882	7.0	311,882	7.0	311,882
Maintenance Worker II	100	1.0	39,978	1.0	42,108	1.0	42,108	1.0	42,108	1.0	42,108
(5) Building Maintenance/Cust Wrkr	100	0.0	0	0.5	19,573	0.5	19,573	0.5	19,573	0.5	19,573
(6) Custodial Worker	100	0.5	17,795	0.0	0	0.0	0	0.0	0	0.0	0
Meal Allow/Standby Pay	100		1,000		1,000		1,000		1,000		1,000
Temporary Help	100		78,000		100,800		81,000		81,000		81,000
Overtime	100		22,782		29,822		22,782		22,782		22,782
Gross Personnel Services		12.5	726,602	12.5	765,083	12.5	738,243	12.5	738,243	12.5	738,243
Net Personnel Services		12.5	726,602	12.5	765,083	12.5	738,243	12.5	738,243	12.5	738,243

Notes:

- (1) 1 Title Change from Sr Public Works Supervisor during FY18
- (2) (1) Title Change to Parks / Rec / Fac Sr Supervisor during FY18
- (3) 1 Title Change from Parks Foreman during FY18
- (4) (1) Title Change to Parks Maintenance Foreman during FY18
- (5) .5 Position Reclassed from Custodial Worker during FY18
- (6) (.5) Position Reclassed to Building Maint/Cust Wkr during FY18

Public Buildings & Waterfront

The Public Buildings & Waterfront Department oversees the City's public buildings including the many smaller facilities, island Infrastructure, trail lighting, School HVAC, and most recently the maintenance and long term planning for the Fire Department. The Public Buildings & Waterfront Department also manages and maintains the Portland waterfront piers and facilities, as well as the cruise ship operations. This department is comprised of a skilled staff and licensed trades workers whose tasks consists of everyday maintenance, long term facility planning, and general contracting.

In FY19, Public Buildings and the Waterfront split from the Parks, Recreation and Facilities Department into its own department; custodial services, as well as the operational management of the Exposition Building venues, continues under the care of the Parks, Recreation and Facilities Department. In addition, the Merrill Auditorium division was split, creating a new facility maintenance division in this department. For comparative purposes, the divisional history remains intact with the reorganized divisions and is reflected in accordance with the new FY19 department divisional structure.

Other expense changes include increases in maintenance and repairs, largely related to improvements at the Canco Road facility, offset by reductions in utility and supply lines. The Waterfront cruise ship operation continues to thrive and is responsible for the department's overall projected revenue increase of \$143,078.

Department Summary

Department: Public Buildings & Waterfront

Account: 100-35

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	1,809,513	1,767,817	1,658,841	1,411,764	1,411,764	1,411,764
Benefits	28,515	49,769	28,718	27,068	27,068	27,068
Administrative Services	40,904	39,610	53,980	50,980	50,980	50,980
Contractual Services	334,369	381,126	428,893	424,893	424,893	424,893
Maintenance and Repairs	771,850	877,896	1,083,489	1,043,489	1,043,489	1,043,489
Rentals	23,190	23,480	24,680	20,680	20,680	20,680
Supplies	511,000	510,424	444,300	435,800	435,800	435,800
Minor Capital Items	50,000	56,800	0	0	0	0
Utilities	1,663,522	1,599,912	1,673,582	1,585,130	1,585,130	1,585,130
Capital Outlay	25,000	25,000	66,000	20,000	20,000	20,000
Total	5,257,863	5,331,834	5,462,483	5,019,804	5,019,804	5,019,804

Summary by Division

Public Buildings Administration	(35-00)	0	0	405,549	358,671	358,671	358,671
Trades	(35-01)	1,127,867	1,111,758	719,605	719,605	719,605	719,605
Public Safety Buildings	(35-02)	408,039	400,968	315,004	290,700	290,700	290,700
City Hall	(35-03)	448,512	479,731	358,052	322,100	322,100	322,100
Merrill (PB)	(35-04)	0	0	196,550	196,550	196,550	196,550
Hadlock Stadium	(35-05)	300,681	298,202	321,681	321,681	321,681	321,681
Other Public Buildings	(35-06)	514,049	458,148	344,205	310,989	310,989	310,989
Exposition Building	(35-08)	439,140	433,919	210,251	207,875	207,875	207,875
Waterfront Maintenance	(35-09)	1,166,489	1,318,013	1,619,927	1,337,110	1,337,110	1,337,110
School HVAC	(35-12)	521,703	521,703	521,703	521,703	521,703	521,703
Canco Road Buildings	(35-29)	331,383	309,392	449,956	432,820	432,820	432,820
Total		5,257,863	5,331,834	5,462,483	5,019,804	5,019,804	5,019,804
Less Revenues		(3,316,518)	(3,573,827)	(3,322,396)	(3,459,596)	(3,459,596)	(3,459,596)
Net Department Total		1,941,345	1,758,007	2,140,087	1,560,208	1,560,208	1,560,208

Public Buildings & Waterfront Administration

Public Buildings and Waterfront Administration is a newly created division with the advent of the new FY19 Public Buildings and Waterfront Department, separating the facility maintenance functions from the Parks Recreation and Facilities Department. The vast majority of the FY19 division's expenditures is simply an expenditure shift from the Trades division for the overall management operations of the new Public Buildings and Waterfront Department.

The department's administrative staff oversees the maintenance and up-keep of various city buildings, including the Waterfront division. Functions include providing general administrative support, centralized accounting, budget preparation, CIP oversight, and payroll, as well as long term facility planning and general contracting.

The FY19 personnel changes include the addition of a new Project Manager.

Division Summary

Department: Public Buildings & Waterfront **Division:** Public Buildings & Waterfront Administration **Account:** 100-35-00

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	0	0	385,549	338,671	338,671	338,671
Benefits	0	0	2,870	2,870	2,870	2,870
Administrative Services	0	0	5,250	5,250	5,250	5,250
Contractual Services	0	0	3,000	3,000	3,000	3,000
Rentals	0	0	2,580	2,580	2,580	2,580
Supplies	0	0	6,300	6,300	6,300	6,300
Total	0	0	405,549	358,671	358,671	358,671

Personnel Services Detail

Department: Public Buildings & Waterfront

Division: Public Bldgs & Waterfront Administration

Account: 100-35-00

	Funding	FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
Position	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Director of Public Buildings	100	0.0	0	1.0	95,542	1.0	95,542	1.0	95,542	1.0	95,542
(2) Director of Project Mgmt	100	0.0	0	1.0	73,455	1.0	73,455	1.0	73,455	1.0	73,455
(3) Project Manager	100	0.0	0	2.0	114,549	2.0	114,549	2.0	114,549	2.0	114,549
(4) Principal Financial Officer	100	0.0	0	1.0	53,625	1.0	53,625	1.0	53,625	1.0	53,625
(5) Administrative Associate	100	0.0	0	1.0	46,878	0.0	0	0.0	0	0.0	0
Overtime	100		0		1,500		1,500		1,500		1,500
(6) Notes											
Gross Personnel Services		0.0	0	6.0	385,549	5.0	338,671	5.0	338,671	5.0	338,671
Net Personnel Services		0.0	0	6.0	385,549	5.0	338,671	5.0	338,671	5.0	338,671

Notes:

- (1) 1 Position Transferred from Trades (100-3501) in FY19
- (2) 1 Position Transferred from Trades (100-3501) in FY19
- (3) 1 Transferred from Trades (100-3501) & 1 New Position Approved during FY19
- (4) 1 New Position Approved in FY19 (Replaces Administrative Associate)
- (5) Position Eliminated in FY19 (PFO Replacement): Transferred from Trades (100-3501) in FY19
- (6) FY19 Reorg: Transfer from Parks Rec & Fac (Dept 33)

Trades

The Trades Division budget is comprised of a highly skilled workforce that maintains, repairs, and renovates the various City buildings. Services provided include carpentry, painting, electrical, plumbing, remodeling, and maintenance of the heating and ventilating systems.

The FY19 division's expenditure decrease reflects the shift of the Public Buildings and Waterfront management staff and other administrative expenditures to the new Public Buildings and Waterfront Administration division. In addition, as part of the FY19 Parks Recreation and Facilities Department reorganization, the temporary help expenditures shifted to the newly consolidated Custodian Services division.

Division Summary

Department: Public Buildings & Waterfront	Division: Trades				Account: 100-35-01	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	1,080,036	1,068,111	684,500	684,500	684,500	684,500
Benefits	17,967	19,047	15,375	15,375	15,375	15,375
Administrative Services	12,404	10,301	9,730	9,730	9,730	9,730
Contractual Services	700	455	500	500	500	500
Rentals	2,760	3,050	0	0	0	0
Supplies	14,000	10,794	9,500	9,500	9,500	9,500
Total	1,127,867	1,111,758	719,605	719,605	719,605	719,605
Less Revenues	(27,000)	(27,513)	(25,000)	(25,000)	(25,000)	(25,000)
Net Division Total	1,100,867	1,084,245	694,605	694,605	694,605	694,605

Personnel Services Detail

Department: Public Buildings & Waterfront

Division: Trades

Account: 100-35-01

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
(1) Director of Public Buildings	100			1.0	90,942	0.0	0	0.0	0	0.0	0	0
(2) Director of Project Mgmt	100			1.0	67,629	0.0	0	0.0	0	0.0	0	0
(3) Project Manager	100			1.0	55,733	0.0	0	0.0	0	0.0	0	0
HVAC Coordinator	100			1.0	60,303	1.0	63,365	1.0	63,365	1.0	63,365	63,365
HVAC Technician III	100			1.0	47,250	1.0	48,922	1.0	48,922	1.0	48,922	48,922
Facilities Master Electrician	100			2.0	114,429	2.0	116,722	2.0	116,722	2.0	116,722	116,722
Facilities Master Plumber	100			1.0	55,595	1.0	56,709	1.0	56,709	1.0	56,709	56,709
Sr Public Bldgs Supervisor	100			1.0	54,912	1.0	55,973	1.0	55,973	1.0	55,973	55,973
Trades Worker III (Trades)	100			7.0	306,227	7.0	327,809	7.0	327,809	7.0	327,809	327,809
(4) Administrative Associate	100			1.0	45,962	0.0	0	0.0	0	0.0	0	0
(5) Temporary Help	100				163,054		0		0		0	0
Overtime	100				18,000		15,000		15,000		15,000	15,000
(6) Notes												
Gross Personnel Services				17.0	1,080,036	13.0	684,500	13.0	684,500	13.0	684,500	684,500
Net Personnel Services				17.0	1,080,036	13.0	684,500	13.0	684,500	13.0	684,500	684,500

Notes:

- (1) (1) Position Transferred to Admin (100-3500) in FY19
- (2) (1) Position Transferred to Admin (100-3500) in FY19
- (3) (1) Position Transferred to Admin (100-3500) in FY19
- (4) (1) Position Transferred to Admin (100-3500) in FY19
- (5) Temporary Help Transferred to Parks Rec & Facilities Custodial Services (100-3320) in FY19
- (6) FY19 Reorg: Transfer from Parks Rec & Fac (Dept 33)

Public Safety Buildings

This division includes all the expenses for maintaining the City's Public Safety building, which houses the Police Department's 24/7 operation.

The FY19 Public Safety Buildings' expenditures decreased due to the shift of the cleaning operations to the Parks Recreation and Facilities Department's new Custodian Services division.

Division Summary

Department: Public Buildings & Waterfront **Division:** Public Safety Buildings **Account:** 100-35-02

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	90,669	90,669	0	0	0	0
Benefits	1,350	1,350	0	0	0	0
Contractual Services	6,600	6,600	6,200	6,200	6,200	6,200
Maintenance and Repairs	57,000	57,000	65,000	57,000	57,000	57,000
Supplies	41,500	42,045	33,000	24,500	24,500	24,500
Utilities	210,920	203,304	210,804	203,000	203,000	203,000
Total	408,039	400,968	315,004	290,700	290,700	290,700

Personnel Services Detail

Department: Public Buildings & Waterfront

Division: Public Safety Buildings

Account: 100-35-02

Position	Funding Source	FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) PAF Operations Foreman	100	1.0	48,506	0.0	0	0.0	0	0.0	0	0.0	0
(2) Custodial Worker (Floating)	100	1.0	38,563	0.0	0	0.0	0	0.0	0	0.0	0
Overtime	100		3,600		0		0		0		0
(3) Notes											
Gross Personnel Services		2.0	90,669	0.0	0	0.0	0	0.0	0	0.0	0
Net Personnel Services		2.0	90,669	0.0	0	0.0	0	0.0	0	0.0	0

Notes:

- (1) (1) Position Transferred to Custodial Services (100-3320) in FY19
- (2) (1) Position Transferred to Custodial Services (100-3320) in FY19
- (3) FY19 Reorg: Custodial Services Consolidated under Parks Rec & Fac New Division (100-3320)

City Hall

This division includes all the expenses for maintaining City Hall, which houses various administrative offices.

The FY19 City Hall expenditures decreased due to the shift of the cleaning operations to the Parks Recreation and Facilities Department's new Custodian Services division.

Division Summary

Department: Public Buildings & Waterfront

Division: City Hall

Account: 100-35-03

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	123,637	103,116	0	0	0	0
Benefits	2,025	22,199	0	0	0	0
Contractual Services	4,650	4,536	6,100	2,100	2,100	2,100
Maintenance and Repairs	61,000	67,523	104,000	79,000	79,000	79,000
Rentals	0	0	4,000	0	0	0
Supplies	59,000	58,405	48,000	48,000	48,000	48,000
Utilities	198,200	223,952	195,952	193,000	193,000	193,000
Total	448,512	479,731	358,052	322,100	322,100	322,100

Personnel Services Detail

Department: Public Buildings & Waterfront

Division: City Hall

Account: 100-35-03

	Funding	FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
Position	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) PAF Operations Foreman	100	1.0	48,500	0.0	0	0.0	0	0.0	0	0.0	0
(2) Custodial Worker	100	2.0	72,137	0.0	0	0.0	0	0.0	0	0.0	0
Overtime	100		3,000		0		0		0		0
(3) Notes											
Gross Personnel Services		3.0	123,637	0.0	0	0.0	0	0.0	0	0.0	0
Net Personnel Services		3.0	123,637	0.0	0	0.0	0	0.0	0	0.0	0

Notes:

- (1) (1) Position Transferred to Custodial Services (100-3320) in FY19
- (2) (2) Positions Transferred to Custodial Services (100-3320) in FY19
- (3) FY19 Reorg: Custodial Services Consolidated under Parks Rec & Fac New Division (100-3320)

Merrill (PB)

This division includes the facility maintenance expenses for Merrill Auditorium, a 1,900 seat performing art venue attached to City Hall.

In the FY19 reorganization of the Parks, Recreation and Facilities Department, the Merrill building maintenance functions transferred to this newly created division in the Public Buildings & Waterfront Department; the Merrill venue management and custodial services operations remain under the supervision of the Parks, Recreation and Facilities Department.

Division Summary

Department: Public Buildings & Waterfront **Division:** Merrill (PB) **Account:** 100-35-04

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Contractual Services	0	0	14,050	14,050	14,050	14,050
Maintenance and Repairs	0	0	92,300	92,300	92,300	92,300
Supplies	0	0	10,200	10,200	10,200	10,200
Utilities	0	0	80,000	80,000	80,000	80,000
Total	0	0	196,550	196,550	196,550	196,550

Hadlock Stadium

This division includes all the expenses for maintaining Hadlock Stadium, a 7,400 seat baseball stadium which was opened in 1994. Hadlock Stadium is home to the Portland Seadogs, an AA affiliate of the Red Sox.

Division Summary

Department: Public Buildings & Waterfront

Division: Hadlock Stadium

Account: 100-35-05

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Contractual Services	3,650	3,650	4,650	4,650	4,650	4,650
Maintenance and Repairs	70,500	70,523	70,500	70,500	70,500	70,500
Rentals	8,500	8,500	8,500	8,500	8,500	8,500
Supplies	31,500	31,498	31,500	31,500	31,500	31,500
Utilities	186,531	184,031	186,531	186,531	186,531	186,531
Capital Outlay	0	0	20,000	20,000	20,000	20,000
Total	300,681	298,202	321,681	321,681	321,681	321,681
Less Revenues	(332,531)	(360,381)	(336,531)	(336,531)	(336,531)	(336,531)
Net Division Total	(31,850)	(62,179)	(14,850)	(14,850)	(14,850)	(14,850)

Other Public Buildings

The Other Public Buildings division includes expenses for maintaining a variety of other City-owned buildings and structures, including facilities on five islands.

The FY19 Other Public Buildings division expenditures decreased due to the shift of the cleaning operations to the Parks Recreation and Facilities Department's new Custodian Services division.

Division Summary

Department: Public Buildings & Waterfront

Division: Other Public Buildings

Account: 100-35-06

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	58,260	54,379	0	0	0	0
Benefits	675	675	0	0	0	0
Contractual Services	16,280	16,628	12,260	12,260	12,260	12,260
Maintenance and Repairs	64,850	64,862	66,850	59,850	59,850	59,850
Supplies	62,500	61,759	40,500	40,500	40,500	40,500
Utilities	311,484	259,845	224,595	198,379	198,379	198,379
Total	514,049	458,148	344,205	310,989	310,989	310,989

Personnel Services Detail

Department: Public Buildings & Waterfront

Division: Other Public Buildings

Account: 100-35-06

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
(1) Custodial Worker	100			0.5	17,345	0.0	0	0.0	0	0.0	0	0
(2) Custodial Worker (Floating)	100			1.0	39,915	0.0	0	0.0	0	0.0	0	0
Overtime	100				1,000		0		0		0	0
(3) Notes												
Gross Personnel Services				1.5	58,260	0.0	0	0.0	0	0.0	0	0
Net Personnel Services				1.5	58,260	0.0	0	0.0	0	0.0	0	0

Notes:

- (1) (.5) Position Transferred to Custodial Services (100-3320) in FY19
- (2) (1) Position Transferred to Custodial Services (100-3320) in FY19
- (3) FY19 Reorg: Custodial Services Consolidated under Parks Rec & Fac New Division (100-3320)

Exposition Building

The Portland Exposition Building division includes the expenses for maintaining this building. The Portland Expo is home to PHS basketball and the Maine Red Claws, a NBA development league; Expo events also include basketball games, trade shows, middle school track, and professional boxing.

The FY19 Portland Exposition Building expenditures decreased due to the shift of the cleaning operations to the Parks Recreation and Facilities Department's new Custodian Services division. The revenues associated with this venue have shifted to the Parks Recreation and Facilities Department's Public Assembly Facility division.

Division Summary

Department: Public Buildings & Waterfront **Division:** Exposition Building **Account:** 100-35-08

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	177,265	177,435	0	0	0	0
Benefits	2,700	2,700	0	0	0	0
Contractual Services	24,675	24,675	1,775	1,775	1,775	1,775
Maintenance and Repairs	42,000	41,999	42,000	42,000	42,000	42,000
Rentals	500	500	0	0	0	0
Supplies	41,000	41,000	21,000	21,000	21,000	21,000
Utilities	151,000	145,610	145,476	143,100	143,100	143,100
Total	439,140	433,919	210,251	207,875	207,875	207,875
Less Revenues	(289,400)	(273,963)	0	0	0	0
Net Division Total	149,740	159,956	210,251	207,875	207,875	207,875

Personnel Services Detail

Department: Public Buildings & Waterfront

Division: Exposition Building

Account: 100-35-08

Position	Funding Source			FY18 Approved		FY19 Submission		FY19 Manager's Recommendation		FY19 Finance Committee		FY19 Final Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) PAF Operations Supervisor	100			1.0	50,596	0.0	0	0.0	0	0.0	0	0.0	0
(2) Custodial Worker	100			3.0	114,669	0.0	0	0.0	0	0.0	0	0.0	0
Overtime	100				12,000		0		0		0		0
Gross Personnel Services				4.0	177,265	0.0	0	0.0	0	0.0	0	0.0	0
Net Personnel Services				4.0	177,265	0.0	0	0.0	0	0.0	0	0.0	0

Notes:

- (1) (1) Transferred to Custodial Services (100-3320) in FY19
- (2) (3) Tfr'd to Custodial Svs (33-20) in FY19 (2 Reclassed to Bldg Maint/Custodial Wkr during FY18)

Waterfront Maintenance

Waterfront Maintenance is responsible for the repair, maintenance and operations of City-owned waterfront property which includes the Portland Ocean Terminal, Maine State Pier and Ocean Gateway.

The major focuses in the upcoming year include fender system replacement, pier deck repairs, and exterior wall pile cap and stringer repairs. Also, pier maintenance work continues at Compass Park and comfort station. In addition to the eleven new floats recently deployed at East End Beach, new floats are scheduled for Great Diamond in the fall of FY19.

Cruise passengers continue to be on an upward trajectory; the FY19 division revenue is increasing \$560,478, or 27.8%, while FY19 expenditures are increasing \$170,621, or 14.6%. FY19 personnel changes include the net addition of one-and-a half new positions; other personnel changes include the shift of the Waterfront cleaning operations to the Parks Recreation and Facilities Department's new Custodian Services division.

Division Summary

Department: Public Buildings & Waterfront **Division:** Waterfront Maintenance **Account:** 100-35-09

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	170,767	163,837	466,752	266,553	266,553	266,553
Benefits	1,124	1,124	7,799	6,149	6,149	6,149
Administrative Services	18,000	20,200	28,000	25,000	25,000	25,000
Contractual Services	231,000	258,999	354,788	354,788	354,788	354,788
Maintenance and Repairs	212,100	312,098	232,100	232,100	232,100	232,100
Rentals	11,430	11,430	9,600	9,600	9,600	9,600
Supplies	51,500	51,926	54,300	54,300	54,300	54,300
Minor Capital Items	50,000	56,800	0	0	0	0
Utilities	395,568	416,599	420,588	388,620	388,620	388,620
Capital Outlay	25,000	25,000	46,000	0	0	0
Total	1,166,489	1,318,013	1,619,927	1,337,110	1,337,110	1,337,110
Less Revenues	(2,015,884)	(2,390,267)	(2,439,162)	(2,576,362)	(2,576,362)	(2,576,362)
Net Division Total	(849,395)	(1,072,254)	(819,235)	(1,239,252)	(1,239,252)	(1,239,252)

Personnel Services Detail

Department: Public Buildings & Waterfront

Division: Waterfront Maintenance

Account: 100-35-09

Position	Funding Source		FY18 Approved		FY19 Submission		FY19 Manager's Recommendation		FY19 Finance Committee		FY19 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Waterfront Director	100		0.0	0	1.0	95,542	0.0	0	0.0	0	0.0	0
Sr Public Bldgs Supervisor	100		0.0	0	1.0	50,463	0.0	0	0.0	0	0.0	0
(1) Waterfront Foreman	100		0.0	0	0.0	0	1.0	40,820	1.0	40,820	1.0	40,820
(2) PAF Operations Foreman	100		1.0	40,819	0.0	0	0.0	0	0.0	0	0.0	0
Port Facility Security Officer	100		1.0	53,916	1.0	55,653	1.0	55,653	1.0	55,653	1.0	55,653
(3) Trades Worker III (Trades)	100		0.0	0	4.0	190,028	2.0	95,014	2.0	95,014	2.0	95,014
(4) Custodial Worker	100		0.5	17,888	0.0	0	0.0	0	0.0	0	0.0	0
Dir / Cruise Ship Marketing (CO)	100		0.5	29,894	0.5	29,894	0.5	29,894	0.5	29,894	0.5	29,894
(5) Charges from Pks Rec Fac Adm	100			0		16,172		16,172		16,172		16,172
Charges from PAF	100			2,250		3,000		3,000		3,000		3,000
Temporary Help	100			6,000		6,000		6,000		6,000		6,000
Overtime	100			20,000		20,000		20,000		20,000		20,000
(6) Notes												
Gross Personnel Services			3.0	170,767	7.5	466,752	4.5	266,553	4.5	266,553	4.5	266,553
Net Personnel Services			3.0	170,767	7.5	466,752	4.5	266,553	4.5	266,553	4.5	266,553

Notes:

- (1) 1 New Position Approved in FY19
- (2) (.5) Tfr to Custodial Svcs (33-20) & (.5) Trf to Cemeteries (33-32) in FY19
- (3) 2 New Positions Approved in FY19
- (4) (.5) Position Transferred to Custodial Services (100-3320) in FY19
- (5) Marketing & Communications Coord Wages
- (6) FY19 Reorg: Transfer from Parks Rec & Fac (Dept 33)

School HVAC

The School HVAC division is responsible for heating, ventilation and air conditioning maintenance for all twenty elementary, middle and high school buildings. All expenses are reimbursed by the School Department through inter-fund transfers.

Division Summary

Department: Public Buildings & Waterfront **Division:** School HVAC **Account:** 100-35-12

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	108,879	110,270	122,040	122,040	122,040	122,040
Benefits	2,674	2,674	2,674	2,674	2,674	2,674
Administrative Services	10,500	9,109	11,000	11,000	11,000	11,000
Contractual Services	11,650	11,650	11,650	11,650	11,650	11,650
Maintenance and Repairs	228,000	228,000	214,339	214,339	214,339	214,339
Supplies	160,000	160,000	160,000	160,000	160,000	160,000
Total	521,703	521,703	521,703	521,703	521,703	521,703
Less Revenues	(521,703)	(521,703)	(521,703)	(521,703)	(521,703)	(521,703)
Net Division Total	0	0	0	0	0	0

Personnel Services Detail

Department: Public Buildings & Waterfront

Division: School HVAC

Account: 100-35-12

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) HVAC Technician III	100	0.0		0	1.0	50,501	1.0	50,501	1.0	50,501	1.0	50,501
(2) HVAC Technician II	100	2.0		96,407	1.0	44,067	1.0	44,067	1.0	44,067	1.0	44,067
Standby Pay	100			2,472		2,472		2,472		2,472		2,472
Overtime	100			10,000		25,000		25,000		25,000		25,000
(3) Notes												
Gross Personnel Services		2.0		108,879	2.0	122,040	2.0	122,040	2.0	122,040	2.0	122,040
Net Personnel Services		2.0		108,879	2.0	122,040	2.0	122,040	2.0	122,040	2.0	122,040

Notes:

- (1) 1 Position Reclassed from HVAC Technician II (Career Ladder) during FY18
- (2) (1) Position Reclassed to HVAC Technician III (Career Ladder) during FY18
- (3) FY19 Reorg: Transfer from Parks Rec & Fac (Dept 33)

Canco Road Buildings

The Canco Road Buildings division includes the properties at 212 Canco Road and 250 Canco Road, recently purchased in 2015 and 2016. The Canco Road Municipal Complex houses staff and services of the Public Works and the Parks Recreation & Facilities departments. In addition, the Canco Road facility provides storage space for Public Safety and is home to the Fire Department's Fire Alarms section. This budget provides for building maintenance items, small office renovations, and monthly utilities.

Division Summary

Department: Public Buildings & Waterfront **Division:** Canco Road Buildings **Account:** 100-35-29

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Contractual Services	35,164	53,933	13,920	13,920	13,920	13,920
Maintenance and Repairs	36,400	35,891	196,400	196,400	196,400	196,400
Supplies	50,000	52,997	30,000	30,000	30,000	30,000
Utilities	209,819	166,571	209,636	192,500	192,500	192,500
Total	331,383	309,392	449,956	432,820	432,820	432,820
Less Revenues	(130,000)	0	0	0	0	0
Net Division Total	201,383	309,392	449,956	432,820	432,820	432,820

Department of Health & Human Services

The City's Department of Health and Human Services (HHS) undertakes the planning and coordination of health and human service activities in Portland. This assignment often occurs in collaboration with non-profit agencies and the state and federal government. HHS consists of five operational divisions: HHS Administration, Public Health, Social Services, the Barron Center and the Office of Elder Affairs.

The HHS Administration division consists of five full-time positions including the Director of Health and Human Services, the Director of Elder Affairs, and administrative support staff.

Department Summary

Department: Health & Human Services Administration

Account: 100-40

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll and Benefits	395,450	395,450	409,192	409,192	409,192	409,192
Benefits	1,980	1,980	1,980	1,980	1,980	1,980
Administrative Services	2,000	2,000	3,600	3,600	3,600	3,600
Contractual Services	1,000	1,500	1,500	1,500	1,500	1,500
Supplies	1,500	500	5,500	3,500	3,500	3,500
Total	401,930	401,430	421,772	419,772	419,772	419,772
Less Revenues	(10,560)	(10,560)	(10,560)	(10,560)	(10,560)	(10,560)
Net Department Total	391,370	390,870	411,212	409,212	409,212	409,212

Personnel Services Detail

Department: Health & Human Services Administration

Division: HHS Administration

Account: 100-40-01

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Director Health & Human Svcs	100			1.0	118,814	1.0	121,193	1.0	121,193	1.0	121,193	121,193
Director of Elder Affairs	87	13		1.0	76,144	1.0	78,834	1.0	78,834	1.0	78,834	78,834
Financial Manager	100			1.0	81,040	1.0	85,154	1.0	85,154	1.0	85,154	85,154
Principal Admin Officer II	100			1.0	70,819	1.0	74,403	1.0	74,403	1.0	74,403	74,403
Executive Assistant	100			1.0	48,633	1.0	49,608	1.0	49,608	1.0	49,608	49,608
Gross Personnel Services				5.0	395,450	5.0	409,192	5.0	409,192	5.0	409,192	409,192
Net Personnel Services				5.0	395,450	5.0	409,192	5.0	409,192	5.0	409,192	409,192

Public Health

Public Health, a division of the Health and Human Services (HHS) Department, is the State's most comprehensive local public health department. Public Health consists of six programs: Administration, Family Health, Chronic Disease Prevention, India Street Health Center, Health Equity, and the new FY19 Research and Evaluation division. Public Health's specific activities include, but are not limited to, health policy development, public health research, data surveillance, health education, and analysis and communication, providing direct services to the underserved.

In FY19, the expenditures and revenues have decreased in proportionate amounts, as the budget reflects a change in accounting for grant funded programs; beginning in FY19, grant funded positions are charged directly to the grant funds and no longer pass through the general fund.

Department Summary

Department: Public Health

Account: 100-41

		FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown							
Payroll		1,379,556	1,441,832	787,433	718,826	718,826	718,826
Benefits		2,520	2,520	3,480	2,880	2,880	2,880
Administrative Services		22,501	22,789	34,626	29,026	29,026	29,026
Client Expenses		0	24,000	0	0	0	0
Contractual Services		171,668	131,242	136,100	118,900	118,900	118,900
Rentals		66,909	70,749	70,045	70,045	70,045	70,045
Supplies		79,226	76,042	97,900	81,550	81,550	81,550
Utilities		10,294	11,494	13,920	13,920	13,920	13,920
Total		1,732,674	1,780,668	1,143,504	1,035,147	1,035,147	1,035,147
Summary by Division							
Public Health Administration	(41-01)	220,419	267,533	229,397	221,597	221,597	221,597
Family Health	(41-02)	232,099	189,443	55,575	53,125	53,125	53,125
Chronic Disease Prevention	(41-03)	504,143	526,326	108,567	101,397	101,397	101,397
India Street Clinic	(41-05)	646,139	653,908	498,941	474,841	474,841	474,841
Health Equity	(41-08)	129,874	143,458	116,446	110,976	110,976	110,976
Research & Evaluation	(41-10)	0	0	134,578	73,211	73,211	73,211
Total		1,732,674	1,780,668	1,143,504	1,035,147	1,035,147	1,035,147
Less Revenues		(1,004,848)	(970,466)	(145,065)	(155,065)	(155,065)	(155,065)
Net Department Total		727,826	810,202	998,439	880,082	880,082	880,082

Public Health Administration

The Public Health Administration division provides support services to all programs within the Public Health division, as well as administrative support to HHS. These services include grant management, policy and procedures creation and management, ensuring HIPPA and confidentiality compliance, Public Health Accreditation Board requirement maintenance, payroll and reimbursement processing, supply ordering, facilities support, and liaises with the City's Finance, Legal and Information Technology departments.

The Administration revenue estimate reflects the administrative fee for the management and oversight of the various grants administered by Public Health.

Division Summary

Department: Public Health	Division: Public Health Administration				Account: 100-41-01	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	189,717	237,138	200,856	200,856	200,856	200,856
Benefits	600	600	600	600	600	600
Administrative Services	11,651	11,344	12,376	9,876	9,876	9,876
Contractual Services	7,975	7,625	5,000	3,800	3,800	3,800
Rentals	2,376	2,726	2,465	2,465	2,465	2,465
Supplies	8,100	8,100	8,100	4,000	4,000	4,000
Total	220,419	267,533	229,397	221,597	221,597	221,597
Less Revenues	(86,779)	(65,363)	(85,487)	(85,487)	(85,487)	(85,487)
Net Division Total	133,640	202,170	143,910	136,110	136,110	136,110

Personnel Services Detail

Department: Public Health

Division: Public Health Administration

Account: 100-41-01

Position	Funding			FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Public Health Administrator	100			1.0	85,316	1.0	88,554	1.0	88,554	1.0	88,554	1.0	88,554
Senior Accountant	100			1.0	52,424	1.0	55,093	1.0	55,093	1.0	55,093	1.0	55,093
Accountant	100			2.0	74,412	2.0	76,076	2.0	76,076	2.0	76,076	2.0	76,076
Less Family Health Charges	100				(3,832)		0		0		0		0
(1) Less SS Admin Charges	100				(18,603)		(18,867)		(18,867)		(18,867)		(18,867)
Gross Personnel Services				4.0	189,717	4.0	200,856	4.0	200,856	4.0	200,856	4.0	200,856
Net Personnel Services				4.0	189,717	4.0	200,856	4.0	200,856	4.0	200,856	4.0	200,856

Notes:

(1) Less Accountant Wages

Family Health

Family Health is comprised of the Maternal & Child Health and Portland Defending Childhood programs. These programs provide access to violence prevention services and education, and maternal & child health services in-home and at community locations. Collectively, Family Health served more than 2,500 individuals with more than 5,200 visits and outreach. The Maternal and Child Health Program innovates its Playgroup to serve up to thirty-five children ages 0-5 years weekly. Additionally, Portland Defending Childhood implemented evidenced-informed violence prevention curricula in nearly one-hundred classrooms throughout the Portland Public School system.

The FY19 Family Health budget shows a comparable decrease in both expenditures and revenues. Staff wages, which were previously routed through the operating budget, are now charged directly to the grant funds; this modification merely reflects an accounting method change and is not a reduction in divisional programming.

Overall expenditures also decreased as some salaries were reallocated to other divisions.

Division Summary

Department: Public Health	Division: Family Health				Account: 100-41-02	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	217,155	175,319	37,857	37,857	37,857	37,857
Benefits	600	600	600	600	600	600
Administrative Services	4,617	4,617	5,717	4,617	4,617	4,617
Contractual Services	3,257	4,831	5,027	5,027	5,027	5,027
Rentals	900	848	804	804	804	804
Supplies	4,850	2,970	4,850	3,500	3,500	3,500
Utilities	720	258	720	720	720	720
Total	232,099	189,443	55,575	53,125	53,125	53,125
Less Revenues	(115,157)	(128,385)	0	0	0	0
Net Division Total	116,942	61,058	55,575	53,125	53,125	53,125

Personnel Services Detail

Department: Public Health

Division: Family Health

Account: 100-41-02

Position	Funding Source		FY18 Approved		FY19 Submission		FY19 Manager's Recommendation		FY19 Finance Committee		FY19 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Program Manager (PH/SS)	100		0.0	0	1.0	73,689	1.0	73,689	1.0	73,689	1.0	73,689
(2) Program Manager-PH/SS (Proj)	95	5	1.0	75,581	0.0	0	0.0	0	0.0	0	0.0	0
(3) Program Coordinator (Proj)		100	0.8	45,385	0.2	14,758	0.2	14,758	0.2	14,758	0.2	14,758
(4) Public Health Nurse	11	89	0.8	51,429	1.8	110,506	1.8	110,506	1.8	110,506	1.8	110,506
(5) Public Health Nurse (Proj)		100	0.8	40,928	0.0	0	0.0	0	0.0	0	0.0	0
Charges from PH Admin		100		3,832		0		0		0		0
(6) Less India St Cllinic Charges	100			0		(32,751)		(32,751)		(32,751)		(32,751)
(7) Less Health Equity Charges	100			0		(16,375)		(16,375)		(16,375)		(16,375)
Gross Personnel Services			3.4	217,155	3.0	149,827	3.0	149,827	3.0	149,827	3.0	149,827
Less Project Employees			0.0	0	(1.8)	(111,970)	(1.8)	(111,970)	(1.8)	(111,970)	(1.8)	(111,970)
Net Personnel Services			3.4	217,155	1.2	37,857	1.2	37,857	1.2	37,857	1.2	37,857

Notes:

- (1) 1 Position Reclass from Program Manager-PH/SS (Proj) Approved in FY19
- (2) (1) Position Reclass to Project Manager (PH/SS) Approved in FY19 (Project to Permanent)
- (3) (.6) Position Eliminated in FY19 (Funding Expires 09/30/18)
- (4) .2 Hours Increase Approved during FY18; .8 Position Reclass from PH Nurse (Proj) Approved in FY19
- (5) (.8) Position Reclass to Public Health Nurse Approved in FY19 (Project to Permanent)
- (6) Less Program Manager Wages
- (7) Less Program Manager Wages

Chronic Disease Prevention

The City of Portland's Chronic Disease Prevention Program is dedicated to serving the residents of Portland by creating and advocating for health policies at the local and district level; the City utilizes evidence-based practices and collaborative partnerships. The health issues addressed include tobacco, smoke-free living, physical activity, healthy eating, lead poisoning prevention, skin cancer prevention, and substance abuse prevention.

The FY19 Chronic Disease Prevention expenditures and corresponding revenues both display a decrease. Starting in FY19, project wages are a direct charge to the grant funds instead of a general fund pass through; this modification merely reflects a change in the accounting method and is not a reduction in divisional programming. The program budget for all funds incorporates staffing changes, including a net position increase of 1.4 full-time equivalents. Budget changes also include the reallocation of salaries to other divisions and an increase in the purchase of medical supplies.

Division Summary

Department: Public Health	Division: Chronic Disease Prevention				Account: 100-41-03	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	496,993	519,426	81,723	75,553	75,553	75,553
Benefits	600	600	600	600	600	600
Administrative Services	2,900	2,900	3,000	2,500	2,500	2,500
Contractual Services	2,750	2,500	5,250	4,750	4,750	4,750
Rentals	0	0	1,694	1,694	1,694	1,694
Supplies	900	900	16,300	16,300	16,300	16,300
Total	504,143	526,326	108,567	101,397	101,397	101,397
Less Revenues	(441,421)	(426,035)	0	0	0	0
Net Division Total	62,722	100,291	108,567	101,397	101,397	101,397

Personnel Services Detail

Department: Public Health

Division: Chronic Disease Prevention

Account: 100-41-03

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Program Manager (PH/SS)	100		0.0	0	1.0	85,143	1.0	85,143	1.0	85,143	1.0	85,143
(2) Program Manager-PH/SS (Proj)	100		1.0	73,671	0.0	0	0.0	0	0.0	0	0.0	0
(3) Program Coordinator (Proj)	13	87	4.0	234,534	3.0	175,015	2.9	168,845	2.9	168,845	2.9	168,845
(4) Comm Health Promo Spec (Proj)		100	3.4	150,745	5.7	255,301	5.7	255,301	5.7	255,301	5.7	255,301
(5) Registered Dietician (Contr)		100	0.8	38,043	1.0	56,375	1.0	56,375	1.0	56,375	1.0	56,375
(6) Less India St Cllinic Charges	100			0		(28,097)		(28,097)		(28,097)		(28,097)
Gross Personnel Services			9.2	496,993	10.7	543,737	10.6	537,567	10.6	537,567	10.6	537,567
Less Project Employees			0.0	0	(9.3)	(462,014)	(9.3)	(462,014)	(9.3)	(462,014)	(9.3)	(462,014)
Net Personnel Services			9.2	496,993	1.4	81,723	1.3	75,553	1.3	75,553	1.3	75,553

Notes:

- (1) 1 Position Reclass from Program Manager-PH/SS (Proj) Approved in FY19
- (2) (1) Position Reclass to Project Manager (PH/SS) Approved in FY19 (Project to Permanent)
- (3) (1) Position Eliminated during FY18; (.1) Hours Decrease in FY19
- (4) 2.3 Positions Approved during FY18
- (5) .2 Hours Increase during FY18
- (6) Less Program Manager Wages

India Street Clinic

The India Street Clinic, located at 103 India Street, houses the Portland Needle Exchange, the HIV/STD and Hepatitis C Prevention Program, and the Portland Community Free Clinic. Individuals who are enrolled in the needle exchange may access clean syringes, education, counseling, testing, overdose prevention and linkage to treatment. The STD clinic offers HIV, STD, and hepatitis C testing and treatment services for sexually transmissible diseases on a walk-in basis. The Portland Community Free Clinic has over one-hundred volunteer medical providers and support staff, and is a partnership between the City and The Friends of the Free Clinic, a 501(c)(3) whose mission is to raise funding for the clinic. The Portland Community Free Clinic provides medical care to the uninsured that earn below 250% of the Federal Poverty Level, are above the age of eighteen, live in Cumberland County, and are stably housed. India Street also houses a Public Health Laboratory.

The FY19 India Street Clinic expenditures show a decrease, as project expenditures no longer pass through the general fund budget and are instead charged directly to the grant funds; this modification merely reflects a change in the accounting method and is not a reduction in divisional programming. The budget changes also include the reallocation of salaries from other divisions.

Division Summary

Department: Public Health **Division:** India Street Clinic **Account:** 100-41-05

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	368,720	389,444	247,836	247,836	247,836	247,836
Administrative Services	2,500	3,095	3,500	3,500	3,500	3,500
Client Expenses	0	24,000	0	0	0	0
Contractual Services	138,962	97,512	108,073	93,073	93,073	93,073
Rentals	63,633	67,175	65,082	65,082	65,082	65,082
Supplies	62,750	61,446	61,250	52,150	52,150	52,150
Utilities	9,574	11,236	13,200	13,200	13,200	13,200
Total	646,139	653,908	498,941	474,841	474,841	474,841
Less Revenues	(321,452)	(297,060)	(59,578)	(69,578)	(69,578)	(69,578)
Net Division Total	324,687	356,848	439,363	405,263	405,263	405,263

Personnel Services Detail

Department: Public Health

Division: India Street Clinic

Account: 100-41-05

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Public Health Nurse	100			0.9	55,925	0.9	57,840	0.9	57,840	0.9	57,840	57,840
Comm Health Promo Spec	100			1.0	57,194	1.0	58,305	1.0	58,305	1.0	58,305	58,305
Comm Health Promo Spec (Proj)	73	27		3.0	146,878	3.0	152,814	3.0	152,814	3.0	152,814	152,814
Office Manager	100			1.0	42,949	1.0	45,098	1.0	45,098	1.0	45,098	45,098
Office Assistant	51	49		0.7	25,493	0.7	26,379	0.7	26,379	0.7	26,379	26,379
(1) Charges from Family Health	100				0		32,751		32,751		32,751	32,751
(2) Charges from Chronic Disease	100				0		28,097		28,097		28,097	28,097
(3) Temporary Help	24	76			40,281		65,984		65,984		65,984	65,984
Gross Personnel Services				6.6	368,720	6.6	467,268	6.6	467,268	6.6	467,268	467,268
(4) Less Project Employees				0.0	0	(3.1)	(219,432)	(3.1)	(219,432)	(3.1)	(219,432)	(219,432)
Net Personnel Services				6.6	368,720	3.5	247,836	3.5	247,836	3.5	247,836	247,836

Notes:

- (1) Program Manager Wages
- (2) Program Manager Wages
- (3) Temp Help Includes: GF Employees: \$15,600 & Project Employees: \$50,384
- (4) Less Project Salaries Include: Regular Wages: \$169,048 & Temporary Help: \$50,384

Health Equity

The Health Equity Program supports the Public Health Division with services to minority populations. The Health Equity Program specific activities include health education to racial and ethnic minority groups, enrolling individuals in health insurance, and training public health and health care professionals in cultural competency. This division also implements the Enhanced National Culturally and Linguistically Appropriate Services (CLAS) Standards policies to ensure services are in compliance.

The Health Equity expenditure and revenue reductions shown below reflect the FY19 accounting method change related to grant funded project activity. In FY19, project wages are charged direct to the grant funds rather than a general fund pass through; this modification merely reflects a change in the accounting method and is not a reduction in divisional programming. FY19 budget changes include a reallocation of salaries from other divisions.

Division Summary

Department: Public Health	Division: Health Equity				Account: 100-41-08	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	106,971	120,505	99,443	93,973	93,973	93,973
Benefits	720	720	720	720	720	720
Administrative Services	833	833	6,833	6,833	6,833	6,833
Contractual Services	18,724	18,774	8,250	8,250	8,250	8,250
Supplies	2,626	2,626	1,200	1,200	1,200	1,200
Total	129,874	143,458	116,446	110,976	110,976	110,976
Less Revenues	(40,039)	(53,623)	0	0	0	0
Net Division Total	89,835	89,835	116,446	110,976	110,976	110,976

Personnel Services Detail

Department: Public Health

Division: Health Equity

Account: 100-41-08

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Program Coordinator (Proj)	100			1.0	66,932	1.0	70,310	1.0	70,310	1.0	70,310	70,310
(1) Comm Health Promo Spec (Proj)	23	77		0.8	40,039	1.0	54,698	0.9	49,228	0.9	49,228	49,228
(2) Charges from Family Health	100				0		16,375		16,375		16,375	16,375
Gross Personnel Services				1.8	106,971	2.0	141,383	1.9	135,913	1.9	135,913	135,913
Less Project Employees				0.0	0	(0.8)	(41,940)	(0.8)	(41,940)	(0.8)	(41,940)	(41,940)
Net Personnel Services				1.8	106,971	1.2	99,443	1.1	93,973	1.1	93,973	93,973

Notes:

- (1) .1 Hours Increase in FY18
- (2) Program Manager Wages

Research & Evaluation

The Research and Evaluation Program serves several important functions within the Public Health Division, including research, public health surveillance, analysis and interpretation of public health data, and program evaluation. The program conducts public health research that focuses on understanding determinants of health. This program also conducts program evaluation, a systematic and objective assessment of the relevance, efficiency, effectiveness, sustainability, and impact of a program or intervention. Public Health surveillance, which is the systematic collection, analysis, and interpretation of health data, is another core program function. Data used to conduct public health surveillance include city-wide survey data collected by the Research and Evaluation Program, as well as data obtained from local and national sources. This division serves as a major source for Public Health data repository.

Research & Evaluation is a new program in FY19.

Division Summary

Department: Public Health	Division: Research & Evaluation				Account: 100-41-10	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	0	0	119,718	62,751	62,751	62,751
Benefits	0	0	960	360	360	360
Administrative Services	0	0	3,200	1,700	1,700	1,700
Contractual Services	0	0	4,500	4,000	4,000	4,000
Supplies	0	0	6,200	4,400	4,400	4,400
Total	0	0	134,578	73,211	73,211	73,211

Personnel Services Detail

Department: Public Health

Division: Research & Evaluation

Account: 100-41-10

Position	Funding Source			FY18 Approved		FY19 Submission		FY19 Manager's Recommendation		FY19 Finance Committee		FY19 Final Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Program Manager (PH/SS)	100			0.0	0	1.0	69,518	0.0	0	0.0	0	0.0	0
(1) Program Coordinator	100			0.0	0	0.8	50,200	1.0	62,751	1.0	62,751	1.0	62,751
(2) Notes													
Gross Personnel Services				0.0	0	1.8	119,718	1.0	62,751	1.0	62,751	1.0	62,751
Net Personnel Services				0.0	0	1.8	119,718	1.0	62,751	1.0	62,751	1.0	62,751

Notes:

- (1) 1 New Position Approved in FY19
- (2) FY19 New PH Division

Social Services

The Social Services Division provides both financial assistance and support services for low-income Portland residents. Its purpose is to provide quality services that encourage dignity, self-respect and self-reliance in the transition from public assistance to self-sufficiency. Programs operated include General Assistance (GA), Homeless Shelters for individuals and families, Case Management and Representative Payee Services.

The Social Services division consists of five programs: Administration, General Assistance, the Portland Community Support Fund, Oxford Street Shelter and the Family Shelter; the Housing & Support Services program was absorbed by Administration and General Assistance in FY19.

The City's FY19 contribution to Social Services has increased primarily due to the addition of day service at the Oxford Street and the Family Shelters, implemented during FY18. Also in FY19, the grant funded expenditures and revenues have decreased in proportionate amounts, as this budget reflects a change in the accounting method; beginning in FY19, grant funded positions are charged directly to the grant funds and no longer pass through the general fund.

Department Summary

Department: Social Services

Account: 100-42

		FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown							
Payroll		3,654,045	3,800,468	3,034,212	2,952,218	2,952,218	2,952,218
Benefits		6,420	11,079	9,760	9,760	9,760	9,760
Administrative Services		20,675	20,275	12,075	9,575	9,575	9,575
Client Expenses		5,794,790	4,894,605	6,212,847	6,071,108	6,071,108	6,071,108
Contractual Services		703,034	718,838	362,992	320,451	320,451	320,451
Maintenance and Repairs		110,400	117,900	52,324	5,205	5,205	5,205
Rentals		581,008	641,397	365,926	365,926	365,926	365,926
Supplies		204,325	199,121	59,056	42,306	42,306	42,306
Utilities		130,019	123,755	137,489	136,689	136,689	136,689
Capital Outlay		0	113,500	0	0	0	0
Total		11,204,716	10,640,938	10,246,681	9,913,238	9,913,238	9,913,238
Summary by Division							
Social Services Administration	(42-01)	430,565	397,389	632,010	612,379	612,379	612,379
General Assistance	(42-02)	6,418,633	5,572,458	6,969,701	6,787,843	6,787,843	6,787,843
Housing & Support Svcs	(42-05)	141,318	141,318	0	0	0	0
Ptld Comm Support Fund	(42-06)	250,000	126,563	217,804	200,000	200,000	200,000
Oxford Street Shelter	(42-11)	2,833,371	3,250,683	1,847,360	1,750,524	1,750,524	1,750,524
Family Shelter	(42-12)	1,130,829	1,152,527	579,806	562,492	562,492	562,492
Total		11,204,716	10,640,938	10,246,681	9,913,238	9,913,238	9,913,238
Less Revenues		(6,983,728)	(7,554,104)	(5,101,007)	(5,276,465)	(5,276,465)	(5,276,465)
Net Department Total		4,220,988	3,086,834	5,145,674	4,636,773	4,636,773	4,636,773

Social Services Administration

This Social Services Administration division is responsible for the overall general management of the Social Services programs. Services include grant management, data/statistical analysis, payroll, accounts payable, receivables, representative payee, and other operational responsibilities.

The FY19 expenditure budget for Administration increased by \$181,814 or 42.2%. This increase is primarily related to the transfer of two positions from the Housing and Support Services division and the reallocation of Social Services Administration's wages.

Division Summary

Department: Social Services	Division: Social Services Administration				Account: 100-42-01	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	318,805	285,188	511,299	507,118	507,118	507,118
Benefits	2,400	5,600	7,600	7,600	7,600	7,600
Administrative Services	6,475	6,075	7,075	5,575	5,575	5,575
Contractual Services	19,770	17,050	16,340	6,590	6,590	6,590
Maintenance and Repairs	2,700	2,700	2,700	1,000	1,000	1,000
Rentals	56,180	56,181	58,296	58,296	58,296	58,296
Supplies	13,875	13,000	16,306	13,806	13,806	13,806
Utilities	10,360	11,595	12,394	12,394	12,394	12,394
Total	430,565	397,389	632,010	612,379	612,379	612,379
Less Revenues	(139,390)	(100,612)	(266,536)	(266,536)	(266,536)	(266,536)
Net Division Total	291,175	296,777	365,474	345,843	345,843	345,843

Personnel Services Detail

Department: Social Services

Division: Social Services Administration

Account: 100-42-01

Position	Funding			FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Social Services Administrator	100			1.0	79,445	1.0	83,480	1.0	83,480	1.0	83,480	1.0	83,480
(1) Facilities Manager	100			0.0	0	1.0	56,355	1.0	56,355	1.0	56,355	1.0	56,355
(2) Maintenance Worker (Proj)	30	11	59	1.0	38,376	0.0	0	0.0	0	0.0	0	0.0	0
(3) Custodial Worker	100			0.0	0	1.0	34,525	1.0	34,525	1.0	34,525	1.0	34,525
(4) Custodial Worker (Proj)	55		45	1.0	37,536	0.0	0	0.0	0	0.0	0	0.0	0
(5) Human Services Elig Specialist	100			0.0	0	2.0	93,215	2.0	93,215	2.0	93,215	2.0	93,215
(6) Senior Accountant	100			1.3	68,382	1.0	51,420	1.0	51,420	1.0	51,420	1.0	51,420
Accountant	100			2.0	87,867	2.0	89,622	2.0	89,622	2.0	89,622	2.0	89,622
Account Clerk II	100			1.0	35,356	1.0	34,957	1.0	34,957	1.0	34,957	1.0	34,957
Executive Assistant	100			1.0	37,902	1.0	43,984	1.0	39,803	1.0	39,803	1.0	39,803
(7) Charges from PH Admin	100				18,603		18,867		18,867		18,867		18,867
Less Oxford St Shelter Charges	68	4	28		(40,000)		0		0		0		0
Less Family Shelter Charges	29	18	53		(49,536)		0		0		0		0
Overtime	100				4,874		4,874		4,874		4,874		4,874
Gross Personnel Services				8.3	318,805	10.0	511,299	10.0	507,118	10.0	507,118	10.0	507,118
Net Personnel Services				8.3	318,805	10.0	511,299	10.0	507,118	10.0	507,118	10.0	507,118

Notes:

- (1) 1 Position Transferred from OSS (100-4211) in FY19
- (2) (1) Transferred to OSS (100-4211) & Reclass to MW I Approved in FY19 (Project to Permanent)
- (3) 1 Position Reclass from Custodial Worker (Proj) Approved in FY19
- (4) (1) Position Reclass to Custodial Worker Approved in FY19 (Project to Permanent)
- (5) 2 Positions Transferred from H&SS (100-4205) in FY19
- (6) (.3) Position Eliminated during FY18 (Turnover Transition)
- (7) Accountant Wages

General Assistance

State law requires municipalities to administer General Assistance (GA) which provides for immediate aid to individuals who meet eligibility requirements and are unable to provide basic necessities essential to maintaining themselves or their families. Maine law states that municipalities have the responsibility to provide financial assistance to all eligible residents of their municipality, as well as non-residents who intend to reside in the municipality and have no other residence. GA provides basic needs in the areas of shelter, housing costs, utilities, food, medication, disposable diapers and hygiene items. All assistance is issued in vouchers and no cash is provided. The GA program processes an average of 1,130 applications per month and provides assistance to 3,022 individuals per year (unduplicated number).

In FY19, the GA program has continued the focus on self-sufficiency through the HIRE (Helping Individuals Regain Employment) program. The division has increased the City's partnership with local employers, education professionals, and the local Career Center in order to aid our GA recipients in finding long term employment.

The FY19 expenditures for General Assistance increased by \$369,210, or 5.8%. This increase is primarily related to the increased expenditures for housing assistance and other client services. The FY19 budget also includes changes in personnel status, including the security guard shift from temporary services to permanent and the transfer of one position from the Housing and Support Services division.

Division Summary

Department: Social Services		Division: General Assistance			Account: 100-42-02	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	494,626	494,626	646,853	609,284	609,284	609,284
Benefits	0	0	600	600	600	600
Administrative Services	0	0	3,000	2,000	2,000	2,000
Client Expenses	5,483,290	4,690,401	5,967,659	5,854,620	5,854,620	5,854,620
Contractual Services	292,070	187,391	197,259	173,259	173,259	173,259
Maintenance and Repairs	3,000	3,000	3,000	2,500	2,500	2,500
Rentals	103,152	163,540	106,134	106,134	106,134	106,134
Supplies	23,250	20,000	24,750	19,000	19,000	19,000
Utilities	19,245	13,500	20,446	20,446	20,446	20,446
Total	6,418,633	5,572,458	6,969,701	6,787,843	6,787,843	6,787,843
Less Revenues	(3,843,303)	(4,272,145)	(4,182,571)	(4,103,444)	(4,103,444)	(4,103,444)
Net Division Total	2,575,330	1,300,313	2,787,130	2,684,399	2,684,399	2,684,399

Personnel Services Detail

Department: Social Services

Division: Social Services General Assistance

Account: 100-42-02

Position	Funding			FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Social Services Program Mgr	100			1.0	62,763	1.0	65,935	1.0	65,935	1.0	65,935	1.0	65,935
(1) Senior Human Service Counselor	100			0.0	0	1.0	49,565	1.0	49,565	1.0	49,565	1.0	49,565
(2) Senior Human Service Cr (Proj)	100			1.0	47,171	0.0	0	0.0	0	0.0	0	0.0	0
(3) Human Services Counselor	100			0.0	0	2.0	93,992	2.0	93,992	2.0	93,992	2.0	93,992
(4) Human Service Counselor (Proj)	100			1.0	40,539	0.0	0	0.0	0	0.0	0	0.0	0
(5) Financial Eligibility Spec	100			2.0	81,814	7.0	272,741	7.0	272,741	7.0	272,741	7.0	272,741
(6) Financial Elig Spec (Proj)	100			5.0	181,643	0.0	0	0.0	0	0.0	0	0.0	0
(7) Shelter Security Guard	100			0.0	0	2.0	77,120	2.0	77,120	2.0	77,120	2.0	77,120
(8) Senior Admin Officer	100			0.0	0	1.0	49,931	1.0	49,931	1.0	49,931	1.0	49,931
(9) Senior Admin Officer (Proj)	100			1.0	44,328	0.0	0	0.0	0	0.0	0	0.0	0
(10) Admin Assistant (CEBA)	100			1.0	36,368	1.0	37,569	0.0	0	0.0	0	0.0	0
Gross Personnel Services				12.0	494,626	15.0	646,853	14.0	609,284	14.0	609,284	14.0	609,284
Net Personnel Services				12.0	494,626	15.0	646,853	14.0	609,284	14.0	609,284	14.0	609,284

Notes:

- (1) 1 Position Reclass from Senior Human Service Cr (Proj) Approved in FY19
- (2) (1) Position Reclass to Senior Human Service Counselor Approved in FY19 (Project to Permanent)
- (3) 1 Position Reclass from HSC (Proj) Approved in FY19; 1 Transfer from H&HS (100-4205) in FY19
- (4) (1) Position Reclass to Human Service Counselor Approved in FY19 (Project to Permanent)
- (5) 5 Reclasses from Financial Eligibility Spec (Proj) Approved in FY19
- (6) (5) Position Reclasses to Financial Eligibility Spec Approved in FY19 (Project to Permanent)
- (7) 2 New Positions Approved during FY18 (& 2 Reclasses from Project to Permanent Approved in FY19)
- (8) 1 Position Reclass from Senior Admin Officer (Proj) Approved in FY19
- (9) (1) Position Reclass to Senior Admin Officer Approved in FY19 (Project to Permanent)
- (10) (1) Position Eliminated in FY19

Housing & Support Services

The Housing and Support Services division encompassed the representative payee services and workfare program management for able bodied individuals receiving General Assistance. In FY19, this division has been absorbed by the Social Services' Administration and the General Assistance divisions.

Division Summary

Department: Social Services **Division:** Housing & Support Services **Account:** 100-42-05

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	141,318	141,318	0	0	0	0
Total	141,318	141,318	0	0	0	0
Less Revenues	(91,002)	(93,966)	0	0	0	0
Net Division Total	50,316	47,352	0	0	0	0

Personnel Services Detail

Department: Social Services

Division: Social Services Housing & Support Services

Account: 100-42-05

Position	Funding			FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Human Services Counselor	100			1.0	50,330	0.0	0	0.0	0	0.0	0	0.0	0
(2) Human Services Elig Specialist		100		2.0	90,988	0.0	0	0.0	0	0.0	0	0.0	0
(3) Notes													
Gross Personnel Services				3.0	141,318	0.0	0	0.0	0	0.0	0	0.0	0
Net Personnel Services				3.0	141,318	0.0	0	0.0	0	0.0	0	0.0	0

Notes:

- (1) (1) Position Transferred to GA (100-4202) in FY19
- (2) (2) Positions Transferred to SS Admin (100-4201) in FY19
- (3) Housing & Support Services Transferred to SS Admin (100-4201) in FY19

Portland Community Support Fund

The Portland Community Support Fund provides basic necessities assistance for immigrants who have received General Assistance in the past, however, are now deemed non-qualified for reimbursement by the State.

Division Summary

Department: Social Services

Division: Portland Community Support Fund

Account: 100-42-06

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Client Expenses	250,000	126,563	217,804	200,000	200,000	200,000
Total	250,000	126,563	217,804	200,000	200,000	200,000

Oxford Street Shelter

The Social Services Division operates the Oxford Street Shelter and Community Overflow Shelter for adults. The Oxford Street Shelter is a low barrier facility that provides access to safe overnight shelter for homeless adults (18+) 365 days a year. During FY18, the Oxford Street shelter expanded its hours of operation to 24 hours. The Oxford Street Shelter has a capacity of 154 beds. This division also operates an off-site Community Overflow Shelter at Preble Street and a warming center at the General Assistance waiting room with a capacity of 75 individuals.

The shelter promotes a housing culture by offering an array of services such as housing triage, housing orientation, current apartment lists and assistance with travel to apartment showings.

The FY19 Oxford Street Shelter budget reflects a decrease in both expenditures and revenues as project activity shifted to the grant funds directly, rather than funneling through the FY19 general fund operating budget; this modification merely reflects a change in the accounting method and is not a reduction in divisional programming. The FY19 budget also includes additional funding for day service at the shelter.

Division Summary

Department: Social Services **Division:** Oxford Street Shelter **Account:** 100-42-11

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	1,996,987	2,170,035	1,560,714	1,520,470	1,520,470	1,520,470
Benefits	2,460	3,919	0	0	0	0
Administrative Services	7,850	7,850	2,000	2,000	2,000	2,000
Client Expenses	45,700	66,641	15,000	6,488	6,488	6,488
Contractual Services	352,224	460,088	144,488	137,102	137,102	137,102
Maintenance and Repairs	67,200	67,200	31,394	0	0	0
Rentals	153,918	153,918	35,976	35,976	35,976	35,976
Supplies	153,200	153,700	12,000	3,500	3,500	3,500
Utilities	53,832	53,832	45,788	44,988	44,988	44,988
Capital Outlay	0	113,500	0	0	0	0
Total	2,833,371	3,250,683	1,847,360	1,750,524	1,750,524	1,750,524
Less Revenues	(1,876,658)	(2,003,002)	(437,200)	(593,217)	(593,217)	(593,217)
Net Division Total	956,713	1,247,681	1,410,160	1,157,307	1,157,307	1,157,307

Personnel Services Detail

Department: Social Services

Division: Oxford Street Shelter

Account: 100-42-11

Position	Funding			FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Program Manager-Shelter Admin	100			1.0	61,261	1.0	64,358	1.0	64,358	1.0	64,358	1.0	64,358
Program Coordinator	100			2.0	108,412	2.0	110,971	2.0	110,971	2.0	110,971	2.0	110,971
(1) Senior Human Service Counselor	100			2.0	97,947	5.0	257,507	5.0	257,507	5.0	257,507	5.0	257,507
(2) Senior Human Service Cr (Proj)	36	12	52	2.0	96,069	0.0	0	0.0	0	0.0	0	0.0	0
(3) Human Services Counselor		100		3.0	129,051	9.0	389,824	9.0	389,824	9.0	389,824	9.0	389,824
(4) Human Service Counselor (Proj)		100		6.0	246,558	0.0	0	0.0	0	0.0	0	0.0	0
(5) Human Services Specialist/SS	48	52		0.0	0	1.4	56,595	1.4	56,595	1.4	56,595	1.4	56,595
(6) Human Services Spec (Proj)	35	13	52	1.5	59,132	0.0	0	0.0	0	0.0	0	0.0	0
(7) Shelter Attendant	66		34	9.4	355,101	20.9	782,050	20.9	782,050	20.9	782,050	20.9	782,050
(8) Shelter Attendant (Proj)	70	7	23	11.4	408,850	0.0	0	0.0	0	0.0	0	0.0	0
(9) Shelter Security Guard	100			0.0	0	4.4	154,449	4.0	140,434	4.0	140,434	4.0	140,434
(10) Facilities Manager	70	7	23	1.0	55,244	0.0	0	0.0	0	0.0	0	0.0	0
Maintenance Worker III	100			1.0	44,325	1.0	45,219	1.0	45,219	1.0	45,219	1.0	45,219
(11) Maintenance Worker I	100			0.0	0	2.0	82,116	2.0	82,116	2.0	82,116	2.0	82,116
(12) Maintenance Worker (Proj)	70	7	23	1.0	38,185	0.0	0	0.0	0	0.0	0	0.0	0
(13) Custodial Worker	100			0.0	0	2.0	71,195	2.0	71,195	2.0	71,195	2.0	71,195
(14) Custodial Worker (Proj)	70	7	23	1.0	35,875	0.0	0	0.0	0	0.0	0	0.0	0
Admin Assistant (CEBA)	100			1.0	36,987	1.0	35,038	1.0	35,038	1.0	35,038	1.0	35,038
Charges from SS Admin	68	4	28		40,000		0		0		0		0
Temporary Help	50		50		129,626		309,592		283,363		283,363		283,363
Overtime	54		46		54,364		128,465		128,465		128,465		128,465
Gross Personnel Services				43.3	1,996,987	49.7	2,487,379	49.3	2,447,135	49.3	2,447,135	49.3	2,447,135
Less Project Employees				0.0	0	(17.5)	(926,665)	(17.5)	(926,665)	(17.5)	(926,665)	(17.5)	(926,665)
Net Personnel Services				43.3	1,996,987	32.2	1,560,714	31.8	1,520,470	31.8	1,520,470	31.8	1,520,470

Notes:

- (1) 2 Reclasses from Senior Human Svc Cr (Proj) Approved in FY19; 1 New Position Approved in FY19
- (2) (2) Position Reclasses to Senior Human Service Counselor Approved in FY19 (Project to Permanent)
- (3) 6 Reclasses from Human Service Counselor (Proj) Approved in FY19
- (4) (6) Position Reclasses to Human Service Counselor Approved in FY19 (Project to Permanent)
- (5) 1.4 Reclasses from Human Service Spec (Proj) Approved in FY19
- (6) (1.4) Reclasses to Human Svc Specialist/SS Approved in FY19; (.1) Position Eliminated during FY18
- (7) 11.4 Reclasses from Shelter Attendant (Proj) Approved in FY19; .1 New Position Approved in FY19
- (8) (11.4) Reclasses to Shelter Attendant Approved in FY19 (Project to Permanent)
- (9) 4.0 New Positions Approved during FY18 (& 4.0 Reclasses from Project to Permanent Approved in FY19)
- (10) (1) Position Transferred to SS Admin (100-4201) in FY19
- (11) 1 Tfr (& Reclass Approved from Admin 100-4201) MW (Proj) & 1 Reclass from MW (Proj) Approved in FY19
- (12) (1) Position Reclass to MW I in FY19 Approved (Project to Permanent)
- (13) 1 Reclass from Cust. Wrkr (Proj) Approved in FY19; 1 New Pos. Approved during FY18 (Day Shelter)
- (14) (1) Position Reclass to Custodial Worker Approved in FY19 (Project to Permanent)

Family Shelter

The Social Services Division operates the City of Portland's Family Shelter. The administrative and support services staff are located on the first floor of 54 Chestnut Street.

The Family Shelter provides temporary housing to families with children under the age of 18. Shelter apartments are located at 54-58 Chestnut Street, including one unit to accommodate individuals with disabilities. Combined, the Family Shelter has a total capacity of 151 beds in an apartment style living environment. Apartments are shared by families and are furnished. Residents have access to telephones, cleaning supplies, transportation, and other basic needs. Each family member is assigned a case manager who works with families to develop self-sufficiency work plans in order to obtain permanent housing.

The FY19 Family Shelter budget reflects a decrease in both expenditures and revenues as project activity shifted to the grant funds directly, rather than funneling through the FY19 general fund operating budget; this modification merely reflects a change in the accounting method and is not a reduction in divisional programming. The FY19 budget also includes additional funding for day service at the shelter.

Division Summary

Department: Social Services **Division:** Family Shelter **Account:** 100-42-12

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	702,309	709,301	315,346	315,346	315,346	315,346
Benefits	1,560	1,560	1,560	1,560	1,560	1,560
Administrative Services	6,350	6,350	0	0	0	0
Client Expenses	15,800	11,000	12,384	10,000	10,000	10,000
Contractual Services	38,970	54,309	4,905	3,500	3,500	3,500
Maintenance and Repairs	37,500	45,000	15,230	1,705	1,705	1,705
Rentals	267,758	267,758	165,520	165,520	165,520	165,520
Supplies	14,000	12,421	6,000	6,000	6,000	6,000
Utilities	46,582	44,828	58,861	58,861	58,861	58,861
Total	1,130,829	1,152,527	579,806	562,492	562,492	562,492
Less Revenues	(1,033,375)	(1,084,379)	(214,700)	(313,268)	(313,268)	(313,268)
Net Division Total	97,454	68,148	365,106	249,224	249,224	249,224

Personnel Services Detail

Department: Social Services

Division: Family Shelter

Account: 100-42-12

Position	Funding			FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Program Manager (PH/SS)	50		50	1.0	72,294	1.0	75,950	1.0	75,950	1.0	75,950	1.0	75,950
Senior Human Service Counselor			100	1.0	58,784	1.0	59,963	1.0	59,963	1.0	59,963	1.0	59,963
(1) Human Services Counselor	4	20	76	1.0	48,369	4.0	184,005	4.0	184,005	4.0	184,005	4.0	184,005
(2) Human Service Counselor (Proj)		20	80	3.0	127,727	0.0	0	0.0	0	0.0	0	0.0	0
(3) Human Services Specialist/SS	25	50	25	3.0	122,055	4.0	165,556	4.0	165,556	4.0	165,556	4.0	165,556
(4) Human Services Spec (Proj)		20	80	1.0	37,799	0.0	0	0.0	0	0.0	0	0.0	0
(5) Shelter Attendant	50		50	0.0	0	1.5	55,391	1.5	55,391	1.5	55,391	1.5	55,391
(6) Shelter Attendant (Proj)	50	11	39	1.5	54,061	0.0	0	0.0	0	0.0	0	0.0	0
(7) Maintenance Worker III	100			0.0	0	1.0	44,096	1.0	44,096	1.0	44,096	1.0	44,096
(8) Maintenance Worker III (Proj)	50	11	39	1.0	42,861	0.0	0	0.0	0	0.0	0	0.0	0
(9) Custodial Worker	100			0.0	0	1.0	34,454	1.0	34,454	1.0	34,454	1.0	34,454
Admin Assistant (CEBA)	100			1.0	38,240	1.0	39,186	1.0	39,186	1.0	39,186	1.0	39,186
Charges from SS Admin	29	18	53		49,536		0		0		0		0
Temporary Help	100				36,017		53,097		53,097		53,097		53,097
Overtime	100				14,566		29,634		29,634		29,634		29,634
Gross Personnel Services				13.5	702,309	14.5	741,332	14.5	741,332	14.5	741,332	14.5	741,332
Less Project Employees				0.0	0	(9.1)	(425,986)	(9.1)	(425,986)	(9.1)	(425,986)	(9.1)	(425,986)
Net Personnel Services				13.5	702,309	5.4	315,346	5.4	315,346	5.4	315,346	5.4	315,346

Notes:

- (1) 3 Reclasses from Human Service Counselor (Proj) Approved in FY19
- (2) (3) Position Reclasses to Human Service Counselor Approved in FY19 (Project to Permanent)
- (3) 1 Position Reclass from Human Service Spec (Proj) Approved in FY19
- (4) (1) Position Reclass to Human Service Specialist/SS Approved in FY19 (Project to Permanent)
- (5) 1.5 Reclasses from Shelter Attendant (Proj) Approved in FY19
- (6) (1.5) Position Reclasses to Shelter Attendant Approved in FY19 (Project to Permanent)
- (7) 1 Position Reclass from Maintenance Worker III (Proj) Approved in FY19
- (8) (1) Position Reclass to Maintenance Worker III Approved in FY19 (Project to Permanent)
- (9) 1 New Position Approved during FY18

Barron Center

The Barron Center, a division of the Department of Health & Human Services, is the state's second largest long-term care nursing facility. The former Portland City Hospital serves the residents of Portland and the surrounding communities. The Barron Center's three major funding sources are the MaineCare (Medicaid) Program, the Medicare Program, and private insurances. The Barron Center consists of nine divisions.

The Barron Center provides comprehensive health care services to individuals in need, recognizing the unique value of each person with the purpose of preserving and enhancing the individual's quality of life. The Barron Center is a 219 bed skilled rehabilitation and nursing facility, including a 50 bed specialty unit for the care of dementia. The Center provides speech, occupational and physical therapy services, and short and long term nursing care services in addition to end of life and hospice services.

The staff includes 244 full-time equivalent positions made up of over 300 individuals at any time.

Due to a recent decline in patient census, the FY19 Barron Center expenditures have decreased by \$1,346,919 or 7.9% and the revenue budget has decreased by \$1,953,601 or 9.5%. The decreases are attributable in part to a staffing shortage.

Department Summary

Department: Barron Center

Account: 107-43

		FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown							
Payroll		12,092,493	10,932,181	12,538,813	11,632,243	11,632,243	11,632,243
Benefits		34,615	38,562	35,685	34,671	34,671	34,671
Administrative Services		59,925	73,680	111,603	89,603	89,603	89,603
Client Expenses		28,905	10,000	20,360	10,180	10,180	10,180
Contractual Services		1,656,912	1,348,466	1,576,429	1,296,515	1,296,515	1,296,515
Maintenance and Repairs		139,463	112,425	163,665	137,245	137,245	137,245
Rentals		57,336	35,008	46,590	28,441	28,441	28,441
Supplies		2,270,942	1,932,190	2,328,173	1,907,573	1,907,573	1,907,573
Minor Capital Items		43,000	43,000	15,500	0	0	0
Utilities		456,155	445,969	465,845	435,087	435,087	435,087
Capital Outlay		137,796	116,141	170,309	59,065	59,065	59,065
Total		16,977,542	15,087,622	17,472,972	15,630,623	15,630,623	15,630,623
Summary by Division							
Barron Center Administration	(43-01)	2,208,421	1,789,324	2,038,620	1,813,320	1,813,320	1,813,320
Office of Elder Affairs	(43-15)	242,831	226,256	310,088	253,031	253,031	253,031
Therapeutic Recreation	(43-16)	275,712	270,277	286,122	279,122	279,122	279,122
Nursing Administration	(43-21)	1,438,184	1,313,954	1,618,920	1,542,940	1,542,940	1,542,940
Nursing Direct Care	(43-30)	7,181,020	6,320,666	7,415,103	6,589,155	6,589,155	6,589,155
Nutrition and Supply	(43-40)	3,349,496	2,964,745	3,352,530	2,929,588	2,929,588	2,929,588
Environmental Services	(43-70)	1,153,954	1,125,417	1,281,089	1,092,417	1,092,417	1,092,417
Housekeeping	(43-72)	629,649	560,855	636,997	597,997	597,997	597,997
Laundry Services	(43-73)	498,275	516,128	533,503	533,053	533,053	533,053
Total		16,977,542	15,087,622	17,472,972	15,630,623	15,630,623	15,630,623
Less Revenues		(20,581,632)	(17,190,368)	(17,935,733)	(18,628,031)	(18,628,031)	(18,628,031)
Net Department Total		(3,604,090)	(2,102,746)	(462,761)	(2,997,408)	(2,997,408)	(2,997,408)

Barron Center Administration

The Barron Center Administration division is responsible for the care and management of the facility's capacity for 219 residents and 300+ full and part-time employees. The Business Office is responsible for the financial operations, which includes budgeting, payroll, accounts payable, and accounts receivable (including coordinating with the Barron Center's billing vendor).

The Barron Center's FY19 Administration expenditures have decreased by \$395,101, or 17.9%, primarily due to the decrease in lab and medical services.

Division Summary

Department: Barron Center **Division:** Barron Center Administration **Account:** 107-43-01

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	593,976	482,806	578,597	578,597	578,597	578,597
Benefits	4,800	4,060	4,200	4,200	4,200	4,200
Administrative Services	41,740	59,940	42,828	47,908	47,908	47,908
Contractual Services	1,487,000	1,161,300	1,321,715	1,105,125	1,105,125	1,105,125
Maintenance and Repairs	16,330	15,710	16,480	16,480	16,480	16,480
Rentals	5,370	4,770	5,610	4,020	4,020	4,020
Supplies	49,665	51,468	59,650	47,450	47,450	47,450
Utilities	9,540	9,270	9,540	9,540	9,540	9,540
Total	2,208,421	1,789,324	2,038,620	1,813,320	1,813,320	1,813,320

Personnel Services Detail

Department: Barron Center

Division: Barron Center Administration

Account: 107-43-01

Position	Funding Source	FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
		Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Long Term Care Administrator	100	1.3	114,992	1.0	93,351	1.0	93,351	1.0	93,351	1.0	93,351
Dir Social Services/Admissions	100	1.0	75,602	1.0	78,693	1.0	78,693	1.0	78,693	1.0	78,693
Geriatric Social Worker	100	3.0	132,795	3.0	130,982	3.0	130,982	3.0	130,982	3.0	130,982
Principal Financial Officer	100	1.0	71,828	1.0	73,259	1.0	73,259	1.0	73,259	1.0	73,259
Senior Admin Officer	100	1.0	59,923	1.0	61,115	1.0	61,115	1.0	61,115	1.0	61,115
Account Clerk II	100	1.0	33,345	1.0	35,294	1.0	35,294	1.0	35,294	1.0	35,294
Receptionist	100	0.7	21,523	0.7	21,008	0.7	21,008	0.7	21,008	0.7	21,008
Switchboard Operator	100	2.1	73,942	2.1	73,495	2.1	73,495	2.1	73,495	2.1	73,495
Temporary Help	100		2,600		2,600		2,600		2,600		2,600
Overtime	100		4,589		5,432		5,432		5,432		5,432
Holiday Payments	100		2,837		3,368		3,368		3,368		3,368
Gross Personnel Services		11.1	593,976	10.8	578,597	10.8	578,597	10.8	578,597	10.8	578,597
Net Personnel Services		11.1	593,976	10.8	578,597	10.8	578,597	10.8	578,597	10.8	578,597

Notes:

(1) (.3) Position Eliminated during FY18 (FY18 Turnover Transition)

Office of Elder Affairs

Through the Office of Elder Affairs, the City provides the community with an Elder Advocate, who is available to work with any Portland senior who needs help. Assistance is provided in the form of senior information and referrals, adult day health services and community collaboration. The Adult Day Services program offers supportive, daytime care that enables individuals living alone or with family to remain at home. The City manages a specialized program for clients with Alzheimer's disease or related dementias, and provides much-needed respite for caregivers.

The Office of Elder Affairs also collaborates with the Elder Abuse Institute of Maine to provide transitional housing and support services for elderly victims of abuse through the Martha's Cottage Project.

The FY19 expenditure budget for the Office of Elder Affairs increased by \$10,200 or 4.2%, and revenues are anticipated to increase \$43,518 or 20.9%.

Division Summary

Department: Barron Center	Division: Office of Elder Affairs				Account: 107-43-15	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	207,521	196,751	271,818	214,761	214,761	214,761
Administrative Services	3,490	2,760	3,000	3,000	3,000	3,000
Contractual Services	4,450	3,400	6,325	6,325	6,325	6,325
Supplies	27,070	23,045	28,645	28,645	28,645	28,645
Utilities	300	300	300	300	300	300
Total	242,831	226,256	310,088	253,031	253,031	253,031
Less Revenues	(207,740)	(230,604)	(251,258)	(251,258)	(251,258)	(251,258)
Net Division Total	35,091	(4,348)	58,830	1,773	1,773	1,773

Personnel Services Detail

Department: Barron Center

Division: Office of Elder Affairs

Account: 107-43-15

Position	Funding Source			FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Elder Advocate	100			0.0	0	1.0	57,057	0.0	0	0.0	0	0.0	0
Adult Day Services Nurse	100			1.0	52,707	1.0	55,243	1.0	55,243	1.0	55,243	1.0	55,243
Certified Nurse Aide (CNA)	100			4.0	146,484	4.0	149,742	4.0	149,742	4.0	149,742	4.0	149,742
Temporary Help	100				8,330		9,776		9,776		9,776		9,776
Gross Personnel Services				5.0	207,521	6.0	271,818	5.0	214,761	5.0	214,761	5.0	214,761
Net Personnel Services				5.0	207,521	6.0	271,818	5.0	214,761	5.0	214,761	5.0	214,761

Therapeutic Recreation

Therapeutic Recreation provides a broad variety of individual and group recreational activities for all residents and also oversees the 150 member volunteer program.

The FY19 budget for Therapeutic Recreation increased by \$3,410, or 1.2%.

Division Summary

Department: Barron Center **Division:** Therapeutic Recreation **Account:** 107-43-16

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	248,912	244,621	257,722	257,722	257,722	257,722
Administrative Services	1,200	800	1,300	1,300	1,300	1,300
Contractual Services	8,100	10,400	11,600	11,600	11,600	11,600
Supplies	17,500	14,456	15,500	8,500	8,500	8,500
Total	275,712	270,277	286,122	279,122	279,122	279,122

Personnel Services Detail

Department: Barron Center

Division: Therapeutic Recreation

Account: 107-43-16

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Dir Life Enrichment/Volunteers	100			1.0	61,523	1.0	63,999	1.0	63,999	1.0	63,999	63,999
Recreation Assistant	100			5.0	183,523	5.0	187,776	5.0	187,776	5.0	187,776	187,776
Temporary Help	100				1,330		2,481		2,481		2,481	2,481
Overtime	100				620		2,031		2,031		2,031	2,031
Holiday Payments	100				1,916		1,435		1,435		1,435	1,435
Gross Personnel Services				6.0	248,912	6.0	257,722	6.0	257,722	6.0	257,722	257,722
Net Personnel Services				6.0	248,912	6.0	257,722	6.0	257,722	6.0	257,722	257,722

Nursing Administration

Nursing Administration is responsible for the supervision and management of the Nursing Direct Care division in two buildings 24-hours per day, seven days a week. The division's 18.2 positions provide clinical nursing supervision and direction to the Barron Center's nursing staff on the five nursing units in the main building and the fifty bed Alzheimer's unit (Barron Center II). Staffing patterns on the six units are continually adjusted to meet the changing needs of the resident population and to meet State of Maine mandated minimum staffing ratios.

The FY19 Nursing Administration division's budgetary increase of \$104,756, or 7.3%, is mainly attributed to general wage increases and hiring incentives, as well as other line increases.

Division Summary

Department: Barron Center **Division:** Nursing Administration **Account:** 107-43-21

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	1,307,694	1,185,176	1,371,947	1,371,947	1,371,947	1,371,947
Benefits	11,965	12,010	13,585	13,585	13,585	13,585
Administrative Services	9,200	7,000	57,430	30,650	30,650	30,650
Contractual Services	58,295	61,060	69,108	69,108	69,108	69,108
Rentals	830	828	900	900	900	900
Supplies	35,600	33,280	63,950	56,750	56,750	56,750
Minor Capital Items	14,600	14,600	0	0	0	0
Capital Outlay	0	0	42,000	0	0	0
Total	1,438,184	1,313,954	1,618,920	1,542,940	1,542,940	1,542,940

Personnel Services Detail

Department: Barron Center

Division: Nursing Administration

Account: 107-43-21

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Director of Nursing	100		1.0	87,793	1.0	101,439	1.0	101,439	1.0	101,439	1.0	101,439
Asst Dir of Nursing Serv	100		1.0	82,747	1.0	78,453	1.0	78,453	1.0	78,453	1.0	78,453
Principal RN (BC)	100		4.0	260,035	4.0	302,974	4.0	302,974	4.0	302,974	4.0	302,974
RSD	100		10.0	706,085	10.0	702,773	10.0	702,773	10.0	702,773	10.0	702,773
RSD (Proj)	100		0.8	56,378	0.8	57,502	0.8	57,502	0.8	57,502	0.8	57,502
LPN	100		1.0	56,638	1.0	57,762	1.0	57,762	1.0	57,762	1.0	57,762
Dental Hygienist	100		0.4	24,378	0.4	25,272	0.4	25,272	0.4	25,272	0.4	25,272
Temporary Help	100			8,840		20,476		20,476		20,476		20,476
Overtime	100			13,060		13,684		13,684		13,684		13,684
Holiday Payments	100			11,740		11,612		11,612		11,612		11,612
Gross Personnel Services			18.2	1,307,694	18.2	1,371,947	18.2	1,371,947	18.2	1,371,947	18.2	1,371,947
Net Personnel Services			18.2	1,307,694	18.2	1,371,947	18.2	1,371,947	18.2	1,371,947	18.2	1,371,947

Nursing Direct Care

Nursing Direct Care is comprised of six nursing units: Zolov, 2 North, 2 South, 3 North, 3 South, and Barron Center (BC) II. Each nursing unit focuses in a specialized form of care:

- The Zolov Unit, located on the main floor of the facility, is a 25 bed unit for short-term rehabilitation and more intensive-care residents.
- 2 North is a 36 bed unit located on the second floor. The majority of these patients have long-term skilled nursing needs requiring higher levels of professional staff to meet their clinical needs.
- 2 South is a 36 bed unit located on the second floor. The dementia residents (continuing care dementia) on this unit are the most labor intensive, and are often completely dependent on nursing care services as a result of their specific disease process.
- 3 North and 3 South are both 36 bed units located on the third floor, which are traditional long-term care units.
- BC II is a 50 bed unit, managed as five 10 bed "neighborhoods", which provides Alzheimer related services. BC II residents are highly mobile and require unique staffing considerations.

The FY19 budget for Nursing Direct Care budget, consisting only of wages, has decreased \$591,865 or 8.2%; due to a recent decline in the patient census, in part attributed to a staffing shortage, the FY19 budget reflects a reduction of 19.4 full-time equivalent positions.

Division Summary

Department: Barron Center	Division: Nursing Direct Care				Account: 107-43-30	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	7,181,020	6,313,189	7,415,103	6,589,155	6,589,155	6,589,155
Benefits	0	7,477	0	0	0	0
Total	7,181,020	6,320,666	7,415,103	6,589,155	6,589,155	6,589,155

Personnel Services Detail

Department: Barron Center

Division: Nursing Direct Care

Account: 107-43-30

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) RN	100		16.4	995,076	16.4	1,022,391	10.4	656,071	10.4	656,071	10.4	656,071
(2) LPN	100		16.7	901,254	16.7	912,492	15.9	874,186	15.9	874,186	15.9	874,186
(3) Certified Nurse Aide (CNA)	100		118.5	4,079,006	118.5	4,189,754	105.9	3,768,432	105.9	3,768,432	105.9	3,768,432
Unit Clerk	100		6.0	239,046	6.0	244,868	6.0	244,868	6.0	244,868	6.0	244,868
Temporary Help	100			200,814		140,456		140,456		140,456		140,456
Overtime	100			490,663		633,439		633,439		633,439		633,439
Holiday Payments	100			275,161		271,703		271,703		271,703		271,703
Gross Personnel Services			157.6	7,181,020	157.6	7,415,103	138.2	6,589,155	138.2	6,589,155	138.2	6,589,155
Net Personnel Services			157.6	7,181,020	157.6	7,415,103	138.2	6,589,155	138.2	6,589,155	138.2	6,589,155

Notes:

- (1) (6) Positions Eliminated in FY19
- (2) (.8) Position Eliminated in FY19
- (3) (12.6) Positions Eliminated in FY19

Nutrition & Supply

The Nutrition and Supply division consists of Resident Nutrition, Cafeteria / Catering, and Central Medical Supply. The Resident Nutrition program is responsible for the therapeutic and nutritional needs of the residents. The Cafeteria / Catering program provides food services for employees, residents, families, visitors, and operates The Clock Tower Cafe at City Hall. Catering services are provided for City functions, receptions, and celebrations. Central Medical Supply purchases, receives, stores, and distributes routine medical supplies, over-the-counter drugs, and other supplies for the various divisions within the Barron Center.

The FY19 budget for Nutrition and Supply decreased \$419,908 or 12.5% largely due to the decrease in the supply lines, representative of the lower patient census.

Division Summary

Department: Barron Center **Division:** Nutrition & Supply **Account:** 107-43-40

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	1,330,062	1,291,279	1,372,372	1,348,807	1,348,807	1,348,807
Benefits	10,600	9,345	10,600	10,236	10,236	10,236
Administrative Services	3,295	2,405	3,395	3,095	3,095	3,095
Client Expenses	28,905	10,000	20,360	10,180	10,180	10,180
Contractual Services	42,192	42,671	44,696	43,572	43,572	43,572
Maintenance and Repairs	10,480	6,500	10,480	9,280	9,280	9,280
Rentals	45,136	29,410	40,080	23,521	23,521	23,521
Supplies	1,846,968	1,545,567	1,837,647	1,480,897	1,480,897	1,480,897
Minor Capital Items	12,900	12,900	0	0	0	0
Capital Outlay	18,958	14,668	12,900	0	0	0
Total	3,349,496	2,964,745	3,352,530	2,929,588	2,929,588	2,929,588

Personnel Services Detail

Department: Barron Center

Division: Nutrition & Supply

Account: 107-43-40

	Funding	FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance
Position	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Dir Nutrition & Cen Med Supply	100	1.0	78,983	1.0	80,553	1.0	80,553	1.0	80,553	1.0	80,553
Asst Director Food Services	100	1.0	51,297	1.0	52,351	1.0	52,351	1.0	52,351	1.0	52,351
Materials Manager	100	1.0	44,714	1.0	45,610	1.0	45,610	1.0	45,610	1.0	45,610
Licensed Dietetic Technician	100	3.0	119,792	3.0	123,946	3.0	123,946	3.0	123,946	3.0	123,946
Food Production Coordinator	100	1.0	51,110	1.0	52,143	1.0	52,143	1.0	52,143	1.0	52,143
(1) Food Preparation Worker	100	0.0	0	1.0	32,505	1.0	32,505	1.0	32,505	1.0	32,505
(2) Assistant Cook	100	1.0	29,661	0.0	0	0.0	0	0.0	0	0.0	0
Cook I	100	4.0	152,754	4.0	157,703	4.0	157,703	4.0	157,703	4.0	157,703
Cafeteria Cook	100	3.0	114,066	3.0	116,359	3.0	116,359	3.0	116,359	3.0	116,359
Support Team Worker	100	20.0	609,285	21.0	625,067	20.0	601,502	20.0	601,502	20.0	601,502
Temporary Help	100		6,260		5,288		5,288		5,288		5,288
Overtime	100		39,600		46,670		46,670		46,670		46,670
Holiday Payments	100		32,540		34,177		34,177		34,177		34,177
Gross Personnel Services		35.0	1,330,062	36.0	1,372,372	35.0	1,348,807	35.0	1,348,807	35.0	1,348,807
Net Personnel Services		35.0	1,330,062	36.0	1,372,372	35.0	1,348,807	35.0	1,348,807	35.0	1,348,807

Notes:

- (1) 1 Position Reclassed from Assistant Cook during FY18
- (2) (1) Position Reclassed to Food Preparation Worker during FY18

Environmental Services

The Barron Center's Environmental Services division is composed of six employees who are responsible for the maintenance of the twelve-acre Brighton Avenue facility. The maintenance division keeps the building in repair and working order through completing projects in-house or arranging for outside vendors. Maintenance is also responsible for snow removal, landscaping, and conducting facility fire drills.

The FY19 budget for Environmental Services decreased \$61,537, or 5.3%, primarily due to the decrease in capital outlay expenditures.

Division Summary

Department: Barron Center **Division:** Environmental Services **Account:** 107-43-70

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	330,779	339,586	346,992	346,992	346,992	346,992
Benefits	4,350	4,000	4,350	4,350	4,350	4,350
Administrative Services	750	525	3,400	3,400	3,400	3,400
Contractual Services	53,815	66,785	119,385	57,185	57,185	57,185
Maintenance and Repairs	103,988	81,550	123,040	97,820	97,820	97,820
Rentals	6,000	0	0	0	0	0
Supplies	89,119	95,099	112,508	98,358	98,358	98,358
Utilities	446,315	436,399	456,005	425,247	425,247	425,247
Capital Outlay	118,838	101,473	115,409	59,065	59,065	59,065
Total	1,153,954	1,125,417	1,281,089	1,092,417	1,092,417	1,092,417

Personnel Services Detail

Department: Barron Center

Division: Environmental Services

Account: 107-43-70

Position	Funding Source			FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Dir Environmental Services	100			1.0	69,481	1.0	72,999	1.0	72,999	1.0	72,999	1.0	72,999
Facilities Master Electrician	100			1.0	48,914	1.0	53,310	1.0	53,310	1.0	53,310	1.0	53,310
(1) Maintenance Worker III	100			3.0	141,128	3.0	141,399	3.0	141,399	3.0	141,399	3.0	141,399
(2) Maintenance Worker I	100			1.0	40,753	1.0	43,888	1.0	43,888	1.0	43,888	1.0	43,888
Temporary Help	100				12,408		12,656		12,656		12,656		12,656
Overtime	100				16,565		20,388		20,388		20,388		20,388
Holiday Payments	100				1,530		2,352		2,352		2,352		2,352
Gross Personnel Services				6.0	330,779	6.0	346,992	6.0	346,992	6.0	346,992	6.0	346,992
Net Personnel Services				6.0	330,779	6.0	346,992	6.0	346,992	6.0	346,992	6.0	346,992

Notes:

- (1) 1 Reclassed from MW I during FY18
- (2) (1) Reclassed to MW III during FY18

Housekeeping

The Barron Center's Housekeeping staff is responsible for providing a clean and appealing environment for all residents of the Barron Center.

The FY19 Housekeeping budget's reduction of \$31,652, or 5.0%, is associated with decreases in supplies and equipment.

Division Summary

Department: Barron Center **Division:** Housekeeping **Account:** 107-43-72

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	463,339	430,530	471,164	471,164	471,164	471,164
Benefits	1,500	970	1,500	1,300	1,300	1,300
Contractual Services	3,060	2,850	3,600	3,600	3,600	3,600
Maintenance and Repairs	665	665	665	665	665	665
Supplies	145,585	110,340	144,568	121,268	121,268	121,268
Minor Capital Items	15,500	15,500	15,500	0	0	0
Total	629,649	560,855	636,997	597,997	597,997	597,997

Personnel Services Detail

Department: Barron Center

Division: Housekeeping

Account: 107-43-72

Position	Funding			FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Housekeeping Supervisor	100			1.0	44,211	1.0	46,453	1.0	46,453	1.0	46,453	1.0	46,453
Support Team Worker	100			13.0	391,117	13.0	397,697	13.0	397,697	13.0	397,697	13.0	397,697
Temporary Help	100				3,876		7,850		7,850		7,850		7,850
Overtime	100				7,925		4,292		4,292		4,292		4,292
Holiday Payments	100				16,210		14,872		14,872		14,872		14,872
Gross Personnel Services				14.0	463,339	14.0	471,164	14.0	471,164	14.0	471,164	14.0	471,164
Net Personnel Services				14.0	463,339	14.0	471,164	14.0	471,164	14.0	471,164	14.0	471,164

Laundry Services

The Laundry division provides a clean and adequate supply of laundry to the residents. Personal laundry services are provided to nearly all of the residents. Laundry services are also provided to the City's Oxford Street Shelter.

The FY19 budget for Laundry increased by \$34,778, or 7.0%; this increase is mainly attributed to general wage increases, as well as loading dock improvements.

Division Summary

Department: Barron Center **Division:** Laundry Services **Account:** 107-43-73

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	429,190	448,243	453,098	453,098	453,098	453,098
Benefits	1,400	700	1,450	1,000	1,000	1,000
Administrative Services	250	250	250	250	250	250
Maintenance and Repairs	8,000	8,000	13,000	13,000	13,000	13,000
Supplies	59,435	58,935	65,705	65,705	65,705	65,705
Total	498,275	516,128	533,503	533,053	533,053	533,053

Personnel Services Detail

Department: Barron Center

Division: Laundry Services

Account: 107-43-73

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
(1) Laundry Machine Operator	100			0.0	0	1.0	37,635	1.0	37,635	1.0	37,635	37,635
Laundry Supervisor	100			1.0	42,441	1.0	44,549	1.0	44,549	1.0	44,549	44,549
(2) Support Team Worker	100			7.8	260,321	6.8	234,061	6.8	234,061	6.8	234,061	234,061
Laborer	100			2.0	74,443	2.0	76,255	2.0	76,255	2.0	76,255	76,255
Temporary Help	100				24,135		27,882		27,882		27,882	27,882
Overtime	100				12,718		16,490		16,490		16,490	16,490
Holiday Payments	100				15,132		16,226		16,226		16,226	16,226
Gross Personnel Services				10.8	429,190	10.8	453,098	10.8	453,098	10.8	453,098	453,098
Net Personnel Services				10.8	429,190	10.8	453,098	10.8	453,098	10.8	453,098	453,098

Notes:

- (1) 1 Position Upgraded from Support Team Worker during FY18
- (2) (1) Position Upgrade to Laundry Machine Operator Approved during FY18

Debt Service

The Debt Service account provides for the payment of the principal and interest on the City's outstanding General Obligation Bonds, as well as the cost for the current-year bond issuance. Department revenue is from reimbursed bond costs, primarily from the City's enterprise funds and the School Department.

Department Summary

Department: Debt Service

Account: 100-47

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Contractual Services	727,500	746,488	731,500	731,500	731,500	731,500
Debt Service	36,794,531	37,215,692	40,537,389	41,086,536	41,086,536	41,086,536
Total	37,522,031	37,962,180	41,268,889	41,818,036	41,818,036	41,818,036
Less Revenues	(15,023,364)	(15,511,578)	(16,980,039)	(16,979,744)	(16,979,744)	(16,979,744)
Net Department Total	22,498,667	22,450,602	24,288,850	24,838,292	24,838,292	24,838,292

Library

Portland Public Library is a general purpose library system that serves Portland and the surrounding region. Portland Public Library (PPL) provides a wide array of collections, programs, and services to 80,000 patrons through four locations, the bookmobile, and the outreach service to low-mobility community members, as well as 24/7 access through our "virtual branch" on its website.

The Portland Public Library is a trusted educational leader and multifaceted community resource in Portland. PPL welcomes everyone, and provides exciting and meaningful opportunities to children and families, and to teens and adults as lifelong learners. PPL is also frequently accessed by those on the margins – the economically challenged, those in recovery or newly release from incarceration, new Mainers, our aging population, and others in transition. In addition to collections of over 360,000 and more extensive online resources, the Library offers over 1,000 programs each year for citizens to engage in education, entertainment, important conversations about issues in the community, tutoring, training in workforce skills, and other opportunities for growth.

Portland Public Library is an independent 501(c)(3) non-profit organization, governed by a Board of Trustees. PPL finances all of its collections, programs, and outreach through an Annual Campaign, operational grants, fees, and endowment income. The City of Portland owns the land and buildings in which the Library operates its public locations. Municipal support from the City of Portland, Cumberland County, and the Maine State Library is directed solely to the infrastructure needs of these buildings and the salaries of Library employees.

In April 2010, the Main Library location on Monument Square completed Phase I of a major renovation project, heightening the usability and improving the atmosphere of the space, including public meeting rooms used frequently by the City and other public institutions. Phase II of the Main Library renovation is in the planning phase. In 2013, the Library added a bookmobile. In 2016, the Burbank Branch Library received an extensive renovation and the Peaks Island Branch Library renovations are scheduled for completion in July of 2018.

This budget reflects the City's contribution to the Library; the FY19 budget increased \$125,275, or 3.2%.

Department Summary

Department: Library Account: 100-48

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	2,817,300	2,817,300	2,895,000	2,890,000	2,890,000	2,890,000
Benefits	445,000	445,000	500,000	500,000	500,000	500,000
Contributions	674,425	674,425	691,442	672,000	672,000	672,000
Total	3,936,725	3,936,725	4,086,442	4,062,000	4,062,000	4,062,000

Personnel Services Detail

Department: Public Library

Division: Public Library

Account: 100-48-00

	Funding	FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
Position	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Library Executive Director	100	1.0	97,946	1.0	99,819	1.0	99,819	1.0	99,819	1.0	99,819
Library Associate Director	100	1.0	79,830	1.0	81,349	1.0	81,349	1.0	81,349	1.0	81,349
Library Dir of Human Resources	100	1.0	71,048	1.0	72,404	1.0	72,404	1.0	72,404	1.0	72,404
Library Dir of Finance & Oper	100	1.0	77,634	1.0	79,112	1.0	79,112	1.0	79,112	1.0	79,112
Library Development Director	100	0.9	67,283	0.7	58,015	0.7	58,015	0.7	58,015	0.7	58,015
Library Development Associate	100	0.0	0	0.5	21,431	0.5	21,431	0.5	21,431	0.5	21,431
Library Programming Manager	100	0.5	25,141	0.0	0	0.0	0	0.0	0	0.0	0
Library Administrative Assistant	100	0.5	19,089	0.5	18,691	0.5	18,691	0.5	18,691	0.5	18,691
Library Asst to the Director	100	1.0	48,796	1.0	49,725	1.0	49,725	1.0	49,725	1.0	49,725
Library Finance / HR Specialist	100	1.0	50,293	1.0	51,246	1.0	51,246	1.0	51,246	1.0	51,246
Librarian Director	100	0.0	0	3.0	204,302	3.0	204,302	3.0	204,302	3.0	204,302
Librarian III	100	3.0	196,521	0.0	0	0.0	0	0.0	0	0.0	0
Librarian Technical Specialist	100	0.0	0	3.0	167,232	3.0	167,232	3.0	167,232	3.0	167,232
Librarian II	100	3.0	164,110	0.0	0	0.0	0	0.0	0	0.0	0
Librarian	100	0.0	0	12.3	593,652	12.3	593,652	12.3	593,652	12.3	593,652
Librarian I	100	9.0	438,659	0.0	0	0.0	0	0.0	0	0.0	0
Library Senior Tech Asst II	100	3.2	152,379	0.0	0	0.0	0	0.0	0	0.0	0
Library Branch Managers & Assis	100	0.0	0	4.7	234,737	4.7	234,737	4.7	234,737	4.7	234,737
Library Senior Tech Asst	100	5.7	270,439	0.0	0	0.0	0	0.0	0	0.0	0
Library Senior Library Assistant	100	0.0	0	12.9	506,183	12.9	506,183	12.9	506,183	12.9	506,183
Library Tech Assistant	100	12.5	497,758	0.0	0	0.0	0	0.0	0	0.0	0
Library Supr Maint & Secuirty	100	1.0	48,899	1.0	50,564	1.0	50,564	1.0	50,564	1.0	50,564
Library Security	100	2.0	76,666	2.0	79,248	2.0	79,248	2.0	79,248	2.0	79,248
Library Maintenance	100	2.3	75,637	2.3	78,536	2.3	78,536	2.3	78,536	2.3	78,536
Library Associates	100	0.0	0	4.5	193,070	4.5	193,070	4.5	193,070	4.5	193,070
Library Assistant II	100	4.4	157,997	0.0	0	0.0	0	0.0	0	0.0	0
Library Assistant	100	0.5	21,175	1.6	60,684	1.6	60,684	1.6	60,684	1.6	60,684
Temporary Help	100		160,000		175,000		170,000		170,000		170,000
Overtime	100		20,000		20,000		20,000		20,000		20,000

(1) Notes

Gross Personnel Services	54.5	2,817,300	55.0	2,895,000	55.0	2,890,000	55.0	2,890,000	55.0	2,890,000
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Net Personnel Services	54.5	2,817,300	55.0	2,895,000	55.0	2,890,000	55.0	2,890,000	55.0	2,890,000
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Notes:

(1) Position Reclasses & .5 New Position Approved in FY19

Pension

The City makes contributions for the future retirement of employees and disability payments.

The City has two separate defined benefit pension plans. Full retirement benefits are available to non-Public Safety employees with 25 years of service at age 60 (or at age 65 after July 1, 2014), and Public Safety employees with 25 years of service. There is also a plan covering grandfathered Public Safety employees with 20 years of service. Contributions to the Maine Public Employees Retirement System (MainePERS) are made by both the employee and the City. Generally, participants are vested after five creditable years of service.

Employees also have the choice of an International City Management Association Retirement Corporation (ICMA RC) 401(a) defined contribution plan.

Department Summary

Department: Pension

Account: 100-51

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Benefits	7,401,409	7,454,370	8,476,801	8,126,801	8,126,801	8,126,801
Total	7,401,409	7,454,370	8,476,801	8,126,801	8,126,801	8,126,801
Less Revenues	(847,210)	(783,577)	(960,632)	(1,040,517)	(1,040,517)	(1,040,517)
Net Department Total	6,554,199	6,670,793	7,516,169	7,086,284	7,086,284	7,086,284

Employee Benefits

The Employee Benefits account consists of the following divisions: Health Insurance Program, Workers' Compensation, Group Life Insurance, Unemployment, and FICA. Since all benefit costs for the City are budgeted for in one account, this budget is considered a non-departmental budget. The Department of Human Resources has oversight responsibility.

Department Summary

Department: Employee Benefits

Account: 100-52

		FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown							
Benefits		18,478,364	19,732,660	20,673,801	20,623,801	20,623,801	20,623,801
Administrative Services		658,888	568,960	612,698	612,698	612,698	612,698
Contractual Services		1,017,461	1,032,375	1,058,465	958,465	958,465	958,465
Rentals		11,400	11,388	11,736	11,736	11,736	11,736
Insurance		981,760	981,760	1,481,760	981,760	981,760	981,760
Utilities		1,420	1,420	1,420	1,420	1,420	1,420
Contributions		151,775	151,775	151,775	151,775	151,775	151,775
Total		21,301,068	22,480,338	23,991,655	23,341,655	23,341,655	23,341,655
Summary by Division							
Health Insurance Program	(52-02)	18,056,340	19,222,894	20,110,956	20,110,956	20,110,956	20,110,956
Workers' Compensation	(52-03)	1,850,774	1,865,688	2,386,778	1,786,778	1,786,778	1,786,778
Group Life Insurance	(52-05)	202,854	207,767	205,822	205,822	205,822	205,822
Unemployment	(52-06)	100,000	85,000	100,000	100,000	100,000	100,000
FICA	(52-07)	1,091,100	1,098,989	1,188,099	1,138,099	1,138,099	1,138,099
Total		21,301,068	22,480,338	23,991,655	23,341,655	23,341,655	23,341,655
Less Revenues		(5,672,749)	(5,678,482)	(5,937,603)	(6,253,218)	(6,253,218)	(6,253,218)
Net Department Total		15,628,319	16,801,856	18,054,052	17,088,437	17,088,437	17,088,437

Health Insurance Program

The Health Insurance Account provides funding for the City's self-insured health plan. The City picks up the full cost of medical individual and family coverage for full-time grandfathered employees. For all remaining full-time employees, the City picks up 85% of employee only costs, 72% of employee and child(ren) costs, 69% of employee and adult costs and 65% of family costs.

During FY17, the City introduced a new voluntary wellness program, aimed at improving health and well-being of employees by achieving healthier living. Participation in the program's five wellness activities provides an incentive at the beginning of each plan year for employees to reduce or eliminate the employee only 15% share of costs.

Claim payments are made by a third-party administrator.

Division Summary

Department: Employee Benefits	Division: Health Insurance Program				Account: 100-52-02	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Benefits	17,084,410	18,340,904	19,179,880	19,179,880	19,179,880	19,179,880
Administrative Services	959,110	869,182	917,920	917,920	917,920	917,920
Rentals	11,400	11,388	11,736	11,736	11,736	11,736
Utilities	1,420	1,420	1,420	1,420	1,420	1,420
Total	18,056,340	19,222,894	20,110,956	20,110,956	20,110,956	20,110,956
Less Revenues	(5,134,489)	(5,166,994)	(5,376,042)	(5,691,657)	(5,691,657)	(5,691,657)
Net Division Total	12,921,851	14,055,900	14,734,914	14,419,299	14,419,299	14,419,299

Workers' Compensation

The City is self-insured under the provisions of the Maine Workers' Compensation Act. Our third-party administrator, Maine Municipal Association, processes all claims and maintains files and provides WC Board filing of notices. Monthly reports are received from MMA outlining payments made for medical, legal, indemnity and other expenditures on open claims. This account includes all the aforementioned payments as well as administration fees charged based on claims activity. When applicable, this account also carries the debt payments on bonds purchased for the settlement of on-going WC claims. The Risk Prevention line, which funds the City's Drug and Alcohol Testing program, is also a function of this budget.

Division Summary

Department: Employee Benefits	Division: Workers' Compensation				Account: 100-52-03	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Administrative Services	(300,222)	(300,222)	(305,222)	(305,222)	(305,222)	(305,222)
Contractual Services	1,017,461	1,032,375	1,058,465	958,465	958,465	958,465
Insurance	981,760	981,760	1,481,760	981,760	981,760	981,760
Contributions	151,775	151,775	151,775	151,775	151,775	151,775
Total	1,850,774	1,865,688	2,386,778	1,786,778	1,786,778	1,786,778
Less Revenues	(416,678)	(414,114)	(434,819)	(434,819)	(434,819)	(434,819)
Net Division Total	1,434,096	1,451,574	1,951,959	1,351,959	1,351,959	1,351,959

Group Life Insurance

The Group Life Insurance account pays the full cost of this insurance for qualified retirees, Police, Fire and EMS. The City's contributions are based on the employee's actual wages. The wages are multiplied by the applicable insurance rate per \$1,000. This program is administered by the Maine Public Employees Retirement System (MainePERS).

All other City employees pay the entire cost of life insurance.

The revenues received are from inter-fund transfers to the Jetport for the cost of the group life insurance contributions paid on the public safety employees assigned to the Air Rescue Station and Jetport Security forces.

Division Summary

Department: Employee Benefits	Division: Group Life Insurance				Account: 100-52-05	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Benefits	202,854	207,767	205,822	205,822	205,822	205,822
Total	202,854	207,767	205,822	205,822	205,822	205,822
Less Revenues	(7,028)	(6,492)	(6,775)	(6,775)	(6,775)	(6,775)
Net Division Total	195,826	201,275	199,047	199,047	199,047	199,047

Unemployment

The Unemployment Insurance Program is mandated by state and federal law. The City is self-insured and reimburses the state for all benefits paid to eligible recipients as determined by the Maine Unemployment Security Commission.

Division Summary

Department: Employee Benefits **Division:** Unemployment **Account:** 100-52-06

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Benefits	100,000	85,000	100,000	100,000	100,000	100,000
Total	100,000	85,000	100,000	100,000	100,000	100,000

FICA

In 1986, the Internal Revenue Service began requiring employees covered by pension plans other than Social Security to contribute to Medicare. Therefore, employees hired after April 1, 1986, are required to contribute a percentage of their annual wages for Medicare coverage. The City must also make a matching contribution. The current rate is 1.45%.

Division Summary

Department: Employee Benefits	Division: FICA				Account: 100-52-07	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Benefits	1,091,100	1,098,989	1,188,099	1,138,099	1,138,099	1,138,099
Total	1,091,100	1,098,989	1,188,099	1,138,099	1,138,099	1,138,099
Less Revenues	(114,554)	(90,882)	(119,967)	(119,967)	(119,967)	(119,967)
Net Division Total	976,546	1,008,107	1,068,132	1,018,132	1,018,132	1,018,132

Contingency

The Contingency account provides funds which are set aside as a necessary provision for meeting unforeseen contingencies and emergencies which may arise during the year. Expenditures for contingencies arising in the implementation of the policies and work programs established by the City Council are authorized by the City Manager.

Department Summary

Department: Contingency

Account: 100-61

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Administrative Services	820	1,654	850	850	850	850
Contractual Services	275,000	385,000	275,000	275,000	275,000	275,000
Total	275,820	386,654	275,850	275,850	275,850	275,850

Liability Insurance

This account funds the City's self-insurance program, including the defense and/or settlement of claims against the City, and repair of damage to City property. In addition, the City purchases insurance policies to cover property and liability exposures with limits set forth in the Maine Tort Claims Act. Claims are processed in-house in the legal department through Maine Municipal Association's (MMA) property and casualty pool.

Insurance premiums are charged to enterprise funds for buildings and contents, boiler, crime bond, airport and marine coverage. Revenue is also derived through subrogation to third parties for damage to City property.

Department Summary

Department: Liability Insurance

Account: 100-62

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Administrative Services	5,200	5,200	5,700	5,700	5,700	5,700
Insurance	777,218	905,000	868,758	768,758	768,758	768,758
Total	782,418	910,200	874,458	774,458	774,458	774,458
Less Revenues	(156,578)	(144,705)	(129,587)	(154,587)	(154,587)	(154,587)
Net Department Total	625,840	765,495	744,871	619,871	619,871	619,871

County Tax

County tax is assessed to each municipality by the county in which it resides. Distribution of the tax burden is made on the basis of the valuation of a municipality as determined by the State Board of Equalization. Portland's share of Cumberland County tax has increased by \$381,102 or 6.5%.

	2017		2018		%
	State Certified	2017	State Certified	2018	Tax
	Valuation	Tax	Valuation	Tax	Change
Baldwin	\$150,050,000	\$104,271	\$156,800,000	\$108,967	4.50%
Bridgeton	969,700,000	673,846	996,400,000	692,437	2.76%
Brunswick	2,184,050,000	1,517,700	2,252,400,000	1,565,279	3.13%
Cape Elizabeth	1,915,450,000	1,331,050	1,980,850,000	1,376,569	3.42%
Casco	637,100,000	442,722	648,250,000	450,494	1.76%
Chebeague Island	180,350,000	125,326	192,150,000	133,532	6.55%
Cumberland	1,171,250,000	813,904	1,264,650,000	878,854	7.98%
Falmouth	2,338,100,000	1,624,750	2,401,350,000	1,668,790	2.71%
Freeport	1,520,550,000	1,056,633	1,595,900,000	1,109,052	4.96%
Frye Island	151,700,000	105,417	152,500,000	105,978	0.53%
Gorham	1,602,450,000	1,113,546	1,682,600,000	1,169,303	5.01%
Gray	888,850,000	617,664	928,000,000	644,903	4.41%
Harpwell	1,862,850,000	1,294,498	1,896,600,000	1,318,020	1.82%
Harrison	505,450,000	351,238	528,600,000	367,344	4.59%
Long Island	152,500,000	105,973	166,150,000	115,464	8.96%
Naples	741,450,000	515,235	773,550,000	537,570	4.33%
New Gloucester	493,500,000	342,934	505,350,000	351,187	2.41%
North Yarmouth	466,000,000	323,824	484,450,000	336,663	3.96%
Portland	8,501,550,000	5,907,743	9,049,500,000	6,288,845	6.45%
Pownal	234,900,000	163,232	245,150,000	170,364	4.37%
Raymond	1,046,300,000	727,076	1,067,550,000	741,881	2.04%
Scarborough	3,899,350,000	2,709,666	4,068,100,000	2,827,079	4.33%
Sebago	364,450,000	253,257	380,850,000	264,667	4.51%
South Portland	3,738,700,000	2,598,030	4,008,550,000	2,785,695	7.22%
Standish	1,024,950,000	712,240	1,054,250,000	732,639	2.86%
Westbrook	1,945,800,000	1,352,140	2,017,700,000	1,402,177	3.70%
Windham	1,877,500,000	1,304,678	1,916,750,000	1,332,023	2.10%
Yarmouth	1,575,000,000	1,094,470	1,635,900,000	1,136,850	3.87%
	\$42,139,850,000	\$29,283,063	\$44,050,850,000	\$30,612,625	4.54%

Department Summary

Department: County Tax

Account: 100-63

	FY18	FY18	FY19	FY19	FY19	FY19
	Approp.	Projected	Department	Manager's	Finance	Final
		Expend.	Submission	Recomm.	Comm.	Allowance
Classification Breakdown						
Contributions	5,907,743	5,907,743	6,288,845	6,288,845	6,288,845	6,288,845
Total	5,907,743	5,907,743	6,288,845	6,288,845	6,288,845	6,288,845

Memberships/Other

The Memberships account provides for City membership in various professional and governmental organizations whose purpose is to provide services and information to the City. A significant portion of this budget is comprised of the Metro subsidy.

Department Summary

Department: Memberships/Other

Account: 100-65

		FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown							
Contractual Services		50,000	50,000	50,000	50,000	50,000	50,000
Contributions		3,026,209	3,025,415	3,146,039	3,101,879	3,101,879	3,139,939
Total		3,076,209	3,075,415	3,196,039	3,151,879	3,151,879	3,189,939
Summary by Division							
Transit District (Metro)	(65-02)	2,639,635	2,639,635	2,713,649	2,713,649	2,713,649	2,713,649
Regional Transportation	(65-06)	72,380	72,380	78,480	72,380	72,380	72,380
Memberships - Misc	(65-07)	364,194	363,400	403,910	365,850	365,850	403,910
Total		3,076,209	3,075,415	3,196,039	3,151,879	3,151,879	3,189,939

Transit District (Metro)

The Transit District account provides subsidy support to the Greater Portland Transit District, better known as Metro.

The Greater Portland Transit District is a shared venture to provide public transportation services to the residents of the municipalities it serves. In April 2009, the Town of Falmouth joined the City of Portland and the City of Westbrook, Maine as members. The district is managed by a Board of Directors selected by the municipal officers of each participating municipality. The Board of Directors has responsibility for budgeting and financing. The district's operating and capital expenditures, including debt service, are financed by state and federal grants received directly by the district, fares, and assessments of member communities.

The City of Portland's share of the local operating subsidy is 77.6%. The City's Metro budget has increased by \$74,014 or 2.8%.

Division Summary

Department: Memberships/Other		Division: Transit District (Metro)			Account: 100-65-02	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Contributions	2,639,635	2,639,635	2,713,649	2,713,649	2,713,649	2,713,649
Total	2,639,635	2,639,635	2,713,649	2,713,649	2,713,649	2,713,649

Regional Transportation

The Regional Transportation Program (RTP) provides para-transit services to the City on a contractual basis, for individuals unable to use public transportation (METRO), in accordance with the American with Disabilities Act (ADA). RTP services the cities of Portland, South Portland, and Westbrook, with the cost apportioned based on ridership.

Division Summary

Department: Memberships/Other	Division: Regional Transportation				Account: 100-65-06	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Contributions	72,380	72,380	78,480	72,380	72,380	72,380
Total	72,380	72,380	78,480	72,380	72,380	72,380

Memberships - Miscellaneous

The Memberships account provides for City membership in various professional and governmental organizations whose purpose is to provide services and information to the City. This year's budget includes funding for Community Television Network, the Greater Portland Council of Governments, the Maine Municipal Association, Peaks Island Council, the Board of Harbor Commissioners, the HOME Team, and Community Counseling for TIP Program.

Division Summary

Department: Memberships/Other **Division:** Memberships - Miscellaneous **Account:** 100-65-07

	FY18 FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Contractual Services	50,000	50,000	50,000	50,000	50,000	50,000
Contributions	314,194	313,400	353,910	315,850	315,850	353,910
Total	364,194	363,400	403,910	365,850	365,850	403,910

Wage Adjustment

The Wage Adjustment account provides a wage reserve, which may result from scheduled union contract negotiations or other personnel compensation agreements.

Department Summary

Department: Wage Adjustment

Account: 100-67

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	419,835	0	310,000	60,000	60,000	60,000
Total	419,835	0	310,000	60,000	60,000	60,000

Portland, Maine



Yes. Life's good here.

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Key Revenues and Expenses

Revenues

FISH PIER

The Fish Pier Authority is a segregated budget that maintains the Portland Fish Pier and keeps its own fund balance. Administered by the Fish Pier Authority board, this fund receives revenues from leases and parking on the pier. Revenue generated by fish pier operations is required to be used to support the pier maintenance and capital improvements, as well as supporting the Portland Fish Exchange auction.

SEWER FUND

100% of the revenues generated by the Sewer Fund are from sewer user fees. The Portland Water District bills the City's residents and businesses for water and sewer. The sewer portion is based upon water volume.

On July 1, 2018, the FY19 sewer user fee increases to \$9.95 per hundred cubic feet (hcf). This is an increase of \$0.30 over the FY18 rate of \$9.65 per hcf, an increase of 3.1%.

In FY19, approximately 76.8% of the Sewer Fund budget is allocated for debt service and assessment fees to the Water District.

STORMWATER FUND

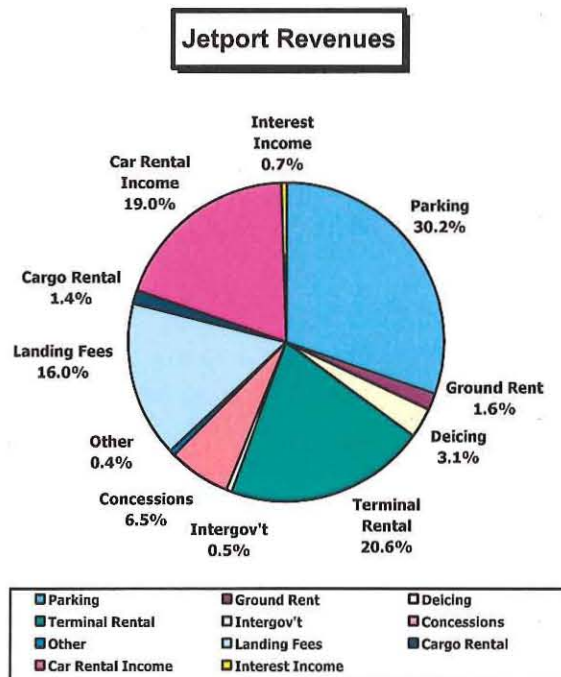
The Stormwater program / rate began mid-year FY16 on January 1, 2016; Stormwater related services separated from the Sewer Fund as part of an effort to achieve greater fairness in paying stormwater costs among its' users, allowing more equitable distribution of user costs which are based on impervious area.

The FY19 stormwater service charge increases July 1, 2018 to \$6.30/month per 1,200 square feet of impervious surface. This is an increase of \$0.30, or 5.0%, over the FY18 rate of \$6.00/month. The City maintains the Stormwater billing system.

The collected funds from the sewer user fees and stormwater service charges are used to maintain and improve the City's infrastructure, and to fund projects related to the Department of Environmental Protection's ("DEP") mandated Combined Sewer Overflow ("CSO") requirements. The capital cost estimate of these projects totals several hundred million over an approximate 20 year time period.

JETPORT

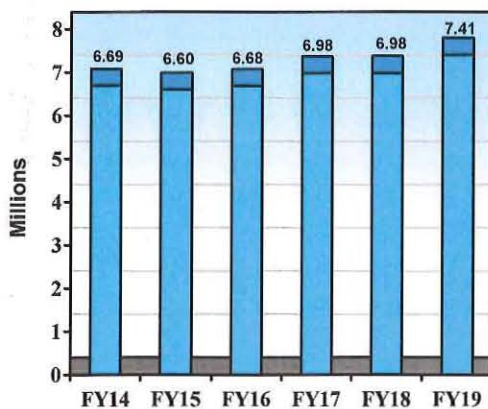
The Jetport is ranked by the Federal Aviation Administration as the 96th largest airport in the United States based on enplanements as of calendar year 2017. During 2017, a total of 1,862,213 passengers flew into and out of the Jetport. The Jetport is served by American Airlines, Delta Airlines, Elite Airways, Frontier Airlines, JetBlue Airways, Southwest Airlines, and United Airlines, along with their regional partners.



Airlines pay terminal rental and landing fees based on Jetport cost center expenses. Airline revenues account for approximately 35% of the Jetport's total FY19 revenue, with parking, rental cars, concessions, ground rent, and miscellaneous revenue providing the other 65%.

Rental cars are provided on-site by Alamo, Avis, Budget, Dollar, Enterprise, Hertz, and National. Each agency pays a fee for parking ready spaces, counter space, and commission on gross sales to the Jetport. In FY19, car rental agency income is expected to draw 29% of the non-airline revenue. Parking, representing 47% of non-airline revenue, is contracted out to a private management company, which remits the net revenues generated by the parking operations on a monthly basis.

Jetport Parking Division Income



Note: FY18 and FY19 are estimated amounts

The Airfield Deicing Facility is a net zero cost operation, with all costs initially paid by the Jetport and then reimbursed by airlines for services rendered.

All revenues generated by the Jetport are dedicated, meaning that any excess of revenue after expenses have been paid at year-end must remain in the Jetport fund to be used for future expansion or major capital improvement needs.

Expenditures

Enterprise Fund accounting is used to account for operations that are financed and operated in a manner similar to private business enterprises. The intent of the governing body is that the costs of providing goods and services to the public be financed primarily through user charges. There are four enterprise funds administered by three departments of the City.

A brief description of each of these operations follows.

FISH PIER

The Fish Pier Authority is a segregated budget that maintains the Portland Fish Pier and keeps its own fund balance. The Fish Pier falls under the direction of the Public Buildings and Waterfront department. The Pier was deeded to the City in 1984 by the State to use in support of commercial fishing activities.

SEWER FUND

The principal function of the Sewer Fund is to account for the sewer services to the City residents and business establishments. The City is also served by the Portland Water District (PWD), a wholly separate quasi-municipal entity, whose operations are not part of the City for treatment of its wastewater. The City owns and maintains the infrastructure sewer lines and is responsible for the cost of their maintenance, improvements and expansion. The PWD owns and operates a treatment plant for sewage delivered to the plant by the City, for which the City pays a monthly fee. The City is responsible for the entire debt service required to finance the PWD's treatment plant in Portland.

STORMWATER FUND

The principal function of the Stormwater fund is to account for operating, maintaining, and meeting the capital costs requirements of the City of Portland stormwater and combined sewer infrastructure systems. The City of Portland maintains 129 miles of stormwater infrastructure, 141 miles of combined sewer systems, 96 miles of sanitary sewer, 9 sewer pumping stations, and approximately 15,000 other structures that help to move and treat stormwater.

The city is also responsible for the capital costs necessary to maintain the system and the development and redevelopment of properties within the city and for meeting State and Federal mandates regarding the quality of streams and tidal waters within its jurisdiction.

JETPORT

The Jetport Fund is responsible for the operation and maintenance of the Portland International Jetport. The Jetport serves as a vital transportation link to the City of Portland and the entire southern region of Maine. Passenger enplanements have increased from approximately 250,111 passengers annually in 1980 to 925,903 for the calendar year 2017.

The Jetport's major expenses include the terminal building, operation of the Jetport Parking division, and maintenance of the Airfield runways, taxiways and aprons. Other central expenses include security, administrative, and marketing costs.

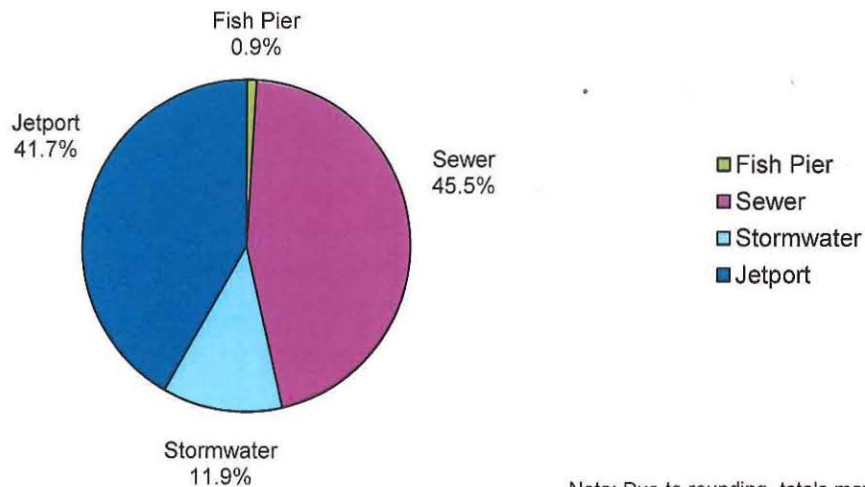
City of Portland, Maine
Comparative Statement of Revenues
For Enterprise Funds

Activity/Element/Object	Account Title	Actual Revenues FY17	Estimated Revenues FY18	Projected Revenues FY18	Estimated Revenues FY19
Fish Pier Fund:					
341-0000	Misc. Charges for Services	20,495	14,490	14,490	14,430
341-5500	Berthing Income	29,376	29,376	29,376	29,376
363-1500	Parking Income	308,830	308,719	305,354	324,422
363-2500	Ground Rent	178,130	175,352	175,352	178,152
394-0000	Fund Balance Appropriation	-	(145,727)	(156,404)	(148,167)
Total Fish Pier Fund:		\$536,831	\$382,210	\$368,168	\$398,213
Sewer Fund:					
321-0400	Sewer Connects	16,167	23,900	17,695	17,900
327-0000	Misc. Licenses and Permits	9,400	4,950	5,100	4,950
331-2000	Federal Pass Thru Grants	24,588	-	-	-
341-0000	Misc. Charges for Services	34,268	18,000	14,114	5,000
341-7000	Lien and Foreclosure Cost	8,946	10,000	10,000	10,000
344-1000	Residential Sewer Fees	12,562,701	14,010,256	13,740,904	14,360,496
344-2000	Commercial Sewer Fees	7,198,708	8,011,237	8,270,738	8,490,504
344-3000	Industrial Sewer Fees	1,528,656	1,590,706	1,623,782	1,677,962
344-4000	Governmental Sewer Fees	778,281	883,168	889,457	908,694
344-5000	Commercial Surcharge Inc.	179,049	234,416	100,380	100,400
344-6000	Industrial Surcharge Inc.	321,398	366,912	300,000	300,000
361-0000	Interest Income	48,414	35,000	70,000	50,000
361-3000	Interest / Penalty Delinquencies	9,941	10,000	5,000	5,000
391-0000	Operating Transfers In	-	72,859	35,000	54,254
394-0000	Fund Balance Appropriation	-	(825,120)	(781,615)	29,399
395-0000	Enterprise Fund Charges	199,651	226,342	226,342	238,931
398-0100	Fringe Benefits	59,097	87,255	87,255	68,037
Total Sewer Fund:		\$22,979,265	\$24,759,881	\$24,614,152	\$26,321,527
Stormwater Fund:					
341-0000	Misc. Charges for Services	80	-	-	-
344-6500	Stormwater User Fees	6,469,498	6,259,071	6,503,454	6,829,128
361-0000	Interest Income	11,181	6,500	57,015	35,000
391-0000	Operating Transfers In	-	24,353	12,000	12,974
394-0000	Fund Balance Appropriation	-	(3,249,671)	(4,004,813)	(4,117,488)
Total Stormwater Fund:		\$6,480,759	\$3,040,253	\$2,567,656	\$2,759,614
Jetport Fund:					
331-2000	Federal Pass Thru Grants	114,261	116,800	116,800	116,800
341-0000	Misc. Charges for Services	947,385	824,864	814,716	841,195
361-0000	Interest Income	162,226	175,000	163,523	160,000
363-1500	Parking Income	6,854,230	6,839,934	6,856,559	7,283,412

City of Portland, Maine
Comparative Statement of Revenues
For Enterprise Funds

Activity/Element/Object	Account Title	Actual Revenues FY17	Estimated Revenues FY18	Projected Revenues FY18	Estimated Revenues FY19
Jetport Fund <i>Continued</i>					
363-2000	Concessions	1,417,219	1,500,750	1,429,016	1,574,500
363-2500	Ground Rent	399,999	429,525	417,449	385,901
363-3000	Landing Fees	3,308,305	3,483,751	3,421,460	3,865,689
363-3500	Terminal Rental	4,613,526	4,576,488	4,680,917	4,977,691
363-4000	Commissions - Car Rentals	3,911,897	4,445,470	3,904,049	4,419,944
363-4500	Car-Service Facility	32,258	32,442	32,442	33,256
363-4700	Car Rental - Terminal Use	123,238	123,238	123,238	123,238
363-4800	Cargo Revenue	326,254	319,222	325,985	331,121
Total Jetport Fund:		<u>\$22,210,798</u>	<u>\$22,867,484</u>	<u>\$22,286,154</u>	<u>\$24,112,747</u>
TOTAL ENTERPRISE FUND REVENUES:		<u>\$52,207,653</u>	<u>\$51,049,828</u>	<u>\$49,836,130</u>	<u>\$53,592,101</u>

FY19 Revenues
Enterprise Funds by Revenue Source

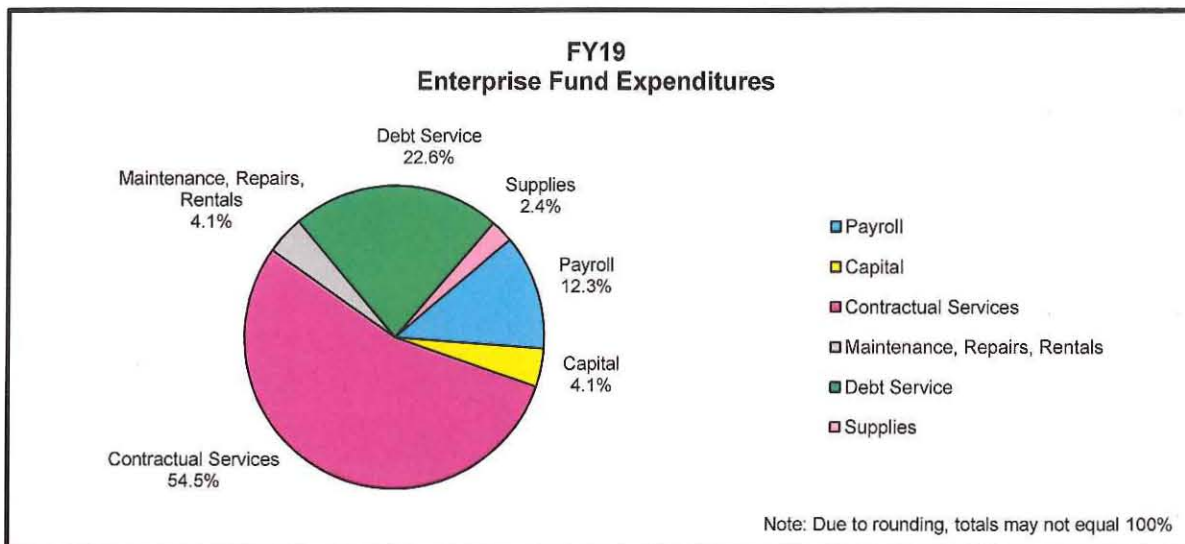
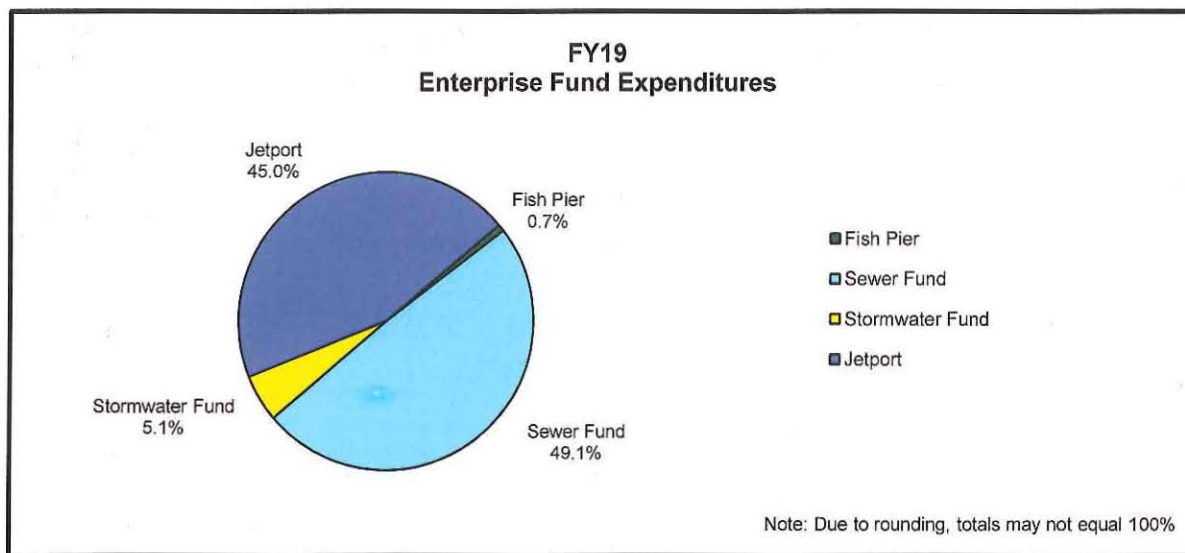


Note: Due to rounding, totals may not equal 100%

**CITY OF PORTLAND, MAINE
FY19 Annual Budget**

Departmental Budget Summary By Expenditure Category

Account Number	Account Title	Payroll	Contractual Services	Maint. / Repairs & Rentals	Supplies	Capital	Debt Service	Total
530	Fish Pier	32,000	101,205	235,000	13,500	0	16,508	398,213
570	Sewer Fund	2,130,270	15,713,553	588,894	273,742	35,000	7,580,068	26,321,527
571	Stormwater Fund	928,636	938,181	107,500	130,500	275,000	379,797	2,759,614
583	Jetport	3,490,470	12,435,651	1,262,310	889,201	1,892,152	4,142,963	24,112,747
Total Enterprise Funds:		\$6,581,376	\$29,188,590	\$2,193,704	\$1,306,943	\$2,202,152	\$12,119,336	\$53,592,101



Fish Pier Authority

The Fish Pier Authority, a quasi-municipal corporation, was created in 1989 to operate the eighteen-acre site. The pier is home to the City owned Portland Fish Exchange, the first public auction site for fresh seafood in the nation.

The bylaws of the Fish Pier Authority require that all revenue generated from the Fish Pier operations must stay with the Authority.

As an Enterprise Fund, expenditures and revenues net to zero.

Department Summary

Department: Public Buildings & Waterfront

Account: 530-35

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	32,000	30,558	32,000	32,000	32,000	32,000
Administrative Services	7,567	7,251	7,867	7,842	7,842	7,842
Contractual Services	44,619	31,619	44,619	44,619	44,619	44,619
Maintenance and Repairs	210,000	210,000	235,000	235,000	235,000	235,000
Insurance	12,967	12,850	13,440	13,440	13,440	13,440
Supplies	13,500	13,500	13,500	13,500	13,500	13,500
Utilities	34,584	35,416	35,304	35,304	35,304	35,304
Debt Service	26,973	26,974	16,508	16,508	16,508	16,508
Total	382,210	368,168	398,238	398,213	398,213	398,213
Less Revenues	(382,210)	(368,168)	(398,238)	(398,213)	(398,213)	(398,213)
Net Department Total	0	0	0	0	0	0

Personnel Services Detail

Department: Public Buildings & Waterfront

Division: Fish Pier

Account: 530-35-31

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Charges from Trades		100			24,000		24,000		24,000		24,000	24,000
Overtime		100			8,000		8,000		8,000		8,000	8,000
(1) Notes												
Gross Personnel Services					32,000		32,000		32,000		32,000	32,000
Net Personnel Services					32,000		32,000		32,000		32,000	32,000

Notes:

(1) FY19 Reorg: Transfer from Parks Rec & Fac (Dept 33)

Sewer Fund

The principal function of the Sewer Fund Enterprise is to account for the sewer services provided to City residents and business establishments. The Portland Water District (not a city department) owns and operates the wastewater treatment plant for which the Sewer Fund pays a monthly fee. The City owns and maintains the infrastructure sewer lines and is responsible for the costs of maintenance, improvements, and expansion.

All users of the system pay monthly or quarterly fees, based upon water volume, to support the expenses of the fund.

The Sewer Fund expenditures increased \$1,561,646, or 6.3%. These increases are mainly attributed to the FY19 Sewer Debt Service, Portland Water District (PWD) assessment fees, payroll and benefits, and sewer flow monitoring costs.

Department Summary

Department: Public Works

Account: 570

		FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown							
Payroll		1,960,909	1,870,284	2,130,270	2,130,270	2,130,270	2,130,270
Benefits		891,075	852,868	942,066	984,419	984,419	984,419
Administrative Services		12,678,669	12,563,743	13,013,757	13,100,852	13,100,852	13,100,852
Contractual Services		1,160,476	1,169,336	1,476,659	1,476,659	1,476,659	1,476,659
Maintenance and Repairs		504,695	503,139	520,778	520,778	520,778	520,778
Rentals		58,116	57,431	68,116	68,116	68,116	68,116
Insurance		30,862	8,321	30,795	30,795	30,795	30,795
Supplies		255,497	254,477	273,742	273,742	273,742	273,742
Minor Capital Items		12,000	11,478	0	0	0	0
Utilities		110,484	103,936	120,828	120,828	120,828	120,828
Capital Outlay		12,000	12,000	35,000	35,000	35,000	35,000
Debt Service		7,085,098	7,207,139	7,645,122	7,580,068	7,580,068	7,580,068
Total		24,759,881	24,614,152	26,257,133	26,321,527	26,321,527	26,321,527
Summary by Division							
Sewer Finance	(15-03)	91,337	121,224	134,810	134,810	134,810	134,810
Sewer Public Works Administration	(31-01)	807,783	760,413	780,653	780,653	780,653	780,653
Sewer Districting	(31-12)	2,850,513	2,727,466	3,019,206	3,019,206	3,019,206	3,019,206
Sewer Communications	(31-15)	64,056	61,014	67,687	67,687	67,687	67,687
Sewer Engineering	(31-37)	353,808	365,844	618,211	618,211	618,211	618,211
Sewer Debt Service	(31-55)	7,095,098	7,268,413	7,810,122	7,745,068	7,745,068	7,745,068
Sewer Fringe Benefits	(31-56)	1,347,424	1,264,580	1,363,672	1,493,120	1,493,120	1,493,120
PWD Assessment	(31-58)	12,149,862	12,045,198	12,462,772	12,462,772	12,462,772	12,462,772
Total		24,759,881	24,614,152	26,257,133	26,321,527	26,321,527	26,321,527
Less Revenues		(24,759,881)	(24,614,152)	(26,257,133)	(26,321,527)	(26,321,527)	(26,321,527)
Net Department Total		0	0	0	0	0	0

Sewer Finance

This division's services are provided by the City's Finance Department. Finance provides billing and collection services, as well as lien processing for delinquent accounts. The Finance Department also maintains the financial records for the Sewer Fund and the computer network system.

The FY19 Sewer Finance division's increase of \$43,473, or 47.6%, is predominately related to the FY19 implementation cost of a new city-wide public sector software system.

Division Summary

Department: Finance **Division:** Sewer Finance **Account:** 570-15-03

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	71,604	60,385	73,057	73,057	73,057	73,057
Administrative Services	5,433	4,747	5,433	5,433	5,433	5,433
Contractual Services	12,500	54,292	53,620	53,620	53,620	53,620
Supplies	1,800	1,800	2,700	2,700	2,700	2,700
Total	91,337	121,224	134,810	134,810	134,810	134,810

Personnel Services Detail

Department: Finance

Division: Sewer Finance Administration

Account: 570-15-03

Position	Funding Source			FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	City Fed Oth			Approved		Submission		Recommendation		Committee		Allowance	
				#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Finance - Budget/Accounting	100				31,026		31,461		31,461		31,461		31,461
Finance - Treasury	100				40,578		41,596		41,596		41,596		41,596
Gross Personnel Services					71,604		73,057		73,057		73,057		73,057
Net Personnel Services					71,604		73,057		73,057		73,057		73,057

Sewer Public Works Administration

This division accounts for the associated costs incurred by the Department of Public Works administrative staff for sewer related activities.

The FY19 Administration expenditures show a decrease of \$27,130, or 3.4%, largely due to a reduction in contractual services. Other budget changes include the transfer of one position from the Stormwater Fund.

Division Summary

Department: Public Works **Division:** Sewer Public Works Administration **Account:** 570-31-01

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	553,268	512,540	609,312	609,312	609,312	609,312
Benefits	4,980	4,566	5,580	5,580	5,580	5,580
Administrative Services	27,527	26,050	31,520	31,520	31,520	31,520
Contractual Services	133,550	129,678	48,450	48,450	48,450	48,450
Maintenance and Repairs	50,000	50,000	63,583	63,583	63,583	63,583
Rentals	1,008	1,020	1,008	1,008	1,008	1,008
Supplies	25,450	25,081	21,200	21,200	21,200	21,200
Minor Capital Items	12,000	11,478	0	0	0	0
Total	807,783	760,413	780,653	780,653	780,653	780,653

Personnel Services Detail

Department: Public Works

Division: Sewer Public Works Administration

Account: 570-31-01

Position	Funding Source		FY18 Approved		FY19 Submission		FY19 Manager's Recommendation		FY19 Finance Committee		FY19 Final Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Water Resources Manager	100	1.0		93,854	1.0	95,725	1.0	95,725	1.0	95,725	1.0	95,725
Compliance Section Coordinator	100	1.0		67,322	1.0	77,002	1.0	77,002	1.0	77,002	1.0	77,002
Asset Manager	100	1.0		64,457	1.0	66,680	1.0	66,680	1.0	66,680	1.0	66,680
(1) Water Quality Technician	100	1.0		51,556	2.0	98,338	2.0	98,338	2.0	98,338	2.0	98,338
Senior Water Resouces Tech	100	1.0		49,103	1.0	48,648	1.0	48,648	1.0	48,648	1.0	48,648
Asset Management Tech	100	2.0		94,735	2.0	99,620	2.0	99,620	2.0	99,620	2.0	99,620
(2) Water Resources Support Svc S	100	0.0		0	1.0	41,866	1.0	41,866	1.0	41,866	1.0	41,866
(3) Call Center Specialist	100	1.0		41,048	0.0	0	0.0	0	0.0	0	0.0	0
Charges from Admin (GF)	100			76,422		78,652		78,652		78,652		78,652
Overtime	100			14,771		2,781		2,781		2,781		2,781
Gross Personnel Services			8.0	553,268	9.0	609,312	9.0	609,312	9.0	609,312	9.0	609,312
Net Personnel Services			8.0	553,268	9.0	609,312	9.0	609,312	9.0	609,312	9.0	609,312

Notes:

- (1) 1 Position Transferred from Stormwater Fund (571-3140) during FY18
- (2) 1 Position Title Change from Call Center Specialist during FY18
- (3) (1) Position Title Change to WR Support Svc Specialist during FY18

Sewer Districting

The Sewer Districting division is responsible for the maintenance and repair of the City's sanitary sewer and stormwater systems including pump station operations and maintenance, catch basin cleaning, right of way inspections and maintenance, and sewer inspections and investigations.

Division expenditures have increased \$168,692, or 5.9%. The majority of this increase is due to the restructuring of staff between the Sewer and Stormwater funds; this division includes the transfer of two positions from the Stormwater Fund.

Division Summary

Department: Public Works **Division:** Sewer Districting **Account:** 570-31-12

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	944,240	915,392	1,048,645	1,048,645	1,048,645	1,048,645
Benefits	14,485	13,090	22,741	22,741	22,741	22,741
Administrative Services	63,720	56,158	61,545	61,545	61,545	61,545
Contractual Services	984,276	907,027	977,039	977,039	977,039	977,039
Maintenance and Repairs	454,000	452,369	456,500	456,500	456,500	456,500
Rentals	54,608	54,661	64,608	64,608	64,608	64,608
Supplies	212,700	212,833	232,300	232,300	232,300	232,300
Utilities	110,484	103,936	120,828	120,828	120,828	120,828
Capital Outlay	12,000	12,000	35,000	35,000	35,000	35,000
Total	2,850,513	2,727,466	3,019,206	3,019,206	3,019,206	3,019,206

Personnel Services Detail

Department: Public Works

Division: Sewer Districting

Account: 570-31-12

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Wastewater Facilites Coord	100	1.0		73,554	1.0	75,036	1.0	75,036	1.0	75,036	1.0	75,036
(1) Water Resources Supervisor	100	0.0		0	3.0	161,678	3.0	161,678	3.0	161,678	3.0	161,678
(2) Sr Public Works Supervisor	100	3.0		149,323	0.0	0	0.0	0	0.0	0	0.0	0
(3) Sewer Inspector	100	3.0		161,928	0.0	0	0.0	0	0.0	0	0.0	0
(4) Sewer Facilities Technician	100	1.0		44,325	0.0	0	0.0	0	0.0	0	0.0	0
(5) Water Resources Maint Wkr III	100	0.0		0	6.0	330,346	6.0	330,346	6.0	330,346	6.0	330,346
(6) Water Resources Maint Wkr II	100	0.0		0	6.0	271,315	6.0	271,315	6.0	271,315	6.0	271,315
(7) Maintenance Worker III	100	9.0		398,923	0.0	0	0.0	0	0.0	0	0.0	0
(8) Water Resources Maint Wkr I	100	0.0		0	3.0	118,267	3.0	118,267	3.0	118,267	3.0	118,267
Meal Allow/Standby Pay	100			27,206		26,779		26,779		26,779		26,779
Winter Stipends	100			0		9,720		9,720		9,720		9,720
Temporary Help	100			40,000		0		0		0		0
Overtime	100			48,981		55,504		55,504		55,504		55,504
Gross Personnel Services		17.0		944,240	19.0	1,048,645	19.0	1,048,645	19.0	1,048,645	19.0	1,048,645
Net Personnel Services		17.0		944,240	19.0	1,048,645	19.0	1,048,645	19.0	1,048,645	19.0	1,048,645

Notes:

- (1) 3 Position Title Changes from Sr Public Svcs Supervisor during FY18
- (2) (3) Position Title Changes to WR Supervisor during FY18
- (3) (3) Position Title Changes to WR MW III during FY18
- (4) (1) Position Title Change to WR MW II during FY18
- (5) 3 Title Changes from Sewer Inspector during FY18; 3 Upgrades from MW III during FY18
- (6) 3 Title Chgs from MW III, 1 Title Chg from Sewer Fac Tech & 2 Tfrs from Stormwater (571) during FY18
- (7) (3) Title Chg. to WR MW II, (3) Reclasses to WR MW I & (3) Upgrade to WR MW III during FY18
- (8) 3 Position Reclasses from MW III during FY18

Sewer Communications

The Public Works Sewer Communications division accounts for the associated costs incurred for sewer related functions including service requests, street flooding and Dig Safe requests.

The FY19 division's expenditures increased slightly by \$3,631, or 5.7%.

Division Summary

Department: Public Works	Division: Sewer Communications				Account: 570-31-15	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	58,799	57,314	62,430	62,430	62,430	62,430
Benefits	615	200	615	615	615	615
Administrative Services	100	0	100	100	100	100
Rentals	1,500	1,000	1,500	1,500	1,500	1,500
Supplies	3,042	2,500	3,042	3,042	3,042	3,042
Total	64,056	61,014	67,687	67,687	67,687	67,687

Personnel Services Detail

Department: Public Works

Division: Sewer Communications

Account: 570-31-15

Position	Funding Source			FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Senior Operations Dispatcher	100			1.0	52,832	1.0	55,973	1.0	55,973	1.0	55,973	1.0	55,973
Meal Allow/Standby Pay	100				100		240		240		240		240
Overtime	100				5,867		6,217		6,217		6,217		6,217
Gross Personnel Services				1.0	58,799	1.0	62,430	1.0	62,430	1.0	62,430	1.0	62,430
Net Personnel Services				1.0	58,799	1.0	62,430	1.0	62,430	1.0	62,430	1.0	62,430

Sewer Engineering

The environmental engineering component of the Engineering division concentrates on sewer and storm water systems and compliance programs. Services include sanitary sewer and storm water system construction and rehabilitation, separation of sewage and storm water systems, investigation of drainage complaints and system failures, various environmental permitting, and enforcement of City ordinances and technical standards for sewage, stormwater and industrial waste discharge. This group is also responsible for the implementation of the Combined Sewer Overflow (CSO) abatement program and the industrial pretreatment program, both federally mandated by the Clean Water Act.

This divisional budget reflects an increase of \$264,403, or 74.7%, most of which is attributed to the FY19 flow assessment / sewer flow monitoring expenses.

Division Summary

Department: Public Works **Division:** Sewer Engineering **Account:** 570-31-37

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	307,998	324,653	336,826	336,826	336,826	336,826
Benefits	4,060	3,380	4,880	4,880	4,880	4,880
Administrative Services	7,400	6,963	27,760	27,760	27,760	27,760
Contractual Services	20,150	17,065	232,550	232,550	232,550	232,550
Maintenance and Repairs	695	770	695	695	695	695
Rentals	1,000	750	1,000	1,000	1,000	1,000
Supplies	12,505	12,263	14,500	14,500	14,500	14,500
Total	353,808	365,844	618,211	618,211	618,211	618,211

Personnel Services Detail

Department: Public Works

Division: Sewer Engineering

Account: 570-31-37

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Senior Engineer	100			1.0	77,967	1.0	86,731	1.0	86,731	1.0	86,731	86,731
Project Engineer	100			2.0	124,447	2.0	147,088	2.0	147,088	2.0	147,088	147,088
(1) Water Resources Engineer	100			0.0	0	1.0	54,669	1.0	54,669	1.0	54,669	54,669
(2) Associate Engineer	100			1.0	47,317	0.0	0	0.0	0	0.0	0	0
Charges from Eng (GF)	100				49,256		41,911		41,911		41,911	41,911
Overtime	100				9,011		6,427		6,427		6,427	6,427
Gross Personnel Services				4.0	307,998	4.0	336,826	4.0	336,826	4.0	336,826	336,826
Net Personnel Services				4.0	307,998	4.0	336,826	4.0	336,826	4.0	336,826	336,826

Notes:

- (1) 1 Position Upgrade from Associate Engineer during FY18
- (2) (1) Position Upgrade to Water Resources Engineer Approved during FY18

Sewer Debt Service

The Debt Service account provides for the sewer fund's portion of the principal and interest on the City's outstanding general obligation bonds.

Division Summary

Department: Public Works **Division:** Sewer Debt Service **Account:** 570-31-55

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Contractual Services	10,000	61,274	165,000	165,000	165,000	165,000
Debt Service	7,085,098	7,207,139	7,645,122	7,580,068	7,580,068	7,580,068
Total	7,095,098	7,268,413	7,810,122	7,745,068	7,745,068	7,745,068

Sewer Fringe Benefits

The Fringe Benefits account provides for the sewer fund's portion of the employees' fringe benefit costs as well as its share of the administrative services provided by the City's staff departments.

Division Summary

Department: Public Works **Division:** Sewer Fringe Benefits **Account:** 570-31-56

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	25,000	0	0	0	0	0
Benefits	866,935	831,632	908,250	950,603	950,603	950,603
Administrative Services	424,627	424,627	424,627	511,722	511,722	511,722
Insurance	30,862	8,321	30,795	30,795	30,795	30,795
Total	1,347,424	1,264,580	1,363,672	1,493,120	1,493,120	1,493,120

PWD Assessment

The Assessment account provides for the monthly assessment from the Portland Water District (PWD) for the filtration plant operations.

Division Summary

Department: Public Works

Division: PWD Assessment

Account: 570-31-58

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Administrative Services	12,149,862	12,045,198	12,462,772	12,462,772	12,462,772	12,462,772
Total	12,149,862	12,045,198	12,462,772	12,462,772	12,462,772	12,462,772

Stormwater Fund

The Stormwater Fund supports the expenditures needed to operate and maintain this critical infrastructure system, preventing pollutants from entering valued waterways as mandated by the federal Clean Water Act (CWA). The stormwater fee, implemented in January of 2016, was designed to disperse the program costs to all City property owners who benefit from the positive impacts of this investment; the Stormwater Fund separated from the Sewer Fund in FY16. The stormwater fee is based on the impervious area on a property.

The FY19 expenditures decreased \$280,639 or 9.2%. This decrease is primarily attributed to a reduction in various contractual service items and the restructuring of personnel between the Sewer and Stormwater Funds.

Department Summary

Department: Stormwater Services

Account: 571

		FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown							
Payroll		1,048,345	848,506	928,636	928,636	928,636	928,636
Benefits		248,674	248,070	209,504	221,501	221,501	221,501
Administrative Services		166,892	157,067	179,842	162,971	162,971	162,971
Contractual Services		709,466	567,481	553,709	553,709	553,709	553,709
Maintenance and Repairs		86,500	61,184	82,500	82,500	82,500	82,500
Rentals		25,000	24,899	25,000	25,000	25,000	25,000
Supplies		139,650	132,524	130,500	130,500	130,500	130,500
Capital Outlay		275,000	274,920	275,000	275,000	275,000	275,000
Debt Service		340,726	253,005	316,346	379,797	379,797	379,797
Total		3,040,253	2,567,656	2,701,037	2,759,614	2,759,614	2,759,614
Summary by Division							
Stormwater Finance Administration	(15-01)	250,965	229,213	265,463	265,463	265,463	265,463
Stormwater Management	(31-40)	2,083,537	1,748,570	1,817,499	1,817,499	1,817,499	1,817,499
Stormwater Debt Service	(31-55)	350,726	259,493	326,346	389,797	389,797	389,797
Stormwater Fringe Benefits	(31-56)	355,025	330,380	291,729	286,855	286,855	286,855
Total		3,040,253	2,567,656	2,701,037	2,759,614	2,759,614	2,759,614
Less Revenues		(3,040,253)	(2,567,656)	(2,701,037)	(2,759,614)	(2,759,614)	(2,759,614)
Net Department Total		0	0	0	0	0	0

Stormwater Finance Administration

The Stormwater Finance division provides billing, collection and customer service to all property owners in the City of Portland.

Division Summary

Department: Finance **Division:** Stormwater Finance Administration **Account:** 571-15-01

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	154,438	151,774	161,436	161,436	161,436	161,436
Administrative Services	44,087	34,779	44,087	44,087	44,087	44,087
Contractual Services	47,440	39,137	54,940	54,940	54,940	54,940
Supplies	5,000	3,523	5,000	5,000	5,000	5,000
Total	250,965	229,213	265,463	265,463	265,463	265,463

Personnel Services Detail

Department: Finance

Division: Stormwater Finance Administration

Account: 571-15-01

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Programmer-Analyst	100			1.0	58,295	1.0	61,247	1.0	61,247	1.0	61,247	61,247
Account Clerk II	100			1.0	35,727	1.0	37,109	1.0	37,109	1.0	37,109	37,109
Cashier Clerk	100			1.0	39,403	1.0	41,009	1.0	41,009	1.0	41,009	41,009
Charges from GF Finance	100				21,013		22,071		22,071			22,071
Gross Personnel Services				3.0	154,438	3.0	161,436	3.0	161,436	3.0	161,436	161,436
Net Personnel Services				3.0	154,438	3.0	161,436	3.0	161,436	3.0	161,436	161,436

Stormwater Management

The Stormwater Management division budget represents the costs to operate and maintain this critical infrastructure system, and to meet or exceed the Stormwater Management requirements of the Clean Water Act. The activities supported by this budget include proportional amounts of catch basin cleaning, ditch clearing, drainage system maintenance, materials disposal, fleet maintenance, and minor structural system repairs that are attributed to the stormwater versus the sewer system. This budget also includes the personnel and consulting service costs for "Small Municipal Separate Storm Sewer System" (MS4) compliance program development and administration, as well as the ongoing participation in the regional Interlocal Stormwater Working Group (ISWG) and anticipated payments towards the Long Creek Watershed Management Plan.

The Sweeping division removes materials such as litter, winter sand, leaves, debris and small particles from City streets. The Sweeping division performs street flushing, and clean up after special events (parades, New Year's celebration, etc.); their efforts promote cleanliness and help the City comply with stormwater quality regulations. Most Sweeping personnel work from 11:00 PM to 7:00 AM. The division provides for daytime sweeping in Parkside, in addition to the longstanding daytime operations on Munjoy Hill.

The FY19 expenditures are reduced by \$266,038, or 12.8%, mainly due to decreases in contractual services and the restructuring of personnel; three positions transferred from the Stormwater Fund to the Sewer Fund.

Division Summary

Department: Public Works **Division:** Stormwater Management **Account:** 571-31-40

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	868,907	696,732	767,200	767,200	767,200	767,200
Benefits	3,574	2,615	2,700	2,700	2,700	2,700
Administrative Services	37,880	37,363	50,830	50,830	50,830	50,830
Contractual Services	652,026	521,856	488,769	488,769	488,769	488,769
Maintenance and Repairs	86,500	61,184	82,500	82,500	82,500	82,500
Rentals	25,000	24,899	25,000	25,000	25,000	25,000
Supplies	134,650	129,001	125,500	125,500	125,500	125,500
Capital Outlay	275,000	274,920	275,000	275,000	275,000	275,000
Total	2,083,537	1,748,570	1,817,499	1,817,499	1,817,499	1,817,499

Personnel Services Detail

Department: Public Works

Division: Stormwater Management

Account: 571-31-40

	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final		
	Source		Approved		Submission		Recommendation		Committee		Allowance		
Position	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Stormwater Coordinator	100	2.0			117,020	2.0	126,531	2.0	126,531	2.0	126,531	2.0	126,531
Project Engineer	100	1.0			57,660	1.0	66,650	1.0	66,650	1.0	66,650	1.0	66,650
(1) Water Quality Technician	100	1.0			43,856	0.0	0	0.0	0	0.0	0	0.0	0
(2) Maintenance Worker III	100	6.0			263,827	0.0	0	0.0	0	0.0	0	0.0	0
(3) Water Resources Maint Wkr II	100	0.0			0	4.0	179,593	4.0	179,593	4.0	179,593	4.0	179,593
Charges from Admin (GF)	100				76,422		78,652		78,652		78,652		78,652
Charges from Engineering (GF)	100				49,318		41,911		41,911		41,911		41,911
Charges from Sewer Admin	100				187,358		195,565		195,565		195,565		195,565
Charges from Sewer Engineering	100				38,984		43,366		43,366		43,366		43,366
Meal Allow/Standby Pay	100				1,400		1,400		1,400		1,400		1,400
Winter Stipends	100				0		1,920		1,920		1,920		1,920
Overtime	100				33,062		31,612		31,612		31,612		31,612
Gross Personnel Services		10.0			868,907	7.0	767,200	7.0	767,200	7.0	767,200	7.0	767,200
Net Personnel Services		10.0			868,907	7.0	767,200	7.0	767,200	7.0	767,200	7.0	767,200

Notes:

- (1) (1) Position Transferred to Sewer Fund Admin (570-3101) during FY18
- (2) (4) Title Chgs to WR MW II & (2) Tfr'd to Sewer Fund (570-3112) w/ Title Chg. During FY18
- (3) 4 Title Changes from MW III during FY18

Stormwater Debt Service

The Debt Service account provides for the stormwater fund's portion of the principal and interest on the City's outstanding general obligation bonds.

Division Summary

Department: Public Works	Division: Stormwater Debt Service				Account: 571-31-55	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Contractual Services	10,000	6,488	10,000	10,000	10,000	10,000
Debt Service	340,726	253,005	316,346	379,797	379,797	379,797
Total	350,726	259,493	326,346	389,797	389,797	389,797

Stormwater Fringe Benefits

The Fringe Benefits account provides for the stormwater fund's portion of the employees' fringe benefit costs as well as its share of the administrative services provided by the City's staff departments.

Division Summary

Department: Public Works **Division:** Stormwater Fringe Benefits **Account:** 571-31-56

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	25,000	0	0	0	0	0
Benefits	245,100	245,455	206,804	218,801	218,801	218,801
Administrative Services	84,925	84,925	84,925	68,054	68,054	68,054
Total	355,025	330,380	291,729	286,855	286,855	286,855

Jetport

The Portland International Jetport provides commercial air service to nearly two million passengers a year, general aviation facilities via two fixed base operators (FBOs) for private aircraft, and an air cargo facility. The Jetport is a dedicated fund which means all revenues generated remain with the airport to fund both normal airport operations as well as capital improvements. No local tax dollars are used to support the Jetport. In order to balance the fund for budgetary purposes, the projected revenue excess over projected expenditures is budgeted under Administrative Services as the anticipated surplus.

The Jetport completed its most recent Airport Master Plan in 2016. The master plan sets the Jetport's priorities in spending for infrastructure improvements, major equipment purchases, and asset management for the short (years 1-6), intermediate (years 7-11), and long term (years 12-20) planning horizons.

The Jetport's overall FY19 expenditure budget, excluding anticipated surplus, has increased \$1,314,030 or 6.0%. Revenues have increased by \$1,245,263 or 5.4%.

Department Summary

Department: Jetport

Account: 583-28

		FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown							
Payroll		3,363,173	3,220,529	3,608,184	3,490,470	3,490,470	3,490,470
Benefits		1,997,378	1,994,479	2,148,650	2,242,033	2,242,033	2,242,033
Administrative Services		1,539,303	1,101,969	1,596,414	1,620,745	1,620,745	1,620,745
Contractual Services		4,841,376	4,840,139	5,354,253	5,354,253	5,354,253	5,354,253
Maintenance and Repairs		1,098,530	1,135,022	1,221,127	1,221,127	1,221,127	1,221,127
Rentals		64,775	45,358	41,183	41,183	41,183	41,183
Insurance		174,100	174,100	174,100	174,100	174,100	174,100
Supplies		833,118	883,707	889,201	889,201	889,201	889,201
Minor Capital Items		8,000	8,000	0	0	0	0
Utilities		1,401,644	1,365,181	1,295,890	1,295,890	1,295,890	1,295,890
Contributions		1,658,733	1,642,236	1,748,630	1,748,630	1,748,630	1,748,630
Capital Outlay		1,748,066	1,736,146	1,892,152	1,892,152	1,892,152	1,892,152
Debt Service		4,139,288	4,139,288	4,142,963	4,142,963	4,142,963	4,142,963
Total		22,867,484	22,286,154	24,112,747	24,112,747	24,112,747	24,112,747
Summary by Division							
Jetport Administration	(28-01)	952,896	952,841	1,047,618	1,047,618	1,047,618	1,047,618
Jetport Field	(28-02)	3,814,776	3,784,608	4,187,675	4,091,912	4,091,912	4,091,912
General Aviation	(28-03)	17,168	16,724	17,168	17,168	17,168	17,168
Jetport Fringe & Indirect Costs	(28-04)	3,640,664	3,640,664	3,787,773	3,960,802	3,960,802	3,960,802
Jetport Operations	(28-05)	2,375,139	2,373,882	2,617,849	2,595,898	2,595,898	2,595,898
Terminal Division	(28-06)	5,514,231	5,497,368	5,970,545	5,970,545	5,970,545	5,970,545
Jetport Surplus	(28-07)	847,405	423,571	833,953	778,638	778,638	778,638
Jetport Marketing	(28-08)	545,740	493,306	501,890	501,890	501,890	501,890
Jetport Parking	(28-09)	4,470,259	4,436,484	4,447,615	4,447,615	4,447,615	4,447,615
Airfield Deicing Facility	(28-10)	689,206	666,706	700,661	700,661	700,661	700,661
Total		22,867,484	22,286,154	24,112,747	24,112,747	24,112,747	24,112,747
Less Revenues		(22,867,484)	(22,286,154)	(24,112,747)	(24,112,747)	(24,112,747)	(24,112,747)
Net Department Total		0	0	0	0	0	0

Jetport Administration

The Jetport's Administration division is responsible for the day-to-day management of the Jetport and for planning future operations. Divisional services include property management, payroll, accounts payable and accounts receivable, budgeting and human resources functions.

The Administration budget increased by \$94,722 or 9.9%, primarily due to the addition of a safety training officer position and an increase in contractual services.

Division Summary

Department: Jetport Division: Jetport Administration Account: 583-28-01

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	684,086	680,916	734,433	734,433	734,433	734,433
Benefits	2,200	2,200	2,200	2,200	2,200	2,200
Administrative Services	57,215	58,907	57,618	57,618	57,618	57,618
Contractual Services	175,300	172,261	217,300	217,300	217,300	217,300
Maintenance and Repairs	7,646	8,629	8,146	8,146	8,146	8,146
Rentals	3,420	6,697	4,200	4,200	4,200	4,200
Supplies	13,863	13,707	14,363	14,363	14,363	14,363
Utilities	9,166	9,524	9,358	9,358	9,358	9,358
Total	952,896	952,841	1,047,618	1,047,618	1,047,618	1,047,618

Personnel Services Detail

Department: Jetport

Division: Jetport Administration

Account: 583-28-01

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Airport Director	100	1.0	121,098	1.0	123,523	1.0	123,523	1.0	123,523	1.0	123,523	
Asst Airport Director	100	1.0	98,693	1.0	103,692	1.0	103,692	1.0	103,692	1.0	103,692	
Financial Administrator	100	1.0	77,045	1.0	79,034	1.0	79,034	1.0	79,034	1.0	79,034	
Marketing & Comm Coord	100	1.0	66,924	1.0	68,270	1.0	68,270	1.0	68,270	1.0	68,270	
(1) Safety/Training Officer	100	0.0	0	1.0	53,625	1.0	53,625	1.0	53,625	1.0	53,625	
Senior Admin Officer	100	2.0	107,575	2.0	112,651	2.0	112,651	2.0	112,651	2.0	112,651	
(2) Administrative Officer	100	0.0	0	1.0	40,677	1.0	40,677	1.0	40,677	1.0	40,677	
(3) Airport Admin Coordinator	100	1.0	57,089	0.0	0	0.0	0	0.0	0	0.0	0	
Customer Relations Specialist	100	1.0	58,481	1.0	58,480	1.0	58,480	1.0	58,480	1.0	58,480	
Executive Assistant	100	1.0	48,633	1.0	49,608	1.0	49,608	1.0	49,608	1.0	49,608	
Account Clerk II	100	1.0	41,535	1.0	42,373	1.0	42,373	1.0	42,373	1.0	42,373	
Overtime	100		7,013		2,500		2,500		2,500		2,500	
Gross Personnel Services		10.0	684,086	11.0	734,433	11.0	734,433	11.0	734,433	11.0	734,433	
Net Personnel Services		10.0	684,086	11.0	734,433	11.0	734,433	11.0	734,433	11.0	734,433	

Notes:

- (1) 1 New Position Approved in FY19
- (2) 1 New Position Approved in FY19
- (3) (1) Position Eliminated during FY18

Jetport Field

The Jetport Field division maintains the runways, taxiways and all other surfaces inside the security fence at the airport, keeping them safe for arriving and departing aircraft. Division responsibilities include mowing, snow removal and fleet maintenance.

This budget has risen by \$277,136, or 7.3%, and incorporates increased allocations for airfield maintenance services, as well as winter snow and ice control. The FY19 budget changes also include staff restructuring.

Division Summary

Department: Jetport Division: Jetport Field Account: 583-28-02

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	1,039,166	937,683	1,116,397	1,020,634	1,020,634	1,020,634
Benefits	11,824	11,695	38,464	38,464	38,464	38,464
Administrative Services	13,315	16,970	33,565	33,565	33,565	33,565
Contractual Services	930,519	969,375	1,074,774	1,074,774	1,074,774	1,074,774
Maintenance and Repairs	398,347	413,591	506,074	506,074	506,074	506,074
Rentals	29,263	19,799	4,891	4,891	4,891	4,891
Supplies	678,905	703,144	733,700	733,700	733,700	733,700
Utilities	156,871	155,785	155,810	155,810	155,810	155,810
Capital Outlay	556,566	556,566	524,000	524,000	524,000	524,000
Total	3,814,776	3,784,608	4,187,675	4,091,912	4,091,912	4,091,912

Personnel Services Detail

Department: Jetport

Division: Jetport Field

Account: 583-28-02

Position	Funding			FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
(1) Asst Airport Manager	100		1.0		95,658	1.0	97,566	0.0	0	0.0	0	0.0	0
(2) Airport Deputy Dir Ops & Maint	100		0.0		0	1.0	84,753	1.0	84,753	1.0	84,753	1.0	84,753
(3) Asst Airport Director	100		1.0		88,355	0.0	0	0.0	0	0.0	0	0.0	0
(4) Asst Airport Operations Mgr	100		0.0		0	0.0	0	1.0	70,852	1.0	70,852	1.0	70,852
Airport Maintenance Supervisor	100		2.0		107,557	3.0	179,664	2.0	110,615	2.0	110,615	2.0	110,615
Airport Airfield Electrician	100		2.0		99,046	2.0	122,054	2.0	122,054	2.0	122,054	2.0	122,054
(5) Airport Maint Worker III	100		11.0		504,653	12.0	563,830	12.0	563,830	12.0	563,830	12.0	563,830
Less Jetport Gen'l Aviation Chgs	100				(500)		(500)		(500)		(500)		(500)
Less Jetport Terminal Charges	100				(117,500)		(117,500)		(117,500)		(117,500)		(117,500)
Less Jetport Parking Charges	100				(7,000)		(7,000)		(7,000)		(7,000)		(7,000)
Less Airfield Deicing Fac Chgs	100				(2,000)		(1,000)		(1,000)		(1,000)		(1,000)
Meal Allow/Standby Pay	100				6,100		6,100		6,100		6,100		6,100
Temporary Help	100				165,547		63,430		63,430		63,430		63,430
Overtime	100				99,250		125,000		125,000		125,000		125,000
Gross Personnel Services			17.0		1,039,166	19.0	1,116,397	18.0	1,020,634	18.0	1,020,634	18.0	1,020,634
Net Personnel Services			17.0		1,039,166	19.0	1,116,397	18.0	1,020,634	18.0	1,020,634	18.0	1,020,634

Notes:

- (1) (1) Position Eliminated in FY19
- (2) 1 Position Replaced Asst Airport Director during FY18
- (3) (1) Position Replaced w/ Airport Deputy Dir Ops & Maint during FY18
- (4) 1 Position Transferred from Jetport Operations (583-2805) in FY19
- (5) 1 New Position Approved in FY19

General Aviation

The Jetport General Aviation division (GA) includes the maintenance of the Jetport field area designed for use by private pilots, including the pavement and surrounding fencing. The General Aviation division collects landing fees from the aircraft that use the GA area, similar to the fees charged to the commercial airlines.

The General Aviation expenditures remain flat for FY19.

Division Summary

Department: Jetport Division: General Aviation Account: 583-28-03

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	500	556	500	500	500	500
Contractual Services	15,168	15,168	15,168	15,168	15,168	15,168
Maintenance and Repairs	1,500	1,000	1,500	1,500	1,500	1,500
Total	17,168	16,724	17,168	17,168	17,168	17,168
Less Revenues	(181,845)	(182,231)	(189,431)	(189,431)	(189,431)	(189,431)
Net Division Total	(164,677)	(165,507)	(172,263)	(172,263)	(172,263)	(172,263)

Personnel Services Detail

Department: Jetport

Division: General Aviation

Account: 583-28-03

Position	Funding Source			FY18 Approved		FY19 Submission		FY19 Manager's Recommendation		FY19 Finance Committee		FY19 Final Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Charges from Jetport Field	100				500		500		500		500		500
Gross Personnel Services					500		500		500		500		500
Net Personnel Services					500		500		500		500		500

Jetport Fringe & Indirect Costs

The Jetport's Fringe and Indirect Costs division reimburses the City's General Fund for expenses incurred for their services including employee benefits, general liability insurance, the Fire Department's Air Rescue Station and Medcu services, and chargebacks for City-provided departmental services including Executive, Finance, Legal, Human Resources and Information Technology.

This division's expenditures have increased by \$320,138, or 8.8%.

Division Summary

Department: Jetport **Division:** Jetport Fringe & Indirect Costs **Account:** 583-28-04

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Benefits	1,963,296	1,963,296	2,088,633	2,182,016	2,182,016	2,182,016
Administrative Services	460,101	460,101	433,546	513,192	513,192	513,192
Insurance	174,100	174,100	174,100	174,100	174,100	174,100
Contributions	1,043,167	1,043,167	1,091,494	1,091,494	1,091,494	1,091,494
Total	3,640,664	3,640,664	3,787,773	3,960,802	3,960,802	3,960,802

Jetport Operations

The Jetport Operations division performs all administrative and operational activities related to security and operations at the Jetport. These activities include observing all federally mandated TSA security and FAA operations regulations. The division oversees the maintenance of all security related equipment including cameras and monitors, computer equipment, and security doors and gates. The division is also responsible for processing employee background checks and issuing employee ID badges. The Operations Center provides communications, technical, and operations support to all areas of the airport, as well as monitoring flight information and providing a point of contact for the public, the airlines, and the airport businesses on property. The costs of the police officers which serve at the Jetport are also paid from this division.

The Operations Division's budget has increased by \$220,759, or 9.3%, largely due to the additional security system improvement capital expenses. This budget also includes staff restructuring and the net addition of 1.5 full-time equivalent positions.

Division Summary

Department: Jetport	Division: Jetport Operations				Account: 583-28-05	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	854,024	827,967	927,509	905,558	905,558	905,558
Benefits	11,608	10,385	10,903	10,903	10,903	10,903
Administrative Services	44,435	44,589	83,140	83,140	83,140	83,140
Contractual Services	613,989	614,469	581,244	581,244	581,244	581,244
Maintenance and Repairs	14,450	15,402	28,100	28,100	28,100	28,100
Supplies	29,375	64,951	37,125	37,125	37,125	37,125
Utilities	9,192	7,602	9,192	9,192	9,192	9,192
Contributions	615,566	599,069	657,136	657,136	657,136	657,136
Capital Outlay	182,500	189,448	283,500	283,500	283,500	283,500
Total	2,375,139	2,373,882	2,617,849	2,595,898	2,595,898	2,595,898
Less Revenues	(38,750)	(28,750)	(42,625)	(42,625)	(42,625)	(42,625)
Net Division Total	2,336,389	2,345,132	2,575,224	2,553,273	2,553,273	2,553,273

Personnel Services Detail

Department: Jetport

Division: Jetport Operations

Account: 583-28-05

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	Amount
Airport Operations Manager	100			1.0	85,293	1.0	84,709	1.0	84,709	1.0	84,709	84,709
(1) Asst Airport Operations Mgr	100			1.0	73,578	1.0	70,852	0.0	0	0.0	0	0
Airport Sec & Comm Center Mgr	100			1.0	69,281	1.0	76,777	1.0	76,777	1.0	76,777	76,777
(2) Airport Operations Supvr (40)	100			5.0	251,985	6.0	298,426	7.0	347,327	7.0	347,327	347,327
(3) Airport Oper Coord II-40	100			5.5	252,290	3.0	134,319	3.0	134,319	3.0	134,319	134,319
(4) Airport Oper Coord I-40	100			1.0	36,387	4.0	160,873	4.0	160,873	4.0	160,873	160,873
Standby Pay	100				5,500		5,500		5,500		5,500	5,500
Temporary Help	100				14,710		14,053		14,053		14,053	14,053
Overtime	100				65,000		82,000		82,000		82,000	82,000
Gross Personnel Services				14.5	854,024	16.0	927,509	16.0	905,558	16.0	905,558	905,558
Net Personnel Services				14.5	854,024	16.0	927,509	16.0	905,558	16.0	905,558	905,558

Notes:

- (1) (1) Position Transferred to Jetport Field (583-2802) in FY19
- (2) 2 New Positions Approved in FY19
- (3) (2.5) Positions Replaced w/ Airport Oper Coord I-40 during FY18
- (4) 2.5 Positions Replaced Airport Oper Coord II-40 during FY18; .5 New Position Approved in FY19

Terminal Division

The Terminal division oversees all of the activities involving the supervision of the passenger terminal, including the interior and exterior terminal cleaning and maintenance. The terminal division's engineering section is responsible for the planning, design and management of major terminal improvements.

The Terminal's budget has increased by \$456,314 or 8.3%. The budget increases are primarily a result of increases in contractual maintenance service items. Other budget changes include a reduction in utility costs and an increase in capital outlay expense.

Division Summary

Department: Jetport **Division:** Terminal Division **Account:** 583-28-06

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	765,897	762,297	816,845	816,845	816,845	816,845
Benefits	8,450	6,903	8,450	8,450	8,450	8,450
Administrative Services	8,682	7,688	12,042	12,042	12,042	12,042
Contractual Services	1,932,818	1,922,920	2,345,546	2,345,546	2,345,546	2,345,546
Maintenance and Repairs	581,853	595,963	579,353	579,353	579,353	579,353
Rentals	4,712	8,000	4,712	4,712	4,712	4,712
Supplies	96,487	90,091	83,900	83,900	83,900	83,900
Minor Capital Items	8,000	8,000	0	0	0	0
Utilities	1,221,219	1,187,074	1,116,334	1,116,334	1,116,334	1,116,334
Capital Outlay	375,000	397,319	490,000	490,000	490,000	490,000
Debt Service	511,113	511,113	513,363	513,363	513,363	513,363
Total	5,514,231	5,497,368	5,970,545	5,970,545	5,970,545	5,970,545

Personnel Services Detail

Department: Jetport

Division: Terminal Division

Account: 583-28-06

Position	Funding		FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source		Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Airport Deputy Dir Eng & Fac	100		1.0	78,338	1.0	85,588	1.0	85,588	1.0	85,588	1.0	85,588
Project Engineer	100		1.0	66,924	1.0	68,270	1.0	68,270	1.0	68,270	1.0	68,270
Airport Asst Engineer	100		1.0	48,723	1.0	56,727	1.0	56,727	1.0	56,727	1.0	56,727
Facilities Tech Coordinator	100		1.0	60,840	1.0	65,772	1.0	65,772	1.0	65,772	1.0	65,772
Airport Maintenance Supervisor	100		1.0	54,350	1.0	55,412	1.0	55,412	1.0	55,412	1.0	55,412
Airport Facilities Technician	100		3.0	168,286	3.0	183,082	3.0	183,082	3.0	183,082	3.0	183,082
Master Electrician	100		1.0	45,962	1.0	46,384	1.0	46,384	1.0	46,384	1.0	46,384
Airport Fac Tech Asst II	100		1.0	45,365	1.0	49,940	1.0	49,940	1.0	49,940	1.0	49,940
Airport Facilities Laborer	100		1.0	36,109	1.0	36,670	1.0	36,670	1.0	36,670	1.0	36,670
Charges from Jetport Field	100			117,500		117,500		117,500		117,500		117,500
Less Jetport Parking Charges	100			(7,000)		(4,000)		(4,000)		(4,000)		(4,000)
Standby Pay	100			7,500		7,500		7,500		7,500		7,500
Temporary Help	100			5,000		5,000		5,000		5,000		5,000
Overtime	100			38,000		43,000		43,000		43,000		43,000
Gross Personnel Services			11.0	765,897	11.0	816,845	11.0	816,845	11.0	816,845	11.0	816,845
Net Personnel Services			11.0	765,897	11.0	816,845	11.0	816,845	11.0	816,845	11.0	816,845

Jetport Surplus

The Jetport surplus is determined annually by calculating total revenues minus total expenses, including capital purchases.

The FY19 surplus budget reflects a decrease of \$68,767 or 8.1%.

Division Summary

Department: Jetport		Division: Jetport Surplus			Account: 583-28-07	
	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Administrative Services	847,405	423,571	833,953	778,638	778,638	778,638
Total	847,405	423,571	833,953	778,638	778,638	778,638

Jetport Marketing

The Marketing division coordinates marketing, advertising and promotional services for the Jetport.

The FY19 Marketing expenditures decreased \$43,850 or 8.0%.

Division Summary

Department: Jetport Division: Jetport Marketing Account: 583-28-08

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	6,750	0	0	0	0	0
Administrative Services	106,990	88,983	141,390	141,390	141,390	141,390
Contractual Services	432,000	404,323	360,500	360,500	360,500	360,500
Total	545,740	493,306	501,890	501,890	501,890	501,890

Personnel Services Detail

Department: Jetport

Division: Marketing

Account: 583-28-08

Position	Funding			FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Temporary Help	100				6,750		0		0		0		0
Gross Personnel Services					6,750		0		0		0		0
Net Personnel Services					6,750		0		0		0		0

Jetport Parking

The Parking division oversees the parking maintenance and operations of the Jetport's parking garage and surface parking lots. The Jetport contracts with a parking management company, and receives parking revenues net of the company's operational costs and management fee.

Expenditures have decreased by \$22,644, or 0.5%, which includes a reduction in FY19 capital outlay expenditures. Parking revenues are projected to increase \$443,478 or 6.4%.

Division Summary

Department: Jetport Division: Jetport Parking Account: 583-28-09

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	11,500	10,485	11,500	11,500	11,500	11,500
Administrative Services	1,160	1,160	1,160	1,160	1,160	1,160
Contractual Services	92,306	92,905	97,015	97,015	97,015	97,015
Maintenance and Repairs	84,184	93,686	89,004	89,004	89,004	89,004
Rentals	500	250	500	500	500	500
Supplies	13,238	11,814	18,988	18,988	18,988	18,988
Utilities	5,196	5,196	5,196	5,196	5,196	5,196
Capital Outlay	634,000	592,813	594,652	594,652	594,652	594,652
Debt Service	3,628,175	3,628,175	3,629,600	3,629,600	3,629,600	3,629,600
Total	4,470,259	4,436,484	4,447,615	4,447,615	4,447,615	4,447,615
Less Revenues	(6,963,172)	(6,979,797)	(7,406,650)	(7,406,650)	(7,406,650)	(7,406,650)
Net Division Total	(2,492,913)	(2,543,313)	(2,959,035)	(2,959,035)	(2,959,035)	(2,959,035)

Personnel Services Detail

Department: Jetport

Division: Jetport Parking Division

Account: 583-28-09

Position	Funding	FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source	Approved		Submission		Recommendation		Committee		Allowance	
	City Fed Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Charges from Jetport Field	100		7,000		7,000		7,000		7,000		7,000
Charges from Terminal Division	100		4,000		4,000		4,000		4,000		4,000
Overtime	100		500		500		500		500		500
Gross Personnel Services			11,500		11,500		11,500		11,500		11,500
Net Personnel Services			11,500		11,500		11,500		11,500		11,500

Airfield Deicing Facility

The Airfield Deicing Facility allows for the collection and recycling of the used deicing fluid by a contracted vendor, thus preventing these chemicals from seeping into the ground. The Jetport pays the costs of this operation and receives revenue from the airlines to offset the expenditures incurred, thus creating a "net zero" impact on the Jetport's overall budget.

Division Summary

Department: Jetport **Division:** Airfield Deicing Facility **Account:** 583-28-10

	FY18 Approp.	FY18 Projected Expend.	FY19 Department Submission	FY19 Manager's Recomm.	FY19 Finance Comm.	FY19 Final Allowance
Classification Breakdown						
Payroll	1,250	625	1,000	1,000	1,000	1,000
Contractual Services	649,276	648,718	662,706	662,706	662,706	662,706
Maintenance and Repairs	10,550	6,751	8,950	8,950	8,950	8,950
Rentals	26,880	10,612	26,880	26,880	26,880	26,880
Supplies	1,250	0	1,125	1,125	1,125	1,125
Total	689,206	666,706	700,661	700,661	700,661	700,661
Less Revenues	(733,214)	(733,214)	(744,670)	(744,670)	(744,670)	(744,670)
Net Division Total	(44,008)	(66,508)	(44,009)	(44,009)	(44,009)	(44,009)

Personnel Services Detail

Department: Jetport

Division: Airfield Deicing Facility

Account: 583-28-10

Position	Funding			FY18		FY19		FY19 Manager's		FY19 Finance		FY19 Final	
	Source			Approved		Submission		Recommendation		Committee		Allowance	
	City	Fed	Oth	#	Amount	#	Amount	#	Amount	#	Amount	#	Amount
Charges from Jetport Field	100				1,000		1,000		1,000		1,000		1,000
Overtime	100				250		0		0		0		0
Gross Personnel Services					1,250		1,000		1,000		1,000		1,000
Net Personnel Services					1,250		1,000		1,000		1,000		1,000

Key Revenues and Expenditures

Revenues

The Housing and Community Development Program or HCD is a special revenue fund that is supported by several federal and local funding sources.

1. Community Development Block Grant (CDBG) Program:

The Community Development Block Grant (CDBG) is funded by the federal government under the Housing and Community Development Act of 1974. For Program year 2018-2019 the City allocated \$2,057,808, which is comprised of \$1,895,922 in direct allocation from HCD, \$10,000 from program income, and \$11,886 from re-programmed funds; additional sources of 2018-2019 fiscal year funding include \$120,000 from the Bayside TIF revenue and \$20,000 from the Cotton Street lot property sale. These funds are used to ensure decent affordable housing, to provide services to the most vulnerable in our communities, and to create jobs through the expansion and retention of businesses.

2. Home Investment Partnership Program (HOME):

The HOME funds are available for a broad range of housing activities benefiting low and moderate income households. For 2018-2019, the City proposes to utilize \$1,151,710 of HOME funds and \$151,247 of Program Income for a HOME Consortium between the City (\$856,911) and Cumberland County (\$446,046) for the development of new rental housing, single family and multi-family rehabilitation, tenant based rental assistance, and assistance to special non-profit agencies called Community Housing Development Organizations (CHDOs) to develop affordable housing.

3. Emergency Solutions Grant Program (ESG):

The ESG funds can be used by the City to fund the rehabilitation, operation and support services of providers and facilities

assisting Portland's homeless population. The City proposes to use its 2018-2019 ESG entitlement allocation of \$157,131 to provide case management and homeless prevention services through City Family Shelter programs administered by the Department of Health and Human Services.

4. Portland Development Fund: Originally established in 1986, the goal of the Portland Development Fund is to respond to the need for 1) housing that is affordable to low and moderate income households, and 2) commercial and industrial development opportunities to further strengthen the local economy and generate jobs, particularly in downtown Portland.

Originally there was approximately \$1 million in the Portland Development Fund for both housing and economic development activities. Sources of funding include Urban Development Action Grant (UDAG) miscellaneous revenue, CDBG program income, CDBG entitlement allocations from previous years, and loan repayments and interest generated. In 1990 the fund was split into Housing, administered by the Housing & Community Development Division, and Economic Development, administered by the Economic Development Department.

The Housing portion of these funds is appropriated for several activities, including the development of new affordable rental housing, single and multi-family rehabilitation, and lead paint abatement. UDAG funds administered by the Economic Development Department are used for loans and investments by the Portland Development Corporation.

Expenditures

The three expenditure categories utilized by the CDBG Program are: Public Services, also referred to as Social Services, Development Activity Funding, and Program Planning and Administration. A brief description of the services provided for the 2018-2019 fiscal year under each of these categories follows. A more comprehensive source of information on these programs can be found in the 2016-2020 Consolidated Housing or the 2018-2019 Annual Action Plan issued by the Department of Planning and Urban Development. The 2016-2020 Consolidated Plan implemented the following new program goals and objectives:

- a. ***Neighborhood Investment and Infrastructure***
to create strong, safe, accessible and vibrant neighborhoods.
- b. ***Housing Opportunity***
to increase housing availability and affordability.
- c. ***Economic Opportunity***
to create economic opportunities to transition people out of poverty.
- d. ***Address the Needs of the Growing Homeless Population***
to prevent and reduce homelessness.

PUBLIC SERVICES (SOCIAL SERVICES)

1. Neighborhood Investment and Infrastructure includes Community Policing.
2. Economic Opportunity includes Catherine Morrill Child Care Voucher Program and Catholic Charities & ILAP Immigrant Legal Services.
3. Address the Needs of the Growing Homeless Population includes Amistad & Portland Downtown Peer Outreach Worker Program, Public Health's Mobil Medical Outreach Project, Social Services Division's Long Term Stayers Community Integration & Landlord Outreach Project, Milestone HOME Team, Preble Street's Food Programs, Teen Shelter, Resource Center & Women's Shelter, and the Wayside Food Programs.

DEVELOPMENT ACTIVITY FUNDING

1. Neighborhood Investment and Infrastructure includes Portland Parks, Recreation & Facilities North Woods Adventure Playground at Dougherty Field, Public Works Preble Street Corridor Sidewalk Project, Port Resources Hot Water Heater Replacement Project, and Portland Housing Authority Front Street Re-Development Phase I.
2. Economic Opportunity includes Economic Development Department Business Assistance Program, and CEI Portland Microenterprise Assistance Program.

PROGRAM PLANNING & ADMINISTRATION

The following are reimbursements to general operating accounts for program administration services:

1. The Department of Planning & Development provides Administration, Planning, Housing & Community Development, and Citizen Participation services which are reimbursable under the HCD guidelines.
2. The City receives reimbursement for a portion of the annual audit cost associated with auditing the HCD Program.
3. The City may receive reimbursement for a portion of the fringe benefits associated with the positions funded with HCD monies. However, the fringe benefit reimbursement along with all of the administrative costs must not exceed the 20% cap set by CDBG regulations.

City of Portland, Maine
Housing and Community Development Program
FY19

Programs	Yr. XXXXII Allocation	Yr. XXXXIII Request	Council Approval	Final Approval
Program Activities:				
I. Public Services (Social Services) ¹	\$611,451	\$1,542,583	\$676,605	\$676,605
II. Development Activity Funding ²	954,921	991,304	962,019	962,019
III. Program Planning and Administration ³	396,093	396,093	419,184	419,184
Total CDBG Budget	\$1,962,465	\$2,929,980	\$2,057,808	\$2,057,808

Sources of Funds:	FY18	FY19
Entitlement Grant	\$1,745,465	\$1,895,922
Program Income	147,000	10,000
Surplus Funds	70,000	11,886
TIF Revenue	0	120,000
Cotton Street Lot Sale Proceeds	0	20,000
Total Sources of Funds	\$1,962,465	\$2,057,808
HUD Administrative Cap	\$396,093	\$389,184
HUD Social Services Public Services Cap	\$611,451	\$656,605

I. Public Services (Social Services)

A. Neighborhood Investment and Infrastructure

1. City of Portland / Community Policing (Parkside, Bayside, Munjoy Hill, West End)	\$150,000	\$150,000	\$150,000	\$150,000
2. City of Portland / HHS Transit Pass Fare Gap Program	0	10,000	0	0
3. Southern Maine Agency on Aging Dementia Response Intervention	0	68,555	0	0

Total Neighborhood Investment and Infrastructure	\$150,000	\$228,555	\$150,000	\$150,000
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B. Housing Opportunities

	\$0	\$0	\$0	\$0
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Total Housing Opportunities	\$0	\$0	\$0	\$0
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C. Economic Opportunity

1. African Women & Development Sewing Program	\$0	\$36,000	\$0	\$0
2. Catherine Morrill Day Nursery / Child Care Voucher Program	77,298	81,176	68,460	68,460
3. Catholic Charities & ILAP Immigrant Legal Services	0	91,542	51,345	51,345
4. City of Portland / Social Services Dept. Portland Opportunity Crew	16,496	99,063	0	0
5. Congolese Community of Maine Basic English to Open Job Market	0	25,000	0	0
6. Learning Works English Language & Literacy Program	0	45,000	0	0
7. Portland Adult Education New Mainers Resource Center Credential Eval & Mentoring	0	83,688	0	0
8. YMCA of Southern Maine New American Welcome Center	0	48,151	0	0

Total Economic Opportunity	\$93,794	\$509,620	\$119,805	\$119,805
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City of Portland, Maine
Housing and Community Development Program
FY19

Programs	Yr. XXXXII Allocation	Yr. XXXXIII Request	Council Approval	Final Approval
D. Address the Needs of the Growing Homeless Population				
1. Amistad & Portland Downtown Peer Outreach Worker Program (POW)	\$0	\$80,000	51,345	51,345
2. Amistad Inc. Peer Coaching Initiative	50,292	0	0	0
3. City of Portland / Public Health Mobile Medical Outreach Project	0	50,000	33,408	33,408
4. City of Portland / Social Services Dept. Family Shelter After Hours Program	42,891	51,383	0	0
5. City of Portland / SS Long Term Stayers Comm. Integration & Landlord Outreach Proj	0	58,966	58,671	58,671
6. Greater Portland Health Medication Assisted Recovery Program (MARF)	0	150,000	0	0
7. Milestone Emergency Shelter & Housing Navigator	0	75,000	0	0
8. Milestone HOME Team	113,275	150,000	114,000	114,000
9. Pihcintu M.A.K.E. ME Better	0	20,000	0	0
10. Preble Street Food Programs	43,568	43,568	43,568	43,568
11. Preble Street Joe Kreisler Teen Shelter	26,140	26,140	26,140	26,140
12. Preble Street Resource Center (Day Shelter Services)	39,211	39,211	25,667	25,667
13. Preble Street Women's Shelter (Florence House) ¹	26,140	26,140	20,000	20,000
14. Wayside Food Programs	26,140	34,000	34,000	34,000
Total Address the Needs of the Growing Homeless Population	\$367,657	\$804,408	\$406,800	\$406,800
Total Public Services (Social Services)	\$611,451	\$1,542,583	\$676,605	\$676,605
II. Development Activity Funding				
A. Neighborhood Investment and Infrastructure				
1. Bayside Neighborhood Association Community Garden	\$12,517	\$0	\$0	\$0
2. Catholic Charities Support & Recovery Services Energy Efficiency Upgrades	46,102	0	0	0
3. City of Portland / Parks Rec & Fac Dougherty Field North Woods Adventure Playground	0	137,000	137,000	137,000
4. City of Portland / Parks Rec & Fac. East Bayside Soccer Field Fencing & Futsal Court	69,834	0	0	0
5. City of Portland / Preble Street Corridor Sidewalk Project ²	0	398,800	369,515	369,515
6. Oxford Street / Bayside Sidewalk Improvements	205,352	0	0	0
7. Port Resources Hot Water Heater Replacements	0	12,504	12,504	12,504
8. Portland Housing Authority Front Street Re-Development Phase I	0	250,000	250,000	250,000
9. YMCA Men's Dormitory Boiler Replacement	73,331	0	0	0
10. Youth and Family Outreach Life & Safety Upgrades	199,663	0	0	0
Total Neighborhood Investment and Infrastructure	\$606,799	\$798,304	\$769,019	\$769,019
B. Housing Opportunities				
1. Portland Housing Development Corporation	\$0	\$0	\$0	\$0
Total Housing Opportunities	\$0	\$0	\$0	\$0
C. Economic Opportunity				
1. Catherine Morrill Day Nursery Toddler Classroom Expansion	\$195,575	\$0	\$0	\$0
2. City of Portland / Business Assistance Program for Job Creation	108,543	145,000	145,000	145,000
3. Coastal Enterprises, Inc. Microenterprise Assistance Program	44,004	48,000	48,000	48,000
Total Economic Opportunity	\$348,122	\$193,000	\$193,000	\$193,000

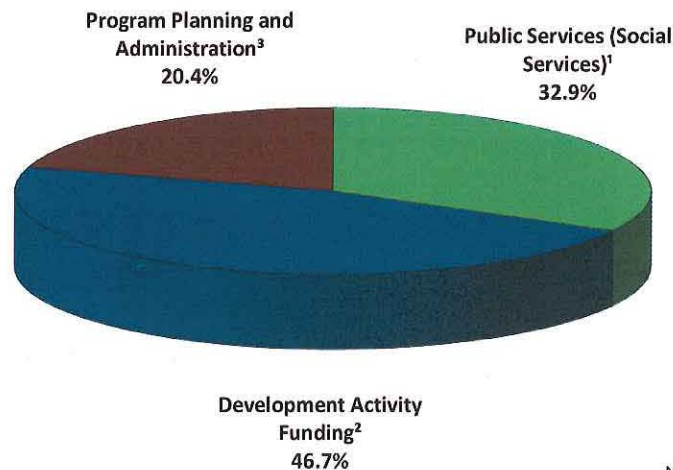
City of Portland, Maine
Housing and Community Development Program
FY19

Programs	Yr. XXXXII Allocation	Yr. XXXXIII Request	Council Approval	Final Approval
D. Address the Needs of the Growing Homeless Population	\$0	\$0	\$0	\$0
Total Address the Needs of the Growing Homeless Population	\$0	\$0	\$0	\$0
Total Development Activity Funding	\$954,921	\$991,304	\$962,019	\$962,019

III. Program Planning and Administration

1. Housing & Community Development ³	\$313,056	\$350,537	\$373,628	\$373,628
2. Planning Division	55,950	22,197	22,197	22,197
3. HCD Housing Staff	12,587	12,957	12,957	12,957
4. Citizen Participation	9,500	5,402	5,402	5,402
5. Finance Department & Audit	5,000	5,000	5,000	5,000
Total Program Planning and Administration	\$396,093	\$396,093	\$419,184	\$419,184

**FY19
HCD Budget
by Category**



Note: Due to rounding, totals may not equal 100%

Notes:

¹ Funding Sources Include \$20k from the Cotton Street Lot Land Sale Proceeds

² Funding Sources Include \$90k from the Bayside TIF

³ Funding Sources Include \$30k from the Bayside TIF for the Planning & Urban Development Director's Salary

Portland, Maine



Yes. Life's good here.

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City of Portland, Maine

Board of Education

Anna Trevorrow
School Board Chair
At Large
(2019)

Jenna Vendil
District 1
(2018)

Marnie Morrione
District 5
(2020)

Holly Seeliger
District 2
(2018)

Mark Balfantz
At Large
(2020)

Laurie Davis
District 3
(2019)

Roberto Rodriguez
At Large
(2019)

Timothy Atkinson
District 4
(2020)

Sarah J. Thompson
At Large
(2018)

Key Revenues and Expenditures

In 2007, the State Legislature passed a bill that required both consolidation of School districts and a referendum vote on every school budget. The Portland School Department, because of its size, did not have to consolidate with any other district. Portland is, however, still required to have a referendum vote on their budget. After approval by the City Council, the FY2019 School budget was approved by the voters June 12, 2018.

Revenues

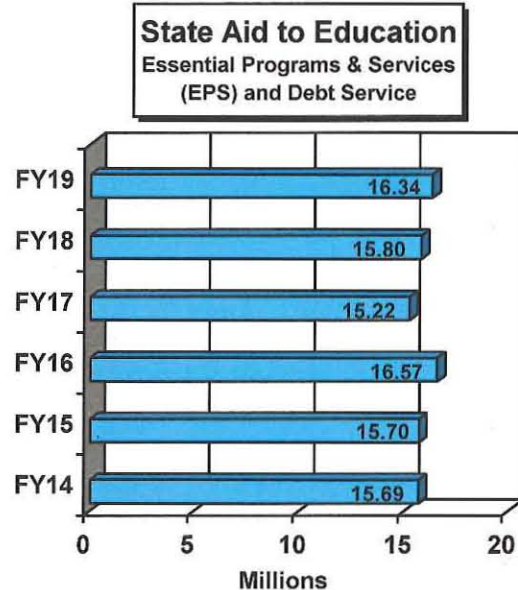
The funding sources for Education, other than Property Taxes, are summarized into four major categories - General Fund, Adult Education, Food Service, and Other Revenue. The property tax funds 79.6% of the FY19 Education budget.

State Subsidy

The second largest School-funding source is State Aid to Education. The State subsidy funding formula was amended by the Essential Programs and Services Funding Act of 2003.

The budgeted portion of State Aid for Essential Programs and Services (EPS) and debt service accounts for 14.8% of the School's FY19 Budget.

The chart represents the State Aid to Education revenue history over the past six years.



Note: FY18 and FY19 are estimated amounts

Expenditures

The City operates its educational program for grades K through 12, Adult Education, and for applied technology education under its own supervision. Article III of the City's Charter, as amended, provides that the Board of Public Education for the City be administered by a school board comprised of nine members. The Board of Public Education performs all duties and functions regarding the care and management of the public schools in the City.

For presentation in the City's Municipal Budget, the Education budget is broken down into six categories: (1) Salaries and Benefits (2) Contractual Services (3) Supplies (4) Miscellaneous (5) Debt Service and (6) Capital Equipment. For a more comprehensive report, the School Department issues an annual Education Budget Report.

City of Portland, Maine
Comparative Statement of Revenues
School Department

	FY17 Actual	FY18 Estimate	FY19 Estimate
General Fund			
1313 Tuition - Individuals Reg 9-12	\$10,530	\$-	\$-
1322 Tuition - Public K-8	119,968	84,000	84,000
1324 Tuition - Public 9-12 (Long Island, GBSD)	94,774	121,000	90,000
1328 Tuition - CTE Oher Units	201,381	195,000	-
1363 Tuition - Summer School 9-12	12,835	15,000	10,000
1380 PATHS - Part I & II Assessment	1,818,151	1,974,357	21,876
1440 Transportation - Other Organizations	135,891	125,000	125,000
1510 Interest on Investments- Russell Trust Fund	3,000	3,000	3,000
1712 Admissions 9-12	19,375	30,000	25,000
1910 Custodian Service - Building Rentals	75,912	60,000	60,000
1960 Miscellaneous Local Revenue	6,011	7,000	5,000
1991 Miscellaneous Sales & Refunds	310	500	500
3120 State Agency Client	404,530	300,000	300,000
3150 Nat'l Board - Prof Teaching Salary Supplement	24,600	70,350	64,530
4585 MaineCare Medicaid Reimbursement	470,312	500,000	650,000
4810 Federal Impact Aid	48,709	40,000	40,000
5203 Special Revenue Transfer	60,450	-	-
5300 Proceeds Disposal of Property	7,965	-	-
Total General Fund	\$3,514,704	\$3,525,207	\$1,478,906
Adult Education			
1317 Tuition - Individual / Enrichment	\$103,169	\$100,000	\$105,000
1319 Tuition - Individual & Voc	64,613	60,000	70,000
1359 Tuition - Other (Academic)	23,409	30,000	20,000
5200 Fund Transfers	249	-	-
Total Adult Education	\$191,441	\$190,000	\$195,000
TOTAL GENERAL FUND REVENUE (Including Adult Education)	\$3,706,145	\$3,715,207	\$1,673,906

Food Service

1611 Daily Sales - Lunch Program	\$260,900	\$249,769	\$260,000
1620 Daily Sales - a la Carte & Adults	130,298	160,237	130,785
1630 Special Functions	9,479	10,000	10,000
1910 Building Rentals	6,998	6,000	7,440
1996 Refunds - School Nutrition	3,666	-	2,000
3250 State Reimbursement - School Meal Reimbursement	46,072	33,848	40,000
4370 Federal Reimbursement - After School Snack	54,547	47,884	54,000
4380 Federal Reimbursement - Summer Food Program	54,262	54,130	63,873
4550 Federal Performance - Based Lunch	35,852	34,682	34,842
4551 School Lunch - Regular	191,212	184,971	193,926
4552 School Lunch - Reduced Rate	69,638	57,918	73,574
4553 School Lunch - Free	1,371,556	1,333,486	1,360,000

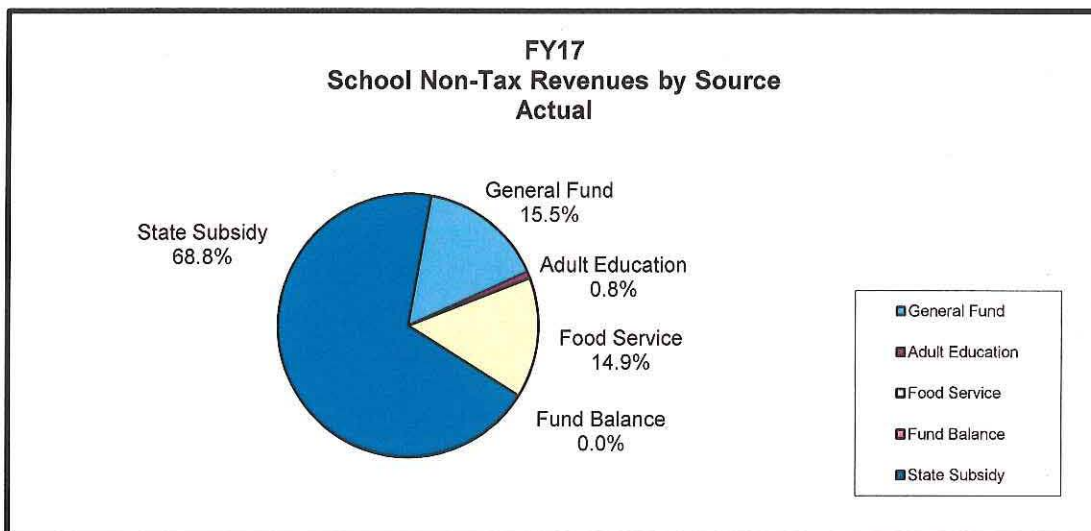
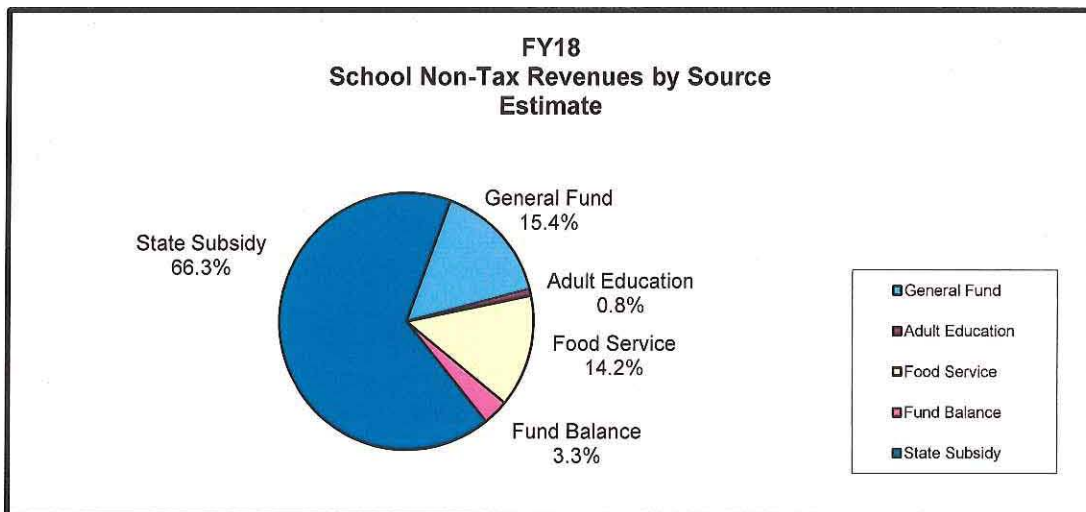
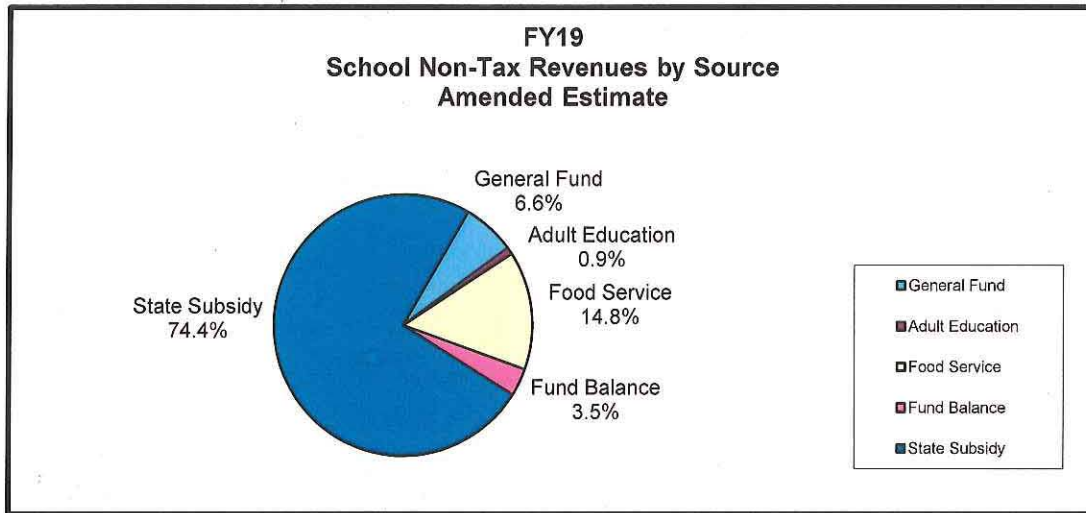
City of Portland, Maine
Comparative Statement of Revenues
School Department

	FY17 Actual	FY18 Estimate	FY19 Estimate
4554 School Breakfast	878,521	832,469	829,259
4558 Payments in Lieu of Commerce	191,655	180,636	194,834
4559 Fresh Fruits & Vegetables Grant	80,140	77,750	78,200
Total Food Service	\$3,384,796	\$3,263,780	\$3,332,733
TOTAL LOCAL REVENUE	\$7,090,941	\$6,978,987	\$5,006,639
Other Revenues			
3111 State Subsidy - EPS	\$15,217,459	\$14,799,817	\$16,339,336
3240 State Subsidy - Adult Education	434,197	431,864	449,040
Total State Subsidy - General Fund	\$15,651,656	\$15,231,681	\$16,788,376
5000 Fund Balance Carry Forward (General Fund)	\$0	\$500,000	\$568,789
5000 Fund Balance Carry Forward (Food Service)	-	250,000	211,481
Total Fund Balance Carry Forward	\$0	\$750,000	\$780,270
TOTAL OTHER REVENUE	\$15,651,656	\$15,981,681	\$17,568,646
GRAND TOTAL ALL REVENUE	\$22,742,597	\$22,960,668	\$22,575,285

FY18 Amended Budget:

Appropriated Additional Education Subsidy in the Amount of \$712,351 (Council Order #86-17/18: 11/06/17)

Portland School Department Comparison of Non-Tax Revenues by Source



Note: Due to rounding, totals may not equal 100%

City of Portland, Maine
Comparative Budget Summary
School Department

	FY17 Actual	FY18 Budget	FY19 Budget
I. SALARIES & BENEFITS			
Salaries - Regular			
1010 Professional Salary	\$41,412,550	\$42,580,534	\$43,193,775
1020 Instructional Aide / Asst	4,851,749	4,832,842	4,649,569
1040 Administrators	5,429,549	5,517,575	5,950,488
1180 Regular Support Staff	8,766,190	9,105,543	9,084,508
Total Regular Salaries	\$60,460,038	\$62,036,494	\$62,878,340
Salaries - Temporary			
1200 Temporary Salary	\$645,035	\$820,250	\$865,451
1210 Tutor	52,524	68,593	50,850
1230 Substitute	1,079,776	895,111	939,880
1310 Teacher Additional Pay	57,855	81,380	115,310
1380 Regular Support Overtime	231,570	128,500	143,000
1410 Professional Sabbatical	-	-	19,610
1500/10/60 Stipends / Differentials	1,469,161	1,538,009	1,644,972
1501 Stipend - Retirement Sick	451,065	640,000	640,000
1590 Stipend / Other	11,453	24,000	24,720
Total Temporary Salaries	\$3,998,439	\$4,195,843	\$4,443,793
Benefits			
2000-2299 Flex Benefits, LTD, Medicare	\$13,471,897	\$14,000,004	\$15,697,385
2030 Unemployment Compensation	12,498	100,000	100,000
2300-2380 Retirement - MePERS / ICMA	2,750,942	3,221,520	3,347,316
2500-2580 Tuition Reimbursement	198,726	175,000	200,000
2700 Workers' Compensation	597,387	711,200	695,670
2900 Life Insurance - MePERS PLD	108,978	40,000	40,000
Total Benefits	\$17,140,428	\$18,247,724	\$20,080,371
Total Salaries & Benefits	\$81,598,905	\$84,480,061	\$87,402,504

II. CONTRACTUAL SERVICES

3000 Purchased Professional & Technical Services	\$2,209,507	\$2,414,690	\$1,429,152
3200 Contractual Pre-K	145,280	159,810	162,554
3300 Employee Training & Development Services	177,839	472,645	450,053
3400 Other Professional Services	25,666	33,000	20,000
3401 Security	120,949	126,036	127,867
3402 Alarms	4,050	4,050	4,050
3420 Architectural & Engineering Services	9,279	20,000	20,000
3430 Adult Ed Contracted Services	3,685	10,175	6,000
3440 Special Education Contracted Services	389,135	231,242	288,400
3450 Legal Services	137,263	140,000	140,000
4110 Water	44,247	43,696	46,547
4120 Sewer	120,128	106,215	116,345
4125 Stormwater	118,577	120,272	-

City of Portland, Maine
Comparative Budget Summary
School Department

	FY17 Actual	FY18 Budget	FY19 Budget
4300 Repair & Maintenance Services	358,391	478,916	1,024,274
4301 HVAC Maintenance	420,748	517,756	514,663
4302 Mowing / Plowing / Field Maintenance	466,049	464,600	563,766
4303 Asbestos / Mold Abatement Services	-	-	20,000
4304 Vehicle & Equipment Repair	19,038	14,000	20,500
4305 Waste Disposal Services	102,088	114,144	117,600
4306 Recycling Services	32,398	34,000	44,000
4307 Hazardous Waste Disposal Services	-	4,000	4,000
4308 Pest Management Services	15,341	16,000	19,560
4309 Fire Extinguisher Maintenance Services	-	-	7,000
4400 Rentals	368,051	374,644	384,334
4420 Equipment & Vehicle Lease	13,698	-	-
4430 Computer Lease	3,531	-	193,600
4450 Leases-Not DOE Approved	29,252	34,802	34,802
5000 Other Purchased Services	1,486	1,200	1,450
5100 Student Transport Services	421	250	250
5140 Student Transport Purchased - Private	456,645	519,269	330,211
5200 Insurance / General Liability	323,848	358,250	428,281
5310 Postage	57,052	70,469	70,771
5320 Phone	74,576	96,609	111,016
5330 Internet Connectivity	9,070	47,400	52,426
5340 E-Books & On-Line Subscriptions	11,717	93,055	92,999
5400 Advertising	28,800	54,700	16,000
5430 Adult Ed Advertising	20,305	-	15,000
5510 Printing & Binding	22,204	43,823	51,964
5520 Photocopying	187,974	169,525	169,222
5610 Tuition to In-State SAU	1,400	-	90,832
5630 Tuition to Private Source	554,215	686,613	686,613
5650 Tuition to Post Secondary	10,957	10,000	10,000
5800 Staff Travel	139,669	180,005	182,199
5830 Adult Ed Travel - State Meeting	-	100	100
Total Contractual Services	\$7,234,528	\$8,265,961	\$8,068,401

III. SUPPLIES

6000 General Supplies	\$359,833	\$391,146	\$620,107
6040 Custodial Supplies	226,870	236,767	236,000
6100 Instructional Supplies	627,812	629,917	655,982
6210 Natural Gas	911,317	801,550	909,738
6220 Electricity	919,093	949,365	948,036
6230 Bottled Gas	13,252	14,510	15,682
6240 Oil	107,013	124,721	61,550
6260 Gasoline	63,447	140,681	90,421
6300 Food	1,485,612	1,501,181	1,540,090
6310 Non-Food Supplies	112,078	112,418	113,100
6400 Books & Periodicals	376,175	360,439	272,701
6500 Tech-Related Supplies	90,168	139,946	136,122
6501 Software Licenses	463,504	616,280	641,111
6600 Audiovisual Supplies	7,370	18,650	16,400
Total Supplies	\$5,763,543	\$6,037,571	\$6,257,040

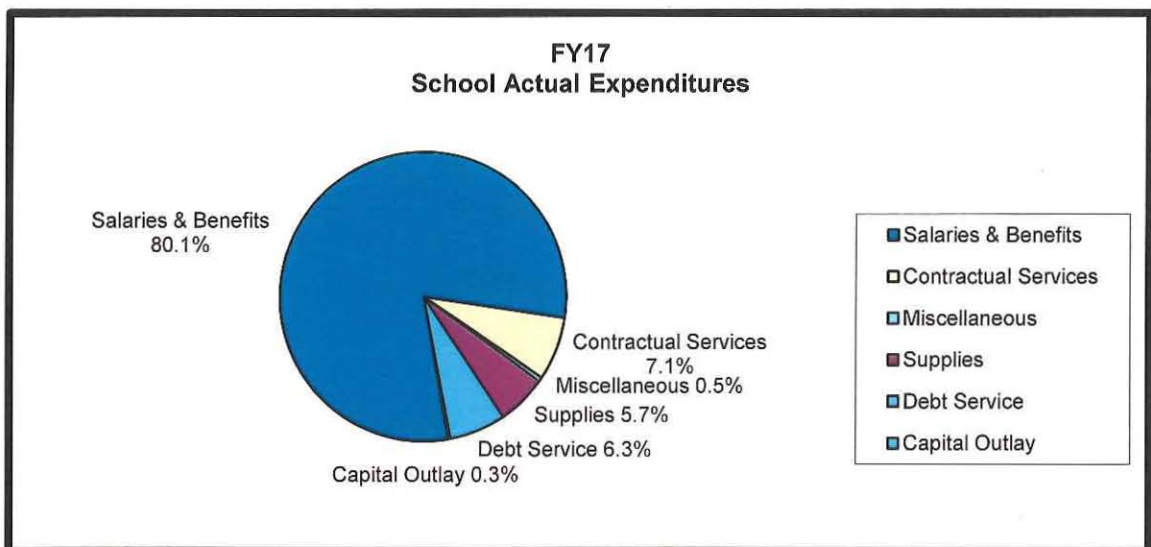
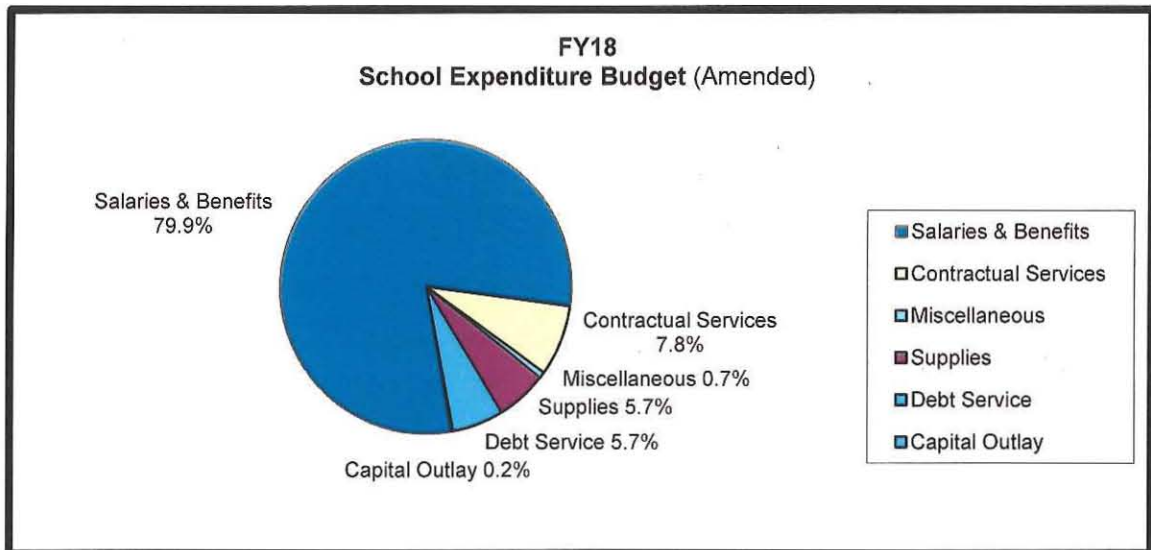
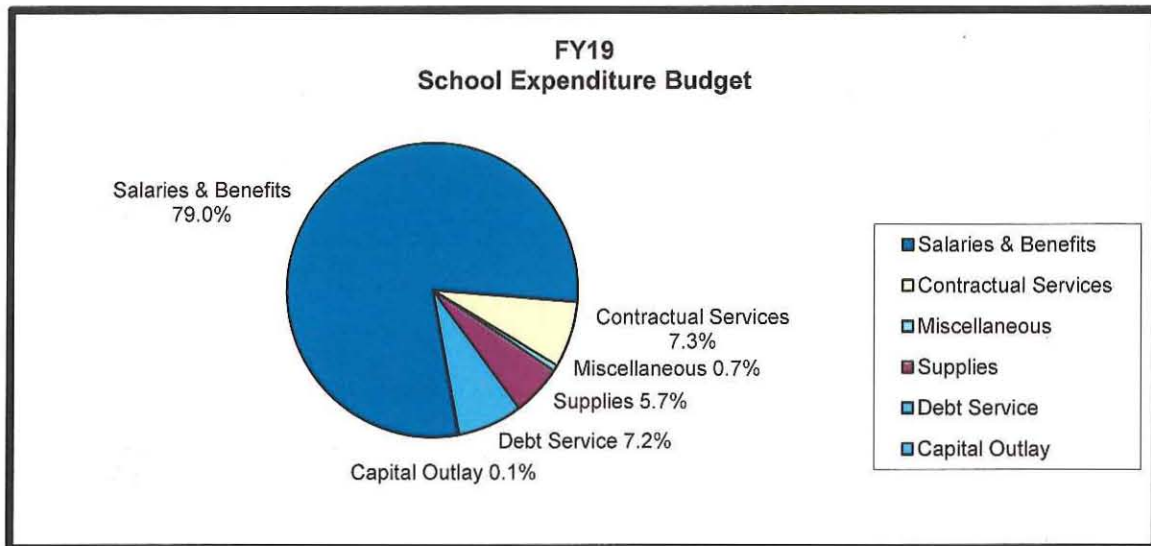
City of Portland, Maine
Comparative Budget Summary
School Department

	FY17 Actual	FY18 Budget	FY19 Budget
IV. MISCELLANEOUS			
8100 Dues & Fees	\$120,911	\$157,651	\$158,761
8110 Bank Fees	4,435	4,000	4,000
8120 Maine State Billing Fees	40,696	45,796	45,796
8140 School Board Conference Fees	358	1,000	1,000
8500 Field Trip Transportation	329,646	322,571	335,779
8900 Miscellaneous Expenditures	5,147	7,000	9,000
9000 Other Items	14,863	185,000	144,500
9100 Fund Transfers Out	179	-	35,000
Total Miscellaneous	\$516,235	\$723,018	\$733,836
V. DEBT SERVICE			
8310/20-1 Debt Service - Other	\$5,312,222	\$5,433,957	\$7,844,378
8310/20-2 Debt Service - Buses	114,057	106,876	102,586
8310/20-3 Debt Service - Technology	1,016,294	471,739	16,369
8310/20-5 Bus / Van Lease / Purchase	4,183	4,183	4,183
Total Debt Service	\$6,446,756	\$6,016,755	\$7,967,516
VI. CAPITAL EQUIPMENT			
7300 Equipment (Over \$10,000)	\$58,894	\$157,223	\$31,619
7301 Equipment (Under \$10,000)	14,493	-	2,500
7340 Tech-Related Equipment (Over \$10,000)	-	15,000	-
7341 Tech-Related Equipment (Under \$10,000)	196,881	53,000	115,300
Total Capital Equipment	\$270,268	\$225,223	\$149,419
TOTAL SCHOOL EXPENDITURES	\$101,830,237	\$105,748,589	\$110,578,716

FY18 Amended Budget:

Appropriated Additional Education Subsidy in the Amount of \$712,351 (Council Order #86-17/18: 11/06/17)

Portland School Department Expenditures by Category



Note: Due to rounding, totals may not equal 100%

Portland, Maine



Yes. Life's good here.

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Budget Overview

Background Information

The City of Portland is located on the southern coast of the State of Maine in the southeastern section of the County of Cumberland, the State's most populous county. The City is approximately 108 miles north-northeast of Boston, Massachusetts and 60 miles southwest of the City of Augusta, the State's capital. Portland is bordered by the Town of Falmouth on the northeast and the City of Westbrook on the west, with the Presumpscot River forming a portion of this border. The Fore River separates Portland from the City of South Portland for a major portion of its southern border. The Atlantic Ocean forms Portland's eastern border as well as Portland Harbor and Casco Bay.

As the hub of Maine's southern region convenient access to Portland is provided by Exits 44, 45, 46, 47, and 48 of U.S. Interstate Route 95 (the Maine Turnpike) which intersects the City's western plain in a north-south direction, and the U.S. Interstate Route 295 spur which bisects the City through its interior. U.S. Route 1 follows the coastal plain of the City, also in a north-south direction. The Portland International Jetport, located in the City, provides air traffic for the region. The Casco Bay Island Transit District provides commuter and tour boat service to the major islands in Casco Bay. Bus transit, by major carriers operating two terminals in the City, provides regularly scheduled interstate and intra-state transportation. The Amtrak Downeaster passenger railroad service runs between Portland and Boston, offering additional stops along the 114 mile journey in Maine, New Hampshire and Massachusetts during the approximate 2 1/2 hour trip. The Maine Central Railroad, Boston & Maine Corporation and the St. Lawrence & Atlantic Railroad Company provides the greater Portland area with rail links to all of Maine, the continental United States and Canada.

The area embracing Portland was first settled in 1632 and called "Machigonne", the Micmac Indian name meaning "shaped like a

great knee". The area was then referred to as Casco but subsequently incorporated as Old Falmouth in 1718, formed of the area now encompassing the cities of Portland, South Portland, and Westbrook and the towns of Cape Elizabeth and Falmouth. Portland separated from Old Falmouth and incorporated as a town on July 4, 1786, taking its present name. Portland was chartered as a city on March 26, 1832, and annexed the City of Deering (formerly the Town of Stroudwater which included the present limits of Westbrook plus Deering, Deering being further set off as a city in 1871) on February 6, 1899. Portland was the site of the 1819 Constitutional Convention when Maine broke away from the Commonwealth of Massachusetts to become a separate state in 1820. The City served as the first capital from 1820 until its removal to Augusta in 1831.

The metropolitan area is clustered on the "Peninsula" which is surrounded on its sides by Back Cove, Casco Bay and the Fore River with the Eastern and Western Promenades at its opposite ends. Once confined geographically to this narrow peninsula the City added greatly to its territory with the annexation of Deering and now consists of 19.15 square miles of land area. The sections of the City are: Brighton, Casco Bay Islands, Deering, East Deering, the Peninsula, North Deering, Riverton, Stroudwater, Woodfords and Morrills.

Portland is the largest city in Maine, the seat of government for the County of Cumberland and is the region's leading industrial, commercial and cultural center. With one of the finest deep water harbors on the Atlantic Coast, Portland is closer to Europe than any other transatlantic port in the United States. The City enjoys numerous parks, monuments, historical sites, several hotels and restaurants. Portland is home of the University of Southern Maine, University of New England, the Portland Museum of Art, the Maine College of Art and the Cross Insurance Arena. Two major medical centers, Maine Medical Center and Mercy Hospital, are also located in the City.

Budget Overview

Purpose of the Budget

The annual budget serves three principle purposes:

The budget serves as a tool for the City Manager and department heads in planning the work programs to be performed and the services to be provided by the departments and divisions of the City government.

The budget enables the City Council to determine the amount of available revenues and the manner in which it is to be allocated to various governmental programs in accordance with the needs of the community.

The budget serves as an instrument of control for governmental spending by making available at all times the relative position of actual expenditures to appropriated amounts of departments and divisions and the progress of work being accomplished.

The budget document is the financial plan of the City government. When adopted by the City Council, it reflects the proposed expenditures of the various departments and divisions and the method of financing these expenditures.

Phases of Budgeting

Municipal budgeting consists of three phases:

1. budget preparation
2. review and adoption
3. execution

Budget Calendar

Dec	Jan	Feb
Revenue Base Budget	Expenditure Base Budget	Budget Compilation
Mar	Apr	May
City Manager Budget Review	Finance Committee Review	City Council Deliberations, Public Hearings & Adoption

Budget Preparation

The budget is prepared in two stages -- revenue estimation and expenditure budgets.

Revenue Estimate

The City's budget process begins with revenue estimation for a very simple reason, the City can appropriate no more than it expects to have in resources. This very simple fact makes the accuracy of revenue estimates critical. Unrealistically high estimates assure that at some point in the budget year, an expenditure freeze will be required. On the other hand, with the fiscal constraints that exist in the public sector, significantly understating revenues can negatively impact the tax levy by increasing taxes unnecessarily.

Besides historical data, which is very important, factors such as inflationary and unemployment trends, interest rates, sales and general economic factors are taken into consideration by the departments.

In early November, an automated revenue package is made available to the departments. The departments must provide the following information for the revenues that are their responsibility:

Budget Overview

1. projected collection estimates for the current fiscal year with explanations for projections substantially different than estimate
2. an estimate for the upcoming fiscal year with the method and/or calculations behind the estimate

If a department is proposing a fee increase, a memo outlining pertinent information including action necessary to establish the fee, administrative mechanism for collections, reasonableness, and the new revenue capability is included in the submitted revenue package.

Completed revenue packages are submitted to the Budget Office by mid-December.

Expenditure Budgets

The second phase of the City's budget process begins in early January. The departments prepare their budgets from the instructions given, such as wage guidelines and target figures. Budget packages are submitted to the Budget Office in late January.

Review and Adoption

During the month of March, the City Manager reviews the budgets through a series of budget hearings with the departments. The City Manager then formulates his recommendations. Prior to April 1 of each year, the City Manager's proposed budget for the following fiscal year is then submitted to the City Council. An accurate summary of this budget is made available no later than two (2) weeks after its submission to the City Council.

The City Council then refers the City Manager's budget to the Finance Committee for review and consideration. During the month of April, the Finance Committee holds budget hearings with all the City departments and the School department. Upon completion

of these hearings, the Finance Committee formulates their recommendations and presents the budget to the City Council. The school department budget, under the school consolidation law passed in 2007, is required to conduct a referendum to approve the budget.

The City Council holds a public hearing on the City's Finance Committee's recommended budget at least ten days prior to the final passage of the appropriation resolve, which must be on or before June 30. A budget workshop is scheduled for the City Council to discuss the budget after the initial public hearing. Final action is taken by the City Council at the second reading of the budget which as previously stated must be before June 30th.

Execution

Amounts are appropriated for general City purposes and one amount for school purposes, the total of which cannot exceed estimated revenues.

Budgets for the general fund and the enterprise funds are legally adopted each year through the passage of an appropriation resolve. Special revenue funds and capital projects funds do not have legally appropriated budgets but have adopted project budgets.

Total expenditures for the year may not exceed total appropriations for the period. The City Council may, by resolution, appropriate additional amounts only up to the amount of excess revenues and unencumbered budget surplus remaining after the purpose of the original appropriation has been satisfied. At the end of the fiscal year, all unencumbered appropriations lapse unless specifically continued by resolution of the City Council.

With the passage of the budget and appropriation resolve, the control phase of the fiscal program begins. Throughout the fiscal year, the budget acts as a control on expenditures, and on programs and activities of the City. The fact that funds are budgeted to a department and activity is not itself a final

Budget Overview

justification for the expenditure of money; constant review and control must be maintained throughout the year. Responsibility for this control is shared by the City Manager, the department heads, and the Budget Office. Final responsibility lies with the City Manager.

No payment voucher shall be processed until the Budget Office has certified that funds are available under the proper account for the department initiating the payment request.

Accounting System

Fund Accounting: The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self balancing accounts that comprise its assets, liabilities, reserves, fund equity/retained earnings, revenues and expenditures, or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The following funds are represented in the budget report.

Governmental Funds

General Fund: Transactions related to revenues and expenditures for delivery of those services traditionally provided by municipal governments, which are not accounted for in other funds, are accounted for in the General Fund. These services include, among others, general government, public safety, parks recreation and facilities, public works, health and human services, library, pension and employee insurance, county tax and Metro, debt service, and education.

Capital Projects Funds: Transactions related to revenues obtained and used for the acquisition, construction or improvement of

capital facilities are accounted for in Capital Projects Funds. Such resources are derived principally from proceeds of general obligation bond issues.

Special Revenue Funds: Transactions related to revenues and expenditures under certain federal and state grants and from other sources, upon which legal restrictions are imposed, are accounted for in Special Revenue Funds.

The special revenue fund presented in the budget document is the Community Development Block Grants. It accounts for grants received from the federal government under the Housing and Community Development Act of 1974, as amended. These funds are used to repair streets, sidewalks and maintain parks in neighborhoods that qualify under the regulations. Qualified external human service organizations also share in these funds.

Proprietary Funds

Enterprise Funds: Transactions related to City facilities and services which are intended to be supported primarily through user charges, or where management has decided that determination of net income is appropriate, are accounted for in Enterprise Funds.

The operations classified as Enterprise Funds are: Fish Pier, Sewer, Stormwater and Jetport.

Basis of Accounting and Budgeting

Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus.

All proprietary funds are accounted for on a flow of economic resources measurement focus.

Budget Overview

The modified accrual basis of accounting is used by all governmental fund types. Under the modified accrual basis of accounting, expenditures are recorded when the related fund liability is incurred and revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available).

"Measurable" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The City considers property taxes as available if they are collected within 60 days after year end. Revenues susceptible to accrual are property taxes, special assessments, licenses, interest revenue and charges for services. Fines, permits and parking meter revenues are not susceptible to accrual because generally they are not measurable until received in cash.

The accrual basis of accounting is utilized by proprietary fund types. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

Basis of Budgeting

The City follows certain accounting principles for General Fund budgetary reporting purposes that differ from GAAP; the most significant of which are encumbrances treated as expenditures for budgetary purposes, and interfund and interdepartmental transfers under generally accepted accounting principles treated as revenues and/or expenditures for budgetary reporting purposes. In addition, the City's budgetary reporting for insurance claims, compensated absences, and investment income is done in accordance with the cash basis method of accounting, as opposed to the modified accrual method required by generally accepted accounting principles.

Glossary of Terms

Activity: A segment of the account number that identifies the type and purpose of the account. The two activity classifications used in budgeting are: 300's - Revenues and 400 & 500's - Expenditures.

Ad Valorem Tax: Property taxes levied on the assessed value of real or personal property.

Administrative Services: The element classification which includes the cost of memberships to professional organizations, literature, licenses, travel, training, and postage.

Appropriation: An authorization made by the City Council which permits the City to incur obligations and to make expenditures of resources.

Assessed Valuation: A value that is established for real and personal property for use as a basis for levying property taxes.

Assets: Property owned by a government which has a monetary value.

Authorized Positions: The approved list of positions that an organization may hire to fill.

Balanced Budget: A budget in which planned resources equal planned expenditures.

Benefits: The element classification for employee related costs such as health insurance, pension, FICA, unemployment, and tool allowance.

Bond: A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation, revenue bonds, and special improvement district bonds. These are most frequently used for construction of large capital projects such as buildings, streets and sewers.

Budget: A financial plan for a specified period of time (fiscal year).

Budget Adjustment: A procedure to revise a budget appropriation.

Budget Calendar: The schedule of key dates that a government follows in the preparation and adoption of the budget.

Budget Document: The official written statement prepared by the Budget Office and supporting staff which presents the approved budget by the City Council.

Budget Message: The opening section of the budget which provides the City Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and recommendations made by the City Manager.

Budgetary Control: The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of authorized appropriations and available revenues.

Capital Assets: Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.

Glossary of Terms

Capital Equipment: Tangible property or equipment used for operations, expected to have a service life of more than a year and a cost of more than \$10,000.

Capital Improvements Budget: A plan of proposed capital expenditures and the means of financing them. The capital budget normally is based on a capital improvement program (CIP).

Capital Improvement Program (CIP): A plan for capital improvements to be implemented each year over a fixed period of years to meet capital needs arising from the long-term work effort. It sets forth each project or other contemplated expenditures in which the government is to have a part and specified the full resources estimated to be available to finance the projected expenditures.

Capital Outlays: The element classification for an expenditure which results in the acquisition of or addition to fixed assets.

Cash Basis: The method of accounting under which revenues are recorded when received in cash and expenditures are recorded when paid.

Client Expenses: The element classification generally associated with the costs of the Social Services General Assistance Program such as food, housing, prescriptions, and utility expenses.

Contingency Account: A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for.

Contractual Services: The element classification which accounts for the purchase of services such as consulting, advertising, temporary services, and printing.

Contributions: The element classification for monies contributed to organizations to help fund their program costs.

Debt Service: Payment of interest and repayment of principal to holders of a government's debt instruments.

Deficit: The excess of an entity's liabilities over its assets (see Fund Balance).

Delinquent Taxes: Taxes remaining unpaid on and after the date on which a late payment penalty is assessed.

Department: A segment of the account number that identifies the highest level in the formal City organization in which a specific activity is carried out.

Depreciation: 1. Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence. 2. That portion of the cost of a capital asset which is charged as an expense during a particular period.

Division: A segment of the account number identifying the second level in the formal City organization in which a specific activity is carried out; several divisions may comprise a single department.

Glossary of Terms

Element: A segment of the account number that distinguishes types of expenditures. The major classifications used by the City of Portland are: Payroll, Benefits, Administrative Services, Client Expenses, Contractual Services, Maintenance and Repairs, Rentals, Insurance, Supplies, Minor Capital, Utilities, Contributions, Capital Outlay, and Debt Service.

Encumbrance: The legal commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.

Enterprise Fund: A fund established to account for operations financed in a manner similar to a private business enterprise, i.e., where the costs of providing goods and services to the public are financed or recovered through user charges.

Estimated Revenue: The amount of projected revenue to be collected during the fiscal year.

Expenditure/Expense: This term refers to the outflow of funds paid for an asset, goods, or services obtained.

Final Allowance: The final budget amounts approved by the City Council.

Fiscal Year (FY): The time period designated by the City signifying the beginning and ending period for recording financial transactions. The City of Portland has specified July 1 to June 30 as its fiscal year.

Fixed Assets: Assets of long-term character which are intended to continue to be held or used, such as land, buildings, machinery, and other equipment.

Fund: An accounting entity which has a set of self-balancing accounts and records all financial transactions for specific activities or government functions. Eight commonly used fund types in public accounting are: general fund, special revenue funds, debt service funds, capital project funds, enterprise funds, trust and agency funds, internal service funds, and special assessment funds.

Fund Balance: Fund balance is the excess of assets over liabilities and reserves, and is therefore also known as surplus funds.

Generally Accepted Accounting Principles (GAAP): Uniform minimum standards of and guidelines for financial accounting and reporting. They govern the form and content of the basic financial statements of an entity. GAAP encompass the conventions, rules, and procedures necessary to define accepted accounting practices as a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provides a standard by which to measure financial presentations.

General Fund: The largest fund within the City, the general fund accounts for most of the financial resources of the government not specifically accounted for in other funds. General fund revenues include general property and other taxes, licenses and permits, fines, forfeits and penalties, use of money and property, intergovernmental charges, service charges, interdepartmental charges, and reimbursements. General Fund expenditures are categorized as general government, public safety, public works, parks recreation and facilities, public buildings & waterfront, health and human services, public library, county tax, metro, and debt service.

Glossary of Terms

General Obligation Bonds: Bonds that finance a variety of public projects such as streets, buildings, and improvements; the repayment of these bonds is usually made from property taxes, and these bonds are backed by the full faith and credit of the issuing government.

Grant: A contribution of assets (usually cash) by one governmental unit or other organization to another. Typically, these contributions are made to local governments from the state and federal governments. Grants are usually made for specified purposes. Grants may be classified as either categorical or block depending upon the amount of discretion allowed the grantee.

HUD: The abbreviation for Housing and Urban Development.

Holiday Payments: The wages paid to union employees for holidays according to the stipulations of the union contract.

Housing and Community Development Program (HCD): The Special Revenue Fund used to account for the expenditures and revenues received under the Housing and Urban Development's Community Development Block Grant (CDBG).

Insurance: The element classification which accounts for insurance expenses including general liability, workers' compensation, and self-insurance.

Intergovernmental Revenue: Funds received from Federal, State and other local government sources, such as grants and shared revenues.

Liability: Debt or other legal obligations arising out of transactions in the past that must be paid or refunded at some future date, not including encumbrances.

Line-Item Budget: A budget which lists each expenditure category (salary, materials, telephone service, travel, etc.) separately, along with the dollar amount budgeted for each specified category.

Maintenance and Repairs: The element classification associated with up-keep of the city's tangible assets such as buildings, equipment, and land.

Maturities: The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.

Measurement Focus: The accounting convention which determines (1) which assets and which liabilities are included on an entity's balance sheet and (2) whether its operating statement presents "financial flow" information (revenues and expenditures) or "capital maintenance" information (revenues and expenses).

Mill: The property tax rate which is based on the valuation of property. A tax rate of one mill produces one dollar of taxes on each \$1,000 of property valuation.

Minor Capital Items: The element classification used for tangible property or equipment used for operations having a cost between \$5,000 and \$10,000 per single item.

Glossary of Terms

Modified Accrual Basis: The accrual basis of accounting where revenues are recognized when they become both "measurable" and "available" to finance expenditures of the current period. All governmental funds and Expandable Trust Funds are accounted for using the modified accrual basis of accounting.

Net Budget: The legally adopted budget less all interfund transactions. Those amounts in the budget representing transfers and interfund reimbursements which in effect are double counted in from the perspective of the entire budget are subtracted from the legally adopted budget amount.

Object Classification: A basis for distinguishing types of expenditures in conjunction with the element. The major expense classifications used by the City of Portland are: Payroll, Benefits, Administrative Services, Client Services, Contractual Services, Maintenance and Repair, Rental, Insurance, Supplies, Minor Capital, Utilities, Contributions, Capital Outlay, and Debt Service.

Operating Budget: The portion of the budget which pertains to daily operations that provide basic governmental services. The operating budget contains appropriations for such expenditures as personnel, contractual services, maintenance and repairs, utilities, and supplies.

Operating Transfers Out: The element classification for interfund transfers or expense activity between funds.

Ordinance: A formal legislative enactment by the governing body of a municipality having the full force and effect of law within the boundaries of the municipality to which it applies, provided it does not conflict with a higher form of law such as a state statute.

Payroll: The element classification for the cost of employees' wages including salaries, overtime, temporary help, and termination pay.

PDC: The abbreviation for the Portland Development Corporation, a local development corporation, organized by the City in 1991 for the purposes of implementation and administration of economic development programs that enhance and create business and employment opportunities, and the enhancement and coordination of the provision of services to the City's downtown business district.

PDD: The abbreviation for Portland Downtown District.

Rental: The element classification used for rental expenses of land, buildings, vehicles and equipment.

Reserve: An account used to indicate that a portion of a fund's assets are legally restricted for a specific purpose and is, therefore, not available for general appropriation.

Resolution: An order of a legislative body requiring less legal formality than an ordinance or statute.

Revenue: Funds which the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income.

Glossary of Terms

Revenue Estimate: A formal estimate of how much revenue will be earned from a specific revenue source for some future period; typically, a future fiscal year.

Risk Management: An organized attempt to protect a government's assets against accidental loss in the most economical method.

Self Insurance: The underwriting of one's own insurance instead of obtaining coverage from a private provider.

Source of Revenue: Revenues are classified according to their source or point of origin.

Special Assessment: A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

Special Revenue Fund: A fund created to account for transactions related to revenues and expenditures under certain federal and state grants and from other sources, upon which legal restrictions are imposed.

Supplies: The element classification relating to the purchase of materials, provisions, and other tangible goods.

Tax Levy: The total amount to be raised by general property taxes.

Tax Lien: The legal method for collecting delinquent real estate taxes.

Tax Rate: The amount of taxes (mills) levied for each \$1,000 of assessed valuation.

Termination: The final wage payment for accrued vacation and sick time, if applicable, upon an employee's termination with the City.

Utilities: The element classification which includes expenses for electricity, fuel, telephone, water and sewer, and stormwater.

Wage Adjustment: A wage reserve account for changes which may result from scheduled union contract negotiations.



MUNICIPAL BUDGET



CITY OF PORTLAND

July 1, 2019 – June 30, 2020

City of Portland, Maine

FY20 Municipal Budget

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24-000 Planning and Development	54
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City of Portland, Maine

City Council

Ethan K. Strimling
Mayor
(2019)

Belinda S. Ray
District 1
(2021)

Kimberly Cook
District 5
(2020)

Spencer Thibodeau
District 2
(2021)

Jill C. Duson
At Large
(2020)

Brian E. Batson
District 3
(2019)

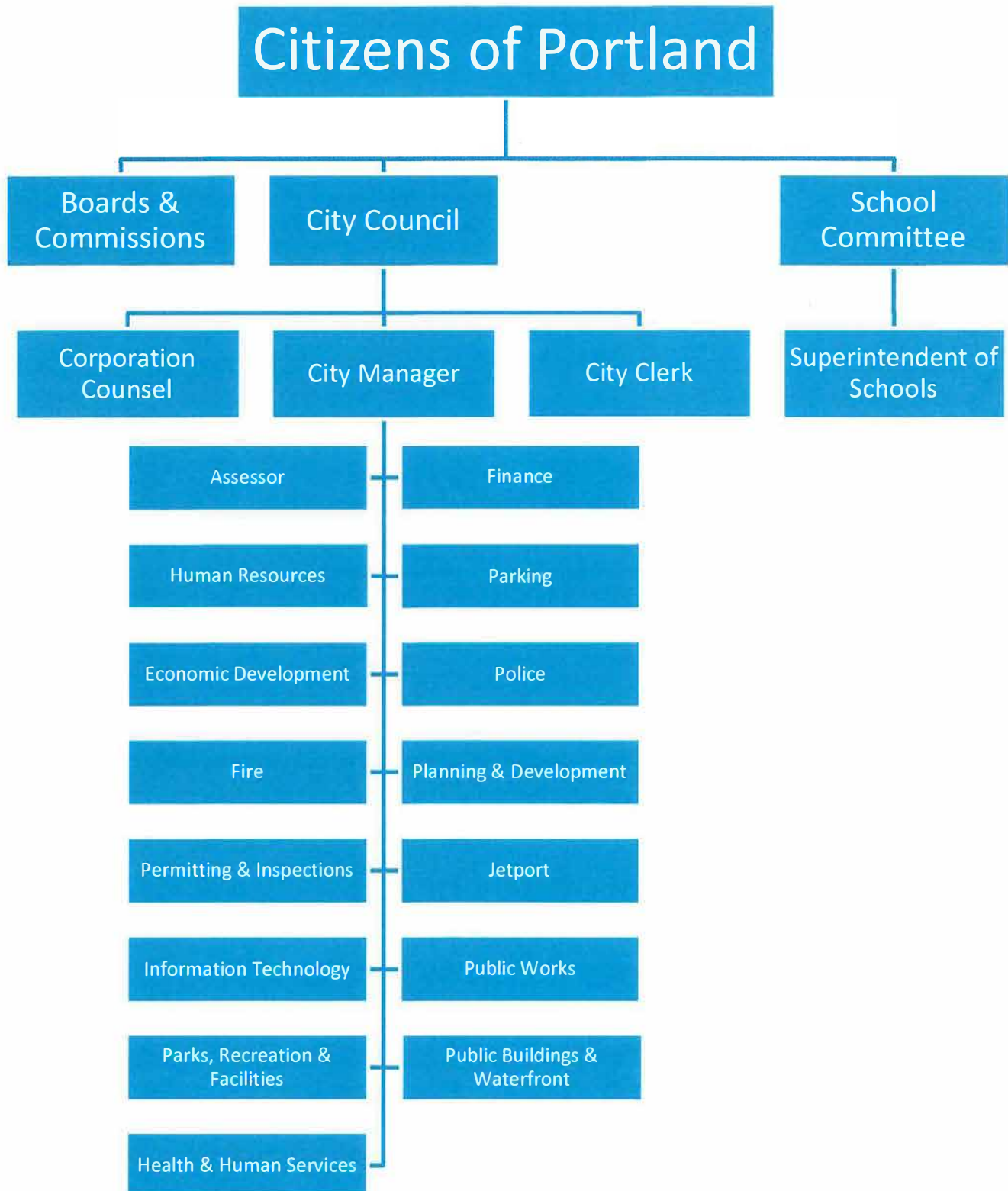
Pious Ali
At Large
(2019)

Justin Costa
District 4
(2020)

Nicholas M. Mavodones, Jr.
At Large
(2021)

City of Portland, Maine

Organizational Chart



City of Portland, Maine

Administrative Staff

City Manager

Jon Jennings

Assistant City Manager

Heather Brown

<u>Department</u>	<u>Department Head</u>
Assessor	Christopher Huff
City Clerk	Katherine Jones
Economic Development	Gregory Mitchell
Finance	Brendan O'Connell
Fire	Chief Keith Gautreau
Health & Human Services	Kristen Dow
Human Resources	Gina Tapp
Information Technology	Hanna Pickering
Jetport	Paul Bradbury
Legal	Danielle West-Chuhta
Parks, Recreation & Facilities	Sally DeLuca
Permitting & Inspections	Vacant
Planning & Development	Vacant
Police	Chief Frank Clark
Public Buildings & Waterfront	Katherine Alves
Public Works	Christopher Branch



Portland, Maine



Yes. Life's good here.

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City of Portland, Maine
Tax Rate Computation
FY20

	General Fund	Enterprise Funds	TOTAL MUNICIPAL	School Dept	GRAND TOTAL
Total Expenditures	\$206,732,571	\$56,788,363	\$263,520,934	\$117,389,270	\$380,910,204
Less: Revenues	(113,918,918)	(61,471,535)	(175,390,453)	(23,274,848)	(198,665,301)
Surplus	0	4,683,172	4,683,172	(769,283)	3,913,889
Tax Levy	\$92,813,653	\$0	\$92,813,653	\$93,345,139	\$186,158,792
Tax Levy %			49.9%	50.1%	100.0%

Valuation 7,985,000,000

Tax Rate:

FY20	\$11.62	\$0.00	\$11.62	\$11.69	\$23.31
FY19	\$11.34	\$0.00	\$11.34	\$11.14	\$22.48
\$ Increase	\$0.28	\$0.00	\$0.28	\$0.55	\$0.83
% Increase	2.5%	0.0%	2.5%	4.9%	3.7%

City of Portland, Maine
Comparative Tax Levy by Budget Category
FY20 Budget versus FY19 Budget

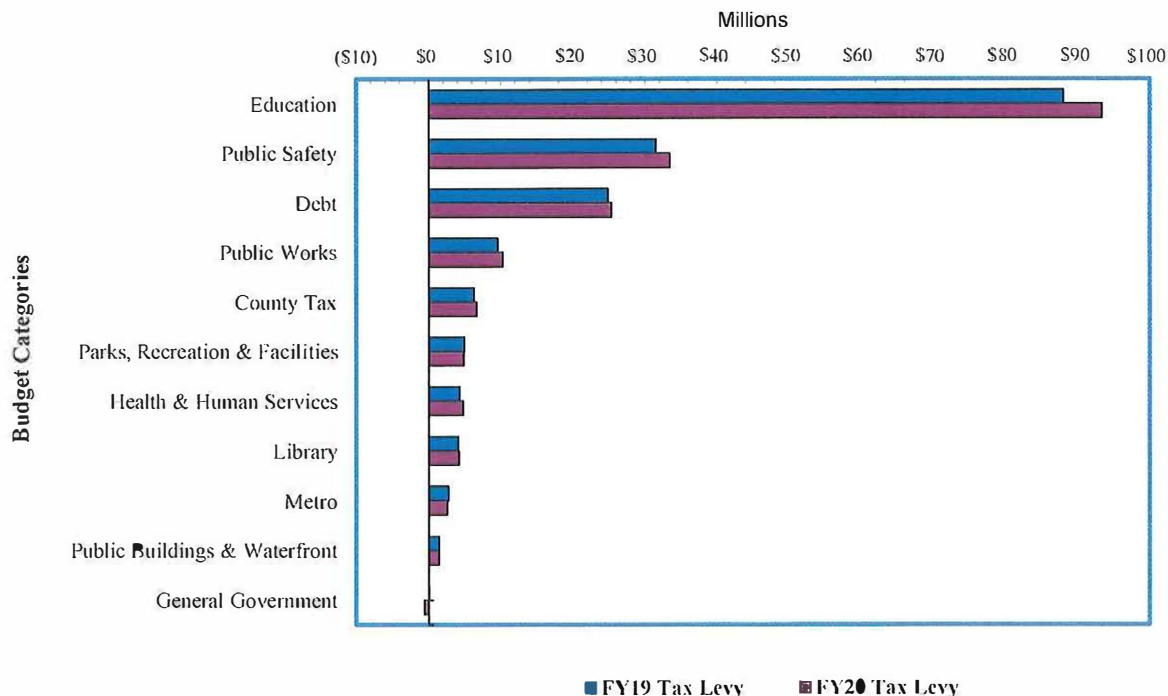
Department	FY19 Tax Levy	FY20 Tax Levy	\$ Change	% Change	FY19 Tax Rate	% of Taxes	FY20 Tax Rate	% of Taxes
Education	\$88,003,431	\$93,345,139	\$5,341,708	6.1%	\$11.14	49.5%	\$11.69	50.1%
Public Safety	\$31,508,773	\$33,453,239	\$1,944,466	6.2%	\$3.99	17.7%	\$4.19	18.0%
Debt	\$24,838,292	\$25,356,302	\$518,010	2.1%	\$3.14	14.0%	\$3.18	13.6%
Public Works	\$9,578,161	\$10,293,784	\$715,623	7.5%	\$1.21	5.4%	\$1.29	5.5%
County Tax	\$6,288,845	\$6,640,316	\$351,471	5.6%	\$0.80	3.5%	\$0.83	3.6%
Parks, Recreation & Facilities	\$4,915,401	\$4,809,689	(\$105,712)	-2.2%	\$0.62	2.8%	\$0.60	2.6%
Health & Human Services	\$4,278,642	\$4,728,803	\$450,161	10.5%	\$0.54	2.4%	\$0.59	2.5%
Library	\$4,062,000	\$4,178,550	\$116,550	2.9%	\$0.51	2.3%	\$0.52	2.2%
Metro	\$2,713,649	\$2,563,535	(\$150,114)	-5.5%	\$0.34	1.5%	\$0.32	1.4%
Public Buildings & Waterfront	\$1,382,485	\$1,401,260	\$18,775	1.4%	\$0.18	0.8%	\$0.18	0.8%
General Government	\$46,346	(\$611,825)	(\$658,171)	-1420.1%	\$0.01	0.0%	(\$0.08)	-0.3%
Total:	\$177,616,025	\$186,158,792	\$8,542,767	4.8%	\$22.48	100.0%	\$23.31	100.0%

Note: Due to rounding, totals may not equal 100%

Notes:

- The pension and insurance costs have been proportionately allocated to the budgets.
- Non-department specific revenues are allocated to all departments

Tax Levy By Budget Category
FY20 and FY19 Comparison
Tax Levy in Millions



CITY OF PORTLAND, MAINE
Annual Expenditure Budget
Comparative Budget Summary - General Fund and Enterprise Funds

Department	FY18 Actual	FY19* Budget	FY19 Projection	FY20 Budget
100-11-000 City Council	\$355,063	\$331,904	\$343,584	\$344,046
100-12-000 City Clerk	539,302	536,522	537,255	622,721
100-13-000* City Manager	1,115,178	976,564	974,616	929,877
100-14-000 Assessor	421,890	404,377	407,644	435,159
100-15-000 Finance	2,005,299	1,840,101	1,789,452	1,952,730
100-16-000 Legal	611,884	709,403	708,841	741,338
100-17-000 Human Resources	1,049,973	1,063,158	1,023,251	1,071,134
100-18-000 Parking	2,274,565	2,337,364	2,312,250	2,366,214
100-19-000* Economic Development	485,605	633,989	624,607	674,528
100-21-000 Police	16,498,903	16,860,613	16,424,667	17,757,540
100-22-000 Fire	17,452,731	17,296,405	18,475,073	18,235,148
100-24-000* Planning & Development	1,894,061	2,080,277	1,742,354	2,080,032
100-25-000 Permitting & Inspections	1,642,853	1,759,712	1,831,798	1,848,559
100-29-000 Information Technology	2,441,288	2,799,922	2,817,415	2,914,482
100-31-000 Public Works	14,429,581	13,971,411	14,235,623	14,636,202
100-33-000* Parks, Recreation & Facilities	14,984,191	11,194,057	11,071,277	11,517,193
100-35-000* Public Buildings & Waterfront	-	5,019,804	4,961,913	5,080,341
100-44-100 HHS Administration	404,328	419,772	394,806	337,276
100-44-200* Public Health	1,715,966	1,874,503	1,006,289	2,093,528
100-44-300* Social Services	11,525,792	11,908,346	10,286,860	13,167,747
100-44-400 Barron Center	14,455,233	15,630,623	15,009,112	15,947,969
100-47-000 Debt Service	38,235,349	41,818,036	41,818,036	45,087,798
100-48-000 Library	3,936,725	4,062,000	4,075,635	4,178,550
100-51-000 Pension	7,447,968	8,126,801	8,054,444	8,398,292
100-52-000 Employee Benefits	22,813,592	23,341,655	23,663,281	23,445,886
100-61-000 Contingent	424,334	275,850	287,895	250,000
100-62-000 Liability Insurance	986,144	774,458	772,458	839,325
100-63-000 County Tax	5,907,743	6,288,845	6,288,845	6,640,316
100-65-000 Memberships & Contributions	3,043,305	3,189,939	3,186,598	3,303,640
100-67-000 Wage Adjustment	-	60,000	-	(165,000)
Total General Fund Expenditures:	\$189,098,846	\$197,586,411	\$195,125,879	\$206,732,571
530-35-000 Fish Pier	\$302,278	\$398,213	\$434,713	\$388,679
570-00-000 Sewer	24,274,669	26,321,527	25,866,840	27,032,572
571-00-000 Stormwater	2,054,324	2,759,614	2,733,131	2,788,837
583-28-000 Jetport	21,584,372	24,112,747	24,660,341	26,578,275
Total Enterprise Funds:	\$48,215,643	\$53,592,101	\$53,695,025	\$56,788,363
Total General & Enterprise Funds:	\$237,314,489	\$251,178,512	\$248,820,904	\$263,520,934

***Notes:**

-FY19 General Fund budget comparative with project / grant value: \$197,586,411; project / grant Value = \$3,125,269

(1) Planning: \$290,805 (2) Public Health: \$839,356 (3) Social Services: \$1,995,108

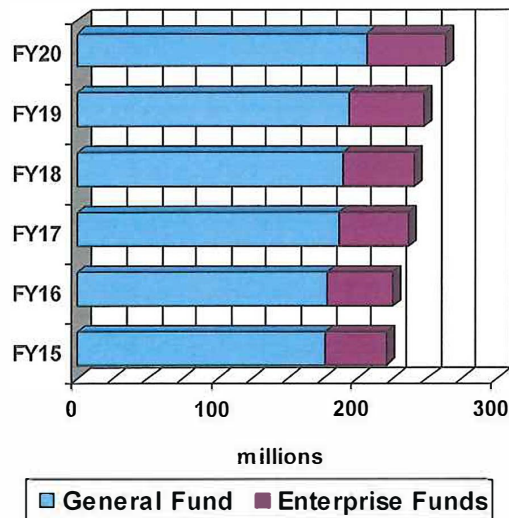
-Full-time project positions restored in FY20 (directly charged to projects / grants in FY19): Planning, Public Health & Social Services

-Office of Economic Opportunity transferred from City Manager to Economic Development in FY19

-Public Buildings & Waterfront divisions split from Parks, Recreation & Facilities in FY19 (Custodial Services remain w/ 100-33-000)

Budget Highlights

**General Fund & Enterprise Funds
FY15 - FY20 Appropriations**



General Fund Expenditures

The 2019-2020 General Fund budget totals \$206,732,571. After a brief change in the method of how grant funded programs were accounted for in FY19 in which grant activity was charged directly to the grant funds (minor exceptions), grant funded program expenses were restored to the General Fund in FY20. The comparable increase over the 2018-2019 budget equals \$9,146,160 or 4.6%. The major changes in the FY20 budget include:

City Wages*	\$ 3,713,387
Debt Service	\$ 3,269,762
County Tax	\$ 351,471
Social Services Client Services*	\$ 280,045
Workers' Comp	\$ 266,294
ecomaine	\$ 190,325
Supplies – All Other*	\$ 159,091
IT Computer Software & Maint. Contracts	\$ 153,170
Minor Equipment & Minor Capital Items*	\$ 130,648
Library Contribution	\$ 116,550
Social Services Building Rental*	\$ 112,129
Temporary Services	\$ 109,309

Benefits	\$ 109,080
Building Maintenance & Repair*	\$ 105,170
Fleet Vehicle Repair	\$ 81,700
Metro & Regional Transportation Services	\$ 80,223
Travel & Training*	\$ 65,595
Liability	\$ 64,867
Vehicle / Equipment Rental	\$ 62,496
Capital Outlay	\$ 50,575
Utilities	\$ (126,997)
Barron Center Lab & Medical	\$ (140,271)
Vehicle Fuel	\$ (229,200)

*The FY20 / FY19 expense budget variances incorporate the comparable FY19 grant activity value restored to the General Fund in FY20 (and the related revenue offsets). The FY19 grant funded comparable value equals \$3,125,269, the majority of which is represented in the aforementioned categories.

Enterprise Funds Expenditures

The 2019-2020 Enterprise Funds budget totals \$56,788,363, an increase of \$3,196,262 or 6.0% over the 2018-2019 budget.

The Jetport expenditure budget increased \$2,465,528 or 10.2% (or \$2,442,542, or 10.5%, excluding surplus). The more significant Jetport budgetary changes include the following:

Capital Outlay Building Improvements	\$ 918,500
Capital Outlay Land Improvements	\$ 371,185
Wages	\$ 259,402
Benefits	\$ 170,813
Field Snow Plow & Removal Services	\$ 157,135
Terminal Asset Management System	\$ 150,000
Misc. Other Contractual Services	\$ 119,751
Administrative Svcs (Excluding Surplus)	\$ 109,454
Utilities	\$ 102,657
Baggage Handling & Jet Bridge Maint.	\$ 101,244
Supplies – All Other	\$ 70,704
Building Maintenance & Repair	\$ 58,775
Minor Equipment	\$ 56,700
Facilities Van	\$ 50,500
Airfield Pavement Markings	\$ (50,000)
Temporary Services	\$ (53,867)
Computer Maintenance & Repair	\$ (58,082)
Storm Equipment Services	\$ (100,000)

The Sewer Fund expenses increased \$711,045 or 2.7%. The more substantial budgetary changes comprise of the following:

PWD Assessment	\$ 674,867
Debt Service	\$ 343,720
Pump Station Force Gravity Main & Sewer	\$ 150,000
Wages	\$ 144,121
INFOSWMM Computer Software Service	\$ 100,000
Right-of-Way Survey	\$ 50,000
Contracted Manhole Structure Adjustments	\$ (50,000)
Contracted Sewer Inspections	\$ (100,000)
Sewer Flow Assessment / Monitoring	\$ (100,000)
I09 District Road Wash Bay	\$ (150,000)
Contracted Sewer Repairs	\$ (340,000)

The FY20 Stormwater Fund has an expenditure budget of \$2,788,837, resulting in an increase of \$29,223 or 1.1%. The more significant expenditure variances are:

Debt Service	\$ 295,624
Wages	\$ 53,394
Catch Basin Rebuilds & Treatment	\$ (55,000)
Green Infrastructure Landscape Maintenance	\$ (100,000)
Capital Land Improvements (CIP Funding)	\$ (275,000)

General Fund Revenues

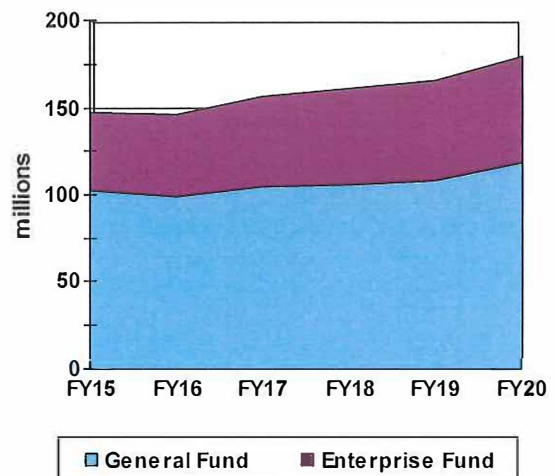
The 2019-2020 General Fund non-tax revenues are estimated at \$118,027,530, an increase of \$7,125,722, or 6.4%, over the 2018-2019 budget after incorporating the FY19 grant program revenues restored in FY20. The significant revenue changes are comprised of the following:

TIF Reimbursements	\$ 1,507,809
Debt Service School Department Charges	\$ 1,097,134
SS State Social Service (GA)	\$ 778,562
Debt Service Enterprise Fund Charges	\$ 679,420
Barron Center Patient Receipts	\$ 632,555
Parking Meters	\$ 435,000
Revenue Sharing	\$ 380,158
Building Permits	\$ 331,750
Interest Income	\$ 300,000
Grant Reimbursements*	\$ 267,056
Ocean Gateway Lot Parking	\$ 263,610

Health Insurance Employee Reimbursement	\$ 224,359
Merrill Auditorium Program	\$ 185,600
Barron Center Non-Patient Receipts	\$ 155,010
Waterfront Division	\$ 94,631
Street Occupancy	\$ 92,500
Solid Waste School Fund Charges	\$ 82,640
PW Communications Enterprise Fund Chgs	\$ 65,808
Fringe Benefits	\$ 59,054
Adult Day Care	\$ 55,196
Planning Public Safety	\$ 52,545
Permitting & Inspections Business Licenses	\$ 52,323
Recreation Before & After School Program	\$ 49,955
Barron Center Miscellaneous Reimbursement	\$ 47,804
Golf Course Program	\$ 45,141
Portland Downtown District (PDD)	\$ 41,234
PW Engineering Enterprise Fund Charges	\$ (47,384)
Planning Miscellaneous Charges for Services	\$ (56,900)
Other Miscellaneous Reimbursements	\$ (65,711)
Thames Street Lot Parking	\$ (95,000)
Parking Tickets	\$ (100,000)
Fleet School Department Charges	\$ (102,475)
Special Revenue / Endowment Fund Charges	\$ (123,294)
Excise Taxes	\$ (502,000)

*The FY20 / FY19 revenue budget variances incorporate the comparable FY19 grant reimbursement value restored to the General Fund in FY20 (and the related expenditure offsets). The FY19 grant reimbursement comparable value equals \$3,125,269 and is reflected in the grant reimbursement, HCD charges, and donations revenue line items.

**General Fund & Enterprise Funds
Non-Tax Revenue Estimates
FY15 - FY20**



Enterprise Funds Revenues

The Enterprise Funds 2019-2020 revenue estimates are \$61,471,535, an increase of \$3,643,178 or 6.3%.

The major changes in the revenue estimates include the following:

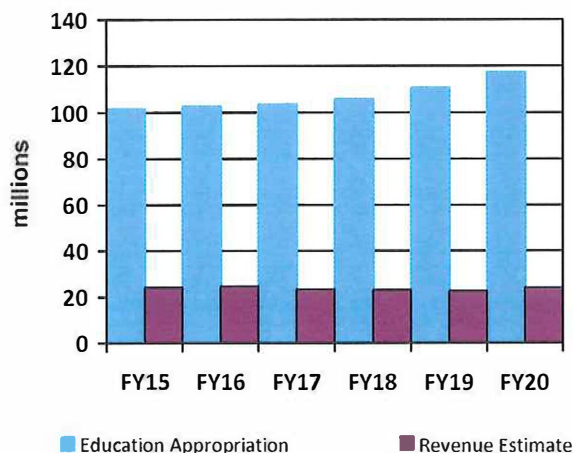
Jetport Parking Income	\$ 1,178,392
Sewer User Fees	\$ 1,132,574
Jetport Car Rental Commissions	\$ 675,837
Jetport Terminal Rental	\$ 508,588
Jetport Landing Fees	\$ 92,731

Housing & Community Development Program (HCD)

The final 2019-2020 HCD program totals \$2,042,566, a decrease of \$15,242, or 0.7%, from the 2018-2019 program: the Entitlement Grant decreased \$2,356, Program Income decreased by \$1,000, and the use of Surplus Funds decreased by \$11,886. The 2019-2020 HCD Program also includes flat funding from Tax Increment Financing (TIF) for \$120,000 and from the Cotton Street lot sale proceeds for \$20,000.

Education

**Education Appropriations & Non-Tax Revenue Estimates
FY15-FY20**



The Education budget for 2019-2020 is \$117,389,270, an increase of \$6,810,554 or 6.2%. A summary of the more significant school expenditure changes is provided below:

Wages	\$ 3,993,095
Benefits	\$ 1,416,721
Debt Service	\$ 544,019
Tuition to Private Source	\$ 255,053
Building / Equipment Repair & Maint. Svcs	\$ 193,007
Books & Periodicals	\$ 102,317
Purchased Professional & Technical Svcs	\$ 73,046
Food	\$ 69,152
Gasoline	\$ 60,874
Staff Travel	\$ 57,758
Instructional Supplies	\$ 54,973
Natural Gas	\$ 50,990
Mowing / Plowing / Field Maintenance	\$ 47,000
Computer Lease	\$ 46,500
Software Licenses	\$ (80,197)
Contractual Pre-K	\$ (162,554)

The total non-tax revenue estimate for Education is \$24,044,131, an increase of \$1,468,846 or 6.5%. A summary of the revenue changes are as follows:

State Subsidy – EPS/Debt Service	\$ 1,306,573
MaineCare Medicaid Reimbursement	\$ 1,033,928
Indirect Cost Recovery	\$ 100,000
Food Service Revenue	\$ 65,091
Adult Ed State Subsidy	\$ 60,748
Adult Ed Tuition – Individual Enrichment	\$ 20,000
PATHS Part I & Part II Assessment	\$ (21,876)
Adult Ed Tuition – Individual Voc.	\$ (30,000)
Tuition – State Agency Client	\$ (50,000)
SEED Withholding	\$ (1,001,000)

City of Portland
Authorized Employees
FY15-FY20

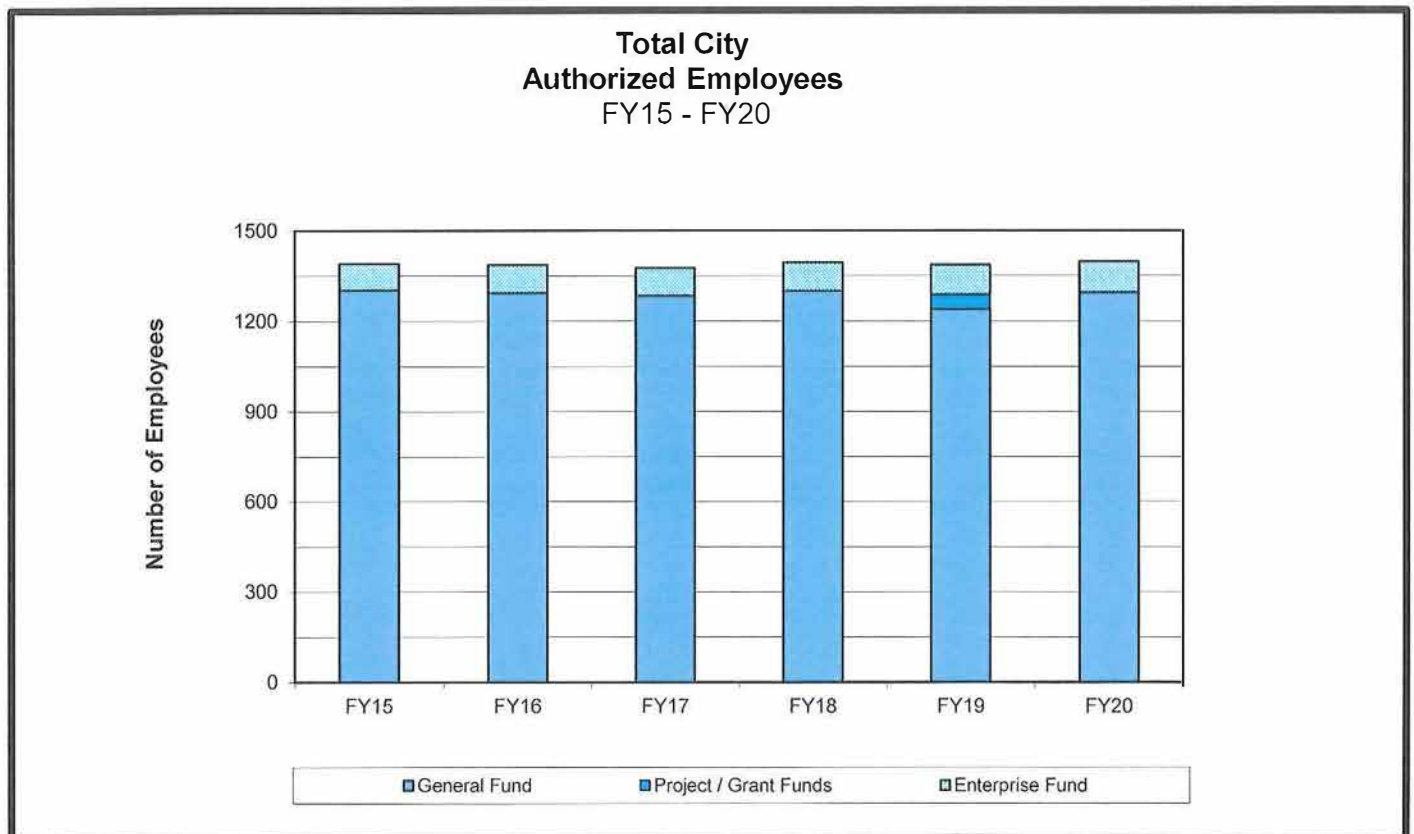
Department	FY15	FY16	FY17	FY18	FY19	FY20
City Council	-----	-----	1.0	-----	-----	-----
City Clerk	9.2	8.9	7.4	7.8	7.9	7.9
City Manager	10.0	14.0	10.0	13.0	10.5	9.5
Assessor	4.9	4.9	5.9	5.9	5.9	5.9
Finance	26.0	24.3	24.0	25.0	25.0	25.0
Legal	6.0	6.0	6.0	6.0	7.0	7.0
Human Resources	10.0	10.0	10.5	11.0	11.0	10.5
Parking	29.6	29.6	29.6	29.6	29.6	30.0
Economic Development	3.0	4.0	5.8	5.8	7.1	7.0
Police	225.3	223.3	227.3	232.3	226.3	227.0
Fire	235.7	228.1	229.6	229.2	226.0	226.0
Planning & Development	35.4	34.7	21.5	24.0	24.0	24.0
Permitting & Inspections	-----	-----	25.0	28.0	28.0	28.5
Information Technology	17.3	17.0	17.0	17.0	17.3	16.0
Public Works	152.5	132.0	125.0	129.0	131.0	131.5
Parks, Recreation & Facilities	121.6	136.5	155.2	161.5	142.0	141.7
Public Buildings & Waterfront	-----	-----	-----	-----	24.5	24.5
Health & Human Services:						
HHS-Administration	-----	-----	5.0	5.0	5.0	4.0
Public Health	70.0	62.3	38.2	25.0	27.1	28.3
Social Services	79.4	90.7	78.3	80.1	87.8	93.5
Barron Center	266.2	266.7	260.7	263.7	244.0	246.8
Total HHS:	415.6	419.7	382.2	373.8	363.9	372.6
Subtotal:	1,302.1	1,293.0	1,283.0	1,298.9	1,287.0	1,294.6

***Notes:**

- Full-time project positions retored to the General Fund in FY20
- Full-time project positions directly charged to projects / grants in FY19 (City Manager, Planning, Public Health & Social Services: 47.6 FTEs)
- Office of Economic Opportunity transferred from City Manager to Economic Development in FY19
- Public Buildings & Waterfront divisions split from Parks, Recreation & Facilities, excluding Custodial Services (new division), in FY19
- City Manager's Office of Economic Opportunity new in FY18
- Emergency Preparedness transferred from Public Health's Environmental Health & Safety division to the City Manager's Office during FY17 (Reorg)
- Health Inspections transferred from Public Health's Env'l Health & Safety division to the Permitting & Inspections' Business Licensing during FY17 (Reorg)
- City Clerk's Business Licensing, City Manager's Housing Safety & Planning's Inspections transferred to new Permitting & Inspections Department in FY17
- Parks transferred from Public Works Districting to Parks, Recreation & Facilities in FY17
- HHS Administration split from HHS divisions in FY17
- Waterfront Coordinator transferred from City Manager to Economic Development during FY16 (Reorg)
- Cemetery & Forestry divisions transferred from Public Works to Parks, Recreation & Facilities during FY16 (Reorg)
- City Manager new Housing Safety division in FY16

City of Portland
Authorized Employees
FY15-FY20

Department	FY15	FY16	FY17	FY18	FY19	FY20
Enterprise Funds:						
Sewer Fund	39.0	32.0	31.0	30.0	33.0	33.0
Stormwater Fund	-----	11.5	11.0	13.0	10.0	10.0
Jetport	49.0	49.5	50.5	52.5	56.0	59.0
Subtotal:	88.0	93.0	92.5	95.5	99.0	102.0
<i>*Notes:</i>						
-Sewer Stormwater Management transferred to new Stormwater Fund in FY16; FY15 Mid-Year Appropriation Increase						
Total City Employees:	1,390.1	1,386.0	1,375.5	1,394.4	1,386.0	1,396.6



City of Portland, Maine
Approved Capital Expenditures
FY20

Department	Description	Amount	Total
GENERAL FUND:			
Public Works			
	Solid Waste Route Analysis Software and Service	\$50,000	
	Fleet Services Fleet Management Software	40,000	
	Fleet Services Parts Room Shelving	15,000	
	Fleet Services Tire Balancer Replacement	12,000	
	Fleet Services GPS Expansion	10,000	
	Total Public Works		\$127,000
Parks, Recreation & Facilities			
	Cemeteries Zero Turn Mower Replacement	\$10,000	
	Total Parks, Recreation & Facilities		\$10,000
Public Buildings & Waterfront			
	Waterfront Electric 12 Passenger Golf Cart	\$25,000	
	Hadlock Field Plaza Lighting Conduit Replacement	20,000	
	Total Public Buildings & Waterfront		\$45,000
Barron Center			
	Environmental Services Administration Area Renovations	\$36,065	
	BC II Whirlpool Tub Replacement	25,000	
	Environmental Services BC I Furniture	23,000	
	Total Barron Center		\$84,065
Total General Fund Approved Capital Expenditures:			\$266,065

City of Portland, Maine
Approved Capital Expenditures
FY20

Fund	Description	Amount	Total
ENTERPRISE FUNDS:			
Sewer			
	Pump Station Force Gravity Main and Sewer	\$150,000	
	InfoSWIMM Software	100,000	
	District Road Paving	30,000	
	Lateral Push Camera Replacement	20,000	
	Total Sewer		\$300,000
Jetport			
	Parking CRF Renovations	\$450,000	
	Parking Garage Maintenance (Becker Report)	426,882	
	Terminal AC Replacement	350,000	
	Field Deicing Expansion (Local Share)	250,700	
	Terminal Rooftop Replacement	250,000	
	Terminal IT Master Plan	200,000	
	Field TWY B Connector (Local Share)	164,200	
	Terminal Baggage Claim Carousel Expansion	125,000	
	Field Yellowbird Road Trail	75,000	
	Parking Sweeper Replacement	62,000	
	Field ARFF Building Improvements	60,000	
	Terminal Airline Podium Replacements (Old Terminal)	60,000	
	Field Apron Expansion (Local Share)	59,484	
	Field Maintenance Facility Trench Drain Replacement	50,000	
	Field Mobile Airfield Lighting Photometric Tester	50,000	
	Terminal Facilities Van	50,000	
	Operations Access Control Reader Replacement Completion	43,828	
	Terminal Security Checkpoint Area Sunblinds	40,000	
	Parking Electric Gate House Upgrade	40,000	
	Operations CCTV Infrastructure IP Cameras	39,259	
	Administration Vehicle Replacement (Hybrid)	37,500	
	Operations Interactive Employee Training System Updates	37,500	
	Parking Revenue Software Controller Upgrade	33,000	
	Operations Gate 122 Access Control	32,000	
	Operations Ticket Area and Baggage Claim PTZS Cameras	30,307	
	Operations Secured Ramp Access Control (Inland Side)	29,000	
	Operations Baggage Claim Proximity Readers	25,688	
	Terminal Controller	25,000	
	Parking Garage Maintenance Design Fees	20,000	
	Operations Secured Ramp Access Control (GA Side)	19,200	
	Operations Anti-Tailgating Solution (4)	19,096	
	Terminal Additional Wi-Fi System Antennas	15,000	
	Field Maintenance Gate Repair	13,000	
	Parking Electric Vehicle Charging System	13,000	
	Field Environmental Testing (Local Share)	11,801	
	Field Fedex and Yellowbird LED Lighting Conversion	10,000	
	Field Maintenance Facility Lighting Fixtures	8,000	
	Operations Access Point Conversions (4)	7,200	
	Total Jetport		\$3,232,645
Total Enterprise Funds Approved Capital Expenditures:			\$3,532,645

Key Revenues and Expenditures

Revenues

The operating budget categorizes revenues into seven distinct sources. A brief explanation of the revenue source is provided as well as significant changes in their estimates.

1. GENERAL AND OTHER EXCISE TAXES

Real Estate and Personal Property Tax

The principal tax of the City is the tax on real and personal property. A single tax applies for each fiscal year to the assessed value of the taxable real or personal property. The City's Tax Collector receives the tax commitment from the City Assessor, with assessed values as of April 1 of each year. Property taxes are collected in two installments, September and March.

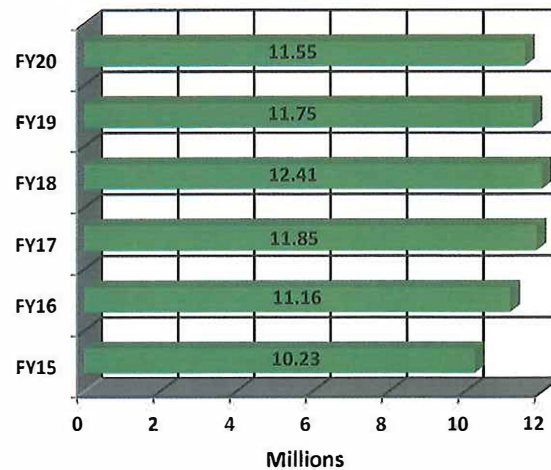
Collection of real estate taxes is ordinarily enforced in the City by the "tax lien" procedure as provided in the Maine Revised Statutes, as amended, to the collection of delinquent real estate taxes. Real Estate Tax Liens are recorded against the individual property at the County Registry of Deeds. This lien has priority over all mortgages, liens, attachments and encumbrances of any nature, subject to any paramount federal tax lien and subject to bankruptcy and insolvency laws. If the account is not satisfied within 18 months, the property becomes tax acquired and may be disposed of by the City.

The last property revaluation was phased in over two years: FY2006 and FY2007. The previous revaluation was done in 1992.

Automobile Excise Taxes

Excise Taxes are another major revenue source in this category. Vehicles are assessed a sum equal to a stated mill rate on each dollar of the manufacturer's suggested list price. The mill rate starts at 24 mills for a current year model and declines to 4 mills for the 6th and succeeding years.

Excise Tax Collections



Note: FY19 and FY20 are estimated amounts.

2. LICENSES AND PERMITS

Many of the licenses and permits are established by the City Council and set forth in the Code of Ordinances. However, there are a number of fees established by the City pursuant to state law.

Building Permits



Note: FY19 and FY20 are estimated amounts.

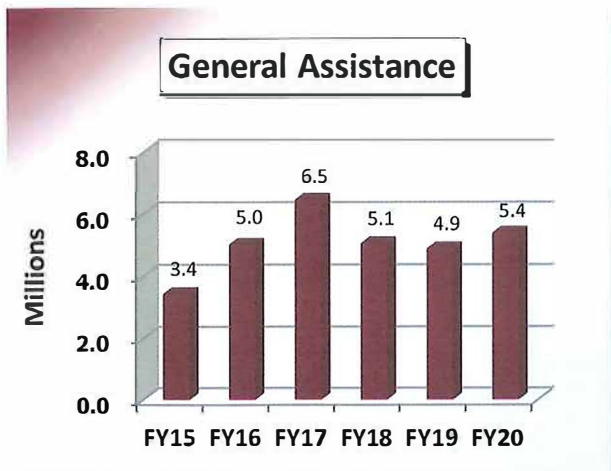
Licenses and permits found in this category include street occupancy permits, business

licenses, police & protective licenses, professional / occupational licenses, and non-business licenses. Building Permits, Business Licenses, the Cable TV Franchise, and Street Occupancy are the largest sources of revenues in this category.

3. OTHER GOVERNMENTAL AGENCIES

Reimbursements are received from the state, other governmental agencies or individuals generally to compensate either in part or in full for services rendered by the City of Portland.

General Assistance (GA) reimbursement is the largest revenue in this category. In FY16, the State of Maine GA reimbursement rate changed from a tiered percentage reimbursement rate (50% / 90%) to a flat seventy percent (70.0%) reimbursement rate based on the City's eligible program expenditures. The GA revenue collections, FY15 and forward, reflect changes by the state in the GA reimbursement eligibility guidelines, excluding certain immigrants; the FY17 revenue receipt reflects a court settlement for services provided by the City in FY15. The Social Services division is continually striving to assist its clients to achieve self-sufficiency through its various programs funded by state and federal grants.

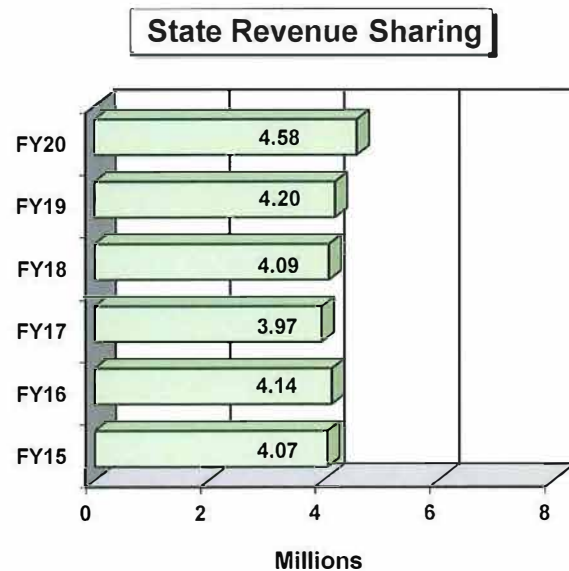


Note: FY19 and FY20 are City estimated amounts.

An additional major source of revenue in this category is State Revenue Sharing.

Traditionally the State has set aside 5% of all the sales, corporate, and personal income tax revenues it receives, creating a Revenue Sharing pool. The Revenue Sharing pool is then shared amongst 491 municipalities and unorganized townships in Maine, and distributed monthly. The total amount received by each municipality is based on two formulas: Revenue Sharing I and Rev-II.

In FY20 the State partially restores the Revenue Sharing distribution pool which has been reduced since FY2014. The State's FY16 budget, enacted June 30, 2015, temporarily reduced the Revenue Sharing distribution pool from 5.0% of all state sales, corporate, and personal income tax revenues to 2.0% for four years (FY2016 - FY2019). This reduction replaced the previous FY2014 and FY2015 reduction, which capped Revenue Sharing at \$62.5m.



Note: FY19 and FY20 are City estimated amounts

Revenue Sharing I is based on the following formula:

- $$\frac{[\text{population of town} \times \text{assessment (tax levy)}]}{\text{state valuation for municipality}} = \text{the town's computed number}$$
- $$\text{computed number} / \text{sum of all computed numbers} = \text{proportional share of REV-I distributions}$$

Revenue Sharing II is based on the following formula:

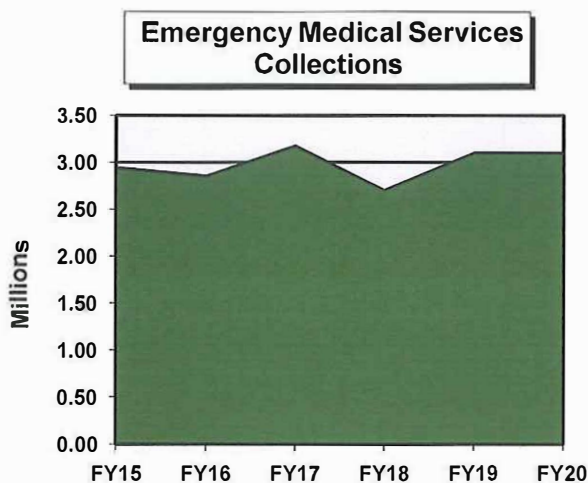
- a) assessment / state valuation = mil. rate
- b) (mil. Rate - .01) x population = the town's computed number
- c) computed number / sum of all computed numbers = proportional share of REV-II distributions

In FY2020, the State's Revenue Sharing projected share for Portland is 5.4% based on the most recent data.

This category also includes the Local Road Assistance Program (LRAP). This state program provides equitable financial assistance to communities for improving local roads, maintaining state roads in urban areas, and assisting the State in making capital improvements to state aid minor collector highways.

4. CHARGES FOR SERVICES

Also called user fees, these charges are voluntary payments for direct, measurable consumption of services provided by the municipality.



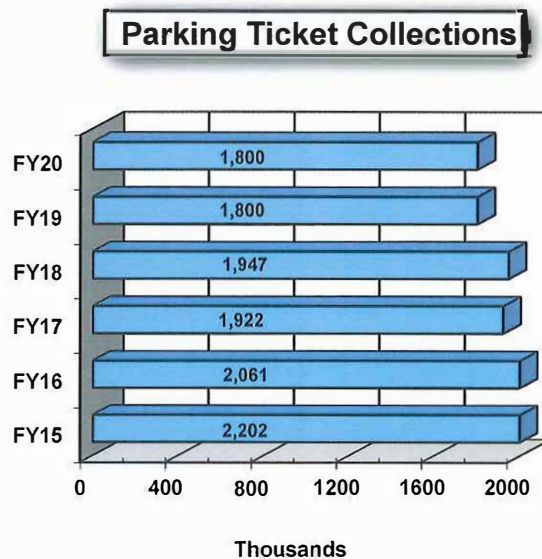
Note: FY19 and FY20 are estimated amounts.

Major sources of revenue are derived from Patient Receipts (Barron Center), Cultural / Recreation Services, Health Insurance Reimbursements, Emergency Medical Services (EMS), the Waterfront and Recycling.

5. FINES, FORFEITS & PENALTIES

This revenue type includes receipts from fines and penalties imposed for the commission of statutory offenses, violation of lawful administrative rules and regulations, and for neglect of official duty. Fines include district court fines and violations of local ordinance such as parking fines and building code violations.

Parking violations contribute to the majority of the revenues found under Fines, Forfeits & Penalties.

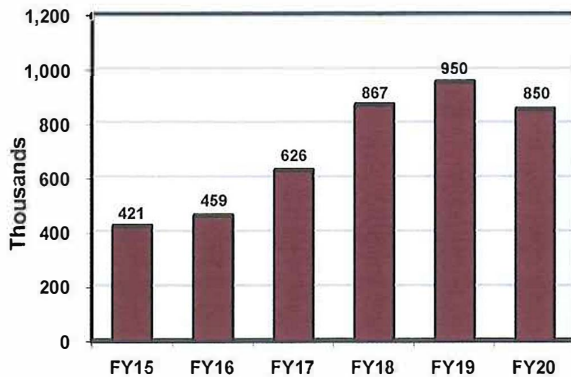


Note: FY19 and FY20 are estimated amounts.

6. USE OF MONEY AND PROPERTY

This revenue type includes revenues received from parking facilities, rental income, and interest earnings.

Interest Income



Note: FY19 and FY20 are estimated amounts.

7. OTHER FINANCING RESOURCES

These revenues include reimbursements both from internal and external sources.

Reimbursements for expenditures incurred by staff departments, fringe benefit accounts, and departments providing direct services to the enterprise funds, cemetery endowments, library, and School department are known as interfund charges. It also includes TIF and other miscellaneous reimbursements, Other Agency Revenues, and Housing and Community Development Grants.

The biggest source of interfund revenue is the debt service chargebacks to the Enterprise Funds and School department. Other large revenue sources include chargebacks to the Enterprise Funds for benefits such as pension, workers' comp and medical insurance.

The Police and Fire departments charge the Jetport for direct services as well as administrative services provided. The direct services encompass 24-hour air rescue and security operations at the Jetport. The Jetport is also charged a minimal portion of each department's administrative cost.

The sale of City property and surplus activity are also found in this category.

Expenditures

Although the General Fund budget presents expenditure information by department, the City of Portland categorizes spending activities by nine areas. The following will provide a brief summary explanation of each of these expenditure types.

1. GENERAL GOVERNMENT

General governmental expenditures include the legislative and administrative functions for the benefit of the public and municipal agency as a whole. This includes expenditures for City Council, City Clerk, City Manager, Assessor, Finance, Legal, Human Resources, Parking, Economic Development, Planning, Permitting & Inspections, Information Technology, Public Buildings & Waterfront, Pension, Insurances, Contingency, and Memberships / Other.

2. PUBLIC SAFETY

The Public Safety category includes the Police and Fire / EMS operations. The Public Safety function is the largest tax supported service provided by the City of Portland, aside from the School Department.

Police

The Police Department is the largest municipal law enforcement agency in the state. The department provides a complete spectrum of services, from an active and diverse patrol force to a highly trained team of Detectives providing comprehensive investigative services. The department's mission is enhanced by closely integrating field operations with community expectations through the application of the community policing philosophy. A highly trained professional workforce is supplemented by an advanced technology infrastructure. The marriage of the best people and the best tools enables high quality service in an ever more challenging police environment.

Fire

The Fire Department provides for fire suppression, emergent medical care response and transport. Additional responsibilities include Emergency Management and Homeland and Port Security oversight. Areas of unique responsibility include Hazmat/WMD Technical Response Team, Confined Space Rescue, Fire and Emergency Medical service to the Casco Bay Islands, Air Rescue Fire Fighting at the Jetport, Marine Fire Fighting for Portland Harbor, Fire Prevention, and Fire Inspection, which includes plan review and property safety inspections. The Fire Department is also responsible for a municipal fire alarm system and the maintenance of a city wide 800 MHz radio system.

The Fire Department maintains ten fire stations and the Spring Street Fire Museum. A minimum of forty-six firefighters and paramedics staff each shift on 18 pieces of apparatus, which include: five engine companies, four ladder companies, five ambulances, one heavy rescue company, two air rescue units, and one marine unit. Each piece of apparatus is equipped with advanced life support equipment 24 hours a day, seven days a week.

3. PUBLIC WORKS

The Department of Public Works is responsible for providing many of the essential services to City of Portland residents throughout the year. These services include the operation of the Riverside Recycling Facility (under a contract arrangement), and a comprehensive solid waste program, which includes trash collection, residential curbside recycling, a leaf collection program, as well as a heavy item / bulky collection pick-up program. Public Works also provides for the construction and maintenance of city streets and sidewalks, the sewer system, stormwater maintenance, and technical support / engineering services for Capital Improvements Projects. Other key services include the removal of snow and ice from city streets and sidewalks, maintenance of

the Portland Downtown District, maintenance and repair of all City vehicles and equipment, and traffic management, including maintenance of traffic signaling, street lights and traffic control and calming. Public Works also provides core public works services to four adjacent islands in Casco Bay.

4. HEALTH AND HUMAN SERVICES

The Department of Health and Human Services (HHS) undertakes the planning and coordination of health and human service activities in Portland. This often occurs in collaboration with non-profit agencies and the state and federal government. HHS consists of five operational divisions: HHS Administration, Public Health, Social Services, the Barron Center and the Office of Elder Affairs.

Public Health is the state's most comprehensive local public health department. Public Health consists of six programs: Administration, Family Health, Chronic Disease Prevention, Health Equity, the India Street Clinic, and Research and Evaluation.

Social Services provides both financial assistance and support services for low-income Portland residents. Programs operated include General Assistance, Homeless Shelters for individuals and families, Case Management, and Representative Payee Services.

The Barron Center is the state's second largest long-term care nursing facility. The Barron Center is a 219 bed skilled rehabilitation and nursing facility, including a 50 bed specialty unit for the care of dementia. Residents of the Barron Center are able to receive speech, occupational and physical therapy services, and short and long term nursing care services in addition to end of life and hospice services.

The Office of Elder Affairs provides the community with an Elder Advocate. Assistance is provided in the form of senior information and referral, adult day health services, and community collaboration. Elder Affairs also operates Martha's Cottage, which is the only

domestic violence shelter for seniors in the country.

The majority of the funding for the Public Health and Social Services divisions is derived from state and federal grants, and miscellaneous reimbursements for direct services. In FY20, the City modified, and restored, the accounting method for grant funded programs utilized prior to FY19; FY20 grant activity, both revenues and expenditures, is funneled through the general fund. The largest General Fund funding source for long-term care services at the Barron Center is MaineCare (Medicaid), followed by private insurance and Medicare.

5. Parks, RECREATION AND FACILITIES

The Department of Parks, Recreation and Facilities oversees the Parks, Forestry and Cemetery divisions, recreational programs and activities, the marketing and event management venues, and the custodial services of the city's buildings.

The City of Portland has managed Portland's open spaces since the nineteenth century beginning with a Cemeteries and Public Grounds Committee. Parks, Recreation and Facilities is responsible for the day to day management and care of the parks and open spaces in the City. Serving people of all ages and contributing to healthy lifestyles and leisure activities of the community, this department reaches out to many citizens and visitors through over 100 individual parks and 9.2 miles of trails.

All of this encompasses a geographical area of over 1,200 acres. The Parks, Recreation, and Facilities Department also maintains a wide variety of City trees as well as providing new plantings, and also manages two active cemeteries (Evergreen and Forest City) and several inactive cemeteries.

Recreation offers a vast array of services and leisure activities including recreation programs, before and after school care, center for therapeutic recreation, pools, special events,

operations of the ice arena, golf course, and golf course restaurant, and the maintenance and scheduling of athletic fields.

6. LIBRARY

The Portland Public Library is governed by a Board of Trustees. As an independent and non-profit organization, the Library is self-supporting through its own resources with additional grants from the City, Cumberland County and the State of Maine. The amount appropriated represents approximately 84.2% of the Library's estimated expenditures. The City also owns the land and building in which the Library operates.

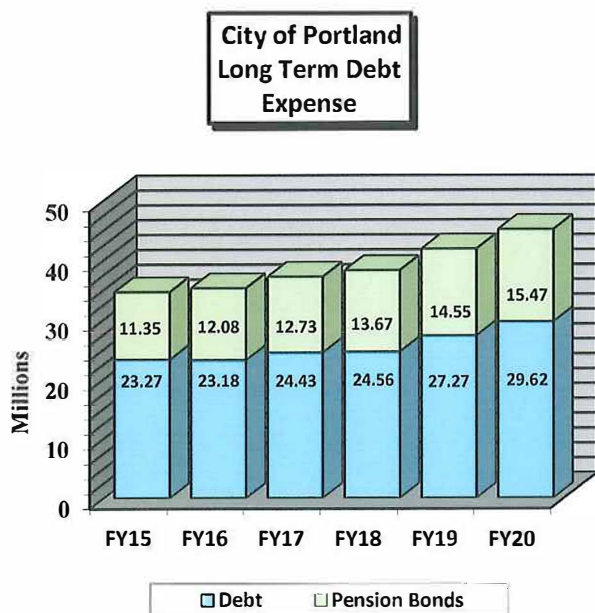
The expenditures under this category are for the City's contribution to the Portland Public Library.

7. METRO

The Greater Portland Transit District, a quasi-municipal organization better known as Metro, is a shared venture to provide public transportation services, serving the Brunswick, Falmouth, Freeport, Gorham, Portland, South Portland, Westbrook, and Yarmouth communities. In April of 2009, the Town of Falmouth joined the City of Portland and the City of Westbrook as the third community assessment member. The District is managed by a Board of Directors selected by the municipal officers of each participating municipality. During early 2019, Metro will be working with the communities of Brunswick, Freeport and Yarmouth to move the Metro *BREEZ* project from its pilot phase to permanence; this also entails bringing these communities onto the Metro Board of Directors as full members who also share in covering their fair portion of the agency's fixed and overhead costs. The Board of Directors has the responsibility for budgeting and financing. The District's operating and capital expenditures, including debt service, are financed by state and federal grants received directly by the District, fares, assessments of member communities, non-member local funding, and other miscellaneous revenues.

The appropriation found under this division represents the City of Portland's assessment for the upcoming fiscal year. The City's portion of the annual assessment is \$2,787,772.

8. LONG TERM DEBT



Note: FY19 and FY20 are estimated amounts.

Debt Service expenditures repay principal and interest on the City's general obligation bonds, as well as the administration cost of the current and past year bond issuances. The primary reason for borrowing funds is for financing of Capital improvements, some of which are for Schools and Enterprise Funds.

The City's debt source is the single largest item of expense in the City budget. For fiscal year 2020, the gross debt budget is \$45,087,798, or 21.8% of the City's general fund budget; it is estimated that the Enterprise Funds and the School Department are to reimburse the general fund \$18,206,713 of this expense. The FY20 net cost of debt service to the City general fund is \$25,356,302.

9. COUNTY TAX

This expenditure is paid to finance Portland's share of the cost of county government, including debt repayment. This is determined by the ratio of the City's equalized State Valuation to the County's total equalized State Valuation. At January 1, 2019, the City's equalized State Valuation of \$9,687,850,000 was 20.7% of the County's total equalized State Valuation of \$46.9 billion, resulting in a FY20 assessment to the City of Portland of \$6,640,316.

City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Object	Account Title	Actual Revenues FY18	Estimated Revenues FY19*	Projected Revenues FY19	Estimated Revenues FY20
I. Property and Excise Taxes					
311-000	Current Year's Assessment	166,014,873	177,616,025	173,500,000	186,158,792
311-101	Homestead Tax Relief	2,107,476	-	2,203,293	-
311-201	Business Personal Property Tax Relief	1,883,861	-	2,066,158	-
311-500	Less: School Tax Allocation	(82,787,921)	(88,003,431)	(88,003,431)	(93,345,139)
311-700	Less: TIF Refunds	(2,728,468)	(2,927,991)	(3,221,085)	(3,908,612)
311-900	Senior Tax Equity	-	-	-	(200,000)
312-000	Prior Year's Assessment	2,008,625	-	1,750,000	-
313-100	Automobile Excise	12,401,909	12,050,000	11,750,000	11,550,000
313-200	Boat Excise	44,696	42,000	40,000	40,000
313-300	Aircraft Excise	17,057	15,000	23,350	15,000
314-000	Payments in Lieu of Taxes	675,194	600,000	600,000	600,000
319-000	Interest and Penalties	457,096	320,000	200,000	320,000
Total Property and Excise Taxes		\$100,094,398	\$99,711,603	\$100,908,285	\$101,230,041
II. Licenses and Permits					
321-000	Street Occupancy	585,669	587,500	580,660	680,000
322-000	Business Licenses	1,775,007	1,794,196	1,848,520	1,846,519
322-100	Reinspections	1,050	600	600	600
323-000	Police and Protective	872	735	750	800
325-100	Solid Waste Control	13,532	25,750	25,750	26,340
326-000	Non-Business Licenses	747,222	733,396	733,396	744,921
326-030	Building Permits	3,017,367	2,480,000	3,000,000	2,811,750
326-040	Electrical Permits	65,038	65,000	65,000	65,000
326-050	Plumbing Permits	55,403	60,000	60,000	60,000
326-060	Certificate of Occupancy	25,600	35,000	9,000	20,000
326-080	Board of Appeals	16,282	10,000	10,000	10,000
326-200	Dog Agent Fees	1,950	2,013	1,400	1,750
326-210	Hunting and Fishing	623	690	600	600
326-220	Marriages	32,480	32,364	32,364	32,364
Total Licenses and Permits		\$6,338,095	\$5,827,244	\$6,368,040	\$6,300,644
III. Intergovernmental Revenue					
335-000	State of Maine	16,137	-	-	-
335-030	State Social Services	5,060,436	4,612,344	4,892,006	5,390,906
335-100	Revenue Sharing	4,092,751	4,200,000	4,200,000	4,580,158
335-200	Local Road Assistance Prgm (LRAP)	509,452	500,000	507,520	500,000
335-250	Medicaid	1,095,339	1,100,435	1,256,709	1,789,226
335-300	Snowmobile Registrations	1,437	1,200	1,200	1,200
335-400	Tree Growth Reimbursement	2,080	2,000	1,904	2,000
335-500	Veterans Real Estate Reimb.	39,680	43,000	36,846	43,000
335-600	Camping Fees	-	6,000	-	6,000
Total Intergovernmental Revenue		\$10,817,312	\$10,464,979	\$10,896,185	\$12,312,490

City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Object	Account Title	Actual Revenues FY18	Estimated Revenues FY19*	Projected Revenues FY19	Estimated Revenues FY20
IV. Charges for Services					
340-000	Charges for Services PDD	358,761	363,628	379,992	404,862
341-000	Misc. Charges for Services	4,854,825	5,179,944	5,284,133	5,325,914
341-030	Passports	-	30,000	11,000	30,000
341-160	Confined Space	139,200	145,600	135,000	131,800
341-350	Pre-Operational Inspection	12,150	9,000	11,250	11,250
341-370	CFPM Classes	7,280	5,520	4,085	4,085
341-400	Auto Registration	126,661	115,000	115,000	115,000
341-500	Program Income	71,710	36,400	46,500	59,500
341-550	Berthing Income	271,431	199,080	214,896	119,470
341-580	Passenger Fees	1,738,054	1,801,147	1,710,628	2,002,177
341-590	Fresh Water	63,480	51,000	30,337	35,000
341-800	Parking	81,114	85,000	82,000	105,000
342-000	Public Safety Miscellaneous	3,508,745	3,708,487	3,796,925	3,749,046
342-010	Witness Fees	42,838	56,868	43,408	50,125
342-020	Cruiser Use	168,570	87,000	91,350	92,250
342-100	Peer Review Reimbursement (Eng.)	221,976	165,000	172,500	175,000
342-110	Development Application Fee	84,195	146,500	150,000	146,500
342-120	Development Review (Planners)	58,485	10,000	22,500	10,000
342-130	Inspection / Review (DRC)	135,915	122,455	175,000	175,000
343-000	Recycling Program	1,743,287	1,962,250	1,760,000	1,978,458
343-200	Riverside Recycling	18,099	16,000	16,000	16,000
343-250	Heavy Item Stickers	3,785	2,840	2,840	2,840
343-300	Peaks Island Transfer Station	4,941	6,090	6,090	5,856
345-080	STD Clinic	12,448	12,000	18,000	18,000
345-200	Medicaid Reimbursement	197	-	25	-
345-650	Patient Receipts	17,488,885	18,271,561	18,020,091	18,496,186
345-660	Non-Patient Receipts	501,092	547,825	564,173	758,031
345-990	Less: Returns / Allowances	(706,262)	(1,196,627)	(1,036,987)	(1,477,496)
346-010	Golf Course Daily Play	498,841	494,100	502,994	524,051
346-020	Golf Course Gift Certificates	7,741	12,775	757	-
346-030	Golf Course Passholders	264,692	235,126	235,591	242,138
346-040	Golf Course Pro Shop	70,560	71,000	77,614	75,000
346-060	Golf Course Tournaments	55,244	59,500	68,883	70,200
346-070	Golf Course Lockers	4,800	4,510	7,061	5,152
346-080	Golf Course Cart Rentals	286,861	275,337	287,372	316,256
346-100	Ice Arena Vending	12,224	13,000	11,689	13,000
346-160	Ice Arena Advertising	14,600	14,000	16,000	16,000
346-200	Ice Arena Concessions	605	-	-	-
346-500	Ice Rentals	571,902	549,875	568,692	595,660
346-991	Golf Course Credit Redemptions	17,005	35,308	-	-
347-000	Cultural / Recreation	152,635	139,700	116,875	154,475
347-010	Burials	119,841	153,226	128,687	149,514
347-020	Foundations	23,347	23,249	22,638	23,830
347-040	Annual Care	-	445	420	456
347-050	Plants	3,025	3,500	3,500	3,229
347-060	Vault Cover Placements	15,250	21,036	15,642	21,665
347-070	Lot Sales	63,395	81,770	74,073	76,210

City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Object	Account Title	Actual Revenues FY18	Estimated Revenues FY19*	Projected Revenues FY19	Estimated Revenues FY20
IV. Charges for Services <i>Continued</i>					
347-080	Swimming	206,810	237,248	216,161	251,362
347-100	Camps	245,250	294,825	301,843	326,095
347-200	Before & After School Bell Program	1,060,515	1,162,300	1,213,521	1,212,295
347-300	East End Boat Launch	29,313	23,650	30,434	35,500
348-000*	Donations	107,751	122,000	-	98,646
Total Charges for Services		\$34,844,069	\$35,967,048	\$35,727,183	\$36,750,588
V. Fines, Forfeits, and Penalties					
351-000	Code Violations	81,596	109,585	129,357	118,210
351-100	Denver Boot	85,588	95,000	75,000	75,000
351-200	Parking Tickets	1,947,209	1,900,000	1,800,000	1,800,000
351-360	Restaurant Reinspections	1,800	2,000	2,000	2,000
351-370	CFPM Violations	1,425	1,050	1,500	1,500
Total Fines, Forfeits, and Penalties		\$2,117,618	\$2,107,635	\$2,007,857	\$1,996,710
VI. Uses of Money & Property					
361-000	Interest Income	866,631	550,000	950,000	850,000
361-200	Kehoe Trust Fund	14,022	15,437	17,649	17,649
363-000	Rental Income	338,604	345,946	318,335	369,998
363-010	Primary Tenant	451,521	419,288	435,090	427,000
363-020	Commercial	292,364	296,450	221,015	153,000
363-030	Non-Commercial	394,578	354,900	344,600	419,000
363-040	Food Service	967,228	993,000	991,911	1,006,000
363-050	Merchandising	25,517	23,000	28,612	10,000
363-070	Advertising	41,000	35,000	41,000	35,000
363-080	Vending	3,078	5,000	6,000	8,000
363-090	Box Office	105,303	122,200	124,480	305,200
363-150	Parking Income	11,960	-	720	-
363-250	Ground Rent	151,197	241,335	160,249	218,496
363-330	84 Free Street Lease (Civic Center)	1,000	1,000	1,000	1,000
363-340	94 Free Street Lease	1,208	4,830	4,830	4,830
364-000	Garages, Lots, Meters	1,112,744	1,075,000	1,100,000	1,100,000
364-010	Hourly Parking	874,170	1,150,000	1,150,000	1,150,000
364-020	Monthly Parking	1,198,211	1,253,240	1,268,440	1,268,280
364-030	Library	12,484	14,000	7,040	15,000
364-050	Thames Street Lot	194,883	95,000	132,500	-
364-060	Angelos Acre Lot	54,635	45,000	62,000	65,000
364-070	Ocean Gateway Lot	-	-	-	263,610
364-100	Parking Meters	3,128,937	3,885,000	3,810,000	4,320,000
364-201	Parking Annual Lot Rentals	1,000	1,000	1,000	1,000
364-250	Snow Tow Lot	97,601	89,100	74,250	89,100
367-000	Cultural / Recreation	151,029	161,225	160,000	182,267
Total Uses of Money & Property		\$10,490,905	\$11,175,951	\$11,410,721	\$12,279,430

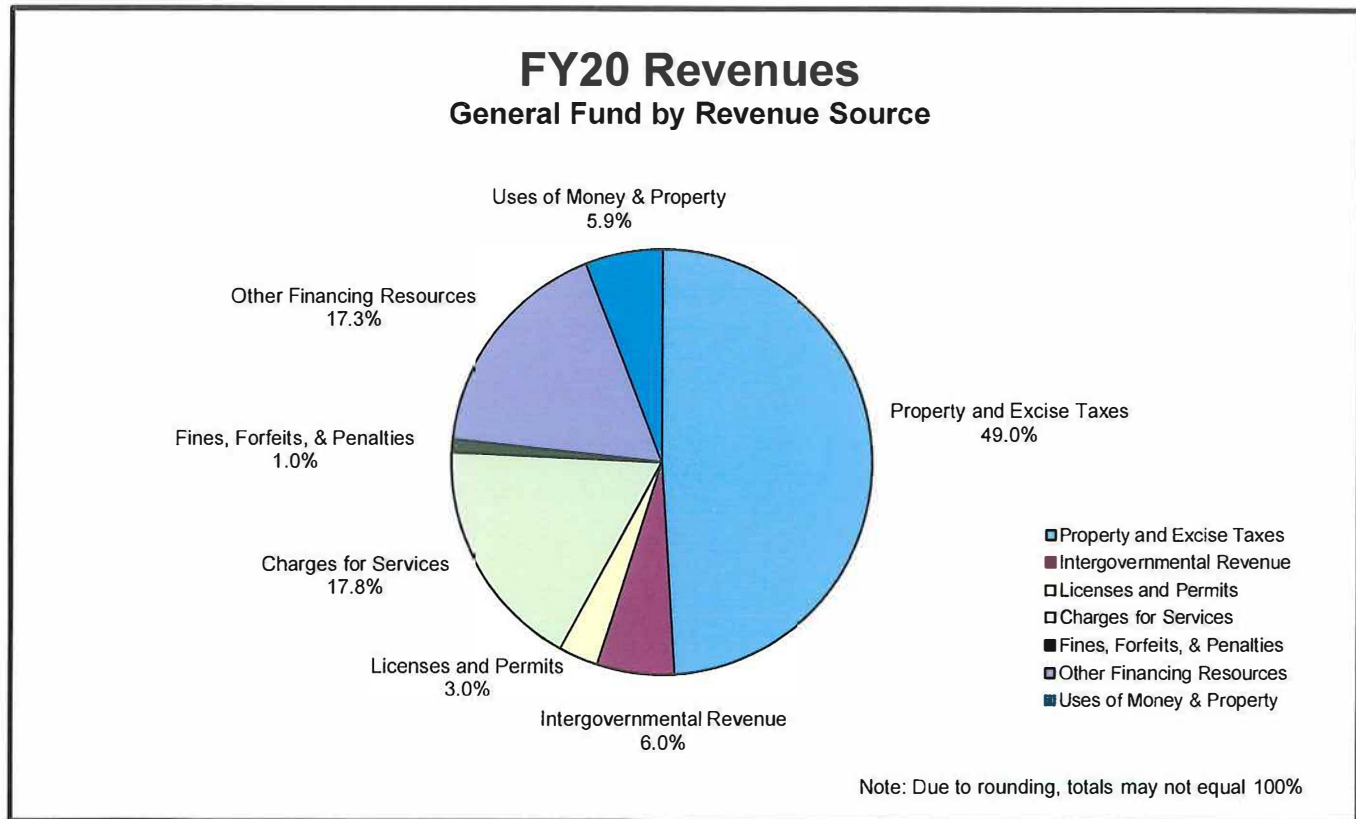
City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Object	Account Title	Actual Revenues FY18	Estimated Revenues FY19*	Projected Revenues FY19	Estimated Revenues FY20
VII. Other Financing Resources					
391-000	Operating Transfers In	717,613	550,031	584,021	572,383
392-000	Sale of City Property	398,128	80,000	2,834,559	80,000
393-000*	HCD Charges	468,763	407,649	315,498	431,601
395-000	Enterprise Fund Charges	13,829,091	14,984,303	14,676,039	15,774,405
396-000	School Department Charges	7,912,317	9,287,975	9,235,060	10,358,539
397-000	Spec Rev / Endow Fd Chgs	305,024	446,198	342,975	322,904
398-000	Misc. Reimbursements	1,055,010	1,435,331	1,406,454	1,369,620
398-010	Fringe Benefits	461,774	310,537	356,276	369,591
398-020	Non-State Social Service	58,261	35,000	37,000	35,000
398-100	Other General Fund Accts	478,120	491,115	516,000	526,000
398-300	CIP Charges	306,088	499,419	345,000	486,556
398-400*	Grant Reimbursements	3,147,863	3,157,125	327,170	3,380,992
398-500	TIF Fund Reimbursements	-	647,268	651,559	2,155,077
Total Other Financing Resources		\$29,138,052	\$32,331,951	\$31,627,612	\$35,862,668

TOTAL GENERAL FUND REVENUES:	\$193,840,449	\$197,586,411	\$198,945,883	\$206,732,571
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***Notes:**

- FY19 General Fund budget comparative with project / grant value: \$197,586,411; project / grant value = \$3,125,269
- (1) Planning: \$290,805 (2) Public Health: \$839,356 (3) Social Services: \$1,995,108
- Full-time project positions restored in FY20 (directly charged to projects / grants in FY19): Planning, Public Health & Social Services



**CITY OF PORTLAND, MAINE
FY20 Annual Budget**

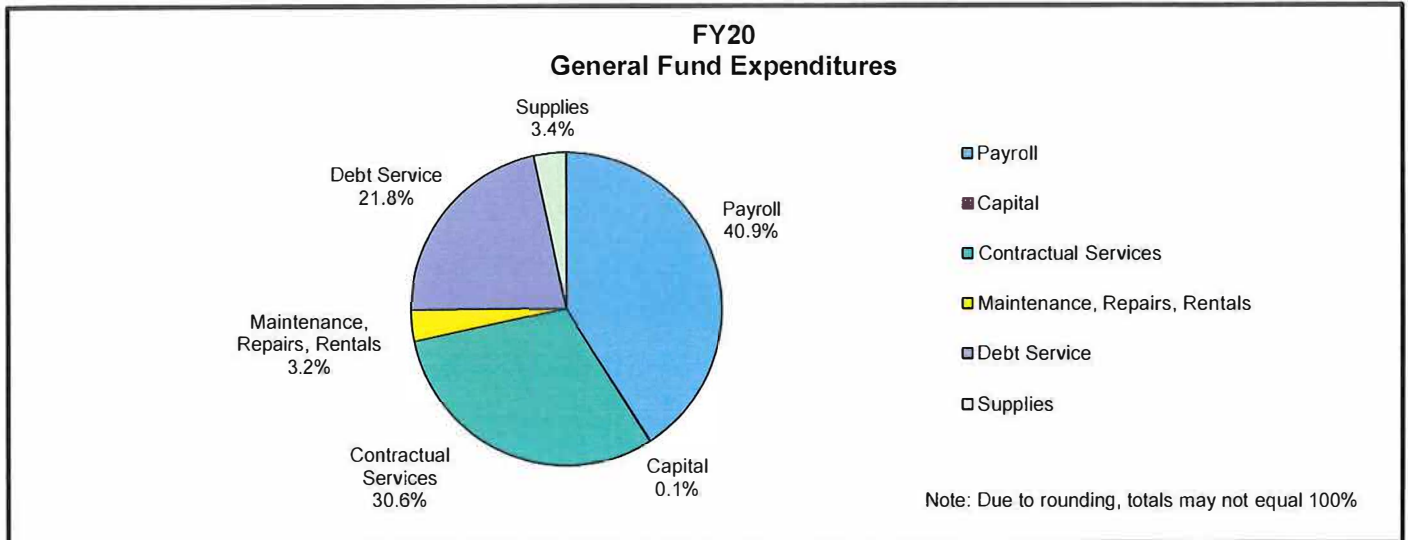
Departmental Budget Summary By Expenditure Category

Account Number	Account Title	Payroll	Contractual Services	Maint. / Repairs & Rentals	Supplies	Capital	Total
11-00	Council	132,291	207,755	0	4,000	0	344,046
12-00	City Clerk	466,672	75,582	35,016	45,451	0	622,721
13-00	City Manager	852,266	61,801	6,500	9,310	0	929,877
14-00	Assessor	394,383	30,260	2,016	8,500	0	435,159
15-00	Finance	1,612,907	302,538	7,785	29,500	0	1,952,730
16-00	Legal	667,533	65,805	0	8,000	0	741,338
17-00	Human Resources	879,333	156,801	13,000	22,000	0	1,071,134
18-00	Parking	1,434,923	526,015	348,052	57,225	0	2,366,214
19-00	Economic Development	564,676	99,202	2,400	8,250	0	674,528
21-00	Police	16,640,498	696,530	133,681	286,831	0	17,757,540
22-00	Fire	15,945,994	908,679	738,090	642,385	0	18,235,148
24-00	Planning & Development	1,729,807	317,025	16,700	16,500	0	2,080,032
25-00	Permitting & Inspections	1,637,932	181,834	4,368	24,425	0	1,848,559
29-00	Information Technology	1,148,860	871,533	812,989	81,100	0	2,914,482
31-00	Public Works	8,517,517	2,438,567	1,882,814	1,670,304	127,000	14,636,202
33-00	Parks, Recreation & Facilities	8,550,438	1,279,333	437,064	1,240,358	10,000	11,517,193
35-00	Public Buildings & Waterfront	1,450,431	1,972,784	1,121,926	490,200	45,000	5,080,341
44-10	HHS Administration	326,696	7,080	0	3,500	0	337,276
44-20	Public Health	1,758,324	206,673	73,682	54,850	0	2,093,528
44-30	Social Services	4,985,285	7,026,198	822,091	334,173	0	13,167,747
44-40	Barron Center	12,031,667	1,758,539	166,064	1,907,634	84,065	15,947,969
48-00	Library	2,955,700	1,222,850	0	0	0	4,178,550
51-00	Pension	0	8,398,292	0	0	0	8,398,292
52-00	Employee Benefits	0	23,433,802	12,084	0	0	23,445,886
61-00	Contingent	0	250,000	0	0	0	250,000
62-00	Liability Insurance	0	839,325	0	0	0	839,325
63-00	County Tax	0	6,640,316	0	0	0	6,640,316
65-00	Memberships & Contr.	0	3,303,640	0	0	0	3,303,640
67-00	Wage Adjustment	(165,000)	0	0	0	0	(165,000)

Subtotal General Fund Expenditures: \$84,519,133 \$63,278,759 \$6,636,321 \$6,944,496 \$266,065 \$161,644,773

47-00 Debt Service \$45,087,798

Total General Fund Expenditures: \$206,732,571



CITY OF PORTLAND, MAINE
FY20 Annual Budget

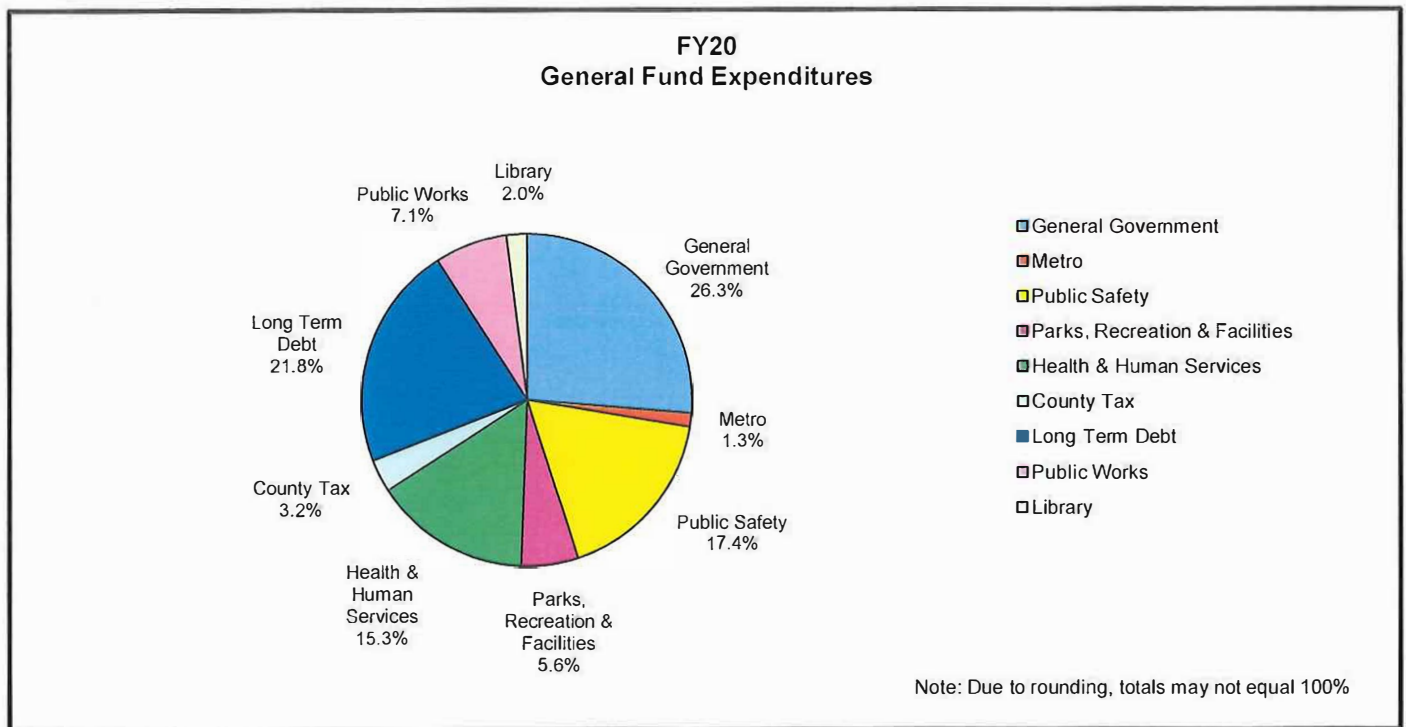
Categorical Budget Summary By Expenditure Category

Account Title	Payroll	Contractual Services	Maint. / Repairs & Rentals	Supplies	Capital	Total
General Government	12,807,014	38,306,222	2,382,835	804,461	45,000	54,345,532
Public Safety	32,586,492	1,605,209	871,771	929,216	0	35,992,688
Public Works	8,517,517	2,438,567	1,882,814	1,670,304	127,000	14,636,202
Parks, Recreation & Facilities	8,550,438	1,279,333	437,064	1,240,358	10,000	11,517,193
Health & Human Services	19,101,972	8,998,490	1,061,837	2,300,157	84,065	31,546,520
Library	2,955,700	1,222,850	0	0	0	4,178,550
County Tax	0	6,640,316	0	0	0	6,640,316
Metro	0	2,787,772	0	0	0	2,787,772

Subtotal General Fund Expenditures: \$84,519,133 \$63,278,759 \$6,636,321 \$6,944,496 \$266,065 \$161,644,773

Long Term Debt \$45,087,798

Total Categorical Expenditures: \$206,732,571



City Council

The City of Portland operates under a charter which was last amended on November 2, 2010. The City Council is comprised of a Mayor, elected for a four year term, five district Council members and three members elected from the registered voters of the entire City-at-Large. The Council members are elected for three-year staggered terms.

The charter grants to the City Council all powers to enact, reasonable by-laws, regulations and ordinances. The council adopts an annual budget, authorizes the issuance of debt and provides for an annual audit. The Mayor has the authority to veto the annual budget, however the veto may be overridden by six members of the City Council.

In addition to formally meeting two times each month, the Council meets frequently in subcommittees and workshops.

The revenues received by this department are from Housing & Community Development (HCD) grant funds for a portion of the annual audit costs.

Department Summary

Department: City Council

Account: 100-11

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	127,889	127,889	132,291	132,291	132,291	132,291
Benefits	960	1,200	1,200	1,200	1,200	1,200
Administrative Services	43,110	60,550	51,610	51,610	51,610	51,610
Contractual Services	155,445	149,945	154,945	154,945	154,945	154,945
Supplies	4,500	4,000	4,000	4,000	4,000	4,000
Total	331,904	343,584	344,046	344,046	344,046	344,046
Less Revenues	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
Net Department Total	326,904	338,584	339,046	339,046	339,046	339,046

City Clerk

The Department of City Clerk has three major functions: Elections, Vital Records, and City Records Maintenance. The City Clerk oversees the operation of these functions and acts as Clerk of the City Council by recording and keeping all its official acts. The Deputy City Clerk is charged with ensuring the City Clerk's Office runs in accordance with the Clerk's directives and obligations.

The Election Administrator is charged with facilitating municipal and state elections. The City Clerk's office is responsible for all election preparation, including preparing ballots, nomination papers, training election officials, testing the election scanners to certify their accuracy, and absentee voting. The Clerk's Office is also responsible for tallying election results and securing voted ballots. Three elections are planned for FY20: the November 2019 State General & Municipal ranked-choice voting (RCV) Mayoral Election, the proposed election; LD 245, "An Act to Re-Establish a Presidential Primary System in Maine" beginning March 2020 and every four years thereafter, and the June 2020 State Primary & School Budget Validation Election. Voter Registration is part of the election process and involves maintaining voter lists, certifying election nomination papers and citizen initiative petitions, processing peoples veto papers, and generating reports from the Central Voter Registration system (CVR). The CVR is a statewide system designed to standardize and centralize voter registration. During FY20, the State will be providing (per precinct) new Election Machine tabulators; the City will be renting additional machines as warranted per election.

The Vital Records Clerks are responsible for recording and issuing vital records such as the births, deaths and marriages that occur in Portland. An account has been created to facilitate donations for the preservation of these records, which are in poor condition; these records must be maintained forever. In addition, Clerks are responsible for performing marriages at the counter, the licensing of dogs, the sale of fish and game licenses, domestic partnership registrations, genealogy request searches, and providing Notary and Dedimus Justice services. As of FY19, a Marriage Ceremony Package is now available for couples who would like the option of a more formal / traditional style wedding ceremony; this package includes a one-hour rental of the State of Maine Room with full Notary Service vows performed by one of the City Clerk Staff members. FY20 introduces the implementation of online ordering for requesting certified vital records.

City record keeping involves indexing and binding Council minutes, responding to research requests, and the storage of the audio / video recordings of several boards and committees.

The City Clerk's expenditure budget has increased \$86,199, or 16.1%. The FY20 increases include the Mayor ballot tabulation, citizen initiatives, record restoration / preservation, increased voting machine rentals, and office renovations.

Department Summary

Department: City Clerk

Account: 100-12

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	471,278	471,278	514,550	504,072	504,072	466,672
Benefits	600	600	600	600	600	600
Administrative Services	6,181	6,181	6,361	6,361	6,361	6,361
Contractual Services	35,615	35,615	68,621	68,621	68,621	68,621
Maintenance and Repair	2,880	3,190	5,710	5,710	5,710	5,710
Rentals	9,418	9,518	29,906	29,906	29,906	29,306
Supplies	10,550	10,873	45,451	45,451	45,451	45,451
Total	536,522	537,255	671,199	660,721	660,721	622,721
Less Revenues	(227,688)	(219,364)	(228,094)	(228,094)	(228,094)	(228,094)
Net Department Total	308,834	317,891	443,105	432,627	432,627	394,627

Executive

The department is responsible for the executive management of the City of Portland. Responsibilities include preparation and administration of council agendas and orders; coordination and administration of City departments, services, and programs; developing and enforcing administrative policies; handling of citizen inquiries and complaints, public relations and communication functions; neighborhood, waterfront, and island liaison efforts; local and state government liaison efforts; emergency preparedness; and the preparation of the annual Capital Improvement Plan.

This department consists of the City Manager and support staff. Appointed by the City Council, the City Manager serves as the Chief Executive Officer of the City. In addition to the City Manager, the administrative staff also includes other key staff members necessary for the success in providing high quality services. As the largest municipality in Maine, the staff works diligently toward being involved and pro-active in the Portland community, as well as in the broader local and state community.

The FY20 expenditures decreased \$46,687 or 4.8%, and revenues decreased \$28,655 or 2.8%, primarily due to personnel reorganization changes.

Department Summary

Department: Executive

Account: 100-13

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	907,442	872,442	1,000,204	852,266	852,266	852,266
Benefits	12,100	12,100	12,100	11,200	11,200	11,200
Administrative Services	21,775	36,500	29,274	29,274	29,274	29,274
Contractual Services	20,120	37,983	21,537	21,327	21,327	21,327
Rentals	6,500	6,500	6,500	6,500	6,500	6,500
Supplies	8,627	9,091	9,310	9,310	9,310	9,310
Total	976,564	974,616	1,078,925	929,877	929,877	929,877
Less Revenues	(1,040,370)	(1,046,175)	(1,040,370)	(1,011,715)	(1,011,715)	(1,011,715)
Net Department Total	(63,806)	(71,559)	38,555	(81,838)	(81,838)	(81,838)

Assessor

The Assessor's Office is responsible for the discovery and fair and equitable valuation of all real and personal property within the City. The office maintains ownership and mailing address records of all 24,000+ parcels, 4,200+ personal property accounts, tax exemptions, special assessments of specific properties, and tax maps. The office prepares and certifies the annual tax rolls and warrant to the City Treasurer in a timely manner while educating property owners on the appraisal process and their options to appeal.

Department Summary

Department: Assessor

Account: 100-14

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	369,187	374,909	440,657	394,383	394,383	394,383
Benefits	360	700	960	960	960	960
Administrative Services	14,420	14,020	16,960	16,960	16,960	16,960
Contractual Services	12,195	10,300	12,340	12,340	12,340	12,340
Rentals	2,015	2,015	2,016	2,016	2,016	2,016
Supplies	6,200	5,700	8,500	8,500	8,500	8,500
Total	404,377	407,644	481,433	435,159	435,159	435,159
Less Revenues	(2,076)	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)
Net Department Total	402,301	406,644	480,433	434,159	434,159	434,159

Finance

The Department of Finance consists of Administration and Treasury. The Finance Director and the Deputy Finance Director oversee the efficient operations of these functions.

The FY20 department expenditures have increased \$112,629, or 6.1%, primarily due to wages. The department's estimated revenues also increased by \$708,527, or 12.1%. The FY20 revenue estimate increase includes the partial restore of the State's Revenue Share distribution pool and higher interest income reflective of recent interest rate increases.

Department Summary

Department: Finance

Account: 100-15

		FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown							
Payroll		1,494,486	1,490,751	1,671,357	1,612,907	1,612,907	1,612,907
Benefits		2,508	1,900	2,016	2,016	2,016	2,016
Administrative Services		185,615	169,570	187,115	187,115	187,115	187,115
Contractual Services		123,407	94,521	113,407	113,407	113,407	113,407
Maintenance and Repair		500	0	500	500	500	500
Rentals		7,285	7,110	7,285	7,285	7,285	7,285
Supplies		26,300	25,600	29,500	29,500	29,500	29,500
Capital Outlay		0	0	50,000	0	0	0
Total		1,840,101	1,789,452	2,061,180	1,952,730	1,952,730	1,952,730
Summary by Division							
Finance Administration	(15-100)	1,155,368	1,139,110	1,288,727	1,218,727	1,218,727	1,218,727
Treasury	(15-200)	684,733	650,342	772,453	734,003	734,003	734,003
Total		1,840,101	1,789,452	2,061,180	1,952,730	1,952,730	1,952,730
Less Revenues		(5,842,047)	(8,947,777)	(5,849,967)	(6,550,574)	(6,550,574)	(6,550,574)
Net Department Total		(4,001,946)	(7,158,325)	(3,788,787)	(4,597,844)	(4,597,844)	(4,597,844)

Finance Administration

Finance Administration oversees all financial operations of the City.

Finance Administration responsibilities include payroll, accounts payable, grant accounting, and general and enterprise fund accounting for all City departments. Payroll processes weekly payroll for over 1,600 full-time, part-time, temporary, on-call and seasonal employees, maintains earnings and reduction records, and reports federal and state taxes and provides extensive earnings research for Maine State Retirement System. Accounts Payable processes all City requests for payments to vendors, and is responsible for sorting all incoming City Hall mail. The Accounting staff also maintains the City's general ledger.

Budget is responsible for monitoring expenditure activity for the City, providing a monthly analysis of expenditures and revenues, reviewing all payment documents, processing departmental requests for transfers between operating accounts, and administering the annual budget process.

Purchasing assists City departments in obtaining goods and services. Purchasing is responsible for issuing bids, obtaining price quotations, and resolving differences with vendors. Purchasing also works closely with the Legal Department to develop procurement contracts.

The FY20 Finance Administration expenditure increase of \$63,359, or 5.5%, is predominately due to wage increases. The revenue increase display of \$18,895, or 4.0%, is attributed to the Enterprise Fund chargebacks. The high FY19 revenue projection is a result of the sale of the 55 Portland and 52 Hanover properties; the Public Works City offices relocated to Canco Road in the fall of FY19.

Division Summary

Department: Finance Division: Finance Administration Account: 10015100

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	1,036,910	1,025,750	1,166,661	1,096,661	1,096,661	1,096,661
Benefits	2,508	1,900	2,016	2,016	2,016	2,016
Administrative Services	92,240	88,350	93,740	93,740	93,740	93,740
Contractual Services	5,350	4,750	5,350	5,350	5,350	5,350
Rentals	4,860	4,860	4,860	4,860	4,860	4,860
Supplies	13,500	13,500	16,100	16,100	16,100	16,100
Total	1,155,368	1,139,110	1,288,727	1,218,727	1,218,727	1,218,727
Less Revenues	(467,685)	(3,320,665)	(471,454)	(486,580)	(486,580)	(486,580)
Net Division Total	687,683	(2,181,555)	817,273	732,147	732,147	732,147

Treasury

The Treasury division is responsible for the collection of all monies into the City. This includes the collection of real estate taxes, personal property taxes, delinquent sewer user fees, and vehicle excise taxes and registration fees, as well as issuance of license plates. Treasury also collects parking ticket revenues and miscellaneous receivables, processes boat and utility trailer registrations, and issues island vehicle and golf cart registrations and Metro bus passes.

Residents may visit the Treasury Office in City hall for these services. There are also many electronic options for residents:

- (a) Treasury offers online payments of real estate through the City of Portland website:
<https://www.portlandmaine.gov/1567/Pay-Your-Property-Taxes-On-Line>.
- (b) View / Print Tax Bills on-line at:
<http://www.portlandmaine.gov/1567/View-AndOr-Pay-Your-Property-Taxes-On-Line>
- (c) Online options are available for residents to re-register vehicles, trailers and boats through the State of Maine website: <https://www1.maine.gov/online/bmv/rapid-renewal/>.
- (d) Parking tickets can be paid in Room 20 (Parking Office) as well as online through the website:
www.portlandparkingtickets.com or <https://portlandme.rmcpay.com/>.
- (e) Portland Senior Tax Equity Program (P-STEP) Application:
<https://www.portlandmaine.gov/DocumentCenter/View/23533/Portland-Senior-Tax-Equity-Program-P-STEP-Application> or <http://www.portlandmaine.gov/145/Tax-Relief>

The FY20 Treasury general fund expenditures increased \$49,270, or 7.2%, attributed largely to an increase in payroll expenditures, including funds for the FY20 new P-STEP program. The FY20 non-tax revenue estimate increase is \$689,632, or 12.8%. The revenue estimate increase is primarily related to the partial restoration of the State Revenue Sharing formula and a rise in interest rates.

Division Summary

Department: Finance	Division: Treasury				Account: 10015200	
	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	457,576	465,001	504,696	516,246	516,246	516,246
Administrative Services	93,375	81,220	93,375	93,375	93,375	93,375
Contractual Services	118,057	89,771	108,057	108,057	108,057	108,057
Maintenance and Repairs	500	0	500	500	500	500
Rentals	2,425	2,250	2,425	2,425	2,425	2,425
Supplies	12,800	12,100	13,400	13,400	13,400	13,400
Capital Outlay	0	0	50,000	0	0	0
Total	684,733	650,342	772,453	734,003	734,003	734,003
Less Revenues	(5,374,362)	(5,627,112)	(5,378,513)	(6,063,994)	(6,063,994)	(6,063,994)
Net Division Total	(4,689,629)	(4,976,770)	(4,606,060)	(5,329,991)	(5,329,991)	(5,329,991)

Legal

The goal of the Legal Department is to provide competent and cost-effective legal advice, services and representation to the City Council, its officials, boards and commissions, department heads and City staff. The department is under the direction of Corporate Counsel, who manages a staff of three attorneys, a risk manager, a litigation paralegal, and a paralegal / legal assistant.

The department provides a full range of legal services for the City and maintains a high level of expertise in areas of particular importance to municipal government such as tax collections, contracts, economic development, assessments, planning, zoning, Rule 80B appeals, administrative law, general assistance, construction law, transportation, personnel, municipal finance, code enforcement, liability, and statutory and ordinance drafting and interpretation. In addition, the department staffs and/or provides legal advice to all City standing and special committees and Boards.

The majority of the revenues received by the department are from charge backs for legal services provided by the attorneys for the Fish Pier, Sewer, Stormwater, and Jetport funds. The department also receives revenue for various ordinance code violations, and settlements.

The FY20 expenditures increased \$31,935, or 4.5%, largely due to increased personnel costs. FY20 estimated revenues increased \$15,205, or 11.2%.

Department Summary

Department: Legal

Account: 100-16

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	638,425	638,425	667,533	667,533	667,533	667,533
Benefits	0	400	3,000	3,000	3,000	3,000
Administrative Services	26,841	26,541	26,841	26,841	26,841	26,841
Contractual Services	36,137	35,475	35,964	35,964	35,964	35,964
Maintenance and Repair	0	0	0	0	0	0
Supplies	8,000	8,000	8,000	8,000	8,000	8,000
Total	709,403	708,841	741,338	741,338	741,338	741,338
Less Revenues	(136,320)	(182,177)	(139,320)	(151,525)	(151,525)	(151,525)
Net Department Total	573,083	526,664	602,018	589,813	589,813	589,813

Human Resources

The Department of Human Resources provides many services to all City departments, including recruitment and hiring oversight, civil service program administration, labor relations, organizational development and education, employee health and benefits administration, and safety and risk management.

FY20 expenditures increased \$7,976, or 0.8%. The FY20 budget includes equipment maintenance and rental cost increases, and equipment for the City's training room. Also included in this budget is a reduction of the Employee Assistance Coordinator from full-time to half-time status and the transfer of fire physical fitness testing expenses to the Fire Department. The revenues collected by this department are received from the Sewer, Stormwater and Jetport funds for services provided by the Human Resources staff.

Department Summary

Department: Human Resources

Account: 100-17

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	875,038	844,038	988,650	879,333	879,333	879,333
Benefits	4,040	4,040	4,040	4,040	4,040	4,040
Administrative Services	37,930	37,967	42,650	42,650	42,650	42,650
Contractual Services	122,150	111,760	110,111	110,111	110,111	110,111
Maintenance and Repair	1,000	1,000	4,000	4,000	4,000	4,000
Rentals	6,000	10,946	9,000	9,000	9,000	9,000
Supplies	17,000	13,500	23,250	22,000	22,000	22,000
Total	1,063,158	1,023,251	1,181,701	1,071,134	1,071,134	1,071,134
Less Revenues	(76,056)	(76,056)	(76,056)	(75,945)	(75,945)	(75,945)
Net Department Total	987,102	947,195	1,105,645	995,189	995,189	995,189

Parking

Parking falls under the direction of the Executive Department. The Parking Division manages both on-street and off-street parking in the City. Parking Control Officers enforce on-street signage and the City's parking ordinance to encourage turnover parking and provide public safety throughout the City. When requested, Parking Control Officers also assist the Police Department with traffic control during fire emergencies, accidents, and other matters of public safety.

The Parking Division also maintains and collects revenue from 1,631-metered spaces throughout the City, 856 of which have been converted to multi space meters that accept credit cards.

Finally, the Parking Division administers, operates, and/or oversees four parking garages and four parking lots. The division provides budgets, physical oversight, staffing, and revenue collection for these facilities.

FY20 expenses are up \$28,850, or 1.2%, primarily due to payroll increases, including 0.4 FTE hour increase of a Parking Control Officer. FY20 revenues have risen by \$545,100, or 5.7%, largely due to FY20 fee increases in parking meter rates, as well as the opening of the Ocean Gateway parking lot during the spring of 2019.

Department Summary

Department: Parking

Account: 100-18

		FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown							
Payroll		1,383,934	1,394,983	1,425,279	1,434,923	1,434,923	1,434,923
Benefits		16,035	16,240	16,420	16,420	16,420	16,420
Administrative Services		42,695	42,261	43,825	43,825	43,825	43,825
Contractual Services		402,290	385,378	407,735	407,735	407,735	407,735
Maintenance and Repair		222,040	215,363	217,040	217,040	217,040	217,040
Rentals		128,765	128,685	131,011	131,011	131,011	131,011
Supplies		70,550	69,450	57,225	57,225	57,225	57,225
Utilities		69,615	58,450	56,595	56,595	56,595	56,595
Contributions		1,440	1,440	1,440	1,440	1,440	1,440
Total		2,337,364	2,312,250	2,356,570	2,366,214	2,366,214	2,366,214
Summary by Division							
Parking Administration	(18-100)	1,460,024	1,465,754	1,477,406	1,487,050	1,487,050	1,487,050
Elm Street Garage	(18-200)	302,962	302,135	300,164	300,164	300,164	300,164
Spring Street Garage	(18-300)	449,378	418,985	452,870	452,870	452,870	452,870
Temple Street Garage	(18-400)	125,000	125,376	126,130	126,130	126,130	126,130
Total		2,337,364	2,312,250	2,356,570	2,366,214	2,366,214	2,366,214
Less Revenues		(9,620,120)	(9,498,210)	(9,401,610)	(9,665,220)	(9,665,220)	(10,165,220)
Net Department Total		(7,282,756)	(7,185,960)	(7,045,040)	(7,299,006)	(7,299,006)	(7,799,006)

Parking Administration

Parking Administration includes the management of on-street parking, which includes the parking meter operation, the Parking Control Officers, and the issuance of residential parking stickers. This division also handles the administration of the Temple Street and Casco Bay parking garages.

FY20 Expenditures increased \$27,026, or 1.9%. Expenditure changes include an increase in personnel expense and a decrease in supplies due to the FY19 expense of additional multi-space parking meters.

FY20 Parking Administration revenues have increased \$504,110, or 8.2%. Total parking meter revenue is expected to increase \$435,000, attributed to the FY20 meter rate increase; there continues to be a downward trend in parking ticket revenue as a result of the City's efforts to make parking meter payments more convenient via multi-space credit card enabled meters, and a mobile payment app. The Thames Street Lot has closed; however, the City has temporarily opened up daily parking at the Ocean Gateway Queuing Lane which is expected to generate \$263,610 in revenue.

Division Summary

Department: Parking Division: Parking Administration Account: 10018100

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	924,284	927,807	952,730	962,374	962,374	962,374
Benefits	14,035	14,240	14,220	14,220	14,220	14,220
Administrative Services	17,695	16,885	17,695	17,695	17,695	17,695
Contractual Services	311,605	315,397	311,320	311,320	311,320	311,320
Maintenance and Repairs	850	850	850	850	850	850
Rentals	128,665	128,585	130,911	130,911	130,911	130,911
Supplies	60,450	59,450	47,100	47,100	47,100	47,100
Utilities	1,000	1,100	1,140	1,140	1,140	1,140
Contributions	1,440	1,440	1,440	1,440	1,440	1,440
Total	1,460,024	1,465,754	1,477,406	1,487,050	1,487,050	1,487,050
Less Revenues	(6,121,600)	(5,966,500)	(5,862,100)	(6,125,710)	(6,125,710)	(6,625,710)
Net Division Total	(4,661,576)	(4,500,746)	(4,384,694)	(4,638,660)	(4,638,660)	(5,138,660)

Elm Street Garage

The Elm Street Garage is a City-owned parking facility adjacent to Portland High School, and is operated and staffed by the Parking division. The Elm Street Garage provides hourly parking for people wishing to visit downtown businesses and the Merrill Auditorium / Portland Public Library area, as well as providing monthly parking spaces for employees of Portland High School, area businesses, some City Hall employees, and private citizens.

Expenses for the Elm Street parking garage are down slightly, \$2,798, or 0.9%. Revenues also remain relatively flat, increasing \$1,840 or 0.3%.

Division Summary

Department: Parking Division: Elm Street Garage Account: 10018200

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	199,652	208,178	202,869	202,869	202,869	202,869
Benefits	1,000	1,000	1,100	1,100	1,100	1,100
Contractual Services	28,815	22,582	31,175	31,175	31,175	31,175
Maintenance and Repairs	51,970	51,900	46,970	46,970	46,970	46,970
Supplies	4,300	4,300	4,325	4,325	4,325	4,325
Utilities	17,225	14,175	13,725	13,725	13,725	13,725
Total	302,962	302,135	300,164	300,164	300,164	300,164
Less Revenues	(701,600)	(695,480)	(703,440)	(703,440)	(703,440)	(703,440)
Net Division Total	(398,638)	(393,345)	(403,276)	(403,276)	(403,276)	(403,276)

Spring Street Garage

The Spring Street Garage is a City-owned parking facility adjacent to the Cross Arena and is operated and staffed by the Parking Division. The Spring Street Garage has been used successfully as an economic development tool for downtown revitalization and provides parking for Arena events. The garage also provides hourly parking for people visiting businesses in the Congress Street / Free Street area, as well as providing monthly parking spaces for employees of area businesses and private citizens.

FY20 Expenses have slightly increased \$3,492, or 0.8%. FY20 revenues also increased slightly by \$14,150, or 0.8%.

Division Summary

Department: Parking	Division: Spring Street Garage				Account: 10018300	
	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	259,998	258,998	269,680	269,680	269,680	269,680
Benefits	1,000	1,000	1,100	1,100	1,100	1,100
Contractual Services	61,870	47,399	65,240	65,240	65,240	65,240
Maintenance and Repairs	69,220	62,613	69,220	69,220	69,220	69,220
Rentals	100	100	100	100	100	100
Supplies	5,800	5,700	5,800	5,800	5,800	5,800
Utilities	51,390	43,175	41,730	41,730	41,730	41,730
Total	449,378	418,985	452,870	452,870	452,870	452,870
Less Revenues	(1,721,920)	(1,736,230)	(1,736,070)	(1,736,070)	(1,736,070)	(1,736,070)
Net Division Total	(1,272,542)	(1,317,245)	(1,283,200)	(1,283,200)	(1,283,200)	(1,283,200)

Temple Street Garage

The Temple Street Garage, located adjacent to the Nickelodeon Theater, is leased and managed by a private company. The Parking Division, however, oversees the operations and must approve all capital improvements in the garage. The Temple Street Garage provides hourly parking for people wishing to visit businesses in the Temple Street area, such as the Nickelodeon Theater and One City Center, as well as providing monthly parking spaces for employees of area businesses and private citizens.

FY20 Temple Street Garage expenditures remain relatively flat with an increase of \$1,130, or 0.9%. Revenues increased \$25,000, or 2.3%, due to an increase in the monthly parking rate.

Division Summary

Department: Parking Division: Temple Street Garage Account: 10018400

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Administrative Services	25,000	25,376	26,130	26,130	26,130	26,130
Maintenance and Repairs	100,000	100,000	100,000	100,000	100,000	100,000
Total	125,000	125,376	126,130	126,130	126,130	126,130
Less Revenues	(1,075,000)	(1,100,000)	(1,100,000)	(1,100,000)	(1,100,000)	(1,100,000)
Net Division Total	(950,000)	(974,624)	(973,870)	(973,870)	(973,870)	(973,870)

Economic Development

The Department of Economic Development is responsible for enhancing the economic growth of the City and is dedicated to fostering a vibrant and healthy economic climate for the benefit of all those who live and work in Portland. The Department strives to facilitate a strong and diversified tax base, an active and revitalized city and waterfront, and economic and employment opportunities.

By leading a collaborative effort among agencies, both in advocacy and acting as a business resource, the Department provides professional and knowledgeable service through quality programs and coordinated efforts to improve the well-being of Portland. The Department endeavors to keep open the lines of communication so that economic development issues and opportunities are addressed in a timely, thorough, and proactive manner.

The Economic Development Department expenditures increased \$40,539, or 6.4%, largely attributed to an increase in payroll expense. FY20 staffing changes include the elimination of the Creative Portland contract employees, a new Outreach & Initiatives Coordinator, and the transfer of the Marketing & Communications Coordinator from Parks, Recreation & Facilities; the net FTE decrease is (0.1). The department's seven positions are offset 100% by revenue reimbursement; the FY20 revenue increase of \$28,799, or 5.1%, is mainly attributed to the increase in staff salary reimbursement from tax increment financing (TIF) funds.

Department Summary

Department: Economic Development

Account: 100-19

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	532,937	526,000	501,791	564,676	564,676	564,676
Benefits	1,620	1,300	1,620	1,620	1,620	1,620
Administrative Services	18,210	15,085	19,510	19,510	19,510	19,510
Contractual Services	73,072	73,072	84,072	78,072	78,072	78,072
Rentals	2,400	2,400	2,400	2,400	2,400	2,400
Supplies	5,750	6,750	8,250	8,250	8,250	8,250
Total	633,989	624,607	617,643	674,528	674,528	674,528
Summary by Division						
Economic Development (19-100)	605,467	596,085	589,121	646,006	646,006	646,006
Portland Development Corporation (19-200)	28,522	28,522	28,522	28,522	28,522	28,522
Total	633,989	624,607	617,643	674,528	674,528	674,528
Less Revenues	(567,949)	(566,791)	(533,863)	(596,748)	(596,748)	(596,748)
Net Department Total	66,040	57,816	83,780	77,780	77,780	77,780

Economic Development

The division of Economic Development is comprised of the Director and a support staff of six. The Department strives to facilitate a strong and diversified tax base, an active and revitalized city, a vital waterfront, and employment opportunities. The Department also endeavors to keep the lines of communication open so that economic development issues are addressed in a timely, thorough, and proactive manner. This division also includes the Office of Economic Opportunity.

The salaries in this division are 100% funded through Tax Increment Financing (TIF), and include reimbursement from the Downtown, Waterfront and / or Bayside TIFs.

The FY20 expenditures have increased \$40,539, or 6.7%. FY20 budget changes include various personnel changes, including a new Outreach and Initiatives Coordinator, the transfer of the Marketing and Communications Coordinator from Parks, Recreation and Facilities Administration division, and the elimination of the Creative Portland Corporation (CPC) contract positions and corresponding revenue offset. FY20 revenues have increased by \$28,799, or 5.3%.

Division Summary

Department: Department of Economic Development **Division:** Economic Development **Account:** 10019100

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	532,937	526,000	501,791	564,676	564,676	564,676
Benefits	1,620	1,300	1,620	1,620	1,620	1,620
Administrative Services	13,335	10,210	14,635	14,635	14,635	14,635
Contractual Services	50,175	50,175	61,175	55,175	55,175	55,175
Rentals	2,400	2,400	2,400	2,400	2,400	2,400
Supplies	5,000	6,000	7,500	7,500	7,500	7,500
Total	605,467	596,085	589,121	646,006	646,006	646,006
Less Revenues	(539,427)	(538,269)	(505,341)	(568,226)	(568,226)	(568,226)
Net Division Total	66,040	57,816	83,780	77,780	77,780	77,780

Portland Development Corporation

The Portland Development Corporation (PDC) is a quasi-municipal non-profit corporation created in December 1990 by the City Council. The Division specializes in providing specific programs which will assist in the recruitment and development of new and existing business and industry within the city.

The Portland Development Corporation budget is fully funded by the interest income from its business loan programs; the PDC relies on this income from its business loan program to cover its operating expenses. Expenses are offset 100% by program revenue.

Division Summary

Department: Department of Economic Development **Division:** Portland Development Corporation **Account:** 10019200

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Administrative Services	4,875	4,875	4,875	4,875	4,875	4,875
Contractual Services	22,897	22,897	22,897	22,897	22,897	22,897
Supplies	750	750	750	750	750	750
Total	28,522	28,522	28,522	28,522	28,522	28,522
Less Revenues	(28,522)	(28,522)	(28,522)	(28,522)	(28,522)	(28,522)
Net Division Total	0	0	0	0	0	0

Police Department

The Police Department is comprised of six divisions: Administration, Uniform Operations Group, Bureau of Investigative Services, Operations Support Services, Dispatch Services and Jetport Security.

The Police Department's mission focuses on three distinct areas: Service Excellence, Community Engagement, and Resource Maximization. Every decision, plan, and contact made places emphasis on these three areas. All members of the Portland Police Department reference the core values of Leadership, Integrity, and Service when interacting with the public.

The Police Department's expense increase of \$896,927, or 5.3%, is primarily due to contractual increases in payroll expenses. The FY20 expenditures also include the budget restore of the Victim Witness Advocate from 0.3 to 1.0 FTE, reflective of the position's continuing live status, which is 94.1% funded by a Federal Grant.

Revenues are increasing \$38,130, or 1.3%, which predominately includes a mix of payroll and other expense reimbursements.

Department Summary

Department: Police Department

100-21

		FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown							
Payroll		15,936,357	15,503,709	16,618,464	16,640,498	16,640,498	16,640,498
Benefits		234,590	244,165	249,210	249,210	249,210	249,210
Administrative Services		122,096	120,436	182,778	182,778	182,778	182,778
Contractual Services		259,537	257,925	265,642	252,362	252,362	252,362
Maintenance and Repair		95,037	92,654	133,629	111,629	111,629	111,629
Rentals		21,718	17,863	22,052	22,052	22,052	22,052
Supplies		165,178	160,664	324,551	271,831	271,831	271,831
Minor Capital Items		15,000	15,000	15,000	15,000	15,000	15,000
Utilities		11,100	12,251	12,180	12,180	12,180	12,180
Total		16,860,613	16,424,667	17,823,506	17,757,540	17,757,540	17,757,540
Summary by Division							
Police Administration	(21-100)	1,207,316	1,174,817	1,260,840	1,274,264	1,274,264	1,274,264
Uniformed Operations Group	(21-200)	10,062,663	10,129,369	10,691,253	10,616,533	10,616,533	10,616,533
Bureau of Investigative Services	(21-300)	1,928,235	1,588,037	2,009,065	2,017,675	2,017,675	2,017,675
Operations Support Services	(21-400)	828,086	850,010	920,721	907,441	907,441	907,441
Dispatch Services	(21-500)	2,262,115	2,111,110	2,360,103	2,360,103	2,360,103	2,360,103
Jetport Security	(21-800)	572,198	571,325	581,524	581,524	581,524	581,524
Total		16,860,613	16,424,668	17,823,506	17,757,540	17,757,540	17,757,540
Less Revenues		(2,947,159)	(3,169,317)	(2,930,276)	(2,985,289)	(2,985,289)	(2,985,289)
Net Department Total		13,913,454	13,255,350	14,893,230	14,772,251	14,772,251	14,772,251

Police Administration

It is the responsibility of the Chief of Police to create policy and make resource management decisions for the Police Department's assets. The administrative staff provides support in the areas of legal assistance, fiscal management, internal standards, human resources, and the investigation of complaints filed against police officers.

The expenditure increase of \$66,948, or 5.5%, represents FY20 salary increases. FY20 revenues have increased by \$8,437, or 5.6 %, and is largely associated with administrative fee reimbursements.

Division Summary

Department: Police Division: Police Administration Account: 10021100

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	1,188,181	1,155,361	1,241,811	1,255,235	1,255,235	1,255,235
Benefits	6,400	6,184	6,400	6,400	6,400	6,400
Administrative Services	8,535	9,700	8,425	8,425	8,425	8,425
Maintenance and Repairs	200	200	200	200	200	200
Rentals	2,200	2,172	2,204	2,204	2,204	2,204
Supplies	1,800	1,200	1,800	1,800	1,800	1,800
Total	1,207,316	1,174,817	1,260,840	1,274,264	1,274,264	1,274,264
Less Revenues	(151,934)	(159,557)	(155,358)	(160,371)	(160,371)	(160,371)
Net Division Total	1,055,382	1,015,260	1,105,482	1,113,893	1,113,893	1,113,893

Uniformed Operations Group

A Commander heads the Uniformed Operations Group. The primary duty of this group is the protection of lives and property. This is accomplished through continuous patrol directed at the repression of crime and the apprehension of violators. The group consists of three patrol teams broken out into twelve squads. This unique deployment structure allows the department to utilize a workload analysis to assign a proportionate number of patrol officers throughout the City. It also promotes teamwork and cohesive organizational commitment within the small units. Each team is responsible for conducting routine patrol services such as responding to calls for service, traffic enforcement, building security and maintenance of public order. Directed patrol officers work closely with Community Policing Officers in each sector of the City to enhance crime prevention and streamline problem solving.

Community Policing Officers are assigned to six neighborhood sectors and the Youth Services program. These officers work closely with Portland residents, local businesses and their fellow officers to enhance problem solving. In addition to answering calls for police service, these officers attend meetings, collaborate with fellow officers, and work with the Community Policing Coordinators to facilitate efforts in their geographically assigned areas. Portland has five neighborhood-based community policing centers located in the Parkside, Bayside, East Bayside, West End, and Munjoy Hill neighborhoods. Community Policing also serves properties owned and managed by the Portland Housing Authority.

The Uniformed Operations Group also contains a Traffic Unit responsible for traffic-related services and an Island Unit responsible for providing public safety services to residents of Peaks Island.

Expenditures in this division have increased \$553,870 or 5.5%, primarily due to contractual payroll increases as well as an increase in supplies. Revenues have decreased \$37,329, or 3.4% primarily due to the elimination in funding of the Substance Use Disorder Liaison previously funded by other sources of revenue.

Division Summary

Department: Police	Division: Uniformed Operations Group				Account: 10021200	
	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	9,495,068	9,554,399	9,924,632	9,924,632	9,924,632	9,924,632
Benefits	163,545	173,275	173,805	173,805	173,805	173,805
Administrative Services	18,436	16,841	18,738	18,738	18,738	18,738
Contractual Services	232,787	232,425	241,692	231,692	231,692	231,692
Maintenance and Repairs	83,787	82,704	91,973	69,973	69,973	69,973
Rentals	7,900	3,862	7,775	7,775	7,775	7,775
Supplies	60,600	65,400	232,158	189,438	189,438	189,438
Utilities	540	463	480	480	480	480
Total	10,062,663	10,129,369	10,691,253	10,616,533	10,616,533	10,616,533
Less Revenues	(1,102,503)	(1,121,905)	(1,015,174)	(1,065,174)	(1,065,174)	(1,065,174)
Net Division Total	8,960,160	9,007,464	9,676,079	9,551,359	9,551,359	9,551,359

Bureau of Investigative Services

The Bureau of Investigative Services is commanded by the Assistant Chief and is comprised of both a criminal investigations division and a narcotics investigations division; these divisions are responsible for the thorough investigation of criminal incidents referred from the rest of the department. The division also provides supervision of the Court Officer, the Criminal Process Services, and the Victim Advocacy program.

FY20 expenditures in this division have increased \$89,440, or 4.6%, primarily due to increases in payroll expenses. The FY20 budget includes the Police Victim Witness Advocate position restore to full-time status, which is reflective of actual staffing; this position is 94% grant funded. Revenues received also include funding from the Maine Drug Enforcement Agency (MDEA). FY20 revenues reflect an increase in salary reimbursements of \$52,666, or 24.8%.

Division Summary

Department: Police	Division: Bureau of Investigative Services				Account: 10021300	
	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	1,878,535	1,539,622	1,954,891	1,963,501	1,963,501	1,963,501
Benefits	29,370	29,056	29,490	29,490	29,490	29,490
Administrative Services	1,430	1,400	1,530	1,530	1,530	1,530
Contractual Services	5,500	5,000	6,700	6,700	6,700	6,700
Maintenance and Repairs	2,000	2,000	2,000	2,000	2,000	2,000
Rentals	2,200	2,459	2,504	2,504	2,504	2,504
Supplies	9,200	8,500	11,950	11,950	11,950	11,950
Total	1,928,235	1,588,037	2,009,065	2,017,675	2,017,675	2,017,675
Less Revenues	(212,217)	(266,500)	(264,883)	(264,883)	(264,883)	(264,883)
Net Division Total	1,716,018	1,321,537	1,744,182	1,752,792	1,752,792	1,752,792

Operations Support Services

The Operations Support Services Division is commanded by the Assistant Chief and is comprised of the following sections: computer crimes, forensics, property, training, and records. Included in the budget are minor costs associated with the Regional Forensic Crime Laboratory.

Expenditures in this division have increased \$79,355, or 9.6%, primarily due to increased police training costs as well as contractual salary increases. FY20 revenue estimates decreased slightly by \$625 or 1.2%.

Division Summary

Department: Police Division: Operations Support Services Account: 10021400

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	635,260	664,823	658,632	658,632	658,632	658,632
Benefits	6,000	6,000	6,000	6,000	6,000	6,000
Administrative Services	76,070	75,920	133,960	133,960	133,960	133,960
Contractual Services	15,000	15,000	15,000	11,720	11,720	11,720
Maintenance and Repairs	7,600	6,500	34,006	34,006	34,006	34,006
Rentals	8,378	8,103	8,280	8,280	8,280	8,280
Supplies	79,778	73,664	64,843	54,843	54,843	54,843
Total	828,086	850,010	920,721	907,441	907,441	907,441
Less Revenues	(50,625)	(49,025)	(50,000)	(50,000)	(50,000)	(50,000)
Net Division Total	777,461	800,985	870,721	857,441	857,441	857,441

Dispatch Services

The Portland Regional Communications Center (PRCC) comprises Dispatch Services and is supervised by the Emergency Communications Director. Serving the Town of Cape Elizabeth, South Portland and the City of Portland, the PRCC is responsible for receiving telephone requests for all emergency services and dispatching appropriate police, fire, and emergency medical services resources. The 2011 regional consolidation allowed all three communities to maximize their resources while emphasizing a commitment to service excellence.

FY20 expenditures in this division have increased \$97,988, or 4.3%, primarily due to increases in payroll expenses. FY20 revenues are anticipated to increase slightly by \$5,655, or 0.7%.

Division Summary

Department: Police Division: Dispatch Services Account: 10021500

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	2,190,085	2,038,847	2,280,437	2,280,437	2,280,437	2,280,437
Benefits	12,700	15,175	16,700	16,700	16,700	16,700
Administrative Services	14,175	14,125	16,675	16,675	16,675	16,675
Contractual Services	6,250	5,500	2,250	2,250	2,250	2,250
Maintenance and Repairs	1,200	1,000	5,200	5,200	5,200	5,200
Rentals	645	650	641	641	641	641
Supplies	11,500	9,025	11,500	11,500	11,500	11,500
Minor Capital Items	15,000	15,000	15,000	15,000	15,000	15,000
Utilities	10,560	11,788	11,700	11,700	11,700	11,700
Total	2,262,115	2,111,110	2,360,103	2,360,103	2,360,103	2,360,103
Less Revenues	(857,682)	(1,001,005)	(863,337)	(863,337)	(863,337)	(863,337)
Net Division Total	1,404,433	1,110,105	1,496,766	1,496,766	1,496,766	1,496,766

Jetport Security

The Sergeant assigned to the Jetport Security division serves as a direct liaison between the Police Department and the Jetport staff and Administration.

Officers assigned to the Jetport perform duties as follows: monitor security checkpoints during arrivals and departures, actively patrol the interior of the Jetport terminal, regulate activities of taxi operators utilizing the Jetport, assist in parking enforcement at the terminal, monitor activities at the baggage claim area, perform security checks of secured areas of the complex, make patrol sweeps of the parking areas including the garage, respond to all requests for police or emergency services originating at the Jetport, and process reports accordingly.

FY20 expenditures and revenues in this division have increased \$9,326, or 1.6%, primarily due to increases in contractual payroll expenses. The cost for this division is entirely offset by revenues received by the Jetport.

Division Summary

Department: Police	Division: Jetport Security				Account: 10021800	
	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	549,228	550,657	558,061	558,061	558,061	558,061
Benefits	16,575	14,475	16,815	16,815	16,815	16,815
Administrative Services	3,450	2,450	3,450	3,450	3,450	3,450
Maintenance and Repairs	250	250	250	250	250	250
Rentals	395	618	648	648	648	648
Supplies	2,300	2,875	2,300	2,300	2,300	2,300
Total	572,198	571,325	581,524	581,524	581,524	581,524
Less Revenues	(572,198)	(571,325)	(581,524)	(581,524)	(581,524)	(581,524)
Net Division Total	0	0	0	0	0	0

Fire Department

The Fire Department consists of five divisions: Administration, Code Enforcement and Community Services, Field Operations, Operations Support Services and Jetport Air Rescue. The Fire Chief oversees the operation of these divisions.

The Fire Department's overall expenditure increase is \$938,743 or 5.4%. The expenditure increase is mainly attributed to contractual payroll increases. Other expenditure increases include medical supplies, including two new heart monitors, the transfer of civil service exams and physical fitness assessment costs from the Human Resources department, and building maintenance and repair station improvements. The Air Rescue Station operational costs are fully reimbursed by the Jetport Enterprise Fund.

The revenue remains flat, with a FY20 increase of \$1,507.

Department Summary

Department: Fire Department

100-22

		FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown							
Payroll		15,119,814	15,889,909	16,509,913	15,945,994	15,945,994	15,945,994
Benefits		265,055	285,777	312,754	250,604	250,604	250,604
Administrative Services		209,698	209,698	210,938	187,738	187,738	187,738
Contractual Services		194,323	199,323	234,019	234,019	234,019	234,019
Maintenance and Repair		307,190	345,975	342,190	334,190	334,190	334,190
Rentals		387,259	396,592	403,900	403,900	403,900	403,900
Supplies		580,985	567,685	596,385	586,385	586,385	586,385
Minor Capital Items		0	0	66,000	56,000	56,000	56,000
Utilities		232,081	232,081	237,278	236,318	236,318	236,318
Capital Outlay		0	348,033	0	0	0	0
Total		17,296,405	18,475,073	18,913,377	18,235,148	18,235,148	18,235,148
Summary by Division							
Fire Administration	(22-100)	572,319	563,819	601,817	598,617	598,617	598,617
Code Enforce & Community Svcs	(22-200)	270,157	270,157	293,508	288,508	288,508	288,508
Field Operations	(22-300)	14,685,959	15,376,776	16,178,263	15,517,194	15,517,194	15,517,194
Operation Support Services	(22-400)	754,688	1,150,839	812,108	803,148	803,148	803,148
Air Rescue Station	(22-800)	1,013,282	1,113,482	1,027,681	1,027,681	1,027,681	1,027,681
Total		17,296,405	18,475,073	18,913,377	18,235,148	18,235,148	18,235,148
Less Revenues		(4,583,430)	(4,651,580)	(4,580,254)	(4,584,937)	(4,584,937)	(4,584,937)
Net Department Total		12,712,975	13,823,493	14,333,123	13,650,211	13,650,211	13,650,211

Fire Administration

The Administration Division is responsible for the planning, organization, and day-to-day operations of all fire suppression, emergent medical care, fire prevention, disaster preparations, and terrorism responses within Portland. The policies and procedures that guide the department in carrying out its mission are established by the Fire Chief.

This division also administers the human resources activities for the department including hiring, worker compensation claims, benefits, wellness, risk management, and payroll. The division has instituted a Peer Support Team, using the Police Department model, to deliver support and services to members facing crisis; this endeavor has positively impacted leave associated with Critical Incident Stress cases.

The FY20 Fire Administration budget has increased by \$26,298, or 4.6%, largely due to salary increases. The FY20 revenues are down \$20,317, or 16.9%, attributed to revenues anticipated for the FY19 Portland Fire Department 250th Anniversary.

Division Summary

Department: Fire	Division: Fire Administration				Account: 10022100	
	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	468,778	468,778	516,941	516,941	516,941	516,941
Benefits	4,898	4,898	4,908	4,908	4,908	4,908
Administrative Services	21,583	21,583	27,908	24,708	24,708	24,708
Contractual Services	9,800	14,800	4,800	4,800	4,800	4,800
Rentals	2,160	2,160	2,160	2,160	2,160	2,160
Supplies	65,100	51,600	45,100	45,100	45,100	45,100
Total	572,319	563,819	601,817	598,617	598,617	598,617
Less Revenues	(120,102)	(98,652)	(95,102)	(99,785)	(99,785)	(99,785)
Net Division Total	452,217	465,167	506,715	498,832	498,832	498,832

Code Enforcement & Community Services

The division of Code Enforcement and Community Services is responsible for the review of all building permits for renovation or new construction for structures that house three or more units, and the review of all commercial buildings. Additionally, the division reviews site plans, building permits, sprinkler system permits, fire alarm system permits, as well as the installation of above ground & underground storage tanks and liquefied petroleum gas tanks.

The division administers the Fire Prevention Code, N.F.P.A. 101 Life Safety Code, the State laws of the Fire Service and the National Fire Codes, food and liquor code requirements, and fuel inspections. Codes are updated throughout the year and educational seminars are conducted. This division also provides the management oversight of company level inspections of residential and commercial properties totaling over 5,000 a year.

Code Enforcement and Community Services also comprises the public information, education and community outreach initiatives, which includes the Portland High School Program, public education materials, and public information of current events affecting the citizens of Portland.

The Code Enforcement and Community Services division's budget increase of \$18,351, or 6.8%, is mainly attributed to salary increases. Revenues increased \$11,525, or 49.3%, and is attributed to an anticipated increase in inspection sticker revenue.

Division Summary

Department: Fire	Division: Code Enforcement & Community Services				Account: 10022200	
	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	232,939	232,939	256,231	256,231	256,231	256,231
Benefits	2,688	2,688	2,832	2,832	2,832	2,832
Administrative Services	26,760	26,760	26,675	21,675	21,675	21,675
Contractual Services	770	770	770	770	770	770
Supplies	7,000	7,000	7,000	7,000	7,000	7,000
Total	270,157	270,157	293,508	288,508	288,508	288,508
Less Revenues	(23,396)	(23,396)	(34,921)	(34,921)	(34,921)	(34,921)
Net Division Total	246,761	246,761	258,587	253,587	253,587	253,587

Field Operations

The Field Operations division is responsible for providing emergency services including fire suppression, emergency medical care and transport, hazardous materials response, technical rescue response and any possible public emergency. The division supports fire and life safety programs through routine field safety inspections.

The Field Operations division is responsible for the development of skill sets for the entire department. Training evolutions are conducted daily to ensure proficiency in the delivery of Emergency Medicine and Firefighting services. Responsibilities include ensuring compliance with state mandated requirements, including EMS and basic and advanced firefighting, and encompass overseeing the medical licenses of over 200 personnel. Field EMS Operations provides advanced life support to the City's residents, and the working and visiting population of Portland. Services range from basic patient assessments and CPR, to sophisticated advanced life support intervention, such as advanced airway management and complex drug therapies. The unit provides in-service training for all fire department members as well.

Field Operations provides emergency services for the waterfront area, islands, and all marine craft associated with Portland Harbor and Casco Bay, including emergency medical transportation for the island residents, as well as training for the islands' volunteer call forces. The crew conducts fire prevention inspections of waterfront facilities and harbor patrols when threat conditions warrant. Additionally, this division provides fire protection for citizens of the Casco Bay Islands associated with the City of Portland, primarily Peaks Island, Cliff Island, Cushing Island, House Island, and Great and Little Diamond Islands. This division provides continuous seamanship and pilot training to assure competent boat handling for the navigation of the Portland Harbor and Casco Bay waters, as mandated by Fire Department operations.

The FY20 Field Operations division overall expenditure increase of \$831,235, or 5.7%, is primarily related to payroll increases. This budget also includes additional medical equipment and supplies, as well as the transfer of promotional and fire fitness assessment expense from Human Resources.

The revenue decrease is \$6,300, or 0.2%, is a result of the decrease in confined space revenue.

Division Summary

Department: Fire	Division: Field Operations				Account: 10022300	
	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	13,638,317	14,308,412	14,926,882	14,362,963	14,362,963	14,362,963
Benefits	244,579	265,301	291,122	228,972	228,972	228,972
Administrative Services	94,200	94,200	109,200	94,200	94,200	94,200
Contractual Services	162,800	162,800	203,996	203,996	203,996	203,996
Maintenance and Repairs	117,500	117,500	117,500	117,500	117,500	117,500
Rentals	3,432	3,432	3,432	3,432	3,432	3,432
Supplies	405,175	405,175	440,175	430,175	430,175	430,175
Minor Capital Items	0	0	66,000	56,000	56,000	56,000
Utilities	19,956	19,956	19,956	19,956	19,956	19,956
Total	14,685,959	15,376,776	16,178,263	15,517,194	15,517,194	15,517,194
Less Revenues	(3,334,100)	(3,323,500)	(3,327,800)	(3,327,800)	(3,327,800)	(3,327,800)
Net Division Total	11,351,859	12,053,276	12,850,463	12,189,394	12,189,394	12,189,394

Operation Support Services

The Operations Support Services division encompasses Hydrants, Building Maintenance and Fire Alarm. The hydrant system is the backbone of the fire suppression efforts of the Fire Department. The department is charged by the Portland Water District to ensure that the 1,620 hydrants in the City are properly maintained for use with high-flow firefighting equipment. Building maintenance provides for the operation of nine of the city's fire stations and the fire museum. The division maintains station heating and plumbing systems and makes necessary building repairs, including preventive maintenance for boilers, emergency generators, and compressors. The fire alarm section maintains the City's fire alarm system and emergent and non-emergent radio systems, and supports the 911 Portland Regional Communication Center's (PRCC) core equipment.

The FY20 Operations Support Services expenditure increase of \$48,460, or 6.4%, is attributed an increase in building maintenance and hydrant costs.

This division's revenue is generated from the Fire Alarm Master Box Connections fees (City Code Chapter 10, Section 102c). The divisional revenue has increased slightly by \$2,200, or 2.4%.

Division Summary

Department: Fire Division: Operation Support Services Account: 10022400

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Administrative Services	1,075	1,075	1,075	1,075	1,075	1,075
Contractual Services	18,000	18,000	21,500	21,500	21,500	21,500
Maintenance and Repairs	92,715	131,500	124,715	116,715	116,715	116,715
Rentals	381,667	391,000	398,308	398,308	398,308	398,308
Supplies	64,500	64,500	64,900	64,900	64,900	64,900
Utilities	196,731	196,731	201,610	200,650	200,650	200,650
Capital Outlay	0	348,033	0	0	0	0
Total	754,688	1,150,839	812,108	803,148	803,148	803,148
Less Revenues	(92,550)	(92,550)	(94,750)	(94,750)	(94,750)	(94,750)
Net Division Total	662,138	1,058,289	717,358	708,398	708,398	708,398

Air Rescue Station

The Jetport Air Rescue Station division provides aircraft rescue and firefighting for the City's airport. Efforts are also placed on fire prevention measures and fire safety at the aircraft loading areas. The Air Rescue Station performance is measured according to Federal Aviation Administration standards for aircraft safety performance. Firefighting abilities are measured in accordance with N.F.P.A. 1003 Professional Qualification Standards.

The Air Rescue Station expenditure and revenue increase of \$14,399, or 1.4%, is mainly attributed to payroll increases offset by a FY20 reduction in training requests.

The Air Rescue service expense is fully reimbursed through inter-fund charges to the Jetport's Enterprise Fund.

Division Summary

Department: Fire	Division: Air Rescue Station				Account: 10022800	
	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	779,780	879,780	809,859	809,859	809,859	809,859
Benefits	12,890	12,890	13,892	13,892	13,892	13,892
Administrative Services	66,080	66,080	46,080	46,080	46,080	46,080
Contractual Services	2,953	2,953	2,953	2,953	2,953	2,953
Maintenance and Repairs	96,975	96,975	99,975	99,975	99,975	99,975
Supplies	39,210	39,410	39,210	39,210	39,210	39,210
Utilities	15,394	15,394	15,712	15,712	15,712	15,712
Total	1,013,282	1,113,482	1,027,681	1,027,681	1,027,681	1,027,681
Less Revenues	(1,013,282)	(1,113,482)	(1,027,681)	(1,027,681)	(1,027,681)	(1,027,681)
Net Division Total	0	0	0	0	0	0

Department of Planning & Development

The Department of Planning and Urban Development consists of three divisions: Administration, Planning, and Housing & Community Development. In addition to the City funded planning programs, this budget includes Community Development Block Grant (CDBG) expenditures for staff, which is federally reimbursed.

The FY20 budget restores project positions in the general fund, reinstating the accounting method for fully funded grant program positions prior to FY19. In the Department of Planning & Development, five project positions are restored: two positions in Administration and the entire Housing & Community Development division staff consisting of three positions. The FY20 revenue also increased offsetting this total expenditure increase.

The department's budget general fund expenditure increase as displayed below is \$290,560. When incorporating the FY19 project salary costs of \$290,805 for comparative purposes, \$126,601 in Administration and \$164,204 in Housing & Community Development, the FY20 over FY19 expenditure decrease is \$245.

In addition to the FY20 project salary increases, other budget changes include increases in annual wages, as well as a decrease in the contractual services expense due to the FY19 City-Code Chapter 14 zoning re-write.

Department Summary

Department: Department of Planning & Development

100-24

		FY19 FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown							
Payroll		1,328,648	1,287,560	1,737,231	1,729,807	1,729,807	1,729,807
Benefits		4,929	4,924	4,280	3,780	3,780	3,780
Administrative Services		39,525	39,550	41,400	26,025	26,025	26,025
Contractual Services		369,820	364,770	364,520	287,220	287,220	287,220
Maintenance and Repair		3,000	2,000	8,100	1,100	1,100	1,100
Rentals		15,000	15,000	15,600	15,600	15,600	15,600
Supplies		28,550	28,550	57,050	16,500	16,500	16,500
Total		1,789,472	1,742,354	2,228,181	2,080,032	2,080,032	2,080,032
Summary by Division							
Planning & Dev. Administration	(24-100)	381,094	381,094	570,519	560,269	560,269	560,269
Planning	(24-200)	1,408,378	1,361,260	1,468,493	1,330,594	1,330,594	1,330,594
Housing & Community Developme	(24-300)	0	0	189,169	189,169	189,169	189,169
Total		1,789,472	1,742,354	2,228,181	2,080,032	2,080,032	2,080,032
Less Revenues		(746,261)	(769,646)	(1,025,300)	(1,072,827)	(1,072,827)	(1,072,827)
Net Department Total		1,043,211	972,708	1,202,881	1,007,205	1,007,205	1,007,205

Planning & Development Administration

The Administration division oversees all operations of the Department of Planning and Urban Development. A sizeable portion of the salary expenditures is also included on the CDBG side of the budget, including Community Development staff.

FY20 expenditures as displayed below have increased \$179,175, or 47.0%, primarily due to increases in payroll expenditures. This increase is predominately attributed to the FY20 general fund restore of two grant positions, the accounting method practiced pre-FY19; the FY20 grant position general fund expenditures are offset by revenue.

The revenue in this division reflects salary reimbursement monies mostly from HCD funds, as well as TIF and HOME funds. The revenues have increased \$98,159, or 65.9%, due to the FY20 accounting change for grant positions; revenues also reflect a reduction in federal allocation monies.

Division Summary

Department: Department of Planning & Development **Division:** Planning & Development Administration **Account:** 10024100

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	370,834	370,834	557,869	551,119	551,119	551,119
Benefits	2,735	2,735	1,600	1,100	1,100	1,100
Administrative Services	6,775	6,775	7,200	4,200	4,200	4,200
Contractual Services	250	250	250	250	250	250
Maintenance and Repairs	0	0	100	100	100	100
Supplies	500	500	3,500	3,500	3,500	3,500
Total	381,094	381,094	570,519	560,269	560,269	560,269
Less Revenues	(148,908)	(158,048)	(247,067)	(247,067)	(247,067)	(247,067)
Net Division Total	232,186	223,046	323,452	313,202	313,202	313,202

Planning

The Planning division provides comprehensive and long range planning for the City. This division conducts development review for site plan, subdivision, historic preservation, DEP site location permits, and rezoning requests. Division services include the development and updating of the City's Comprehensive Plan (<http://www.portlandsplan.me>), neighborhood planning, implementation of plans, the City's public art program, multimodal transportation planning, historic preservation planning, and the management of other urban design initiatives.

FY20 Planning expenditures have decreased by \$77,784, or 5.5%. The division's expenditure reduction is primarily due to the FY19 funding for the zoning code rewrite (City Code Chapter 14). Planning revenues have increased by \$39,238, or 6.6%, and the division's FY20 net reduction is \$117,022, or 14.4%.

Division Summary

Department: Department of Planning & Development Division: Planning Account: 10024200

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	957,814	916,726	990,193	989,519	989,519	989,519
Benefits	2,194	2,189	2,680	2,680	2,680	2,680
Administrative Services	32,750	32,775	34,200	21,825	21,825	21,825
Contractual Services	369,570	364,520	364,270	286,970	286,970	286,970
Maintenance and Repairs	3,000	2,000	8,000	1,000	1,000	1,000
Rentals	15,000	15,000	15,600	15,600	15,600	15,600
Supplies	28,050	28,050	53,550	13,000	13,000	13,000
Total	1,408,378	1,361,260	1,468,493	1,330,594	1,330,594	1,330,594
Less Revenues	(597,353)	(611,598)	(589,064)	(636,591)	(636,591)	(636,591)
Net Division Total	811,025	749,662	879,429	694,003	694,003	694,003

Housing & Community Development

Housing and Community Development is responsible for administering federal CDBG, HOME and ESG grants for the City. The division administers City-assisted housing rehabilitation loan and grant programs, as well as housing-related planning activities.

This portion of the Housing and Community Development budget is entirely funded by the Community Development Block Grant (CDBG), Home Grant, and Housing Development Fund (program income from the CDBG loan paybacks); any increase or decrease in the budget has no impact on the tax levy.

The FY20 division's increase of the expenditures and revenues reflects the FY20 accounting method change of grant funded positions back to the pre-FY19 accounting method in which both expenditures and revenues are funneled through the general fund.

Division Summary

Department: Department of Planning & Development **Division:** Housing & Community Development **Account:** 10024300

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	0	0	189,169	189,169	189,169	189,169
Total	0	0	189,169	189,169	189,169	189,169
Less Revenues	0	0	(189,169)	(189,169)	(189,169)	(189,169)
Net Division Total	0	0	0	0	0	0

Permitting & Inspections

The Permitting and Inspections Department consists of four divisions: Administration, Inspections, Housing Safety, and Business Licensing. The department is responsible for issuing building permits; enforcing the City's building, plumbing, electrical, housing, and land use codes; issuing business licenses and Certificates of Occupancy; and maintaining the rental housing registration program.

The department's expenditures have increased \$88,847 or 5.0%. This increase incorporates personnel staffing changes, including a department net increase of a +0.5 FTE, and monies for microfiche conversion.

The department's FY20 estimated revenue has increased by \$400,698, or 8.9%, largely due to an increase in anticipated building permit revenue and Housing Safety division activity.

Department Summary

Department: Permitting & Inspections

100-25

		FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown							
Payroll		1,565,205	1,640,563	1,770,414	1,637,932	1,637,932	1,637,932
Benefits		17,456	17,535	18,654	18,654	18,654	18,654
Administrative Services		34,640	32,211	37,715	37,715	37,715	37,715
Contractual Services		106,235	104,855	125,465	125,465	125,465	125,465
Rentals		4,135	4,264	4,368	4,368	4,368	4,368
Supplies		32,041	32,370	24,425	24,425	24,425	24,425
Total		1,759,712	1,831,798	1,981,041	1,848,559	1,848,559	1,848,559
Summary by Division							
Permitting & Insp. Administration	(25-100)	181,334	183,244	192,976	130,487	130,487	130,487
Inspections	(25-200)	980,841	1,062,220	1,112,946	1,076,567	1,076,567	1,076,567
Housing Safety	(25-300)	346,993	343,346	427,428	407,613	407,613	407,613
Business Licensing	(25-400)	250,544	242,988	247,691	233,892	233,892	233,892
Total		1,759,712	1,831,798	1,981,041	1,848,559	1,848,559	1,848,559
Less Revenues		(4,500,366)	(5,049,955)	(5,030,704)	(4,901,064)	(4,901,064)	(4,901,064)
Net Department Total		(2,740,654)	(3,218,157)	(3,049,663)	(3,052,505)	(3,052,505)	(3,052,505)

Permitting & Inspections Administration

The Administration Division is responsible for overseeing all aspects of the Permitting and Inspections Department. This division consists of the Director of Permitting & Inspections and the Principal Administrative Officer, as well as the necessary tools to support the oversight of the department's operations.

The FY20 division's expenditure budget decrease of \$50,847, or 28.0%, is primarily due to the Director of Permitting & Inspections vacancy and the anticipated FY20 mid-year hire.

Division Summary

Department: Permitting & Inspections Division: Permitting & Inspections Administration Account: 10025100

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	174,594	176,504	188,586	126,097	126,097	126,097
Benefits	600	600	600	600	600	600
Administrative Services	2,700	2,700	1,650	1,650	1,650	1,650
Contractual Services	740	740	740	740	740	740
Supplies	2,700	2,700	1,400	1,400	1,400	1,400
Total	181,334	183,244	192,976	130,487	130,487	130,487

Inspections

The Inspections division issues permits for the construction of all types, and acts as the enforcement agency for building, housing, plumbing, electrical, mechanical, zoning, and land use rules and regulations.

The FY20 division's expenditure budget has increased \$95,726, or 9.8%, primarily due to the department's staffing reorganization and the department's reallocation of wages. The FY20 budget also includes increased funds for microfiche conversion. In addition, this division's budget reflects an increase of \$320,250 in revenue, which is attributed to the anticipated increase in building permit revenue. The division's overall net reduction is \$224,524 or 13.3%.

Division Summary

Department: Permitting & Inspections

Division: Inspections

Account: 10025200

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	897,321	967,769	1,003,401	967,022	967,022	967,022
Benefits	9,610	9,610	9,850	9,850	9,850	9,850
Administrative Services	24,730	23,541	27,095	27,095	27,095	27,095
Contractual Services	32,500	43,200	58,300	58,300	58,300	58,300
Rentals	1,680	1,800	1,800	1,800	1,800	1,800
Supplies	15,000	16,300	12,500	12,500	12,500	12,500
Total	980,841	1,062,220	1,112,946	1,076,567	1,076,567	1,076,567
Less Revenues	(2,670,000)	(3,169,500)	(3,178,500)	(2,990,250)	(2,990,250)	(2,990,250)
Net Division Total	(1,689,159)	(2,107,280)	(2,065,554)	(1,913,683)	(1,913,683)	(1,913,683)

Housing Safety

The Housing Safety division administers the rental housing registration and inspection program for residential rental properties in the City of Portland, and is responsible for enforcing housing and life safety codes.

The FY19 Short Term Rental Registration program contributed approximately \$176,000 to the Housing Trust Fund; the Short Term Rental program was implemented in FY18.

This division's FY20 expenditure budget has increased \$60,620, or 17.5%. This increase is predominantly due to the reallocation of wages across divisions and annual salary increases. This division's revenue budget projection increased \$83,467, or 15.4%, and reflects income related to the Long and Short Term Rental program.

Division Summary

Department: Permitting & Inspections

Division: Housing Safety

Account: 10025300

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	296,402	298,402	370,749	350,934	350,934	350,934
Benefits	4,321	4,400	5,280	5,280	5,280	5,280
Administrative Services	6,140	5,000	7,640	7,640	7,640	7,640
Contractual Services	37,595	32,995	38,505	38,505	38,505	38,505
Rentals	385	400	504	504	504	504
Supplies	2,150	2,149	4,750	4,750	4,750	4,750
Total	346,993	343,346	427,428	407,613	407,613	407,613
Less Revenues	(540,915)	(620,600)	(592,022)	(624,382)	(624,382)	(624,382)
Net Division Total	(193,922)	(277,254)	(164,594)	(216,769)	(216,769)	(216,769)

Business Licensing

The Business Licensing division processes over 4,200 licenses annually as required by the City Code, including the oversight of the City's taxi licensing. The Health Inspection program is also included within this division, which encompasses food service establishment inspections, and Certified Food Protection Manager (CFPM) exam administration and enforcement, as well as Fats, Oils, and Grease (FOG) maintenance inspections.

The FY20 division's expenditure budget has decreased \$16,652, or 6.6%, due to the elimination of background check requirements and other minor decreases in supplies and wages. The division's revenue budget has decreased \$3,019 or 0.2%, predominantly due to the FY20 anticipated reduction in the FOG Sewer reimbursement.

Division Summary

Department: Permitting & Inspections **Division:** Business Licensing **Account:** 10025400

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	196,888	197,888	207,678	193,879	193,879	193,879
Benefits	2,925	2,925	2,924	2,924	2,924	2,924
Administrative Services	1,070	970	1,330	1,330	1,330	1,330
Contractual Services	35,400	27,920	27,920	27,920	27,920	27,920
Rentals	2,070	2,064	2,064	2,064	2,064	2,064
Supplies	12,191	11,221	5,775	5,775	5,775	5,775
Total	250,544	242,988	247,691	233,892	233,892	233,892
Less Revenues	(1,289,451)	(1,259,855)	(1,260,182)	(1,286,432)	(1,286,432)	(1,286,432)
Net Division Total	(1,038,907)	(1,016,867)	(1,012,491)	(1,052,540)	(1,052,540)	(1,052,540)

Information Technologies

The Information Technology Department (IT) is divided into four areas of expertise: Applications, Technical and Customers Services, Operations, and Geographic Information Systems (GIS).

- The Applications support team develops software for specialized needs, and supports the software purchased by the City. The City purchased new public sector integrated software and technology service: Tyler Energov Community Development and Infrastructure Software went live in late FY18 and the first financial applications were implemented during FY19.

- The Technical and Customer Services team is responsible for the internal and external customer service for the City of Portland. The Technical Services team manages data and voice networks, including the Help Desk, which supports the City's workforce of more than 1,300 technology users. The new phone system project for Police and Fire was completed in FY19. The Customer Services team manages customer support using a social media application called FixIt! Portland; approximately 5,000 customer service requests from Portland residents and visitors are processed annually.

- The Operations team monitors and maintains the AS400 systems for both Public Administration and Public Safety, installing quarterly and semi-annual updates for all AS400 applications. Additionally, this team supervises the backups for all City owned computer servers and administers the department's financial functions.

- The Geographic Information Systems (GIS) section maintains and updates the computerized mapping systems used by Public Administration, Public Safety and the City's internal departments. GIS maintains all of the geospatial web and mobile applications, including the geographic database where more than 200 geographic layers exist. IT is also responsible for maintaining the technology infrastructure that supports a combined Public Safety Answering Points (PSAP) for Portland, South Portland and Cape Elizabeth.

The department's expenditure budget has increased by \$144,560, or 4.1%. The major increase is a result of the continued migration to new integrated software and upgrades of other critical systems. Other budget changes include annual payroll increases, the department reduction of 1.3 FTEs, including the elimination of the FY19 Director of Information Technology turnover transition monies and the transfer of the Call Center Specialist to the Executive department, and FY19 one-time capital purchases. The Revenues received represent the reimbursement of costs and services provided to the Enterprise Funds and the Portland Regional Communications Center (PSAP).

Department Summary

Department: Information Technologies

Account: 100-29

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	1,155,423	1,160,238	1,148,860	1,148,860	1,148,860	1,148,860
Benefits	5,652	6,026	6,180	6,180	6,180	6,180
Administrative Services	14,450	9,510	14,450	14,450	14,450	14,450
Contractual Services	446,593	479,505	498,583	498,583	498,583	498,583
Maintenance and Repair	704,799	707,880	783,989	800,989	800,989	800,989
Rentals	12,000	13,142	12,000	12,000	12,000	12,000
Supplies	84,600	84,600	81,100	81,100	81,100	81,100
Utilities	343,405	356,514	352,320	352,320	352,320	352,320
Capital Outlay	33,000	0	0	0	0	0
Total	2,799,922	2,817,415	2,897,482	2,914,482	2,914,482	2,914,482
Less Revenues	(422,254)	(420,187)	(422,130)	(433,387)	(433,387)	(433,387)
Net Department Total	2,377,668	2,397,228	2,475,352	2,481,095	2,481,095	2,481,095

Public Works

The Director of Public Works oversees the operations of ten (10) divisions within the General Fund, as well as the Street Opening, Sewer and Stormwater funds. The Director along with the Deputy Director of Public Works, Division Managers and administrative support staff, provide day to day supervision for these functions. The department is responsible for basic municipal services, public infrastructure management, citywide fleet management, the development and implementation of capital improvement plans, and the wastewater - stormwater utilities. Department staff supports several city committees including the Sustainability and Transportation Committee.

The Public Works General Fund expenditure budget increased by \$664,791 or 4.8%. Payroll accounts for the biggest increase in this budget at \$494,329, which includes a department increase of a +0.5 FTE. The FY20 budget also includes an increase in ecomaine tipping fees, capital outlay software needs and vehicle repair, partially offset by the projected decrease in vehicle fuel costs.

The FY20 General Fund revenue estimate increased \$66,687 or 1.3%.

Department Summary

Department: Public Works

Account: 100-31

		FY19 FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown							
Payroll		8,024,188	8,034,610	8,591,125	8,517,517	8,517,517	8,517,517
Benefits		111,938	134,806	112,992	112,992	112,992	112,992
Administrative Services		67,709	61,245	99,267	94,267	94,267	94,267
Contractual Services		1,582,793	1,840,360	1,873,557	1,802,057	1,802,057	1,802,057
Maintenance and Repair		1,372,391	1,374,275	1,462,768	1,451,668	1,451,668	1,451,668
Rentals		411,956	481,576	431,146	431,146	431,146	431,146
Supplies		1,944,746	1,795,829	1,689,554	1,647,804	1,647,804	1,647,804
Minor Capital Items		5,000	5,000	31,000	22,500	22,500	22,500
Utilities		420,690	428,740	429,251	429,251	429,251	429,251
Capital Outlay		30,000	79,182	242,000	127,000	127,000	127,000
Total		13,971,411	14,235,623	14,962,660	14,636,202	14,636,202	14,636,202
Summary by Division							
Public Works Administration	(31-100)	728,174	728,221	759,317	725,708	725,708	725,708
Districting	(31-202)	1,660,057	1,697,476	1,783,324	1,741,974	1,741,974	1,741,974
Solid Waste	(31-203)	1,769,118	2,126,538	2,141,502	2,141,502	2,141,502	2,141,502
Communications	(31-204)	128,226	132,840	197,443	197,443	197,443	197,443
Portland Downtown District	(31-205)	363,628	356,507	404,862	404,862	404,862	404,862
Winter Operations	(31-206)	1,329,559	1,335,714	1,329,439	1,329,439	1,329,439	1,329,439
Island Services	(31-207)	647,042	647,350	687,836	687,836	687,836	687,836
Transportation Operations	(31-302)	2,310,357	2,329,351	2,359,681	2,333,681	2,333,681	2,333,681
Engineering	(31-303)	1,216,314	1,210,844	1,275,603	1,266,603	1,266,603	1,266,603
Fleet Services	(31-400)	3,818,936	3,670,782	4,023,654	3,807,154	3,807,154	3,807,154
Total		13,971,411	14,235,623	14,962,661	14,636,202	14,636,202	14,636,202
Less Revenues		(5,061,526)	(4,609,032)	(4,782,797)	(5,128,213)	(5,128,213)	(5,128,213)
Net Department Total		8,909,885	9,626,591	10,179,863	9,507,989	9,507,989	9,507,989

Public Works Administration

The Administration division provides strategic planning and management for the department. Accounting, payroll, human resource functions, general office support, issuance of street opening permits and street-sidewalk occupancy permits, and customer service are all integral components of this division. In addition, the department's Safety and Training program is managed through this division.

The FY20 Public Works Administration expenditure budget decreased by \$2,466, or 0.3%, primarily due to the FY20 funding allocation share of the Safety Training Officer position with Parks, Recreation & Facilities at the new Canco Road location. Administration revenues increased \$49,572, or 22.1%, largely due to the increased Enterprise Fund reimbursement including Canco Road Rent and salary reimbursement income.

Division Summary

Department: Public Works	Division: Public Works Administration				Account: 10031100	
	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	659,482	658,891	694,112	660,503	660,503	660,503
Benefits	2,756	2,600	2,772	2,772	2,772	2,772
Administrative Services	14,700	13,800	15,460	15,460	15,460	15,460
Contractual Services	7,590	6,700	6,800	6,800	6,800	6,800
Maintenance and Repairs	24,416	27,000	25,893	25,893	25,893	25,893
Rentals	3,000	3,000	3,000	3,000	3,000	3,000
Supplies	16,230	16,230	11,280	11,280	11,280	11,280
Total	728,174	728,221	759,317	725,708	725,708	725,708
Less Revenues	(224,623)	(224,623)	(234,091)	(274,195)	(274,195)	(274,195)
Net Division Total	503,551	503,598	525,226	451,513	451,513	451,513

Districting

The Districting division (Streets & Sidewalks) is a national award winning multi-tasking Public Works maintenance program comprised of five working crews. The division is responsible for maintaining each of the five Districts within the City. Each crew consists of a supervisor and a group of highly trained maintenance workers capable of performing all aspects of work as it relates to municipal street, sidewalk, and grounds maintenance, including winter sidewalk snow removal operations.

Districting continues to perform the maintenance and reconstruction of brick, concrete and asphalt sidewalks, installation and repair of granite and bituminous curbing, street repair and reconstruction, and maintenance and repair of driveway aprons. Crew duties also include culvert replacement, grading and maintaining gravel roads, roadside mowing, and maintaining the general cleanliness of the City. This division participates in winter operations including plowing, sand and salt operations, snow removal, and repairing of all damage to streets, sidewalks and lawns due to winter damage. Furthermore, the division is responsible for several municipal programs, including sidewalk sweeping, spring cleanup, and weed control.

The Districting budget expenditures increased \$81,917 or 4.9%. This increase is primarily due to an increase in personnel costs. The division's School revenue chargebacks decreased \$1,300.

Division Summary

Department: Public Works	Division: Districting				Account: 10031202	
	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	1,460,488	1,421,188	1,555,121	1,535,121	1,535,121	1,535,121
Benefits	23,170	48,485	20,030	20,030	20,030	20,030
Administrative Services	860	1,030	4,880	4,880	4,880	4,880
Contractual Services	4,100	56,100	5,500	5,500	5,500	5,500
Maintenance and Repairs	2,500	2,000	13,100	2,000	2,000	2,000
Rentals	15,500	15,500	14,500	14,500	14,500	14,500
Supplies	153,039	152,573	154,193	152,443	152,443	152,443
Minor Capital Items	0	0	16,000	7,500	7,500	7,500
Utilities	400	600	0	0	0	0
Total	1,660,057	1,697,476	1,783,324	1,741,974	1,741,974	1,741,974
Less Revenues	(3,600)	(6,700)	(2,300)	(2,300)	(2,300)	(2,300)
Net Division Total	1,656,457	1,690,776	1,781,024	1,739,674	1,739,674	1,739,674

Solid Waste

The Solid Waste division provides weekly curbside collection of recyclables and a pay-as-you-throw trash collection system. The recycling program allows residents to commingle all of their recyclable materials in a single bin. This has allowed the department to utilize compactor trucks for recycling collection, significantly reducing the recycling fleet. The division also services 150+ trash receptacles within the Portland Downtown District, and the City's parks and open spaces, as well as over 60 solar smart trash compactor units.

City property owners may dispose up to ten qualified bulky items annually at no charge using their electronic pass (E-Card). Items such as furniture, gas grills, bicycles, yard equipment (mowers), yard waste, and up to ten gallons of household hazardous waste can be brought to the Riverside Recycling Facility. Multifamily property owners receive one card.

The Bulky Item Pick-up program was implemented in May of 2012. Residents can apply online and request stickers to attach to their approved items for disposal. Qualified small items, items less than 30 pounds that will not fit in a City trash bag and can be lifted by one person, are free of charge to residents. Ten qualified small items are allowed each year, and are picked up by city packer trucks on the same day as residential trash pick-up. A collection fee is charged to residents for qualified items over 30 pounds.

FY20 Solid Waste expenditures increased \$372,384, or 21.0%. This increase is primarily due to the new ecomaine recycling tipping fee, wages and temporary services, and an expected capital outlay for route analysis software.

Revenues in this division increased \$94,988, or 4.6%, primarily due to the School's reimbursement of the ecomaine recycling tipping fee. The majority of this division's revenue is generated from trash bag receipts.

Division Summary

Department: Public Works

Division: Solid Waste

Account: 10031203

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	928,538	990,000	997,567	997,567	997,567	997,567
Benefits	13,145	10,250	14,020	14,020	14,020	14,020
Administrative Services	2,490	3,365	5,495	5,495	5,495	5,495
Contractual Services	793,815	998,500	1,052,180	1,052,180	1,052,180	1,052,180
Maintenance and Repairs	1,500	1,500	1,500	1,500	1,500	1,500
Rentals	1,760	34,000	1,760	1,760	1,760	1,760
Supplies	24,750	32,621	15,800	15,800	15,800	15,800
Utilities	3,120	3,120	3,180	3,180	3,180	3,180
Capital Outlay	0	53,182	50,000	50,000	50,000	50,000
Total	1,769,118	2,126,538	2,141,502	2,141,502	2,141,502	2,141,502
Less Revenues	(2,071,333)	(1,867,199)	(1,946,009)	(2,166,321)	(2,166,321)	(2,166,321)
Net Division Total	(302,215)	259,339	195,493	(24,819)	(24,819)	(24,819)

Communications

The Communications section encompasses a wide variety of services, including serving as the primary point of contact for customers calling in with requests, work order database management, and daily dispatch functions. This section is involved with developing and overseeing departmental projects such as equipment logbook distribution, and communications with other departments and outside agencies. A large focus is supporting customer service throughout the department.

The Dispatch Center is staffed six days a week during the spring, summer and fall seasons for the daylight hours, and operates 24 hours a day / 7 days a week during the winter. The center participates in the "Radio Watch" program by notifying appropriate response personnel (Police, Fire and EMS) of emergency situations occurring on the streets of Portland as reported by any Public Works employees. Dispatchers track work order requests for follow up and evaluation purposes. The Dispatch Center supports the operations of the department during emergency response events.

In FY20, the Communications division's gross expenses are consolidated within the general fund, with a revenue offset from the Sewer Fund. Expenditures have increased \$69,217, largely due to the Senior Operations Dispatcher position transfer from the Sewer Fund; likewise revenues have also increased, by \$66,343.

Division Summary

Department: Public Works	Division: Communications				Account: 10031204	
	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	108,569	108,569	179,482	179,482	179,482	179,482
Benefits	1,957	3,835	1,325	1,325	1,325	1,325
Administrative Services	1,614	1,500	1,250	1,250	1,250	1,250
Contractual Services	5,150	6,250	2,950	2,950	2,950	2,950
Maintenance and Repairs	800	1,500	500	500	500	500
Rentals	6,136	6,136	8,036	8,036	8,036	8,036
Supplies	4,000	5,050	3,900	3,900	3,900	3,900
Total	128,226	132,840	197,443	197,443	197,443	197,443
Less Revenues	(5,388)	(5,388)	(71,731)	(71,731)	(71,731)	(71,731)
Net Division Total	122,838	127,452	125,712	125,712	125,712	125,712

Portland Downtown District

The Portland Downtown District (PDD) is responsible for providing maintenance, cleaning services, and sidewalk snow removal to the downtown district. Expenses for this division are offset by revenue from the PDD Corporation for the services provided.

Division Summary

Department: Public Works

Division: Portland Downtown District

Account: 10031205

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	319,803	312,636	353,907	353,907	353,907	353,907
Benefits	3,635	2,636	3,875	3,875	3,875	3,875
Contractual Services	9,500	10,000	9,500	9,500	9,500	9,500
Maintenance and Repairs	500	425	500	500	500	500
Rentals	300	400	360	360	360	360
Supplies	24,980	24,250	30,560	30,560	30,560	30,560
Utilities	4,910	6,160	6,160	6,160	6,160	6,160
Total	363,628	356,507	404,862	404,862	404,862	404,862
Less Revenues	(363,628)	(379,992)	(404,862)	(404,862)	(404,862)	(404,862)
Net Division Total	0	(23,485)	0	0	0	0

Winter Operations

Winter Operations provides daily operations of sanding and salting streets, plowing, and snow and ice removal services throughout the City. Plowing city sidewalks along school routes and other designated areas helps to ensure safe mobility for pedestrians. The Public Works workforce unites to participate in Winter Operations, with the primary function being snow and ice removal during winter months to ensure the safety of the public. Winter operations actual expenses remain dependent on snowfall and severity of winter conditions.

Winter expenses remain flat for FY20, with a \$120 reduction. Budget changes include a salt price decrease and anticipated increases in winter operations hired equipment. The majority of this division's revenue represents the internal chargebacks to the School Department for the City's snow removal operations of school parking lots.

Division Summary

Department: Public Works Division: Winter Operations Account: 10031206

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	449,192	428,724	457,929	457,929	457,929	457,929
Benefits	600	360	0	0	0	0
Administrative Services	2,100	2,350	3,000	3,000	3,000	3,000
Contractual Services	20,502	23,500	27,305	27,305	27,305	27,305
Maintenance and Repairs	9,000	8,700	5,000	5,000	5,000	5,000
Rentals	377,140	400,000	399,950	399,950	399,950	399,950
Supplies	469,825	471,300	435,475	435,475	435,475	435,475
Utilities	1,200	780	780	780	780	780
Total	1,329,559	1,335,714	1,329,439	1,329,439	1,329,439	1,329,439
Less Revenues	(103,400)	(109,050)	(106,450)	(106,450)	(106,450)	(106,450)
Net Division Total	1,226,159	1,226,664	1,222,989	1,222,989	1,222,989	1,222,989

Island Services

Island Services is responsible for all Public Works functions including roads, fences, earthwork, solid waste collection and normal maintenance for four islands: Cliff, Little Diamond, Great Diamond, and Peaks Island. Island Services also serves Cushing Island in a limited capacity. Island Services responds to requests from all City divisions for boat transportation and assists the Fire Department on all Portland islands.

FY20 expenditures increased \$40,794, or 6.3%. In addition to general salary increases, the transportation line to and from the islands for trash removal and equipment reflects an increase. The revenue in this division for scrap metal sales is anticipated to decrease \$1,050 or 16.7%.

Division Summary

Department: Public Works	Division: Island Services				Account: 10031207	
	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	457,028	461,000	484,326	484,326	484,326	484,326
Benefits	5,905	3,600	5,520	5,520	5,520	5,520
Administrative Services	3,050	2,700	2,950	2,950	2,950	2,950
Contractual Services	130,901	133,000	140,700	140,700	140,700	140,700
Maintenance and Repairs	6,500	6,000	8,500	8,500	8,500	8,500
Supplies	32,016	28,750	33,700	33,700	33,700	33,700
Utilities	11,642	12,300	12,140	12,140	12,140	12,140
Total	647,042	647,350	687,836	687,836	687,836	687,836
Less Revenues	(6,300)	(4,000)	(5,250)	(5,250)	(5,250)	(5,250)
Net Division Total	640,742	643,350	682,586	682,586	682,586	682,586

Transportation Operations

The Transportation budget within the Engineering division supports civil engineering and field operations personnel, materials, equipment, programs, systems maintenance, and utility costs. Approximately \$400,000 in annual electric utility costs for street lighting and traffic & pedestrian signals are borne by this budget, with a small revenue offset for lighting associated with the School Department. The City's annual pavement marking program is also included in this budget, as well as all equipment, material, and labor associated with regulatory and advisory Traffic & Parking signage throughout the City. Along with the Engineering division, the Transportation team provides support to the Planning Department as well, supporting an increased volume of Locally Administered Projects funded by the Federal Highway Program thru PACTS and Maine DOT.

The Transportation expenditure budget increased \$23,324, or 1.0%. The largest increases are in personnel costs and in minor capital for new advisory signs; offsetting decreases include reductions in contractual services and computer maintenance & repair expense.

Revenues in this division have increased \$66,026, or 7.2%. The revenue increase is predominately due to the FY20 increase of the street occupancy fee.

Division Summary

Department: Public Works Division: Transportation Operations Account: 10031302

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	1,086,808	1,091,096	1,147,311	1,135,311	1,135,311	1,135,311
Benefits	14,790	12,680	15,110	15,110	15,110	15,110
Administrative Services	17,250	16,550	33,415	29,415	29,415	29,415
Contractual Services	567,600	566,450	533,030	523,030	523,030	523,030
Maintenance and Repairs	80,275	78,200	64,675	64,675	64,675	64,675
Rentals	200	500	0	0	0	0
Supplies	149,256	162,555	147,296	147,296	147,296	147,296
Minor Capital Items	0	0	15,000	15,000	15,000	15,000
Utilities	394,178	401,320	403,844	403,844	403,844	403,844
Total	2,310,357	2,329,351	2,359,681	2,333,681	2,333,681	2,333,681
Less Revenues	(918,038)	(843,060)	(899,064)	(984,064)	(984,064)	(984,064)
Net Division Total	1,392,319	1,486,291	1,460,617	1,349,617	1,349,617	1,349,617

Engineering

The Engineering division is comprised of a team of professional and technical staff with Civil Engineering, GIS, and Construction Engineering expertise. The Engineering team supports the Water Resources division and numerous City Departments with several vital resources, including City Archives, survey, research, street numbering, GIS data, Right-Of-Way permitting, and construction activity inspection and enforcement. A key role of this division includes supporting the Planning Division with all land development proposal review and activities.

The FY20 expenditures have increased \$50,289, or 4.1%. The FY20 changes include salary increases, partially offset by a supply decrease related to the FY19 Canco Road office relocation setup. Revenues have decreased \$117,719, or 11.7%, largely due to the projected salary reimbursement reductions from the Street Openings and Sewer funds.

Division Summary

Department: Public Works	Division: Engineering				Account: 10031303	
	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	1,106,124	1,108,474	1,201,828	1,193,828	1,193,828	1,193,828
Benefits	3,340	3,160	3,980	3,980	3,980	3,980
Administrative Services	17,695	11,900	21,845	20,845	20,845	20,845
Contractual Services	36,625	35,850	28,148	28,148	28,148	28,148
Maintenance and Repairs	2,900	1,750	2,900	2,900	2,900	2,900
Rentals	1,560	1,560	1,560	1,560	1,560	1,560
Supplies	46,150	46,150	13,350	13,350	13,350	13,350
Utilities	1,920	2,000	1,992	1,992	1,992	1,992
Total	1,216,314	1,210,844	1,275,603	1,266,603	1,266,603	1,266,603
Less Revenues	(1,005,334)	(827,020)	(887,595)	(887,595)	(887,595)	(887,595)
Net Division Total	210,980	383,824	388,008	379,008	379,008	379,008

Fleet Services

The Fleet Services division purchases, repairs and rebuilds City-owned vehicles, and runs a preventative maintenance schedule to assure optimum equipment availability. The division serves Police, Fire, EMS, City Administration, Public Works, Parks Recreation and Facilities, and assists other users including the Fire Boat. The total number of vehicles and equipment in the fleet exceeds 800. Fleet Services provides for the cost of all parts, outside repairs, and fuel for all City equipment, supports the Fleet User Committee, and maintains the vehicle replacement program citywide.

Fleet Services is also responsible for housing the winter equipment. The Weld & Fabrication Shop services the Jetport, Engineering, and other City departments with two certified fabricators.

In July of FY20, the fleet operation will begin the relocation of their facility to Canco Road.

The FY20 budget calls for an expenditure decrease of \$11,782, or 0.3%. The most notable budget changes include the projected decrease in vehicle fuel costs, and projected increases in vehicle maintenance and repair, salaries, and capital outlay, including the FY20 purchase of new fleet management software. The revenue budget has decreased \$134,437, or 37.4%; this reduction reflects city re-fueling and fleet maintenance service changes previously provided to the School Department, as well as outside entities.

Division Summary

Department: Public Works

Division: Fleet Services

Account: 10031400

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	1,448,156	1,454,032	1,519,543	1,519,543	1,519,543	1,519,543
Benefits	42,640	47,200	46,360	46,360	46,360	46,360
Administrative Services	7,950	8,050	10,972	10,972	10,972	10,972
Contractual Services	7,010	4,010	67,444	5,944	5,944	5,944
Maintenance and Repairs	1,244,000	1,247,200	1,340,200	1,340,200	1,340,200	1,340,200
Rentals	6,360	20,480	1,980	1,980	1,980	1,980
Supplies	1,024,500	856,350	844,000	804,000	804,000	804,000
Minor Capital Items	5,000	5,000	0	0	0	0
Utilities	3,320	2,460	1,155	1,155	1,155	1,155
Capital Outlay	30,000	26,000	192,000	77,000	77,000	77,000
Total	3,818,936	3,670,782	4,023,654	3,807,154	3,807,154	3,807,154
Less Revenues	(359,882)	(342,000)	(225,445)	(225,445)	(225,445)	(225,445)
Net Division Total	3,459,054	3,328,782	3,798,209	3,581,709	3,581,709	3,581,709

Parks, Recreation & Facilities

The FY20 Parks, Recreation and Facilities Department consists of three major sections, Parks, Recreation, and Public Assemblies. The Parks section oversees parks, playgrounds, courts, fountains, forestry and horticulture, athletic fields, and cemeteries. Recreation manages four community centers, senior adult programming, pools, therapeutic recreation, Riverside Golf Course and Restaurant, and Troubh Ice Arena. The Public Assemblies section continues to be responsible for the scheduling and management of Merrill Auditorium, Hadlock Stadium, Portland Exposition Building, Ocean Gateway, and the Maine State Pier. In addition, the Public Assemblies division also manages the City's concessions and custodial services.

The FY20 department's expenditures have increased \$323,136, or 2.9%, predominately due to increased personnel costs. Other minor department changes includes an increase in Cemetery building maintenance & ground repairs, the new equipment lease of ADA golf carts, and a decrease in FY20 department capital outlay requests. Revenues have increased \$484,600, or 6.6%, primarily due to estimated increases in Merrill box office rental and Recreation program and division income.

Department Summary

Department: Parks, Recreation & Facilities

100-33

		FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown							
Payroll		8,256,740	7,994,431	8,720,093	8,511,147	8,511,147	8,550,438
Benefits		89,858	117,830	92,489	91,529	91,529	91,529
Administrative Services		66,945	69,717	73,905	67,105	67,105	67,105
Contractual Services		678,676	681,024	724,022	644,102	664,102	664,102
Maintenance and Repair		137,775	202,577	163,065	163,065	163,065	163,065
Rentals		240,589	239,540	290,199	273,999	273,999	273,999
Supplies		1,176,653	1,211,169	1,220,538	1,200,238	1,200,238	1,200,238
Minor Capital Items		21,500	36,500	56,820	40,120	40,120	40,120
Utilities		451,896	444,789	456,597	456,597	456,597	456,597
Capital Outlay		73,425	73,405	42,500	10,000	10,000	10,000
Total		11,194,057	11,070,982	11,840,228	11,457,902	11,477,902	11,517,193
Summary by Division							
Parks, Rec & Fac Administration	(33-100)	601,090	575,099	686,212	639,408	639,408	639,408
Parks	(33-202)	1,001,603	964,532	1,206,472	1,109,821	1,129,821	1,129,821
Forestry	(33-203)	686,850	710,265	730,347	710,847	710,847	710,847
Athletic Facilities	(33-204)	805,268	863,168	845,352	772,376	772,376	811,667
Cemeteries	(33-205)	874,369	799,325	848,045	827,545	827,545	827,545
Recreation	(33-302)	1,831,867	1,846,462	1,937,359	1,901,439	1,901,439	1,901,439
Aquatics	(33-303)	643,899	641,394	673,277	639,302	639,302	639,302
Riverside Golf Course	(33-304)	1,050,926	1,063,029	1,100,519	1,100,519	1,100,519	1,100,519
Golf Course Restaurant	(33-305)	533,611	520,051	540,787	540,787	540,787	540,787
Ice Arena	(33-306)	571,810	580,238	595,229	595,229	595,229	595,229
Public Assembly Facility	(33-401)	1,056,708	1,002,453	1,068,836	1,061,236	1,061,236	1,061,236
Concessions	(33-402)	403,498	405,738	418,426	418,426	418,426	418,426
Custodial Services	(33-404)	956,460	927,934	1,006,779	958,378	958,378	958,378
Merrill Auditorium	(33-405)	176,098	171,294	182,587	182,589	182,589	182,589
Total		11,194,057	11,070,982	11,840,227	11,457,902	11,477,902	11,517,193
Less Revenues		(7,333,134)	(7,275,347)	(7,389,145)	(7,817,734)	(7,817,734)	(7,817,734)
Net Department Total		3,860,923	3,795,635	4,451,083	3,640,168	3,660,168	3,699,459

Parks, Recreation & Facilities Administration

The Parks, Recreation and Facilities Administrative division serves a large and extremely diverse department. The Administration division oversees the numerous activities and challenges that transpire within the department. Functions include providing general administrative support, involving much of the centralized accounting and payroll duties.

The FY20 budget increase is \$38,318, or 6.4%, primarily due to increased personnel costs. Staffing changes include a net reduction of 0.3 FTEs: formerly a full-time position in Public Works, the Safety / Training Officer becomes a shared position with Parks, Recreation and Facilities at the new Canco Road location and the Marketing & Communications Coordinator position transfers to the Economic Development department.

Division Summary

Department: Parks, Recreation & Facilities **Division:** Parks, Recreation & Facilities Administration **Account:** 10033100

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	570,335	544,024	654,641	608,437	608,437	608,437
Benefits	1,560	1,560	2,160	1,560	1,560	1,560
Administrative Services	12,145	12,134	12,145	12,145	12,145	12,145
Contractual Services	11,310	11,509	11,526	11,526	11,526	11,526
Rentals	2,040	2,040	2,040	2,040	2,040	2,040
Supplies	3,700	3,832	3,700	3,700	3,700	3,700
Total	601,090	575,099	686,212	639,408	639,408	639,408

Parks

The Parks division manages a park system that includes over sixty parks, seven-and-a-half miles of multi-use trails, ten community gardens, two stadiums, sixteen cemeteries, and dozens of athletic fields and courts all spread across 721 acres of land. The Parks division also stewards an urban forest of 20,000 inventoried trees, and maintains flowerbeds, meadows, and natural open spaces throughout the city. Our Parks Rangers strive to make our parks safe for all, and our hard working maintenance crews keep our parks beautiful in the summer and plow our city sidewalks and trails in the winter.

The Parks Division aims to provide outdoor recreational opportunities for everyone during all four seasons of the year from the Portland Skatepark, to four splash pads and wading pools, two dog parks, four maintained ice skating ponds, a sledding hill, and miles of groomed cross-county ski tracks.

The City has started a new series called "A Walk in the Park". For more details, please visit the following weblink: <http://me-portland3.civicplus.com/1990/14550/Park-Tours-and-Talks>.

The Parks division expenditures increased \$128,218, or 12.8%. The FY20 budget includes the transfer of the Parks Ranger Program from Cemeteries. Other budget changes includes increases in annual salaries and in community gardening funding, and decreases in capital outlay and minor capital related to FY19 one-time purchases. Revenues increased \$23,765 or 35.5%, and incorporates select user fee rate increases.

Division Summary

Department: Parks, Recreation & Facilities	Division: Parks				Account: 10033202	
	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	738,243	690,877	918,239	865,488	865,488	865,488
Benefits	11,750	26,235	15,870	15,870	15,870	15,870
Administrative Services	2,800	3,150	3,600	1,800	1,800	1,800
Contractual Services	53,000	51,631	67,700	46,700	66,700	66,700
Rentals	24,000	24,000	29,280	29,280	29,280	29,280
Supplies	64,750	61,579	75,850	71,450	71,450	71,450
Minor Capital Items	21,500	21,500	26,700	10,000	10,000	10,000
Utilities	67,060	67,060	69,233	69,233	69,233	69,233
Capital Outlay	18,500	18,500	0	0	0	0
Total	1,001,603	964,532	1,206,472	1,109,821	1,129,821	1,129,821
Less Revenues	(66,960)	(73,744)	(95,725)	(90,725)	(90,725)	(90,725)
Net Division Total	934,643	890,788	1,110,747	1,019,096	1,039,096	1,039,096

Forestry

The Forestry / Horticulture division is responsible for the care of over 20,000 street trees throughout the City and nearly an equal number in the park areas. Routine maintenance trimming is done as necessary, and Forestry employees are on-call 24 hours a day to respond to emergencies such as fallen limbs blocking streets.

The division actively seeks grant money from the State to increase the number of city trees planted each year. Forestry also promotes the "Tree Challenge" program, where individuals and businesses may donate funds to help plant additional trees across the City. The division helps to maintain the City's status as a "Tree City USA", an award Portland has received since 1978.

Furthermore, our Horticultural group creates and maintains beautiful display gardens including our Deering Oaks rose garden and downtown planters.

FY20 Forestry expenditures increased \$23,997, or 3.5%, largely due to wage increases. Revenues increased \$5,130.

Division Summary

Department: Parks, Recreation & Facilities Division: Forestry Account: 10033203

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	551,415	551,415	572,902	572,902	572,902	572,902
Benefits	10,145	10,145	10,800	10,800	10,800	10,800
Administrative Services	3,935	4,350	5,505	5,505	5,505	5,505
Contractual Services	76,300	85,200	79,300	66,300	66,300	66,300
Maintenance and Repairs	1,200	1,200	1,700	1,700	1,700	1,700
Supplies	43,855	57,955	60,140	53,640	53,640	53,640
Total	686,850	710,265	730,347	710,847	710,847	710,847
Less Revenues	(9,720)	(9,720)	(14,850)	(14,850)	(14,850)	(14,850)
Net Division Total	677,130	700,545	715,497	695,997	695,997	695,997

Athletic Facilities

The department's Parks section oversees the Athletic Facilities division. Athletic Facilities is responsible for the care of all City-owned athletic facilities in Portland. This includes fourteen baseball / softball fields, two artificial surface football / soccer stadiums, fifteen multi-purpose fields, thirty playgrounds, and a variety of tennis, basketball and volleyball courts, as well as ornamental water fountains.

The FY20 budget has increased by \$6,399, or 0.8%. This budget includes one new position to assist in applying the city's new pesticide ordinance, as well as general payroll increases. Other changes include a reduction in capital outlay related to FY19 equipment purchases. Revenue estimates for Athletic Field increased \$39,292, or 12.7%.

Division Summary

Department: Parks, Recreation & Facilities

Division: Athletic Facilities

Account: 10033204

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	514,336	514,336	564,195	526,219	526,219	565,510
Benefits	10,295	10,295	10,295	10,295	10,295	10,295
Administrative Services	4,750	4,750	3,700	3,700	3,700	3,700
Contractual Services	28,350	28,350	26,550	24,050	24,050	24,050
Maintenance and Repairs	13,750	71,200	13,750	13,750	13,750	13,750
Rentals	35,862	35,862	33,362	33,362	33,362	33,362
Supplies	96,000	96,450	94,500	94,500	94,500	94,500
Minor Capital Items	0	0	7,500	7,500	7,500	7,500
Utilities	59,000	59,000	59,000	59,000	59,000	59,000
Capital Outlay	42,925	42,925	32,500	0	0	0
Total	805,268	863,168	845,352	772,376	772,376	811,667
Less Revenues	(309,225)	(310,000)	(327,417)	(348,517)	(348,517)	(348,517)
Net Division Total	496,043	553,168	517,935	423,859	423,859	463,150

Cemeteries

The Cemetery division is responsible for the care and maintenance of Evergreen and Forest City Cemeteries, the City's two active burial grounds. The Cemetery crew also maintains the two largest inactive cemeteries in the City, Eastern and Western Cemeteries, as well as the inactive Pine Grove Cemetery which is adjacent to the grounds of Evergreen Cemetery. Overall, the Cemetery Operations is responsible for the care and maintenance of sixteen cemeteries.

In addition to the care of grounds, the division is responsible for interments and disinterments, lot sales and other funeral-related services. Wilde Memorial Chapel, located on the grounds of Evergreen Cemetery, may be rented through this division for weddings, funerals, and memorial services.

In addition to the conventional use as cemeteries, cemeteries have also traditionally been used as a public park. Evergreen Cemetery, for example, is comprised of an extensive network of country lanes, paved roads, wooded trails, and greenscape which invite exploration. As the largest open space in Portland, the cemetery attracts a rich variety of avian life; the Maine Audubon utilizes Evergreen Cemetery and its undeveloped woods for annual bird watching excursions.

The Cemeteries budget has decreased \$46,824, or 5.4%. FY20 expenditure changes include the transfer of the Parks Ranger Program to Parks, and funds for cemetery gravel road repair and building improvements. Revenues are anticipated to increase \$15,718, or 2.9%.

Division Summary

Department: Parks, Recreation & Facilities

Division: Cemeteries

Account: 10033205

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	706,073	640,228	655,762	655,762	655,762	655,762
Benefits	11,219	8,603	8,249	8,249	8,249	8,249
Administrative Services	2,050	1,975	1,750	1,750	1,750	1,750
Contractual Services	53,135	49,991	58,937	42,937	42,937	42,937
Maintenance and Repairs	8,075	10,138	40,575	40,575	40,575	40,575
Rentals	2,770	1,670	8,100	8,100	8,100	8,100
Supplies	71,583	68,224	57,708	53,208	53,208	53,208
Utilities	7,464	6,516	6,964	6,964	6,964	6,964
Capital Outlay	12,000	11,980	10,000	10,000	10,000	10,000
Total	874,369	799,325	848,045	827,545	827,545	827,545
Less Revenues	(548,381)	(529,964)	(551,404)	(564,099)	(564,099)	(564,099)
Net Division Total	325,988	269,361	296,641	263,446	263,446	263,446

Recreation

The Recreation Division provides a wide range of programming / leagues and clinics for all age groups in the City and operates four community centers: Riverton, Reiche, East End, and Peaks Island. The Recreation division offers before-and-after school programming for more than 750 children at all elementary schools (no before-care at Peaks) known as The Bell Program, as well as summer camp programs for children currently in K-7th grade. In addition, the City offers an extensive program for senior adults.

The City currently provides before-and-after school programming for one out of every four children in the elementary schools. Almost 700 children learned to play basketball in our leagues this past season and over 400 children attended our summer camp programs. The Recreation division maintains a list of over 400 senior adults in our age sixty-five plus program. The City plans to introduce a new Park-n-Play program at various City parks this summer as a drop-in program for children, as well as a Hacker's Camp for kids to learn how to write computer code.

FY20 Recreation expenditures have increased \$69,572, or 3.8%, primarily due to personnel costs, as well as administrative contractual expense. The FY20 revenues increased \$114,959, or 6.8%.

Division Summary

Department: Parks, Recreation & Facilities

Division: Recreation

Account: 10033302

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	1,474,852	1,489,422	1,533,977	1,533,977	1,533,977	1,533,977
Benefits	14,190	14,190	14,190	14,190	14,190	14,190
Administrative Services	22,310	22,335	22,110	22,110	22,110	22,110
Contractual Services	197,578	197,578	228,770	211,350	211,350	211,350
Rentals	52,360	52,360	66,160	51,160	51,160	51,160
Supplies	66,737	66,737	68,312	64,812	64,812	64,812
Utilities	3,840	3,840	3,840	3,840	3,840	3,840
Total	1,831,867	1,846,462	1,937,359	1,901,439	1,901,439	1,901,439
Less Revenues	(1,699,201)	(1,747,559)	(1,759,160)	(1,814,160)	(1,814,160)	(1,814,160)
Net Division Total	132,666	98,903	178,199	87,279	87,279	87,279

Aquatics

The Aquatics division operates two indoor pools at the Riverton and Reiche Community Centers and a seasonal outdoor pool, the Kiwanis Pool on Douglas Street. The division offers swimming lessons and aquatic programming for all ages including adult water aerobics and a Master's level program. In any given week, the Aquatics division instructs over 700 people in city pools, from infants to adults. Stand-up paddling continues to be a big success with classes filling to capacity each session.

The FY20 budget has decreased \$4,597, or 0.7%. Budget changes include reorganization of program staffing, and cost increases in supply and utility lines. Revenues are estimated to increase \$25,948, or 6.5%.

Division Summary

Department: Parks, Recreation & Facilities

Division: Aquatics

Account: 10033303

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	546,034	535,427	562,312	528,337	528,337	528,337
Benefits	3,630	3,616	3,630	3,630	3,630	3,630
Administrative Services	2,785	2,764	2,785	2,785	2,785	2,785
Contractual Services	37,600	37,716	37,200	37,200	37,200	37,200
Maintenance and Repairs	2,100	2,100	2,100	2,100	2,100	2,100
Rentals	500	500	500	500	500	500
Supplies	35,550	42,609	42,400	42,400	42,400	42,400
Utilities	15,700	16,662	22,350	22,350	22,350	22,350
Total	643,899	641,394	673,277	639,302	639,302	639,302
Less Revenues	(401,278)	(371,529)	(387,226)	(427,226)	(427,226)	(427,226)
Net Division Total	242,621	269,865	286,051	212,076	212,076	212,076

Riverside Golf Course

The City-owned Riverside Golf Course offers 30 holes: the 18-hole North Course, the 9-hole South course and the 3-hole practice course. Amenities include lessons and clinics, which are managed by the Recreation Division. Riverside is also home to several golf tournament events each year. The 3-hole course is utilized by the golf pro to provide lessons to new golfers and golfers sharpening their short game skills.

Riverside is also a full service winter venue: sledding hills, two ice skating ponds, and many miles of cross-country ski trails are provided at no cost to participants.

FY20 expenditures increased \$49,593, or 4.7%, and comprises of increased personnel costs and monies for an ADA golf cart lease. Revenues are anticipated to increase \$45,141, or 3.7%.

Division Summary

Department: Parks, Recreation & Facilities

Division: Riverside Golf Course

Account: 10033304

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	557,452	556,249	582,817	582,817	582,817	582,817
Benefits	5,340	5,340	5,690	5,690	5,690	5,690
Administrative Services	2,545	3,460	2,545	2,545	2,545	2,545
Contractual Services	50,424	50,424	49,524	49,524	49,524	49,524
Maintenance and Repairs	46,500	47,500	46,500	46,500	46,500	46,500
Rentals	111,305	111,873	135,305	135,305	135,305	135,305
Supplies	197,278	210,228	201,278	201,278	201,278	201,278
Utilities	80,082	77,955	76,860	76,860	76,860	76,860
Total	1,050,926	1,063,029	1,100,519	1,100,519	1,100,519	1,100,519
Less Revenues	(1,226,006)	(1,216,662)	(1,220,853)	(1,271,147)	(1,271,147)	(1,271,147)
Net Division Total	(175,080)	(153,633)	(120,334)	(170,628)	(170,628)	(170,628)

Golf Course Restaurant

The Riverside Grill restaurant, located at the Riverside Golf Course, opened its doors in May 2014. The restaurant is overseen in-house by the Golf Course staff, including an experienced chef and a Front of House Manager. The restaurant is open year-round welcoming golfers and the general public alike. Riverside Grill serves both lunch and dinner, as well as a brunch on Saturdays and Sundays. The restaurant also provides a golfers' beverage cart option. Additionally the restaurant hosts weekly daily specials. More information about the menu and the weekly events may be found on our website at <http://www.theriversidegrill.com/>.

FY20 budgeted expenditures increased \$7,176, or 1.3%, and anticipated revenues increased \$4,000, or 0.7%.

Division Summary

Department: Parks, Recreation & Facilities

Division: Golf Course Restaurant

Account: 10033305

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	239,560	224,960	244,210	244,210	244,210	244,210
Administrative Services	3,215	3,215	3,715	3,715	3,715	3,715
Contractual Services	29,696	29,696	28,682	28,682	28,682	28,682
Maintenance and Repairs	3,500	4,540	4,540	4,540	4,540	4,540
Rentals	8,440	8,440	8,440	8,440	8,440	8,440
Supplies	237,200	237,200	239,200	239,200	239,200	239,200
Utilities	12,000	12,000	12,000	12,000	12,000	12,000
Total	533,611	520,051	540,787	540,787	540,787	540,787
Less Revenues	(537,000)	(541,444)	(541,000)	(541,000)	(541,000)	(541,000)
Net Division Total	(3,389)	(21,393)	(213)	(213)	(213)	(213)

Ice Arena

The Ice Arena is celebrating its 34th year of operation, and is named in honor of the late William B. Trough. William B. Trough was instrumental in creating the rink when he served on the City Council during the 1970s-1980's. The City-owned rink, located next to the Portland Expo and Hadlock Field, provides rental of ice time to various community users including adult leagues, high school, middle school and youth hockey organizations, and to the public. Ice-skating and figure skating lessons are offered as well. The City also operates the Ice Arena concession stand. The annual Ice Show is held each year the last weekend of April and is open to the general public.

The FY20 expenditure budget is increasing \$23,419, or 4.1%, due to payroll costs, and the anticipated revenue budget is increasing \$36,185, or 6.0%.

Division Summary

Department: Parks, Recreation & Facilities

Division: Ice Arena

Account: 10033306

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	282,450	275,473	312,142	312,142	312,142	312,142
Benefits	1,560	1,560	1,560	1,560	1,560	1,560
Administrative Services	895	1,670	895	895	895	895
Contractual Services	15,593	17,108	16,070	16,070	16,070	16,070
Maintenance and Repairs	34,950	38,199	28,200	28,200	28,200	28,200
Rentals	1,812	1,828	1,812	1,812	1,812	1,812
Supplies	29,800	29,650	29,800	29,800	29,800	29,800
Minor Capital Items	0	15,000	0	0	0	0
Utilities	204,750	199,750	204,750	204,750	204,750	204,750
Total	571,810	580,238	595,229	595,229	595,229	595,229
Less Revenues	(606,475)	(613,611)	(618,160)	(642,660)	(642,660)	(642,660)
Net Division Total	(34,665)	(33,373)	(22,931)	(47,431)	(47,431)	(47,431)

Public Assembly Facility

The Public Assembly division handles the general management, marketing, booking, event coordination and other miscellaneous staffing and operational needs of the department's Facilities section functions. Maine State Pier, Ocean Gateway and Permitted Events are included under the Public Assembly Facilities. The Maine State Pier and Ocean Gateway hosts over 150 events with over 60,000 guests in attendance; these events include concerts, weddings, proms, non-profit fundraisers, business meetings and holiday parties. Over 600 permitted events takes place within the City including road races, block parties, farmer's markets, Art Walks, and rallies.

The FY20 program expenditure increase is \$4,528, or 0.4%. Revenues have decreased by \$23,138 or 2.8%.

Division Summary

Department: Parks, Recreation & Facilities

Division: Public Assembly Facility

Account: 10033401

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	931,818	884,433	936,936	936,936	936,936	936,936
Benefits	3,600	3,600	3,240	3,240	3,240	3,240
Administrative Services	6,990	7,053	12,290	7,290	7,290	7,290
Contractual Services	91,850	85,200	66,250	66,250	66,250	66,250
Maintenance and Repairs	1,200	1,200	1,200	1,200	1,200	1,200
Rentals	500	467	4,200	3,000	3,000	3,000
Supplies	19,550	19,300	21,300	19,900	19,900	19,900
Minor Capital Items	0	0	22,620	22,620	22,620	22,620
Utilities	1,200	1,200	800	800	800	800
Total	1,056,708	1,002,453	1,068,836	1,061,236	1,061,236	1,061,236
Less Revenues	(826,788)	(748,977)	(769,650)	(803,650)	(803,650)	(803,650)
Net Division Total	229,920	253,476	299,186	257,586	257,586	257,586

Concessions

The Concessions division manages the concessions and catering operations for Merrill Auditorium, Portland Exposition, Fitzpatrick Stadium and the Trough Ice Arena.

The FY20 expenditures increased \$14,928 or 3.7%. The revenue is anticipated to increase \$12,000 or 2.6%.

Division Summary

Department: Parks, Recreation & Facilities

Division: Concessions

Account: 10033402

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	188,883	185,143	199,561	199,561	199,561	199,561
Benefits	1,660	1,589	1,560	1,560	1,560	1,560
Administrative Services	2,525	2,861	2,865	2,865	2,865	2,865
Contractual Services	12,980	14,430	13,890	13,890	13,890	13,890
Maintenance and Repairs	5,500	5,500	5,500	5,500	5,500	5,500
Supplies	191,150	195,409	194,250	194,250	194,250	194,250
Utilities	800	806	800	800	800	800
Total	403,498	405,738	418,426	418,426	418,426	418,426
Less Revenues	(461,000)	(456,467)	(461,000)	(473,000)	(473,000)	(473,000)
Net Division Total	(57,502)	(50,729)	(42,574)	(54,574)	(54,574)	(54,574)

Custodial Services

Custodian Services provides the personnel and materials for the cleaning operations of City Hall, Public Safety, Merrill Auditorium, Expo, the Canco Road complex and Ocean Gateway, as well as other city facilities. This operation is under the direction of the Parks Recreation and Facilities Department.

The FY20 expenditures have increased \$1,918, or 0.2%. This budget includes the reduction of one custodial position and general salary increases, as well as increases in fundamental program supplies and services.

Division Summary

Department: Parks, Recreation & Facilities

Division: Custodial Services

Account: 10033404

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	820,791	774,572	841,611	803,570	803,570	803,570
Benefits	14,429	30,617	14,765	14,405	14,405	14,405
Contractual Services	10,240	11,079	25,303	15,303	15,303	15,303
Maintenance and Repairs	2,000	2,000	2,000	2,000	2,000	2,000
Supplies	109,000	109,666	123,100	123,100	123,100	123,100
Total	956,460	927,934	1,006,779	958,378	958,378	958,378

Merrill Auditorium

This division includes all the expenses for the venue operations at Merrill Auditorium, a 1,900 seat performing arts venue attached to City Hall. Prime Tenants include Portland Ovation, the Portland Symphony Orchestra, and Friends of the Kotschmar Organ. The theater hosts a variety of performances each year including symphonies, Broadway performances, concerts, comedians, graduations and holiday programming. Merrill Auditorium hosts approximately 125 annual events with over 148,000 patrons in attendance.

Merrill FY20 expenditures have increased \$6,491, or 3.7%. Revenues are anticipated to increase \$185,600, or 29.0%, related primarily to the surcharge on box office sales.

Division Summary

Department: Parks, Recreation & Facilities **Division:** Merrill Auditorium **Account:** 10033405

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	134,498	127,872	140,787	140,789	140,789	140,789
Benefits	480	480	480	480	480	480
Contractual Services	10,620	11,112	14,320	14,320	14,320	14,320
Maintenance and Repairs	19,000	19,000	17,000	17,000	17,000	17,000
Rentals	1,000	500	1,000	1,000	1,000	1,000
Supplies	10,500	12,330	9,000	9,000	9,000	9,000
Total	176,098	171,294	182,587	182,589	182,589	182,589
Less Revenues	(641,100)	(655,670)	(642,700)	(826,700)	(826,700)	(826,700)
Net Division Total	(465,002)	(484,376)	(460,113)	(644,111)	(644,111)	(644,111)

Public Buildings & Waterfront

The Public Buildings & Waterfront Department oversees the City's public buildings including the many smaller facilities, island Infrastructure, trail lighting, School HVAC, and the maintenance and long term planning for the Fire Department. The Public Buildings & Waterfront Department also manages and maintains the Portland waterfront piers and facilities, as well as the cruise ship operations. This department is comprised of a skilled staff and licensed trades workers whose tasks consists of everyday maintenance, long term facility planning, and general contracting.

FY20 Department expenditures have increased \$60,537 or 1.2%. This budget incorporates Evergreen ADA building improvements as well as Public Safety HVAC enhancements. Other expense changes include additional funds for Waterfront security and capital equipment, offset by additional anticipated division revenue income, an increase in contractual payroll expense, and reductions in utility costs. The Waterfront cruise ship operation continues to thrive and is responsible for the department's overall projected revenue increase of \$91,370 or 2.6%.

Department Summary

Department: Public Buildings & Waterfront

100-35

		FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown							
Payroll		1,411,764	1,412,249	1,475,586	1,450,431	1,450,431	1,450,431
Benefits		27,068	27,244	25,418	25,418	25,418	25,418
Administrative Services		50,980	41,230	42,580	42,580	42,580	42,580
Contractual Services		424,893	412,505	435,345	435,345	435,345	435,345
Maintenance and Repair		1,043,489	1,088,339	1,100,266	1,090,266	1,090,266	1,090,266
Rentals		20,680	22,680	31,660	31,660	31,660	31,660
Supplies		435,800	438,620	430,200	430,200	430,200	430,200
Minor Capital Items		0	0	60,000	60,000	60,000	60,000
Utilities		1,585,130	1,499,046	1,470,641	1,469,441	1,469,441	1,469,441
Capital Outlay		20,000	20,000	45,000	45,000	45,000	45,000
Total		5,019,804	4,961,913	5,116,696	5,080,341	5,080,341	5,080,341
Summary by Division							
Public Buildings Administration	(35-100)	358,671	352,821	387,731	387,731	387,731	387,731
Trades	(35-101)	719,605	728,575	736,916	736,916	736,916	736,916
School HVAC	(35-102)	521,703	513,279	518,442	518,442	518,442	518,442
Public Safety Buildings	(35-201)	290,700	295,700	327,700	317,700	317,700	317,700
City Hall	(35-202)	322,100	354,300	392,450	392,450	392,450	392,450
Merrill (Public Buildings)	(35-203)	196,550	192,500	173,550	173,550	173,550	173,550
Hadlock Stadium	(35-204)	321,681	343,681	322,076	322,076	322,076	322,076
Exposition Building	(35-205)	207,875	200,775	208,600	208,600	208,600	208,600
Canco Road	(35-206)	432,820	402,385	469,250	434,250	434,250	434,250
Other Public Buildings	(35-210)	310,989	274,545	270,857	270,857	270,857	270,857
Waterfront Maintenance	(35-300)	1,337,110	1,303,352	1,309,124	1,317,769	1,317,769	1,317,769
Total		5,019,804	4,961,913	5,116,696	5,080,341	5,080,341	5,080,341
Less Revenues		(3,459,596)	(3,302,965)	(3,541,396)	(3,550,966)	(3,550,966)	(3,550,966)
Net Department Total		1,560,208	1,658,948	1,575,300	1,529,375	1,529,375	1,529,375

Public Buildings & Waterfront Administration

The Public Buildings and Waterfront Administration staff oversees the maintenance and up-keep of various city buildings, including the Waterfront division. Functions include providing general administrative support, centralized accounting, budget preparation, CIP oversight, and payroll, as well as long term facility planning and general contracting.

The FY20 budget increase is \$29,060 or 8.1%, predominantly due to salary increases.

Division Summary

Department: Public Buildings & Waterfront **Division:** Public Buildings & Waterfront Administration **Account:** 10035100

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	338,671	338,671	370,481	370,481	370,481	370,481
Benefits	2,870	2,870	3,320	3,320	3,320	3,320
Administrative Services	5,250	5,000	4,950	4,950	4,950	4,950
Contractual Services	3,000	3,000	2,000	2,000	2,000	2,000
Rentals	2,580	2,580	2,580	2,580	2,580	2,580
Supplies	6,300	700	4,400	4,400	4,400	4,400
Total	358,671	352,821	387,731	387,731	387,731	387,731

Trades

The Trades Division budget is comprised of a highly skilled workforce that maintains, repairs, and renovates the various City buildings. Services provided include carpentry, painting, electrical, plumbing, remodeling, and maintenance of the heating and ventilating systems.

The FY20 expenditures increased \$17,311, or 2.4%, primarily due to salary increases. The program's revenue received is primarily reimbursement for services from the Fish Pier enterprise fund.

Division Summary

Department: Public Buildings & Waterfront

Division: Trades

Account: 10035101

	FY19 FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	684,500	692,500	703,346	703,346	703,346	703,346
Benefits	15,375	15,375	14,500	14,500	14,500	14,500
Administrative Services	9,730	8,830	9,070	9,070	9,070	9,070
Contractual Services	500	250	500	500	500	500
Rentals	0	2,000	0	0	0	0
Supplies	9,500	9,620	9,500	9,500	9,500	9,500
Total	719,605	728,575	736,916	736,916	736,916	736,916
Less Revenues	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)
Net Division Total	694,605	703,575	711,916	711,916	711,916	711,916

School HVAC

The School HVAC division is responsible for heating, ventilation and air conditioning maintenance for all twenty elementary, middle and high school buildings. All expenses are fully reimbursed by the School Department through inter-fund transfers.

The FY20 School HVAC expenditure and revenue budget is reduced by \$3,261, or 0.6%.

Division Summary

Department: Public Buildings & Waterfront	Division: School HVAC				Account: 10035102	
	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	122,040	122,040	122,519	122,519	122,519	122,519
Benefits	2,674	2,850	2,724	2,724	2,724	2,724
Administrative Services	11,000	2,400	6,260	6,260	6,260	6,260
Contractual Services	11,650	11,650	12,600	12,600	12,600	12,600
Maintenance and Repairs	214,339	214,339	214,339	214,339	214,339	214,339
Supplies	160,000	160,000	160,000	160,000	160,000	160,000
Total	521,703	513,279	518,442	518,442	518,442	518,442
Less Revenues	(521,703)	(513,279)	(518,442)	(518,442)	(518,442)	(518,442)
Net Division Total	0	0	0	0	0	0

Public Safety Buildings

This division includes all the expenses for maintaining the City's Public Safety building, which houses the Police Department's 24/7 operation.

This budget includes funds for HVAC enhancements at the Public Safety building. The FY20 program's expenditures has an increase of \$27,000 or 9.3%.

Division Summary

Department: Public Buildings & Waterfront **Division:** Public Safety Buildings **Account:** 10035201

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Contractual Services	6,200	4,700	6,700	6,700	6,700	6,700
Maintenance and Repairs	57,000	57,000	93,000	83,000	83,000	83,000
Supplies	24,500	24,000	24,500	24,500	24,500	24,500
Utilities	203,000	210,000	203,500	203,500	203,500	203,500
Total	290,700	295,700	327,700	317,700	317,700	317,700

City Hall

This division includes all the expenses for maintaining City Hall, which houses various administrative offices.

The FY20 City Hall expenditures increased \$70,350, or 21.8%. This budget incorporates increased funds for exterior repair & maintenance.

Division Summary

Department: Public Buildings & Waterfront

Division: City Hall

Account: 10035202

	FY19 FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Contractual Services	2,100	2,300	3,950	3,950	3,950	3,950
Maintenance and Repairs	79,000	99,000	137,500	137,500	137,500	137,500
Rentals	0	0	10,000	10,000	10,000	10,000
Supplies	48,000	53,000	48,000	48,000	48,000	48,000
Utilities	193,000	200,000	193,000	193,000	193,000	193,000
Total	322,100	354,300	392,450	392,450	392,450	392,450

Merrill (Public Buildings)

This division includes the facility maintenance expenses for Merrill Auditorium, a 1,900 seat performing art venue attached to City Hall.

The FY20 expenditure decrease of \$23,000, or 11.7%, is associated with the FY19 completion of specific building maintenance and repair projects.

Division Summary

Department: Public Buildings & Waterfront

Division: Merrill (Public Buildings)

Account: 10035203

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Contractual Services	14,050	10,000	4,350	4,350	4,350	4,350
Maintenance and Repairs	92,300	92,300	75,200	75,200	75,200	75,200
Supplies	10,200	10,200	14,000	14,000	14,000	14,000
Utilities	80,000	80,000	80,000	80,000	80,000	80,000
Total	196,550	192,500	173,550	173,550	173,550	173,550

Hadlock Stadium

This division includes all the expenses for maintaining Hadlock Stadium, a 7,400-seat baseball stadium that opened in April of 1994. Hadlock Stadium is home to the Portland Seadogs, a Double-A affiliate of the Boston Red Sox.

Division Summary

Department: Public Buildings & Waterfront

Division: Hadlock Stadium

Account: 10035204

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Contractual Services	4,650	4,650	4,925	4,925	4,925	4,925
Maintenance and Repairs	70,500	92,500	70,120	70,120	70,120	70,120
Rentals	8,500	8,500	9,000	9,000	9,000	9,000
Supplies	31,500	31,500	31,500	31,500	31,500	31,500
Utilities	186,531	186,531	186,531	186,531	186,531	186,531
Capital Outlay	20,000	20,000	20,000	20,000	20,000	20,000
Total	321,681	343,681	322,076	322,076	322,076	322,076
Less Revenues	(336,531)	(336,531)	(336,531)	(336,531)	(336,531)	(336,531)
Net Division Total	(14,850)	7,150	(14,455)	(14,455)	(14,455)	(14,455)

Exposition Building

The Portland Exposition Building division includes the expenses for maintaining this building. The Portland Expo is home to PHS basketball and the Maine Red Claws, a NBA development league; Expo events also include basketball games, trade shows, middle school track, and professional boxing.

Division Summary

Department: Public Buildings & Waterfront

Division: Exposition Building

Account: 10035205

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Contractual Services	1,775	1,775	4,920	4,920	4,920	4,920
Maintenance and Repairs	42,000	42,000	39,580	39,580	39,580	39,580
Supplies	21,000	21,000	21,000	21,000	21,000	21,000
Utilities	143,100	136,000	143,100	143,100	143,100	143,100
Total	207,875	200,775	208,600	208,600	208,600	208,600

Canco Road

The Canco Road Buildings division includes the properties at 212 Canco Road and 250 Canco Road purchased in 2015 and 2016. The Canco Road Municipal Complex houses staff and services of the Public Works and the Parks Recreation & Facilities departments. In addition, the Canco Road facility provides storage space for Public Safety and is home to the Fire Department's Fire Alarms section. This budget provides for building maintenance items, small office renovations, and monthly utilities.

Division Summary

Department: Public Buildings & Waterfront

Division: Canco Road

Account: 10035206

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Contractual Services	13,920	13,920	19,550	19,550	19,550	19,550
Maintenance and Repairs	196,400	198,100	197,000	197,000	197,000	197,000
Supplies	30,000	30,000	30,000	30,000	30,000	30,000
Utilities	192,500	160,365	222,700	187,700	187,700	187,700
Total	432,820	402,385	469,250	434,250	434,250	434,250

Other Public Buildings

The Other Public Buildings division includes expenses for maintaining a variety of other City-owned buildings and structures, including facilities on five islands.

The FY20 Other Public Buildings division expenditures decreased \$40,132, or 12.9%. The expenditure budget changes include a decrease in utilities with the relocation of city staff to the Canco Road buildings and the sale of the Portland and Hanover properties, and the FY20 allocation for Evergreen Cemetery ADA improvements.

Division Summary

Department: Public Buildings & Waterfront

Division: Other Public Buildings

Account: 10035210

	FY19 FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	0	485	0	0	0	0
Contractual Services	12,260	12,260	10,032	10,032	10,032	10,032
Maintenance and Repairs	59,850	61,000	59,855	59,855	59,855	59,855
Supplies	40,500	44,300	40,500	40,500	40,500	40,500
Minor Capital Items	0	0	60,000	60,000	60,000	60,000
Utilities	198,379	156,500	100,470	100,470	100,470	100,470
Total	310,989	274,545	270,857	270,857	270,857	270,857

Waterfront Maintenance

Waterfront Maintenance is responsible for the repair, maintenance and operations of City-owned waterfront property, which includes the Portland Ocean Terminal, Maine State Pier and Ocean Gateway.

Division responsibilities include fender system replacement, pier deck repairs, and exterior wall pile cap and stringer repairs. The division also maintains over thirty floats between the mainland and islands. Pier maintenance work continues at Compass Park in the upcoming year.

FY20 expenditures are decreasing by \$19,341, or 1.4%. Budget changes include the purchase of an electric passenger golf cart, an increase in cruise ship security services, and a decrease in various expense lines, including allocation reductions in new maintenance and repair projects. Cruise passengers remain on an upward trajectory; the FY20 division revenue is increasing \$94,631, or 3.7%.

Division Summary

Department: Public Buildings & Waterfront

Division: Waterfront Maintenance

Account: 10035300

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	266,553	258,553	279,240	254,085	254,085	254,085
Benefits	6,149	6,149	4,874	4,874	4,874	4,874
Administrative Services	25,000	25,000	22,300	22,300	22,300	22,300
Contractual Services	354,788	348,000	365,818	365,818	365,818	365,818
Maintenance and Repairs	232,100	232,100	213,672	213,672	213,672	213,672
Rentals	9,600	9,600	10,080	10,080	10,080	10,080
Supplies	54,300	54,300	46,800	46,800	46,800	46,800
Utilities	388,620	369,650	341,340	375,140	375,140	375,140
Capital Outlay	0	0	25,000	25,000	25,000	25,000
Total	1,337,110	1,303,352	1,309,124	1,317,769	1,317,769	1,317,769
Less Revenues	(2,576,362)	(2,428,155)	(2,661,423)	(2,670,993)	(2,670,993)	(2,670,993)
Net Division Total	(1,239,252)	(1,124,803)	(1,352,299)	(1,353,224)	(1,353,224)	(1,353,224)

Health & Human Services Department

The City's Department of Health and Human Services (HHS) undertakes the planning and coordination of health and human service activities in Portland. This assignment often occurs in collaboration with non-profit agencies and the state and federal government. HHS consists of five operational divisions: HHS Administration, Public Health, Social Services, the Barron Center and the Office of Elder Affairs.

The HHS Administration division consists of four full-time positions including the Director of Health and Human Services, a Financial Manager, and administrative support staff.

FY20 HHS Administration expenditures have decreased \$82,496, or 19.7%, due to staffing changes; the budget includes a division transfer of the Director of Elder Affairs to the Office of Elder Affairs.

Department Summary

Department: HHS Administration

100-44-100

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	409,192	384,376	410,765	326,696	326,696	326,696
Benefits	1,980	1,830	1,980	1,980	1,980	1,980
Administrative Services	3,600	3,600	3,600	3,600	3,600	3,600
Contractual Services	1,500	1,500	1,500	1,500	1,500	1,500
Supplies	3,500	3,500	3,500	3,500	3,500	3,500
Total	419,772	394,806	421,345	337,276	337,276	337,276
Less Revenues	(10,560)	(968)	0	0	0	0
Net Department Total	409,212	393,838	421,345	337,276	337,276	337,276

Public Health

Public Health, a division of the Health and Human Services (HHS) Department, is the State's most comprehensive local public health department. Public Health consists of six programs: Administration, Family Health, Chronic Disease Prevention, Health Equity, India Street Health Center, and Research and Evaluation. Public Health's specific activities include, but are not limited to, health policy development, public health research, data surveillance, health education, and analysis and communication, providing direct services to the underserved.

In FY20, the division's 14.6 project funded positions are restored in the general fund, reinstating the accounting method for fully funded grant program positions prior to FY19. The FY20 related grant expenditures and revenues have increased in proportionate amounts; in FY19, grant funded positions were charged directly to the grant funds. In addition, Public Health increased 1.2 FTEs primarily as a result of internal staffing changes.

Public Health's general fund increases in expenditures and revenues as displayed below is \$1,058,381 and \$978,342 respectively, resulting in a FY20 net increase of \$80,039, or 9.1%.

Department Summary

Department: Public Health

100-44-200

		FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown							
Payroll		718,826	714,226	1,712,264	1,758,324	1,758,324	1,758,324
Benefits		3,024	3,024	3,300	3,900	3,900	3,900
Administrative Services		28,032	28,216	36,267	33,017	33,017	33,017
Client Expenses		16,000	16,000	16,000	16,000	16,000	16,000
Contractual Services		118,649	105,036	140,126	139,836	139,836	139,836
Maintenance and Repairs		2,325	2,325	2,700	2,700	2,700	2,700
Rentals		70,045	70,071	70,982	70,981	70,981	70,981
Supplies		64,326	53,471	54,850	54,850	54,850	54,850
Utilities		13,920	13,920	13,920	13,920	13,920	13,920
Total		1,035,147	1,006,289	2,050,409	2,093,528	2,093,528	2,093,528
Summary by Division							
Public Health Administration	(41-201)	221,597	222,422	245,900	290,519	290,519	290,519
Family Health	(41-202)	53,125	52,058	137,155	137,155	137,155	137,155
Chronic Disease Prevention	(41-203)	101,397	101,397	685,533	685,533	685,533	685,533
Health Equity & Research	(41-204)	110,976	110,976	168,341	167,341	167,341	167,341
India Street Clinic	(41-205)	474,841	451,225	738,049	738,049	738,049	738,049
Research & Evaluation	(41-206)	73,211	68,211	75,431	74,931	74,931	74,931
Total		1,035,147	1,006,289	2,050,409	2,093,528	2,093,528	2,093,528
Less Revenues		(155,065)	(115,485)	(1,054,914)	(1,133,407)	(1,133,407)	(1,133,407)
Net Department Total		880,082	890,804	995,495	960,121	960,121	960,121

Public Health Administration

The Public Health Administration division provides support services to all programs within the Public Health division, as well as administrative support to HHS. These services include grant management, policy and procedures creation and management, ensuring HIPPA and confidentiality compliance, Public Health Accreditation Board requirement maintenance, payroll and reimbursement processing, supply ordering, facilities support, and liaises with the City's Finance, Legal and Information Technology departments.

The Administration revenue estimate reflects the administrative fee received for the management and oversight of the various grants administered by Public Health.

The FY20 expenditure increase is \$68,922, or 31.1%. This increase is primarily due to program staffing changes, as well as general salary increases. Grant revenue increased \$92,200, or 107.9%.

Division Summary

Department: Public Health **Division:** Public Health Administration **Account:** 10044201

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	200,856	200,856	221,755	267,814	267,814	267,814
Benefits	600	600	600	1,200	1,200	1,200
Administrative Services	9,876	9,876	13,400	11,650	11,650	11,650
Contractual Services	3,800	3,800	3,800	3,510	3,510	3,510
Rentals	2,465	2,465	2,345	2,345	2,345	2,345
Supplies	4,000	4,825	4,000	4,000	4,000	4,000
Total	221,597	222,422	245,900	290,519	290,519	290,519
Less Revenues	(85,487)	(85,862)	(105,907)	(177,687)	(177,687)	(177,687)
Net Division Total	136,110	136,560	139,993	112,832	112,832	112,832

Family Health

Family Health is comprised of the Maternal & Child Health program. This program offers a variety of services to Portland residents including free home visits for residents who are pregnant or have a child up to age 5. Education and services include developmental assessments, healthy eating, and child safety assessments, including lead hazards. Additional services include the Maternal & Child Health Program's playgroup to serve children ages 0-5 years.

The FY20 Family Health budget shows a comparable increase in both expenditures and revenues. Project staff wages, directly charged to grant funds in FY19, are restored to the general fund in FY20 as a pass-through; grant revenues offset grant expenditures.

The FY20 expenditures increased \$84,030 and FY20 revenues increased \$92,274.

Division Summary

Department: Public Health	Division: Family Health				Account: 10044202	
	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	37,857	37,857	121,883	121,883	121,883	121,883
Benefits	600	600	600	600	600	600
Administrative Services	4,617	3,450	4,617	4,617	4,617	4,617
Contractual Services	5,027	5,027	5,027	5,027	5,027	5,027
Rentals	804	804	808	808	808	808
Supplies	3,500	3,600	3,500	3,500	3,500	3,500
Utilities	720	720	720	720	720	720
Total	53,125	52,058	137,155	137,155	137,155	137,155
Less Revenues	0	(100)	(92,274)	(92,274)	(92,274)	(92,274)
Net Division Total	53,125	51,958	44,881	44,881	44,881	44,881

Chronic Disease Prevention

The City of Portland's Chronic Disease Prevention Program is dedicated to serving the residents of Portland by creating and advocating for health policies at the local and district level; the City utilizes evidence-based practices and collaborative partnerships. The health issues addressed include tobacco prevention, physical activity, healthy eating, lead poisoning prevention, and substance abuse prevention.

The FY20 Chronic Disease Prevention expenditures and corresponding revenues both display an increase. Project staff wages, directly charged to grant funds in FY19, are restored to the general fund in FY20 as a pass-through; grant revenues offset grant expenditures.

The FY20 expenditures increased \$584,136 and FY20 revenues increased \$573,780. The Chronic Disease Prevention program staffing changes include a net of one new full-time project position.

Division Summary

Department: Public Health	Division: Chronic Disease Prevention				Account: 10044203	
	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	75,553	75,553	648,522	648,522	648,522	648,522
Benefits	600	600	600	600	600	600
Administrative Services	2,500	2,500	2,500	2,500	2,500	2,500
Client Expenses	15,000	15,000	15,000	15,000	15,000	15,000
Contractual Services	4,750	4,750	3,500	3,500	3,500	3,500
Rentals	1,694	1,694	12,035	12,035	12,035	12,035
Supplies	1,300	1,300	1,000	1,000	1,000	1,000
Utilities	0	0	2,376	2,376	2,376	2,376
Total	101,397	101,397	685,533	685,533	685,533	685,533
Less Revenues	0	0	(567,067)	(573,780)	(573,780)	(573,780)
Net Division Total	101,397	101,397	118,466	111,753	111,753	111,753

Health Equity & Research

The Health Equity & Research program supports the Public Health Division with services to minority populations. Specific activities include health education to racial and ethnic minority groups in order to decrease health disparities by improving access to needed health care. The objectives include identifying community health needs, implementing interventions to address, ensuring that available community assets and resources are used responsibly, and collaborating with other health and social service providers to ensure the provision of culturally and linguistically appropriate services.

The FY20 Health Equity & Research program expenditures and corresponding revenues both reflect an increase. Project staff wages, directly charged to grant funds in FY19, are restored to the general fund in FY20 as a pass-through; grant revenues offset grant expenditures. In addition, the FY20 budget changes include one new half-time position.

The FY20 expenditures increased \$56,365 and FY20 revenues increased \$47,468.

Division Summary

Department: Public Health	Division: Health Equity & Research				Account: 10044204	
	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	93,973	93,973	154,191	154,191	154,191	154,191
Benefits	720	720	900	900	900	900
Administrative Services	6,833	7,041	7,700	6,700	6,700	6,700
Contractual Services	8,250	7,842	4,750	4,750	4,750	4,750
Supplies	1,200	1,400	800	800	800	800
Total	110,976	110,976	168,341	167,341	167,341	167,341
Less Revenues	0	0	(47,468)	(47,468)	(47,468)	(47,468)
Net Division Total	110,976	110,976	120,873	119,873	119,873	119,873

India Street Clinic

The India Street Clinic, located at 103 India Street, houses the Portland Needle Exchange, the HIV/STD and Hepatitis C Prevention Program, and the Portland Community Free Clinic. Individuals who are enrolled in the needle exchange may access clean syringes, education, counseling, testing, overdose prevention and linkage to treatment. The STD clinic offers HIV, STD, and hepatitis C testing and treatment services for sexually transmissible diseases on a walk-in basis. The Portland Community Free Clinic has over one-hundred volunteer medical providers and support staff, and is a partnership between the City and The Friends of the Free Clinic, a 501(c)(3) whose mission is to raise funding for the clinic. The Portland Community Free Clinic provides medical care to the uninsured that earn below 250% of the Federal Poverty Level, are above the age of eighteen, live in Cumberland County, and are stably housed. India Street also houses a Public Health Laboratory.

The FY20 India Street Clinic expenditures and corresponding revenues both reflect an increase. Project staff wages, directly charged to grant funds in FY19, are restored to the general fund in FY20 as a pass-through; grant revenues offset grant expenditures. FY20 budget changes include a reallocation of salaries from other divisions.

The FY20 expenditures increased \$263,208 and FY20 revenues increased \$172,620.

Division Summary

Department: Public Health	Division: India Street Clinic				Account: 10044205	
	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	247,836	248,236	501,833	501,833	501,833	501,833
Benefits	144	144	0	0	0	0
Administrative Services	2,506	3,649	3,650	3,650	3,650	3,650
Client Expenses	1,000	1,000	1,000	1,000	1,000	1,000
Contractual Services	92,822	79,617	118,599	118,599	118,599	118,599
Maintenance and Repairs	1,200	1,200	1,200	1,200	1,200	1,200
Rentals	65,082	65,108	55,793	55,793	55,793	55,793
Supplies	51,051	39,071	45,150	45,150	45,150	45,150
Utilities	13,200	13,200	10,824	10,824	10,824	10,824
Total	474,841	451,225	738,049	738,049	738,049	738,049
Less Revenues	(69,578)	(29,523)	(242,198)	(242,198)	(242,198)	(242,198)
Net Division Total	405,263	421,702	495,851	495,851	495,851	495,851

Research & Evaluation

The Research and Evaluation Program serves several important functions within the Public Health Division, including research, public health surveillance, analysis and interpretation of public health data, and program evaluation. The program conducts public health research that focuses on understanding determinants of health. This program also conducts program evaluation, a systematic and objective assessment of the relevance, efficiency, effectiveness, sustainability, and impact of a program or intervention. Public Health surveillance, which is the systematic collection, analysis, and interpretation of health data, is another core program function. Data used to conduct public health surveillance include citywide survey data collected by the Research and Evaluation Program, as well as data obtained from local and national sources. This division serves as a major source for Public Health data repository.

The FY20 Research & Evaluation expenditure increase is \$1,720, or 2.3%.

Division Summary

Department: Public Health Division: Research & Evaluation Account: 10044206

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	62,751	57,751	64,081	64,081	64,081	64,081
Benefits	360	360	600	600	600	600
Administrative Services	1,700	1,700	4,400	3,900	3,900	3,900
Contractual Services	4,000	4,000	4,450	4,450	4,450	4,450
Maintenance and Repairs	1,125	1,125	1,500	1,500	1,500	1,500
Supplies	3,275	3,275	400	400	400	400
Total	73,211	68,211	75,431	74,931	74,931	74,931

Social Services

The Social Services Division provides both financial assistance and support services for low-income Portland residents. Its purpose is to provide quality services that encourage dignity, self-respect and self-reliance in the transition from public assistance to self-sufficiency. Programs operated include General Assistance (GA), Homeless Shelters for individuals and families, Case Management and Representative Payee Services.

The Social Services division consists of five programs: Administration, General Assistance, the Portland Community Support Fund, Oxford Street Shelter and the Family Shelter.

In FY20, the division's 26.6 project funded positions and expenses are restored in the general fund, reinstating the accounting method for grant programs prior to FY19. As a result, both the FY20 general fund expenditures and revenues have increased; in FY19, grant funded expense items were charged directly to the grant funds. In addition, due to the FY19 influx of those seeking emergency shelter services, the Social Services division increased 5.7 FTEs; the FY19 use of per diem workers have been replaced as full-time positions in FY20.

Social Services general fund increases in expenditures and revenues as displayed below is \$3,254,509 and \$2,788,631 respectively, resulting in a FY20 net increase of \$465,878, or 10.0%.

Department Summary

Department: Social Services

100-44-300

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	2,952,218	3,092,932	4,818,460	4,940,285	4,985,285	4,985,285
Benefits	9,760	10,060	12,400	12,400	12,400	12,400
Administrative Services	9,575	9,575	13,575	13,575	13,575	13,575
Client Expenses	6,071,108	6,211,024	6,537,253	6,375,615	6,425,615	6,425,615
Contractual Services	320,451	417,647	453,001	453,001	453,001	453,001
Maintenance and Repairs	5,205	5,205	112,446	112,446	112,446	112,446
Retnals	365,926	369,809	620,460	709,645	709,645	709,645
Supplies	42,306	42,944	334,173	334,173	334,173	334,173
Utilities	136,689	127,664	121,607	121,607	121,607	121,607
Total	9,913,238	10,286,860	13,023,375	13,072,747	13,167,747	13,167,747
Summary by Division						
Social Services Administration (42-301)	612,379	608,432	646,664	624,568	624,568	624,568
Social Services General Assistance (42-302)	6,787,843	6,793,082	7,040,539	7,076,582	7,076,582	7,076,582
Portland Community Support Fund (42-303)	200,000	303,833	311,638	150,000	200,000	200,000
Oxford Street Shelter (42-304)	1,750,524	1,837,524	3,396,554	3,631,813	3,676,813	3,676,813
Family Shelter (42-305)	562,492	743,989	1,627,980	1,589,784	1,589,784	1,589,784
Total	9,913,238	10,286,860	13,023,375	13,072,747	13,167,747	13,167,747
Less Revenues	(5,276,465)	(5,517,167)	(7,735,596)	(8,065,096)	(8,065,096)	(8,065,096)
Net Department Total	4,636,773	4,769,693	5,287,779	5,007,651	5,102,651	5,102,651

Social Services Administration

This Social Services Administration division is responsible for the overall general management of the Social Services programs. Services include grant management, data / statistical analysis, payroll, accounts payable, receivables, representative payee, and other operational responsibilities.

The FY20 Social Services Administration expenditure budget increased by \$12,189 or 2.0%. The FY20 budget includes staffing reorganization changes, as well as annual wage increases. Revenues decreased \$21,000, or 7.9%.

Division Summary

Department: Social Services

Division: Social Services Administration

Account: 10044301

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	507,118	507,118	542,290	520,478	520,478	520,478
Benefits	7,600	7,600	7,600	7,600	7,600	7,600
Administrative Services	5,575	5,575	5,575	5,575	5,575	5,575
Contractual Services	6,590	6,590	6,326	6,326	6,326	6,326
Maintenance and Repairs	1,000	1,000	1,000	1,000	1,000	1,000
Rentals	58,296	59,655	61,369	61,085	61,085	61,085
Supplies	13,806	11,500	11,806	11,806	11,806	11,806
Utilities	12,394	9,394	10,698	10,698	10,698	10,698
Total	612,379	608,432	646,664	624,568	624,568	624,568
Less Revenues	(266,536)	(250,576)	(245,536)	(245,536)	(245,536)	(245,536)
Net Division Total	345,843	357,856	401,128	379,032	379,032	379,032

Social Services General Assistance

State law requires municipalities to administer General Assistance (GA), which provides for immediate aid to individuals who meet eligibility requirements and are unable to provide basic necessities essential to maintaining themselves or their families. Maine law states that municipalities have the responsibility to provide financial assistance to all eligible residents of their municipality, as well as non-residents who intend to reside in the municipality and have no other residence. GA provides basic needs in the areas of shelter, housing costs, utilities, food, medication, disposable diapers and hygiene items. All assistance is issued in vouchers and no cash is provided. The GA program processes an average of 1,130 applications per month and provides assistance to 3,022 individuals per year (unduplicated number).

In FY20, the GA program has continued the focus on self-sufficiency through the HIRE (Helping Individuals Regain Employment) program. The division has increased the City's partnership with local employers, education professionals, and the local Career Center in order to aid our GA recipients in finding long-term employment.

The FY20 expenditures for General Assistance increased by \$288,739, or 4.3%. This increase is predominantly due to the increased expenditures for client housing and food assistance. The FY20 budget also includes staffing changes, as well as annual wage increases. Corresponding revenues also increased, by \$192,112 or 4.7%.

Division Summary

Department: Social Services Division: Social Services General Assistance Account: 10044302

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	609,284	584,318	589,584	626,157	626,157	626,157
Benefits	600	600	600	600	600	600
Administrative Services	2,000	2,000	2,000	2,000	2,000	2,000
Client Expenses	5,854,620	5,890,703	6,129,365	6,129,365	6,129,365	6,129,365
Contractual Services	173,259	173,259	172,768	172,768	172,768	172,768
Maintenance and Repairs	2,500	2,500	2,500	2,500	2,500	2,500
Rentals	106,134	108,658	111,842	111,312	111,312	111,312
Supplies	19,000	19,000	19,000	19,000	19,000	19,000
Utilities	20,446	12,044	12,880	12,880	12,880	12,880
Total	6,787,843	6,793,082	7,040,539	7,076,582	7,076,582	7,076,582
Less Revenues	(4,103,444)	(4,128,156)	(4,295,556)	(4,295,556)	(4,295,556)	(4,295,556)
Net Division Total	2,684,399	2,664,926	2,744,983	2,781,026	2,781,026	2,781,026

Portland Community Support Fund

The Portland Community Support Fund provides basic necessities assistance for immigrants who have received General Assistance in the past, however, are now deemed non-qualified for reimbursement by the State.

Division Summary

Department: Social Services

Division: Portland Community Support Fund

Account: 10044303

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Client Expenses	200,000	303,833	311,638	150,000	200,000	200,000
Total	200,000	303,833	311,638	150,000	200,000	200,000

Oxford Street Shelter

The Social Services Division operates the Oxford Street Shelter and Community Overflow Shelter for adults. The Oxford Street Shelter is a low barrier facility that provides access to safe overnight shelter for homeless adults (18+) 365 days a year. During FY18, the Oxford Street shelter expanded its hours of operation to 24 hours. The Oxford Street Shelter has a capacity of 154 beds. In addition, this division also operates an off-site Community Overflow Shelter at Preble Street, which has a capacity of seventy-five (75) additional beds

The shelter promotes a housing culture by offering an array of services such as housing triage, housing orientation, current apartment lists and assistance with travel to apartment showings.

The FY20 Oxford Street Shelter budget reflects an increase in both expenditures and revenues as project activity is restored to and funneled through the general fund in FY20, rather than a direct charge to grant funds.

The FY20 Oxford Street general fund expenditures have increased \$1,926,289 and the corresponding revenues have increased \$1,683,414. The City continues to experience a tremendous influx of new individuals, or intakes, seeking emergency shelter services.

Division Summary

Department: Social Services

Division: Oxford Street Shelter

Account: 10044304

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	1,520,470	1,520,470	2,566,077	2,711,336	2,756,336	2,756,336
Benefits	0	0	1,800	1,800	1,800	1,800
Administrative Services	2,000	2,000	4,000	4,000	4,000	4,000
Client Expenses	6,488	6,488	79,450	79,450	79,450	79,450
Contractual Services	137,102	221,158	193,093	193,093	193,093	193,093
Maintenance and Repairs	0	0	68,946	68,946	68,946	68,946
Rentals	35,976	35,976	168,280	258,280	258,280	258,280
Supplies	3,500	6,444	265,407	265,407	265,407	265,407
Utilities	44,988	44,988	49,501	49,501	49,501	49,501
Total	1,750,524	1,837,524	3,396,554	3,631,813	3,676,813	3,676,813
Less Revenues	(593,217)	(728,217)	(2,030,881)	(2,276,631)	(2,276,631)	(2,276,631)
Net Division Total	1,157,307	1,109,307	1,365,673	1,355,182	1,400,182	1,400,182

Family Shelter

The Social Services Division operates the City of Portland's Family Shelter. The administrative and support services staff are located on the first floor of 54 Chestnut Street.

The Family Shelter provides temporary housing to families with children under the age of 18. Shelter apartments are located at 54-58 Chestnut Street, including one unit to accommodate individuals with disabilities. Combined, the Family Shelter has a total capacity of 151 beds in an apartment style living environment. Apartments are shared by families and are furnished. Residents have access to telephones, cleaning supplies, transportation, and other basic needs. Each family member is assigned a case manager who works with families to develop self-sufficiency work plans in order to obtain permanent housing.

The FY20 Family Shelter budget reflects an increase in both expenditures and revenues as project activity is restored in the FY20 general fund budget as a pass-through. The FY20 general fund expenditures are increasing \$1,027,292, and corresponding revenues are increasing \$934,105. In addition to the restore of 9.1 project FTEs to the FY20 general fund, this program incorporates a shift from the use of per diem workers to permanent positions.

Division Summary

Department: Social Services Division: Family Shelter Account: 10044305

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	315,346	481,026	1,120,510	1,082,314	1,082,314	1,082,314
Benefits	1,560	1,860	2,400	2,400	2,400	2,400
Administrative Services	0	0	2,000	2,000	2,000	2,000
Client Expenses	10,000	10,000	16,800	16,800	16,800	16,800
Contractual Services	3,500	16,640	80,814	80,814	80,814	80,814
Maintenance and Repairs	1,705	1,705	40,000	40,000	40,000	40,000
Rentals	165,520	165,520	278,968	278,968	278,968	278,968
Supplies	6,000	6,000	37,960	37,960	37,960	37,960
Utilities	58,861	61,238	48,528	48,528	48,528	48,528
Total	562,492	743,989	1,627,980	1,589,784	1,589,784	1,589,784
Less Revenues	(313,268)	(410,218)	(1,163,623)	(1,247,373)	(1,247,373)	(1,247,373)
Net Division Total	249,224	333,771	464,357	342,411	342,411	342,411

Barron Center

The Barron Center, a division of the Department of Health & Human Services, is the state's second largest long-term care nursing facility. The former Portland City Hospital serves the residents of Portland and the surrounding communities. The Barron Center's three major funding sources are the MaineCare (Medicaid) Program, the Medicare Program, and private insurances. The Barron Center consists of nine programs.

The Barron Center provides comprehensive health care services to individuals in need, recognizing the unique value of each person with the purpose of preserving and enhancing the individual's quality of life. The Barron Center is a 219 bed skilled rehabilitation and nursing facility, including a 50-bed specialty unit for the care of dementia. The Center provides speech, occupational and physical therapy services, and short and long term nursing care services in addition to end of life and hospice services.

The staff includes 246.8 full-time equivalent positions made up of over 300 individuals at any time. FY20 personnel changes includes 1.8 new position requests, as well as the transfer of the Director of Elder Affairs from HHS Administration to the Office of Elder Affairs.

The FY20 budget, as with FY19, is based upon an estimated 80.0% patient occupancy rate. FY20 expenditures have increased \$317,346 or 2.0%, while estimated revenues have increased \$882,769 or 4.7%; the general fund net decrease is \$565,423, or 18.9%.

Department Summary

Department: Barron Center

107-44-400

		FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown							
Payroll		11,632,243	11,230,498	12,240,395	12,031,667	12,031,667	12,031,667
Benefits		34,671	35,036	31,890	31,890	31,890	31,890
Administrative Services		89,603	96,173	104,330	104,330	104,330	104,330
Client Expenses		10,180	5,000	7,500	7,500	7,500	7,500
Contractual Services		1,296,515	1,150,014	1,190,432	1,190,432	1,190,432	1,190,432
Maintenance and Repair		137,245	139,905	136,470	136,470	136,470	136,470
Rentals		28,441	27,251	29,594	29,594	29,594	29,594
Supplies		1,907,573	1,808,310	1,891,634	1,891,634	1,891,634	1,891,634
Minor Capital Items		0	0	36,000	16,000	16,000	16,000
Utilities		435,087	410,920	424,387	424,387	424,387	424,387
Capital Outlay		59,065	106,005	84,065	84,065	84,065	84,065
Total		15,630,623	15,009,112	16,176,697	15,947,969	15,947,969	15,947,969
Summary by Division							
Barron Center Administration	(43-401)	1,813,320	1,683,701	1,822,560	1,822,560	1,822,560	1,822,560
Office of Elder Affairs	(43-402)	253,031	259,941	299,717	383,786	383,786	383,786
Therapeutic Recreation	(43-403)	279,122	221,206	293,584	293,584	293,584	293,584
Nursing Administration	(43-404)	1,542,940	1,434,636	1,639,099	1,606,574	1,606,574	1,606,574
Nursing Direct Care	(43-405)	6,589,155	6,376,364	6,854,666	6,634,928	6,634,928	6,634,928
Nutrition & Supply	(43-406)	2,929,588	2,823,357	2,961,146	2,900,612	2,900,612	2,900,612
Environmental Services	(43-407)	1,092,417	1,087,115	1,117,071	1,117,071	1,117,071	1,117,071
Housekeeping	(43-408)	597,997	595,361	641,406	641,406	641,406	641,406
Laundry Services	(43-409)	533,053	527,431	547,448	547,448	547,448	547,448
Total		15,630,623	15,009,112	16,176,697	15,947,969	15,947,969	15,947,969
Less Revenues		(18,628,031)	(18,726,850)	(19,234,782)	(19,510,800)	(19,510,800)	(19,510,800)
Net Department Total		(2,997,408)	(3,717,738)	(3,058,085)	(3,562,831)	(3,562,831)	(3,562,831)

Barron Center Administration

The Barron Center Administration division is responsible for the care and management of the facility's capacity for 219 residents and 300+ full and part-time employees. The Business Office is responsible for the financial operations, which includes budgeting, payroll, accounts payable, and accounts receivable (including coordinating with the Barron Center's billing vendor).

The FY20 Barron Center Administration expenditures have increased by \$9,240, or 0.5%. The FY20 budget incorporates one new Principal Administrative Officer to oversee the human resources functions of the division's dynamic staffing needs; this budget also includes a line reduction in lab and medical therapy services.

Division Summary

Department: Barron Center **Division:** Barron Center Administration **Account:** 10744401

	FY19 FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	578,597	585,858	700,101	700,101	700,101	700,101
Benefits	4,200	4,200	4,200	4,200	4,200	4,200
Administrative Services	47,908	55,128	60,685	60,685	60,685	60,685
Contractual Services	1,105,125	962,145	972,074	972,074	972,074	972,074
Maintenance and Repairs	16,480	15,480	16,240	16,240	16,240	16,240
Rentals	4,020	4,020	4,020	4,020	4,020	4,020
Supplies	47,450	47,450	55,700	55,700	55,700	55,700
Utilities	9,540	9,420	9,540	9,540	9,540	9,540
Total	1,813,320	1,683,701	1,822,560	1,822,560	1,822,560	1,822,560

Office of Elder Affairs

Through the Office of Elder Affairs, the City provides the community with an Elder Advocate, who is available to work with any Portland senior who needs help. Assistance is provided in the form of senior information and referrals, adult day health services and community collaboration. The Adult Day Services program offers supportive, daytime care that enables individuals living alone or with family to remain at home. The City manages a specialized program for clients with Alzheimer's disease or related dementias, and provides much-needed respite for caregivers.

The Office of Elder Affairs also collaborates with the Elder Abuse Institute of Maine to provide transitional housing and support services for elderly victims of abuse through the Martha's Cottage Project.

The FY20 expenditure budget for the Office of Elder Affairs is increasing by \$130,755, or 51.7%; this increase is largely due to a department staffing reorganization. The FY20 personnel changes include the transfer of the Director of Elder Affairs position from HHS Administration, as well as the addition of a new 0.8 CNA FTE. Program revenue is increasing \$55,196, or 22.0%.

Division Summary

Department: Barron Center	Division: Office of Elder Affairs				Account: 10744402	
	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	214,761	214,571	253,317	337,386	337,386	337,386
Administrative Services	3,000	3,000	3,000	3,000	3,000	3,000
Contractual Services	6,325	6,325	6,325	6,325	6,325	6,325
Supplies	28,645	35,745	36,775	36,775	36,775	36,775
Utilities	300	300	300	300	300	300
Total	253,031	259,941	299,717	383,786	383,786	383,786
Less Revenues	(251,258)	(289,280)	(306,454)	(306,454)	(306,454)	(306,454)
Net Division Total	1,773	(29,339)	(6,737)	77,332	77,332	77,332

Therapeutic Recreation

Therapeutic Recreation provides a broad variety of individual and group recreational activities for all residents, and oversees the 150 member volunteer program.

The FY20 budget for Therapeutic Recreation increased by \$14,462, or 5.2%. This increase includes general annual wage increases and purchase replacement of chairs and tables.

Division Summary

Department: Barron Center **Division:** Therapeutic Recreation **Account:** 10744403

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	257,722	211,606	267,084	267,084	267,084	267,084
Administrative Services	1,300	1,100	1,100	1,100	1,100	1,100
Contractual Services	11,600	0	13,100	13,100	13,100	13,100
Supplies	8,500	8,500	12,300	12,300	12,300	12,300
Total	279,122	221,206	293,584	293,584	293,584	293,584

Nursing Administration

Nursing Administration is responsible for the supervision and management of the Nursing Direct Care division in two buildings 24-hours per day, seven days a week. The division's 18.2 positions provide clinical nursing supervision and direction to the Barron Center's nursing staff on the five nursing units in the main building and the fifty bed Alzheimer's unit (Barron Center II). Staffing patterns on the six units are continually adjusted to meet the changing needs of the resident population and to meet State of Maine mandated minimum staffing ratios.

The FY20 Nursing Administration division's budgetary increase of \$63,634, or 4.1%, is mainly attributed to general wage increases and a whirlpool tub capital outlay replacement.

Division Summary

Department: Barron Center Division: Nursing Administration Account: 10744404

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	1,371,947	1,269,389	1,440,054	1,407,529	1,407,529	1,407,529
Benefits	13,585	10,580	10,600	10,600	10,600	10,600
Administrative Services	30,650	30,650	34,050	34,050	34,050	34,050
Contractual Services	69,108	66,162	79,245	79,245	79,245	79,245
Rentals	900	1,105	900	900	900	900
Supplies	56,750	56,750	49,250	49,250	49,250	49,250
Capital Outlay	0	0	25,000	25,000	25,000	25,000
Total	1,542,940	1,434,636	1,639,099	1,606,574	1,606,574	1,606,574

Nursing Direct Care

Nursing Direct Care is comprised of six nursing units: Zolov, 2 North, 2 South, 3 North, 3 South, and Barron Center (BC) II. Each nursing unit focuses in a specialized form of care:

- The Zolov Unit, located on the main floor of the facility, is a 25-bed unit for short-term rehabilitation and more intensive-care residents.
- 2 North is a 36-bed unit located on the second floor. The majority of these patients have long-term skilled nursing needs requiring higher levels of professional staff to meet their clinical needs.
- 2 South is a 36-bed unit located on the second floor. The dementia residents (continuing care dementia) on this unit are the most labor intensive, and are often completely dependent on nursing care services as a result of their specific disease process.
- 3 North and 3 South are both 36-bed units located on the third floor, which are traditional long-term care units.
- BC II is a 50-bed unit, managed as five 10-bed "neighborhoods", which provides Alzheimer related services. BC II residents are highly mobile and require unique staffing considerations.

The FY20 budget for Nursing Direct Care budget, consisting only of wages, has an increase of \$45,773, or 0.7%. This budget includes general annual wage increases, and a reduction in overtime expense.

Division Summary

Department: Barron Center	Division: Nursing Direct Care				Account: 10744405	
	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	6,589,155	6,376,364	6,854,666	6,634,928	6,634,928	6,634,928
Total	6,589,155	6,376,364	6,854,666	6,634,928	6,634,928	6,634,928

Nutrition & Supply

The Nutrition and Supply division consists of Resident Nutrition, Cafeteria / Catering, and Central Medical Supply. The Resident Nutrition program is responsible for the therapeutic and nutritional needs of the residents. The Cafeteria / Catering program provides food services for employees, residents, families, visitors, and operates The Clock Tower Cafe at City Hall. Catering services are provided for City functions, receptions, and celebrations. Central Medical Supply purchases, receives, stores, and distributes routine medical supplies, over-the-counter drugs, and other supplies for the various divisions within the Barron Center.

The FY20 budget for Nutrition and Supply decreased \$28,976, or 1.0%, largely due to decreases in the medical supply and overtime lines.

Division Summary

Department: Barron Center	Division: Nutrition & Supply				Account: 10744406	
	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	1,348,807	1,286,069	1,372,919	1,332,385	1,332,385	1,332,385
Benefits	10,236	10,236	10,340	10,340	10,340	10,340
Administrative Services	3,095	2,645	2,645	2,645	2,645	2,645
Client Expenses	10,180	5,000	7,500	7,500	7,500	7,500
Contractual Services	43,572	42,961	45,388	45,388	45,388	45,388
Maintenance and Repairs	9,280	11,500	12,100	12,100	12,100	12,100
Rentals	23,521	22,126	24,674	24,674	24,674	24,674
Supplies	1,480,897	1,395,880	1,458,080	1,458,080	1,458,080	1,458,080
Minor Capital Items	0	0	27,500	7,500	7,500	7,500
Capital Outlay	0	46,940	0	0	0	0
Total	2,929,588	2,823,357	2,961,146	2,900,612	2,900,612	2,900,612

Environmental Services

The Barron Center's Environmental Services division is composed of six employees who are responsible for the maintenance of the twelve-acre Brighton Avenue facility. The maintenance division keeps the building in repair and working order through completing projects in-house or arranging for outside vendors. Maintenance is also responsible for snow removal, landscaping, and conducting facility fire drills.

The FY20 Environmental Services budget increased \$24,654, or 2.3%. Budget changes include an increase in payroll costs and in general building repairs, and a reduction in utility costs.

Division Summary

Department: Barron Center

Division: Environmental Services

Account: 10744407

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	346,992	358,183	377,381	377,381	377,381	377,381
Benefits	4,350	4,000	4,000	4,000	4,000	4,000
Administrative Services	3,400	3,400	2,600	2,600	2,600	2,600
Contractual Services	57,185	68,821	70,700	70,700	70,700	70,700
Maintenance and Repairs	97,820	98,760	93,790	93,790	93,790	93,790
Supplies	98,358	93,686	94,988	94,988	94,988	94,988
Utilities	425,247	401,200	414,547	414,547	414,547	414,547
Capital Outlay	59,065	59,065	59,065	59,065	59,065	59,065
Total	1,092,417	1,087,115	1,117,071	1,117,071	1,117,071	1,117,071

Housekeeping

The Barron Center's Housekeeping staff is responsible for providing a clean and appealing environment for all residents of the Barron Center.

The FY20 Housekeeping budget increased \$43,409, or 7.3%. This budget includes personnel cost increases and the purchase of janitorial equipment.

Division Summary

Department: Barron Center

Division: Housekeeping

Account: 10744408

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	471,164	475,582	507,205	507,205	507,205	507,205
Benefits	1,300	1,300	1,300	1,300	1,300	1,300
Contractual Services	3,600	3,600	3,600	3,600	3,600	3,600
Maintenance and Repairs	665	665	665	665	665	665
Supplies	121,268	114,214	120,136	120,136	120,136	120,136
Minor Capital Items	0	0	8,500	8,500	8,500	8,500
Total	597,997	595,361	641,406	641,406	641,406	641,406

Laundry Services

The Laundry division provides a clean and adequate supply of laundry to the residents. Personal laundry services are provided to nearly all of the residents. Laundry services are also provided to the City's Oxford Street Shelter.

The FY20 Laundry Services budget increased by \$14,375, or 2.7%, primarily due to increased personnel costs. The FY20 budget includes laundry service to the Family Shelter; costs of these services are fully reimbursed to the Barron Center.

Division Summary

Department: Barron Center Division: Laundry Services Account: 10744409

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	453,098	452,876	467,668	467,668	467,668	467,668
Benefits	1,000	4,720	1,450	1,450	1,450	1,450
Administrative Services	250	250	250	250	250	250
Maintenance and Repairs	13,000	13,500	13,675	13,675	13,675	13,675
Supplies	65,705	56,085	64,405	64,405	64,405	64,405
Total	533,053	527,431	547,448	547,448	547,448	547,448

Debt Service

The Debt Service account provides for the payment of the principal and interest on the City's outstanding General Obligation Bonds, as well as the cost for the current-year bond issuance. Department revenue is from reimbursed bond costs, primarily from the City's enterprise funds and the School Department.

The FY20 budget includes Lyseth Elementary School renovations and TIF revenue reimbursement. The FY20 net budget is increasing \$518,010 or 2.0%.

Department Summary

Department: Debt Service

100-47

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Contractual Services	731,500	731,500	730,500	730,500	730,500	730,500
Debt Service	41,086,536	41,086,536	44,587,532	44,357,298	44,357,298	44,357,298
Total	41,818,036	41,818,036	45,318,032	45,087,798	45,087,798	45,087,798
Less Revenues	(16,979,744)	(16,964,420)	(18,731,496)	(19,731,496)	(19,731,496)	(19,731,496)
Net Department Total	24,838,292	24,853,616	26,586,536	25,356,302	25,356,302	25,356,302

Public Library

Portland Public Library is a general-purpose library system that serves Portland and the surrounding region. Portland Public Library (PPL) provides a wide array of collections, programs, and services to 80,000 patrons through four locations, the bookmobile, and the outreach service to low-mobility community members, as well as 24/7 access through our "virtual branch" on its website.

The Portland Public Library is a trusted educational leader and multifaceted community resource in Portland. PPL welcomes everyone, and provides exciting and meaningful opportunities to children and families, and to teens and adults as lifelong learners. PPL is also frequently accessed by those on the margins – the economically challenged, those in recovery or newly release from incarceration, new Mainers, our aging population, and others in transition. In addition to collections of over 360,000 and more extensive online resources, the Library offers over 1,000 programs each year for citizens to engage in education, entertainment, important conversations about issues in the community, tutoring, training in workforce skills, and other opportunities for growth.

Portland Public Library is an independent 501(c)(3) non-profit organization, governed by a Board of Trustees. PPL finances all of its collections, programs, and outreach through an Annual Campaign, operational grants, fees, and endowment income. The City of Portland owns the land and buildings in which the Library operates its public locations. Municipal support from the City of Portland, Cumberland County, and the Maine State Library is directed solely to the infrastructure needs of these buildings and the salaries of Library employees.

This budget reflects the City's contribution to the Library; the FY20 budget increased \$116,550, or 2.9%.

Department Summary

Department: Public Library

100-48

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	2,890,000	2,890,000	2,982,600	2,982,600	2,982,600	2,982,600
Benefits	500,000	500,000	605,000	605,000	605,000	605,000
Contributions	672,000	672,000	768,157	590,950	590,950	590,950
Total	4,062,000	4,062,000	4,355,757	4,178,550	4,178,550	4,178,550

Pension

The City makes contributions for the future retirement of employees and disability payments.

The City has two separate defined benefit pension plans. Full retirement benefits are available to non-Public Safety employees with 25 years of service at age 60 (or at age 65 after July 1, 2014), and Public Safety employees with 25 years of service. There is also a plan covering grandfathered Public Safety employees with 20 years of service. Contributions to the Maine Public Employees Retirement System (MainePERS) are made by both the employee and the City. Generally, participants are vested after five creditable years of service.

Employees also have the choice of an International City Management Association Retirement Corporation (ICMA RC) 401(a) defined contribution plan.

Department Summary

Department: Pension

100-51

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Benefits	8,126,801	8,054,444	8,398,292	8,398,292	8,398,292	8,398,292
Total	8,126,801	8,054,444	8,398,292	8,398,292	8,398,292	8,398,292
Less Revenues	(1,040,517)	(830,919)	(1,122,706)	(1,127,244)	(1,127,244)	(1,127,244)
Net Department Total	7,086,284	7,223,525	7,275,586	7,271,048	7,271,048	7,271,048

Employee Benefits

The Employee Benefits account consists of the following divisions: Health Insurance Program, Workers' Compensation, FICA, Group Life Insurance, and Unemployment. Since all benefit costs for the City are budgeted for in one account, this budget is considered a non-departmental budget. The Department of Human Resources has oversight responsibility.

Department Summary

Department: Employee Benefits

100-52

		FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown							
Benefits		20,623,801	20,500,908	20,279,926	20,279,926	20,279,926	20,292,499
Administrative Services		612,698	869,072	983,239	983,239	983,239	983,239
Contractual Services		958,465	1,111,914	1,324,087	1,054,087	1,054,087	1,054,087
Rentals		11,736	11,676	12,084	12,084	12,084	12,084
Insurance		981,760	1,016,610	1,500,782	950,782	950,782	950,782
Utilities		1,420	1,326	1,420	1,420	1,420	1,420
Contributions		151,775	151,775	151,775	151,775	151,775	151,775
Total		23,341,655	23,663,281	24,253,313	23,433,313	23,433,313	23,445,886
Summary by Division							
Health Insurance Program	(52-200)	20,110,956	20,027,909	19,936,320	19,936,320	19,936,320	19,948,893
Workers' Compensation	(52-300)	1,786,778	2,231,451	2,873,072	2,053,072	2,053,072	2,053,072
FICA	(52-400)	1,138,099	1,138,099	1,138,099	1,138,099	1,138,099	1,138,099
Group Life Insurance	(52-500)	205,822	205,822	205,822	205,822	205,822	205,822
Unemployment	(52-600)	100,000	60,000	100,000	100,000	100,000	100,000
Total		23,341,655	23,663,281	24,253,313	23,433,313	23,433,313	23,445,886
Less Revenues		(6,253,218)	(6,112,026)	(6,495,764)	(6,513,614)	(6,513,614)	(6,513,614)
Net Department Total		17,088,437	17,551,255	17,757,549	16,919,699	16,919,699	16,932,272

Health Insurance Program

The Health Insurance Account provides funding for the City's self-insured health plan. The City picks up the full cost of medical individual and family coverage for full-time grandfathered employees. For all remaining full-time employees, the City picks up 85% of employee only costs, 72% of employee and child(ren) costs, 69% of employee and adult costs and 65% of family costs.

During FY17, the City introduced a new voluntary wellness program, aimed at improving health and well-being of employees by achieving healthier living. Participation in the program's five wellness activities provides an incentive at the beginning of each plan year for employees to reduce or eliminate the employee only 15% share of costs.

Claim payments are made by a third-party administrator.

Division Summary

Department: Employee Benefits	Division: Health Insurance Program				Account: 10052200	
	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Benefits	19,179,880	19,096,987	18,836,005	18,836,005	18,836,005	18,848,578
Administrative Services	917,920	917,920	1,086,811	1,086,811	1,086,811	1,086,811
Rentals	11,736	11,676	12,084	12,084	12,084	12,084
Utilities	1,420	1,326	1,420	1,420	1,420	1,420
Total	20,110,956	20,027,909	19,936,320	19,936,320	19,936,320	19,948,893
Less Revenues	(5,691,657)	(5,710,284)	(6,019,022)	(6,031,640)	(6,031,640)	(6,031,640)
Net Division Total	14,419,299	14,317,625	13,917,298	13,904,680	13,904,680	13,917,253

Workers' Compensation

The City is self-insured under the provisions of the Maine Workers' Compensation Act. Our third-party administrator, Maine Municipal Association, processes all claims and maintains files, and provides WC Board filing of notices. Monthly reports are received from MMA outlining payments made for medical, legal, indemnity and other expenditures on open claims. This account includes all the aforementioned payments as well as administration fees charged based on claims activity. When applicable, this account also carries the debt payments on bonds purchased for the settlement of on-going WC claims. The Risk Prevention line, which funds the City's Drug and Alcohol Testing program, is also a function of this budget.

Division Summary

Department: Employee Benefits **Division:** Workers' Compensation **Account:** 10052300

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Administrative Services	(305,222)	(48,848)	(103,572)	(103,572)	(103,572)	(103,572)
Contractual Services	958,465	1,111,914	1,324,087	1,054,087	1,054,087	1,054,087
Insurance	981,760	1,016,610	1,500,782	950,782	950,782	950,782
Contributions	151,775	151,775	151,775	151,775	151,775	151,775
Total	1,786,778	2,231,451	2,873,072	2,053,072	2,053,072	2,053,072
Less Revenues	(434,819)	(275,000)	(350,000)	(350,000)	(350,000)	(350,000)
Net Division Total	1,351,959	1,956,451	2,523,072	1,703,072	1,703,072	1,703,072

FICA

In 1986, the Internal Revenue Service began requiring employees covered by pension plans other than Social Security to contribute to Medicare. Therefore, employees hired after April 1, 1986, are required to contribute a percentage of their annual wages for Medicare coverage. The City must also make a matching contribution. The current rate is 1.45%.

Division Summary

Department: Employee Benefits Division: FICA Account: 10052400

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Benefits	1,138,099	1,138,099	1,138,099	1,138,099	1,138,099	1,138,099
Total	1,138,099	1,138,099	1,138,099	1,138,099	1,138,099	1,138,099
Less Revenues	(119,967)	(119,967)	(119,967)	(125,199)	(125,199)	(125,199)
Net Division Total	1,018,132	1,018,132	1,018,132	1,012,900	1,012,900	1,012,900

Group Life Insurance

The Group Life Insurance account pays the full cost of this insurance for qualified retirees, Police, Fire and EMS. The City's contributions are based on the employee's actual wages. The wages are multiplied by the applicable insurance rate per \$1,000. This program is administered by the Maine Public Employees Retirement System (MainePERS).

All other City employees pay the entire cost of life insurance.

The revenues received are from inter-fund transfers to the Jetport for the cost of the group life insurance contributions paid on the public safety employees assigned to the Air Rescue Station and Jetport Security forces.

Division Summary

Department: Employee Benefits	Division: Group Life Insurance				Account: 10052500	
	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Benefits	205,822	205,822	205,822	205,822	205,822	205,822
Total	205,822	205,822	205,822	205,822	205,822	205,822
Less Revenues	(6,775)	(6,775)	(6,775)	(6,775)	(6,775)	(6,775)
Net Division Total	199,047	199,047	199,047	199,047	199,047	199,047

Unemployment

The Unemployment Insurance Program is mandated by state and federal law. The City is self-insured and reimburses the state for all benefits paid to eligible recipients as determined by the Maine Unemployment Security Commission.

Division Summary

Department: Employee Benefits Division: Unemployment Account: 10052600

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Benefits	100,000	60,000	100,000	100,000	100,000	100,000
Total	100,000	60,000	100,000	100,000	100,000	100,000

Contingency

The Contingency account provides funds which are set aside as a necessary provision for meeting unforeseen contingencies and emergencies which may arise during the year. Expenditures for contingencies arising in the implementation of the policies and work programs established by the City Council are authorized by the City Manager.

Department Summary

Department: Contingency

100-61

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Administrative Services	850	24,895	895	895	895	895
Contractual Services	275,000	263,000	275,000	249,105	249,105	249,105
Total	275,850	287,895	275,895	250,000	250,000	250,000

General Liability Insurance

This account funds the City's self-insurance program, including the defense and/or settlement of claims against the City, and repair of damage to City property. In addition, the City purchases insurance policies to cover property and liability exposures with limits set forth in the Maine Tort Claims Act. Claims are processed in-house in the legal department through Maine Municipal Association's (MMA) property and casualty pool.

Insurance premiums are charged to enterprise funds for buildings and contents, boiler, crime bond, airport and marine coverage. Revenue is also derived through subrogation to third parties for damage to City property.

Department Summary

Department: General Liability Insurance

100-62

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Administrative Services	5,700	5,700	5,700	5,700	5,700	5,700
Insurance	768,758	766,758	833,625	833,625	833,625	833,625
Total	774,458	772,458	839,325	839,325	839,325	839,325
Less Revenues	(154,587)	(179,359)	(177,918)	(177,918)	(177,918)	(177,918)
Net Department Total	619,871	593,099	661,407	661,407	661,407	661,407

County Tax

County tax is assessed to each municipality by the county in which it resides. Distribution of the tax burden is made on the basis of the valuation of a municipality as determined by the State Board of Equalization. Portland's share of Cumberland County tax in FY20 has increased by \$351,471 or 5.6%.

	2018	2018	2019	2019	%
	State Certified	Tax	State Certified	Tax	Tax
	Valuation		Valuation		Change
Baldwin	\$156,800,000	\$108,967	\$163,550,000	\$112,103	2.88%
Bridgeton	996,400,000	692,437	1,062,850,000	728,506	5.21%
Brunswick	2,252,400,000	1,565,279	2,319,900,000	1,590,123	1.59%
Cape Elizabeth	1,980,850,000	1,376,569	2,125,200,000	1,456,670	5.82%
Casco	648,250,000	450,494	680,050,000	466,125	3.47%
Chebeague Island	192,150,000	133,532	218,150,000	149,526	11.98%
Cumberland	1,264,650,000	878,854	1,328,750,000	910,761	3.63%
Falmouth	2,401,350,000	1,668,790	2,532,600,000	1,735,913	4.02%
Freeport	1,595,900,000	1,109,052	1,739,650,000	1,192,404	7.52%
Frye Island	152,500,000	105,978	157,250,000	107,783	1.70%
Gorham	1,682,600,000	1,169,303	1,806,250,000	1,238,053	5.88%
Gray	928,000,000	644,903	1,029,500,000	705,647	9.42%
Harpswell	1,896,600,000	1,318,020	1,931,200,000	1,323,697	0.43%
Harrison	528,600,000	367,344	536,000,000	367,389	0.01%
Long Island	166,150,000	115,464	174,150,000	119,367	3.38%
Naples	773,550,000	537,570	831,600,000	570,001	6.03%
New Gloucester	505,350,000	351,187	557,400,000	382,057	8.79%
North Yarmouth	484,450,000	336,663	528,500,000	362,248	7.60%
Portland	9,049,500,000	6,288,845	9,687,850,000	6,640,316	5.59%
Pownal	245,150,000	170,364	259,450,000	177,834	4.38%
Raymond	1,067,550,000	741,881	1,150,200,000	788,378	6.27%
Scarborough	4,068,100,000	2,827,079	4,313,600,000	2,956,659	4.58%
Sebago	380,850,000	264,667	396,200,000	271,566	2.61%
South Portland	4,008,550,000	2,785,695	4,308,100,000	2,952,889	6.00%
Standish	1,054,250,000	732,639	1,103,700,000	756,506	3.26%
Westbrook	2,017,700,000	1,402,177	2,144,350,000	1,469,796	4.82%
Windham	1,916,750,000	1,332,023	2,095,000,000	1,435,970	7.80%
Yarmouth	1,635,900,000	1,136,850	1,711,350,000	1,173,006	3.18%
	\$44,050,850,000	\$30,612,626	\$46,892,350,000	\$32,141,293	4.99%

Department Summary

Department: County Tax

100-63

	FY19	FY19	FY20	FY20	FY20	FY20
	Approp.	Projected	Department	Manager's	Finance	Final
		Expend.	Submission	Recomm.	Comm.	Allowance
Classification Breakdown						
Contributions	6,288,845	6,288,845	6,602,268	6,640,316	6,640,316	6,640,316
Total	6,288,845	6,288,845	6,602,268	6,640,316	6,640,316	6,640,316

Memberships / Other

The Memberships account provides for City membership in various professional and governmental organizations whose purpose is to provide services and information to the City. A significant portion of this budget is comprised of the Metro subsidy.

Department Summary

Department: Memberships / Other

100-65

		FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown							
Contractual Services		50,000	50,392	50,000	50,000	50,000	50,000
Contributions		3,139,939	3,136,206	3,220,162	3,253,640	3,253,640	3,253,640
Total		3,189,939	3,186,598	3,270,162	3,303,640	3,303,640	3,303,640
Summary by Division							
Transit District	(65-200)	2,713,649	2,709,916	2,787,772	2,787,772	2,787,772	2,787,772
Regional Transportation	(65-300)	72,380	72,380	78,480	78,480	78,480	78,480
Memberships - Miscellaneous	(65-400)	403,910	404,302	403,910	437,388	437,388	437,388
Total		3,189,939	3,186,598	3,270,162	3,303,640	3,303,640	3,303,640
Less Revenues		0	0	0	(302,717)	(302,717)	(302,717)
Net Department Total		3,189,939	3,186,598	3,270,162	3,000,923	3,000,923	3,000,923

Transit District (Metro)

The Transit District account provides subsidy support to the Greater Portland Transit District, better known as Metro.

The Greater Portland Transit District is a shared venture to provide public transportation services to the residents of the municipalities it serves, serving the communities of Brunswick, Falmouth, Freeport, Gorham, Portland, South Portland, Westbrook, and Yarmouth. Metro works with the Portland Area Comprehensive Transportation System (PACTS), the Greater Portland Council of Governments (GPCOG), multiple partner transit agencies, and member communities to implement a coordinated regional transit system.

A Board of Directors manages the transit district. The Board of Directors has responsibility for budgeting and financing. During the course of early 2019, Metro will be working with the communities of Brunswick, Freeport and Yarmouth to move the Metro BREEZ project from its pilot phase to permanence. This also entails bringing these communities onto the Metro Board of Directors as full members who also contribute their fair portion of the agency's fixed and overhead costs. The district's operating and capital expenditures, including debt service, are financed by state and federal grants received directly by the district, fares, and assessments of member communities.

The FY20 City's Metro budget has increased by \$74,123 or 2.7%. The FY20 new revenue represents a TIF reimbursement. Portland residents will continue to benefit from a mid-2018 expansion of METRO transit service.

Division Summary

Department: Memberships / Other	Division: Transit District (Metro)				Account: 10065200	
	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Contributions	2,713,649	2,709,916	2,787,772	2,787,772	2,787,772	2,787,772
Total	2,713,649	2,709,916	2,787,772	2,787,772	2,787,772	2,787,772
Less Revenues	0	0	0	(302,717)	(302,717)	(302,717)
Net Division Total	2,713,649	2,709,916	2,787,772	2,485,055	2,485,055	2,485,055

Regional Transportation

The Regional Transportation Program (RTP) provides para-transit services to the City on a contractual basis, for individuals unable to use public transportation (METRO), in accordance with the American with Disabilities Act (ADA). RTP services the cities of Portland, South Portland, Falmouth and Westbrook, with the cost apportioned based on ridership.

Division Summary

Department: Memberships / Other **Division:** Regional Transportation **Account:** 10065300

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Contributions	72,380	72,380	78,480	78,480	78,480	78,480
Total	72,380	72,380	78,480	78,480	78,480	78,480

Memberships - Miscellaneous

The Memberships account provides for City membership in various professional and governmental organizations whose purpose is to provide services and information to the City. This year's budget includes funding for the Greater Portland Council of Governments, Community Television Network, the Maine Municipal Association, the Board of Harbor Commissioners, Peaks Island Council, the HOME Team, and Community Counseling for TIP Program.

Division Summary

Department: Memberships / Other	Division: Memberships - Miscellaneous				Account: 10065400	
	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Contractual Services	50,000	50,392	50,000	50,000	50,000	50,000
Contributions	353,910	353,910	353,910	387,388	387,388	387,388
Total	403,910	404,302	403,910	437,388	437,388	437,388

Wage Adjustment

The Wage Adjustment account provides a wage reserve, which may result from scheduled union contract negotiations or other personnel compensation modifications.

Department Summary

Department: Wage Adjustment

100-67

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	60,000	0	50,000	(165,000)	(165,000)	(165,000)
Total	60,000	0	50,000	(165,000)	(165,000)	(165,000)

Portland, Maine



Yes. Life's good here.

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Key Revenues and Expenses

Revenues

FISH PIER

The Fish Pier Authority is a segregated budget that maintains the Portland Fish Pier and keeps its own fund balance. Administered by the Fish Pier Authority board, this fund receives revenues from leases and parking on the pier. Revenue generated by fish pier operations is required to be used to support the pier maintenance and capital improvements, as well as supporting the Portland Fish Exchange auction.

SEWER FUND

100% of the revenues generated by the Sewer Fund are from sewer user fees. The Portland Water District bills the City's residents and businesses for water and sewer. The sewer portion is based upon water volume.

On July 1, 2019, the FY20 sewer user fee increases to \$10.40 per hundred cubic feet (hcf). This is an increase of \$0.45 over the FY19 rate of \$9.95 per hcf, an increase of 4.5%.

In FY20, approximately 78.5% of the Sewer Fund budget is allocated for debt service and assessment fees to the Water District.

STORMWATER FUND

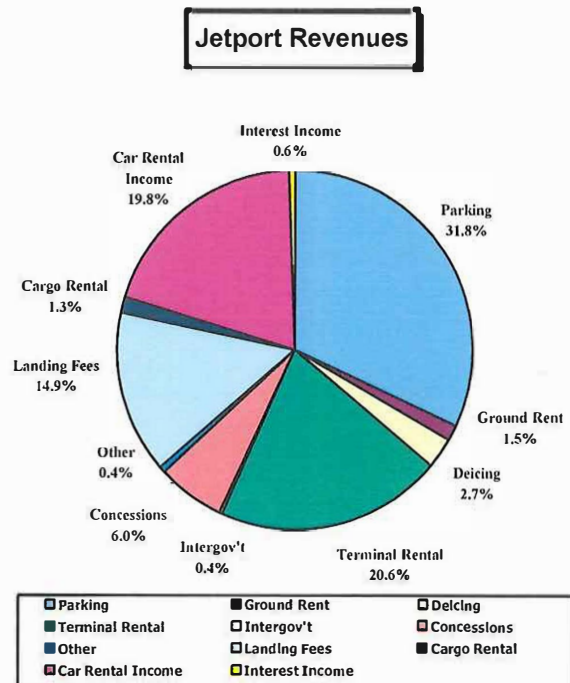
The Stormwater program / rate began mid-year FY16 on January 1, 2016; Stormwater related services separated from the Sewer Fund as part of an effort to achieve greater fairness in paying stormwater costs among its' users, allowing more equitable distribution of user costs which are based on impervious area.

The FY20 stormwater service charge remains unchanged July 1, 2019 at \$6.30/month per 1,200 square feet of impervious surface. The City maintains the Stormwater billing system.

The collected funds from the sewer user fees and stormwater service charges are used to maintain and improve the City's infrastructure, and to fund projects related to the Department of Environmental Protection's ("DEP") mandated Combined Sewer Overflow ("CSO") requirements. The capital cost estimate of these projects totals several hundred million over an approximate 20 year time period.

JETPORT

The Jetport is ranked by the Federal Aviation Administration as the 92nd largest airport in the United States based on enplanements as of calendar year 2018. During 2018, more than 1.8 million passengers flew into and out of the Jetport. The Jetport is served by five major airlines: American Airlines, Delta Airlines, JetBlue Airways, Southwest Airlines, and United Airlines, along with their regional partners.



Airlines pay terminal rental and landing fees based on Jetport cost center expenses. Airline revenues account for approximately 34% of the Jetport's total FY20 revenue, with parking, rental cars, concessions, ground rent, and miscellaneous revenue providing the other 66%.

Rental cars are provided on-site by Alamo, Avis, Budget, Dollar, Enterprise, Hertz, and National. Each agency pays a fee for parking ready spaces, counter space, and commission on gross sales to the Jetport. In FY20, car rental agency income is expected to draw 30% of the non-airline revenue. Parking, representing 48% of non-airline revenue, is contracted out to a private management company, which remits the net revenues generated by the parking operations on a monthly basis.

A brief description of each of these operations follows.

FISH PIER

The Fish Pier Authority is a segregated budget that maintains the Portland Fish Pier and keeps its own fund balance. The Fish Pier falls under the direction of the Public Buildings and Waterfront department. The Pier was deeded to the City in 1984 by the State to use in support of commercial fishing activities.

SEWER FUND

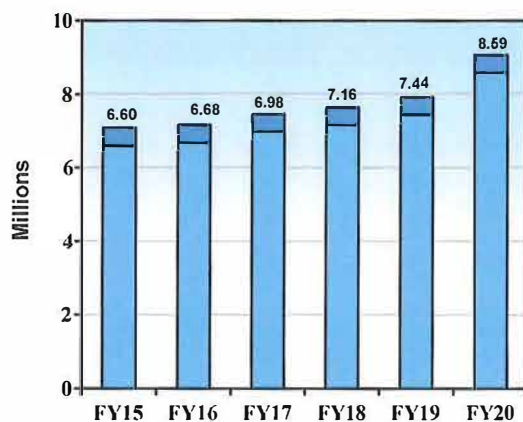
The principal function of the Sewer Fund is to account for the sewer services to the City residents and business establishments. The City is also served by the Portland Water District (PWD), a wholly separate quasi-municipal entity, whose operations are not part of the City for treatment of its wastewater. The City owns and maintains the infrastructure sewer lines and is responsible for the cost of their maintenance, improvements and expansion. The PWD owns and operates a treatment plant for sewage delivered to the plant by the City, for which the City pays a monthly fee. The City is responsible for the entire debt service required to finance the PWD's treatment plant in Portland.

STORMWATER FUND

The principal function of the Stormwater fund is to account for operating, maintaining, and meeting the capital costs requirements of the City of Portland stormwater and combined sewer infrastructure systems. The City of Portland maintains 129 miles of stormwater infrastructure, 141 miles of combined sewer systems, 96 miles of sanitary sewer, 9 sewer-pumping stations, and approximately 15,000 other structures that help to move and treat stormwater.

The city is also responsible for the capital costs necessary to maintain the system and the development and redevelopment of properties within the city and for meeting State and Federal mandates regarding the quality of streams and tidal waters within its jurisdiction.

Jetport Parking Division Income



Note: FY19 and FY20 are estimated amounts

The Airfield Deicing Facility is a net zero cost operation, with all costs initially paid by the Jetport and then reimbursed by airlines for services rendered.

All revenues generated by the Jetport are dedicated, meaning that any excess of revenue after expenses have been paid at year-end must remain in the Jetport fund to be used for future expansion or major capital improvement needs.

Expenditures

Enterprise Fund accounting is used to account for operations that are financed and operated in a manner similar to private business enterprises. The intent of the governing body is that the costs of providing goods and services to the public be financed primarily through user charges. There are four enterprise funds administered by three departments of the City.

JETPORT

The Jetport Fund is responsible for the operation and maintenance of the Portland International Jetport. The Jetport serves as a vital transportation link to the City of Portland and the entire southern region of Maine. Passenger enplanements have increased from approximately 250,111 passengers annually in 1980 to 1,062,873 for the calendar year 2018.

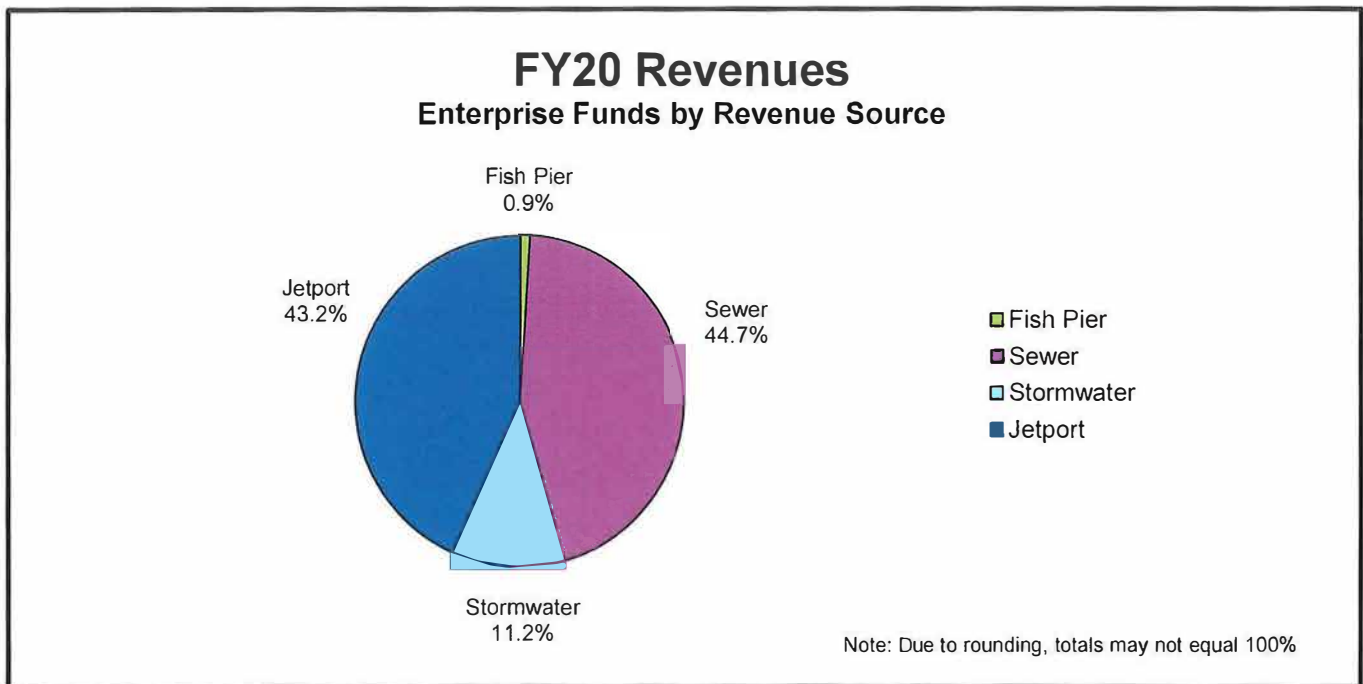
The Jetport's major expenses include the terminal building, operation of the Jetport Parking division, and maintenance of the Airfield runways, taxiways and aprons. Other central expenses include security, administrative, and marketing costs.

City of Portland, Maine
Comparative Statement of Revenues
For Enterprise Funds

Object	Account Title	Actual Revenues FY18	Estimated Revenues FY19	Projected Revenues FY19	Estimated Revenues FY20
Fish Pier Fund:					
341-000	Misc. Charges for Services	19,836	14,430	16,400	17,120
341-550	Berthing Income	29,376	29,376	28,900	29,376
363-150	Parking Income	304,990	324,422	311,900	330,226
363-250	Ground Rent	180,827	178,152	178,152	182,456
394-000	Fund Balance Appropriation	-	(148,167)	(100,639)	(170,499)
Total Fish Pier Fund:		\$535,029	\$398,213	\$434,713	\$388,679
Sewer Fund:					
321-040	Sewer Connects	7,611	17,900	13,000	13,000
327-000	Misc. Licenses and Permits	5,100	4,950	4,000	4,950
331-200	Federal Pass Thru Grants	1,775	-	-	-
341-000	Misc. Charges for Services	23,543	5,000	15,000	15,000
341-700	Lien and Foreclosure Cost	13,601	10,000	8,000	10,000
344-100	Residential Sewer Fees	13,470,742	14,360,496	14,550,000	15,009,966
344-200	Commercial Sewer Fees	8,169,263	8,490,504	8,700,000	8,874,497
344-300	Industrial Sewer Fees	1,571,101	1,677,962	1,650,000	1,735,976
344-400	Governmental Sewer Fees	871,545	908,694	895,000	949,791
344-500	Commercial Surcharge Inc.	120,907	100,400	160,000	100,400
344-600	Industrial Surcharge Inc.	271,378	300,000	225,000	300,000
361-000	Interest Income	88,139	50,000	150,000	50,000
361-300	Interest / Penalty Delinquencies	11,071	5,000	5,000	500
391-000	Operating Transfers In	-	-	20,000	54,240
394-000	Fund Balance Appropriation	-	29,399	(870,128)	(424,085)
395-000	Enterprise Fund Charges	226,342	238,931	238,931	247,667
398-000	Misc. Reimbursements	-	54,254	35,000	-
398-010	Fringe Benefits	87,255	68,037	68,037	90,671
Total Sewer Fund:		\$24,939,373	\$26,321,527	\$25,866,840	\$27,032,572
Stormwater Fund:					
341-000	Misc. Charges for Services	40	-	-	-
344-650	Stormwater User Fees	6,523,043	6,933,125	6,750,000	6,933,125
344-651	Stormwater Credit	-	(103,997)	0	(103,997)
361-000	Interest Income	63,941	35,000	75,000	35,000
391-000	Operating Transfers In	-	-	12,974	13,297
394-000	Fund Balance Appropriation	-	(4,117,488)	(4,112,343)	(4,088,588)
398-000	Misc. Reimbursements	-	12,974	7,500	-
Total Stormwater Fund:		\$6,587,024	\$2,759,614	\$2,733,131	\$2,788,837
Jetport Fund:					
331-200	Federal Pass Thru Grants	126,868	116,800	116,800	117,968
341-000	Misc. Charges for Services	887,744	841,195	841,195	830,353
361-000	Interest Income	260,170	160,000	160,000	161,600

City of Portland, Maine
Comparative Statement of Revenues
For Enterprise Funds

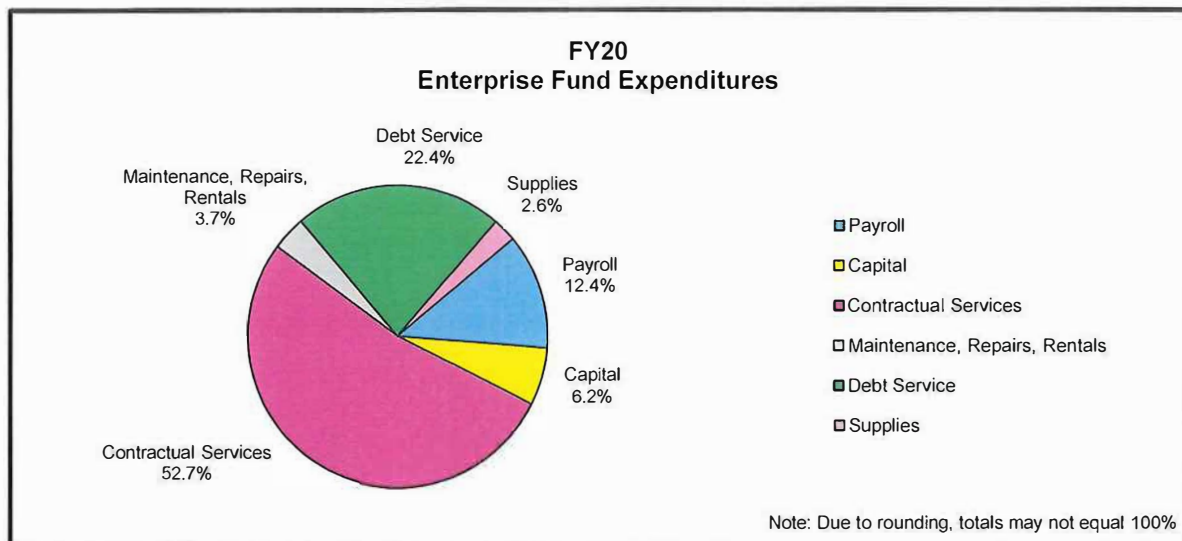
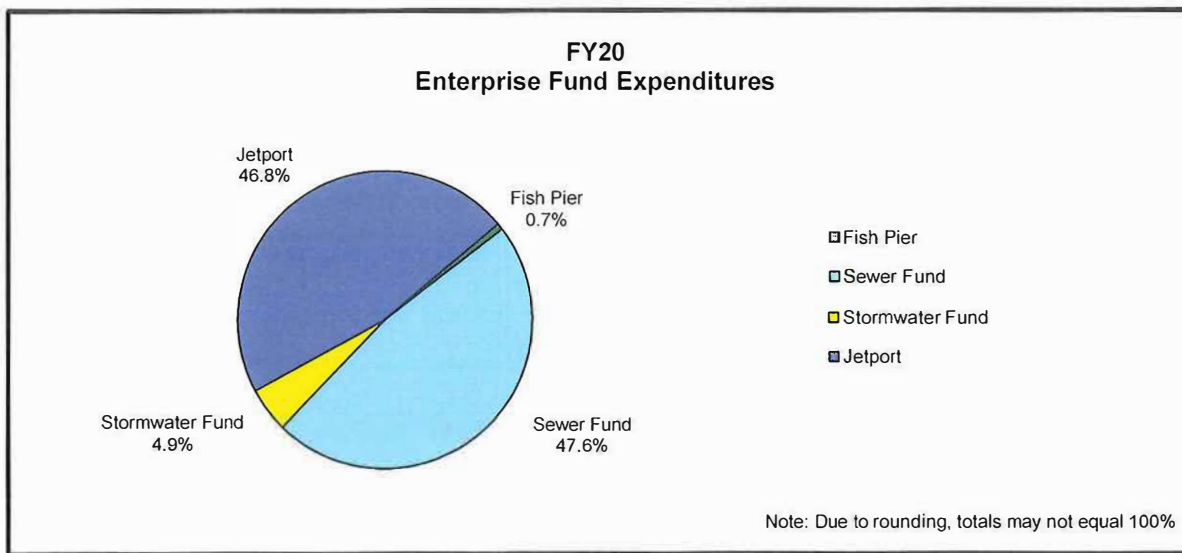
Object	Account Title	Actual Revenues FY18	Estimated Revenues FY19	Projected Revenues FY19	Estimated Revenues FY20
Jetport Fund <i>Continued</i>					
363-150	Parking Income	7,039,830	7,283,412	7,316,403	8,461,804
363-200	Concessions	1,498,975	1,574,500	1,574,500	1,590,245
363-250	Ground Rent	377,028	385,901	385,901	385,902
363-300	Landing Fees	3,377,084	3,865,689	3,908,411	3,958,420
363-350	Terminal Rental	4,717,376	4,977,691	5,075,516	5,486,279
363-400	Commissions - Car Rentals	4,479,029	4,419,944	4,794,000	5,095,116
363-450	Car-Service Facility	33,006	33,256	33,256	33,921
363-470	Car Rental - Terminal Use	123,238	123,238	123,238	123,238
363-480	Cargo Revenue	362,920	331,121	331,121	333,429
Total Jetport Fund:		\$23,283,268	\$24,112,747	\$24,660,341	\$26,578,275
TOTAL ENTERPRISE FUND REVENUES:		\$55,344,694	\$53,592,101	\$53,695,025	\$56,788,363



**CITY OF PORTLAND, MAINE
FY20 Annual Budget**

Departmental Budget Summary By Expenditure Category

Account Number	Account Title	Payroll	Contractual Services	Maint. / Repairs & Rentals	Supplies	Capital	Debt Service	Total
530	Fish Pier	32,000	105,693	225,000	13,500	0	12,486	388,679
570	Sewer Fund	2,274,391	15,784,408	476,285	273,701	300,000	7,923,788	27,032,572
571	Stormwater Fund	982,030	841,249	147,117	143,020	0	675,421	2,788,837
583	Jetport	3,749,872	13,173,863	1,247,990	1,039,092	3,232,645	4,134,813	26,578,275
Total Enterprise Funds:		\$7,038,292	\$29,905,213	\$2,096,391	\$1,469,313	\$3,532,645	\$12,746,508	\$56,788,363



Fish Pier Authority

The Fish Pier Authority, a quasi-municipal corporation, was created in 1989 to operate the eighteen-acre site. The pier is home to the City owned Portland Fish Exchange, the first public auction site for fresh seafood in the nation.

The bylaws of the Fish Pier Authority require that all revenue generated from the Fish Pier operations must stay with the Authority.

As an Enterprise Fund, expenditures and revenues net to zero.

Department Summary

Department: Public Buildings & Waterfront

530-35

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	32,000	32,000	32,000	32,000	32,000	32,000
Administrative Services	7,842	7,842	7,842	14,594	14,594	14,594
Contractual Services	44,619	44,619	42,676	42,676	42,676	42,676
Maintenance and Repair	235,000	268,500	225,000	225,000	225,000	225,000
Insurance	13,440	13,440	13,119	13,119	13,119	13,119
Supplies	13,500	13,500	13,500	13,500	13,500	13,500
Utilities	35,304	38,304	35,304	35,304	35,304	35,304
Debt Service	16,508	16,508	12,486	12,486	12,486	12,486
Total	398,213	434,713	381,927	388,679	388,679	388,679
Less Revenues	(398,213)	(434,713)	(381,927)	(388,679)	(388,679)	(388,679)
Net Department Total	0	0	0	0	0	0

Sewer Fund

The principal function of the Sewer Fund Enterprise is to account for the sewer services provided to City residents and business establishments. The Portland Water District, not a city managed department, owns and operates the wastewater treatment plant for which the Sewer Fund pays a monthly fee. The City owns and maintains the infrastructure sewer lines and is responsible for the costs of maintenance, improvements, and expansion.

All users of the system pay monthly or quarterly fees, based upon water volume, to support the expenses of the fund.

The Sewer Fund expenditures increased \$711,045, or 2.7%. The FY20 budget primary expenditure changes includes increases in the PWD Assessment and Sewer Fund Debt Service budgets, and a decrease in the Sewer Districting budget.

Department Summary

Department: Sewer Finance / Public Works

570

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	2,130,270	2,127,810	2,335,892	2,274,391	2,274,391	2,274,391
Benefits	984,419	737,862	996,546	998,752	998,752	998,752
Administrative Services	13,111,352	13,058,584	13,744,238	13,745,799	13,745,799	13,745,799
Contractual Services	1,476,659	1,283,920	1,477,103	897,103	897,103	897,103
Maintenance and Repair	510,278	535,995	359,220	359,220	359,220	359,220
Rentals	68,116	86,816	98,448	117,065	117,065	117,065
Insurance	30,795	39,520	30,729	30,729	30,729	30,729
Supplies	273,742	268,700	273,701	273,701	273,701	273,701
Utilities	120,828	112,565	112,024	112,024	112,024	112,024
Capital Outlay	35,000	35,000	550,000	300,000	300,000	300,000
Debt Service	7,580,068	7,580,068	7,923,788	7,923,788	7,923,788	7,923,788
Total	26,321,527	25,866,840	27,901,689	27,032,572	27,032,572	27,032,572
Summary by Division						
Sewer Finance (15-300)	134,810	136,045	141,938	141,938	141,938	141,938
Sewer Public Works Administration (31-100)	780,653	769,784	817,844	838,548	838,548	838,548
Sewer Districting (31-202)	3,019,206	2,855,550	3,420,967	2,637,279	2,637,279	2,637,279
Sewer Communications (31-204)	67,687	63,438	65,808	65,808	65,808	65,808
Sewer Engineering (31-303)	618,211	599,870	718,083	603,082	603,082	603,082
Sewer Debt Service (31-600)	7,745,068	7,745,068	8,088,788	8,088,788	8,088,788	8,088,788
Sewer Fringe Benefits (31-700)	1,493,120	1,264,833	1,510,622	1,519,490	1,519,490	1,519,490
Sewer PWD Assessment (31-800)	12,462,772	12,432,252	13,137,639	13,137,639	13,137,639	13,137,639
Total	26,321,527	25,866,840	27,901,689	27,032,572	27,032,572	27,032,572
Less Revenues	(26,321,527)	(25,866,840)	(27,901,689)	(27,032,572)	(27,032,572)	(27,032,572)
Net Department Total	0	0	0	0	0	0

Sewer Finance

This division's services are provided by the City's Finance Department. Finance provides billing and collection services, as well as lien processing for delinquent accounts. The Finance Department also maintains the financial records for the Sewer Fund and the computer network system.

The FY20 Sewer Finance division's increase of \$7,128, or 5.3%, is predominately related to general salary increases.

Division Summary

Department: Finance Division: Sewer Finance Account: 57015300

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	73,057	74,825	79,648	79,648	79,648	79,648
Administrative Services	5,433	5,100	5,820	5,820	5,820	5,820
Contractual Services	53,620	53,620	53,620	53,620	53,620	53,620
Supplies	2,700	2,500	2,850	2,850	2,850	2,850
Total	134,810	136,045	141,938	141,938	141,938	141,938

Sewer Public Works Administration

This division accounts for the associated costs incurred by the Department of Public Works administrative staff for sewer related activities.

The FY20 Administration expenditures show an increase of \$57,895, or 7.4%. Budget changes include personnel increases, technology implementations, and facility costs, partially offset by reductions in other lines.

Division Summary

Department: Public Works Division: Sewer Public Works Administration Account: 57031100

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	609,312	608,531	645,740	652,927	652,927	652,927
Benefits	5,580	3,000	3,192	3,192	3,192	3,192
Administrative Services	42,020	36,250	39,895	34,795	34,795	34,795
Contractual Services	48,450	40,650	30,750	30,750	30,750	30,750
Maintenance and Repairs	53,083	58,395	86,857	86,857	86,857	86,857
Rentals	1,008	1,008	1,060	19,677	19,677	19,677
Supplies	21,200	21,950	10,350	10,350	10,350	10,350
Total	780,653	769,784	817,844	838,548	838,548	838,548

Sewer Districting

The Sewer Districting division is responsible for the maintenance and repair of the City's sanitary sewer and stormwater systems including pump station operations and maintenance, catch basin cleaning, right of way inspections and maintenance, and sewer inspections and investigations.

FY20 division expenditures have decreased \$381,927, or 12.6%. The FY20 budget includes funds for pump station improvements and driveway paving at 109 District Road, and personnel increases, including one new water resources maintenance worker position. FY20 reductions include sewer project inspection and repair, as well as the removal of the FY19 funded 109 Districting Road wash bay.

Division Summary

Department: Public Works Division: Sewer Districting Account: 57031202

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	1,048,645	1,050,141	1,191,753	1,138,065	1,138,065	1,138,065
Benefits	22,741	17,936	21,781	21,781	21,781	21,781
Administrative Services	61,545	51,100	28,695	28,695	28,695	28,695
Contractual Services	977,039	800,600	998,252	518,252	518,252	518,252
Maintenance and Repairs	456,500	477,000	271,501	271,501	271,501	271,501
Rentals	64,608	83,608	93,960	93,960	93,960	93,960
Supplies	232,300	227,600	253,001	253,001	253,001	253,001
Utilities	120,828	112,565	112,024	112,024	112,024	112,024
Capital Outlay	35,000	35,000	450,000	200,000	200,000	200,000
Total	3,019,206	2,855,550	3,420,967	2,637,279	2,637,279	2,637,279

Sewer Communications

The Public Works Sewer Communications division accounts for the associated costs incurred for sewer related functions including service requests, street flooding and Dig Safe requests.

The FY20 expenditures have decreased \$1,879, or 2.8%. The FY20 budget represents one third of the general fund's communications program costs.

Division Summary

Department: Public Works Division: Sewer Communications Account: 57031204

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	62,430	59,063	59,822	59,822	59,822	59,822
Benefits	615	375	441	441	441	441
Administrative Services	100	0	417	417	417	417
Contractual Services	0	0	983	983	983	983
Maintenance and Repairs	0	0	167	167	167	167
Rentals	1,500	1,200	2,678	2,678	2,678	2,678
Supplies	3,042	2,800	1,300	1,300	1,300	1,300
Total	67,687	63,438	65,808	65,808	65,808	65,808

Sewer Engineering

The environmental engineering component of the Engineering division concentrates on sewer and storm water systems and compliance programs. Services include sanitary sewer and storm water system construction and rehabilitation, separation of sewage and storm water systems, investigation of drainage complaints and system failures, various environmental permitting, and enforcement of City ordinances and technical standards for sewage, stormwater and industrial waste discharge. This group is also responsible for the implementation of the Combined Sewer Overflow (CSO) abatement program and the industrial pretreatment program, both federally mandated by the Clean Water Act.

This divisional budget reflects a decrease of \$15,129, or 2.4%. The FY20 budget includes funds for a geographic information system (GIS) integrated modeling service for the management of stormwater drainage and wastewater collection systems.

Division Summary

Department: Public Works	Division: Sewer Engineering				Account: 57031303	
	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	336,826	335,250	358,929	343,929	343,929	343,929
Benefits	4,880	2,960	2,960	2,960	2,960	2,960
Administrative Services	27,760	22,160	20,050	20,050	20,050	20,050
Contractual Services	232,550	224,050	228,498	128,498	128,498	128,498
Maintenance and Repairs	695	600	695	695	695	695
Rentals	1,000	1,000	750	750	750	750
Supplies	14,500	13,850	6,200	6,200	6,200	6,200
Capital Outlay	0	0	100,000	100,000	100,000	100,000
Total	618,211	599,870	718,082	603,082	603,082	603,082

Sewer Debt Service

The Debt Service account provides for the sewer fund's portion of the principal and interest on the City's outstanding general obligation bonds.

Division Summary

Department: Public Works

Division: Sewer Debt Service

Account: 57031600

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Contractual Services	165,000	165,000	165,000	165,000	165,000	165,000
Debt Service	7,580,068	7,580,068	7,923,788	7,923,788	7,923,788	7,923,788
Total	7,745,068	7,745,068	8,088,788	8,088,788	8,088,788	8,088,788

Sewer Fringe Benefits

The Fringe Benefits account provides for the sewer fund's portion of the employees' fringe benefit costs as well as its share of the administrative services provided by the City's staff departments.

Division Summary

Department: Public Works **Division:** Sewer Fringe Benefits **Account:** 57031700

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Benefits	950,603	713,591	968,171	970,377	970,377	970,377
Administrative Services	511,722	511,722	511,722	518,384	518,384	518,384
Insurance	30,795	39,520	30,729	30,729	30,729	30,729
Total	1,493,120	1,264,833	1,510,622	1,519,490	1,519,490	1,519,490

Sewer PWD Assessment

The Assessment account provides for the monthly assessment from the Portland Water District (PWD) for the filtration plant operations.

Division Summary

Department: Public Works Division: Sewer PWD Assessment Account: 57031800

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Administrative Services	12,462,772	12,432,252	13,137,639	13,137,639	13,137,639	13,137,639
Total	12,462,772	12,432,252	13,137,639	13,137,639	13,137,639	13,137,639

Stormwater Fund

The Stormwater Fund supports the expenditures needed to operate and maintain this critical infrastructure system, preventing pollutants from entering valued waterways as mandated by the federal Clean Water Act (CWA). The stormwater fee, implemented in January of 2016, was designed to disperse the program costs to all City property owners who benefit from the positive impacts of this investment; the Stormwater Fund separated from the Sewer Fund in FY16. The stormwater fee is based on the impervious area on a property.

The FY20 expenditures increased \$29,223, or 1.1%. The budget changes include an increase in Debt Service and a decrease in Stormwater Management division expenditures.

Department Summary

Department: Stormwater Finance / Public Works

571

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	928,636	947,188	1,000,595	982,030	982,030	982,030
Benefits	221,501	183,473	218,860	219,571	219,571	219,571
Administrative Services	162,971	151,899	178,422	179,219	179,219	179,219
Contractual Services	553,709	520,550	687,459	442,459	442,459	442,459
Maintenance and Repair	82,500	72,500	82,500	82,500	82,500	82,500
Rentals	25,000	35,000	46,000	64,617	64,617	64,617
Supplies	130,500	120,575	143,020	143,020	143,020	143,020
Capital Outlay	275,000	332,149	100,000	0	0	0
Debt Service	379,797	379,797	675,421	675,421	675,421	675,421
Total	2,759,614	2,743,131	3,132,277	2,788,837	2,788,837	2,788,837
Summary by Division						
Stormwater Finance Administration (15-100)	265,463	224,575	275,145	275,145	275,145	275,145
Stormwater Management (31-500)	1,817,499	1,879,932	1,888,217	1,543,268	1,543,268	1,543,268
Stormwater Debt Service (31-600)	389,797	389,797	685,421	685,421	685,421	685,421
Stormwater Fringe Benefits (31-700)	286,855	248,827	283,494	285,003	285,003	285,003
Total	2,759,614	2,743,131	3,132,277	2,788,837	2,788,837	2,788,837
Less Revenues	(2,759,614)	(2,743,131)	(3,132,277)	(2,788,837)	(2,788,837)	(2,788,837)
Net Department Total	0	0	0	0	0	0

Stormwater Finance Administration

The Stormwater Finance division provides billing, collection and customer service to all property owners in the City of Portland.

Division Summary

Department: Finance

Division: Stormwater Finance Administration

Account: 57115100

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	161,436	150,000	168,104	168,104	168,104	168,104
Administrative Services	44,087	34,500	46,952	46,952	46,952	46,952
Contractual Services	54,940	35,500	54,939	54,939	54,939	54,939
Supplies	5,000	4,575	5,150	5,150	5,150	5,150
Total	265,463	224,575	275,145	275,145	275,145	275,145

Stormwater Management

The Stormwater Management division budget represents the costs to operate and maintain this critical infrastructure system, and to meet or exceed the Stormwater Management requirements of the Clean Water Act. The activities supported by this budget include proportional amounts of catch basin cleaning, ditch clearing, drainage system maintenance, materials disposal, fleet maintenance, and minor structural system repairs that are attributed to the stormwater versus the sewer system. This budget also includes the personnel and consulting service costs for "Small Municipal Separate Storm Sewer System" (MS4) compliance program development and administration, as well as the ongoing participation in the regional Interlocal Stormwater Working Group (ISWG) and anticipated payments towards the Long Creek Watershed Management Plan.

The Sweeping division removes materials such as litter, winter sand, leaves, debris and small particles from City streets. The Sweeping division performs street flushing, and clean up after special events (parades, New Year's celebration, etc.); their efforts promote cleanliness and help the City comply with stormwater quality regulations. Most Sweeping personnel work from 11:00 PM to 7:00 AM. The division provides for daytime sweeping in Parkside, in addition to the longstanding daytime operations on Munjoy Hill.

The FY20 expenditures are reduced by \$274,231, or 15.1%; CIP funds will be utilized to cover the costs of the FY20 capital outlay projects. Other budget changes include personnel increases, facility costs, and a reduction in contractual services.

Division Summary

Department: Public Works Division: Stormwater Management Account: 57131500

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	767,200	797,188	832,491	813,926	813,926	813,926
Benefits	2,700	2,700	3,420	3,420	3,420	3,420
Administrative Services	50,830	49,345	63,415	63,415	63,415	63,415
Contractual Services	488,769	475,050	622,521	377,520	377,520	377,520
Maintenance and Repairs	82,500	72,500	82,500	82,500	82,500	82,500
Rentals	25,000	35,000	46,000	64,617	64,617	64,617
Supplies	125,500	116,000	137,870	137,870	137,870	137,870
Capital Outlay	275,000	332,149	100,000	0	0	0
Total	1,817,499	1,879,932	1,888,217	1,543,268	1,543,268	1,543,268

Stormwater Debt Service

The Debt Service account provides for the stormwater fund's portion of the principal and interest on the City's outstanding general obligation bonds.

Division Summary

Department: Public Works Division: Stormwater Debt Service Account: 57131600

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Contractual Services	10,000	10,000	10,000	10,000	10,000	10,000
Debt Service	379,797	379,797	675,421	675,421	675,421	675,421
Total	389,797	389,797	685,421	685,421	685,421	685,421

Stormwater Fringe Benefits

The Fringe Benefits account provides for the stormwater fund's portion of the employees' fringe benefit costs as well as its share of the administrative services provided by the City's staff departments.

Division Summary

Department: Public Works Division: Stormwater Fringe Benefits Account: 57131700

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Benefits	218,801	180,773	215,440	216,151	216,151	216,151
Administrative Services	68,054	68,054	68,054	68,852	68,852	68,852
Total	286,855	248,827	283,494	285,003	285,003	285,003

Jetport Fund

The Portland International Jetport provides commercial air service to nearly two million passengers a year, general aviation facilities via two fixed base operators (FBOs) for private aircraft, and an air cargo facility. The Jetport is a dedicated fund which means all revenues generated remain with the airport to fund both normal airport operations as well as capital improvements. No local tax dollars are used to support the Jetport. In order to balance the fund for budgetary purposes, the projected revenue excess over projected expenditures is budgeted under Administrative Services as the anticipated surplus.

The Jetport completed its most recent Airport Master Plan in 2016. The master plan sets the Jetport's priorities in spending for infrastructure improvements, major equipment purchases, and asset management for the short (years 1-6), intermediate (years 7-11), and long term (years 12-20) planning horizons.

The Jetport's overall FY20 expenditure budget, excluding anticipated surplus, has increased \$2,442,542 or 10.5%. Revenues have increased by \$2,465,528 or 10.2%.

Department Summary

Department: Jetport

583-28

		FY19 FY19 Approp.	Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown							
Payroll		3,490,470	3,328,312	3,749,872	3,749,872	3,749,872	3,749,872
Benefits		2,242,033	2,136,271	2,409,387	2,412,846	2,412,846	2,412,846
Administrative Services		1,620,745	2,145,440	1,756,644	1,753,185	1,753,185	1,753,185
Contractual Services		5,354,253	5,456,522	5,680,615	5,680,615	5,680,615	5,680,615
Maintenance and Repair		1,221,127	1,239,041	1,225,320	1,225,320	1,225,320	1,225,320
Rentals		41,183	43,061	22,670	22,670	22,670	22,670
Insurance		174,100	159,100	187,568	187,568	187,568	187,568
Supplies		889,201	1,012,294	1,039,092	1,039,092	1,039,092	1,039,092
Utilities		1,295,890	1,312,841	1,398,547	1,398,547	1,398,547	1,398,547
Contributions		1,748,630	1,748,494	1,741,102	1,741,102	1,741,102	1,741,102
Capital Outlay		1,892,152	1,936,002	3,232,645	3,232,645	3,232,645	3,232,645
Debt Service		4,142,963	4,142,963	4,134,813	4,134,813	4,134,813	4,134,813
Total		24,112,747	24,660,341	26,578,275	26,578,275	26,578,275	26,578,275
Summary by Division							
Jetport Administration	(28-101)	1,047,618	1,047,757	1,221,479	1,221,479	1,221,479	1,221,479
Jetport Marketing	(28-102)	501,890	529,890	598,640	598,640	598,640	598,640
Jetport Fringe and Indirect Costs	(28-103)	3,960,802	3,851,979	4,041,594	4,084,313	4,084,313	4,084,313
Jetport Field	(28-200)	4,091,912	4,022,687	4,577,799	4,577,799	4,577,799	4,577,799
Jetport General Aviation	(28-300)	17,168	17,168	17,168	17,168	17,168	17,168
Jetport Operations	(28-400)	2,595,898	2,615,740	2,702,802	2,702,802	2,702,802	2,702,802
Jetport Terminal Division	(28-500)	5,970,545	6,053,954	6,992,649	6,992,649	6,992,649	6,992,649
Jetport Parking Division	(28-600)	4,447,615	4,502,052	4,907,020	4,907,020	4,907,020	4,907,020
Jetport Airfield Deicing Facility	(28-700)	700,661	701,911	674,781	674,781	674,781	674,781
Jetport Surplus	(28-900)	778,638	1,317,203	844,342	801,624	801,624	801,624
Total		24,112,747	24,660,341	26,578,274	26,578,275	26,578,275	26,578,275
Less Revenues		(24,112,747)	(24,660,341)	(26,578,275)	(26,578,275)	(26,578,275)	(26,578,275)
Net Department Total		0	0	0	0	0	0

Jetport Administration

The Jetport's Administration division is responsible for the day-to-day management of the Jetport and for planning future operations. Divisional services include property management, payroll, accounts payable and accounts receivable, budgeting and human resources functions.

The FY20 Administration budget increased by \$173,861, or 16.1%, primarily due to staffing changes, including the addition of one new full-time position. This budget also includes a vehicle replacement purchase.

Division Summary

Department: Jetport Division: Jetport Administration Account: 58328101

	FY19 FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	734,433	700,200	849,572	849,572	849,572	849,572
Benefits	2,200	2,000	2,200	2,200	2,200	2,200
Administrative Services	57,618	65,498	70,118	70,118	70,118	70,118
Contractual Services	217,300	230,550	217,300	217,300	217,300	217,300
Maintenance and Repairs	8,146	10,146	8,146	8,146	8,146	8,146
Rentals	4,200	4,500	4,200	4,200	4,200	4,200
Supplies	14,363	24,863	24,463	24,463	24,463	24,463
Utilities	9,358	10,000	7,980	7,980	7,980	7,980
Capital Outlay	0	0	37,500	37,500	37,500	37,500
Total	1,047,618	1,047,757	1,221,479	1,221,479	1,221,479	1,221,479

Jetport Marketing

Jetport Marketing, a program under the Jetport Administration division, coordinates marketing, advertising, promotional, and public relation services for the Jetport.

The FY20 Marketing expenditures increased \$96,750, or 19.3%. The FY20 budget includes funds for a Short Message Service (SMS) website build, the sponsorship of an air traffic control tower and airplane exhibit at the new Children's Museum and Theatre of Maine at Thompson's Point in Portland, and general increases in marketing and advertising activities, including a marketing intern.

Division Summary

Department: Jetport Division: Jetport Marketing Account: 58328102

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	0	0	6,750	6,750	6,750	6,750
Administrative Services	141,390	141,390	167,390	167,390	167,390	167,390
Contractual Services	360,500	388,500	417,000	417,000	417,000	417,000
Supplies	0	0	7,500	7,500	7,500	7,500
Total	501,890	529,890	598,640	598,640	598,640	598,640

Jetport Fringe and Indirect Costs

The Jetport's Fringe and Indirect Costs, a program under the Jetport Administration division, reimburses the City's General Fund for expenses incurred for their services including employee benefits, general liability insurance, the Fire Department's Air Rescue Station and Medcu services, and chargebacks for City-provided departmental services including Executive, Finance, Legal, Human Resources and Information Technology.

The FY20 expenditures have increased by \$123,511, or 3.1%.

Division Summary

Department: Jetport Division: Jetport Fringe and Indirect Costs Account: 58328103

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Benefits	2,182,016	2,088,193	2,245,194	2,248,653	2,248,653	2,248,653
Administrative Services	513,192	513,192	531,151	570,411	570,411	570,411
Insurance	174,100	159,100	187,568	187,568	187,568	187,568
Contributions	1,091,494	1,091,494	1,077,681	1,077,681	1,077,681	1,077,681
Total	3,960,802	3,851,979	4,041,594	4,084,313	4,084,313	4,084,313

Jetport Field

The Jetport Field division maintains the runways, taxiways and all other surfaces inside the security fence at the airport, keeping them safe for arriving and departing aircraft. Division responsibilities include mowing, snow removal and fleet maintenance.

The FY20 expenditures have risen by \$485,887, or 11.9%. This budget incorporates changing local share allocations for FY20 capital projects and an increase in the snow removal expense.

Division Summary

Department: Jetport Division: Jetport Field Account: 58328200

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	1,020,634	922,912	1,025,415	1,025,415	1,025,415	1,025,415
Benefits	38,464	25,350	100,498	100,498	100,498	100,498
Administrative Services	33,565	33,565	32,515	32,515	32,515	32,515
Contractual Services	1,074,774	1,034,374	1,178,311	1,178,311	1,178,311	1,178,311
Maintenance and Repairs	506,074	504,250	508,647	508,647	508,647	508,647
Rentals	4,891	5,481	10,258	10,258	10,258	10,258
Supplies	733,700	817,750	807,150	807,150	807,150	807,150
Utilities	155,810	155,005	162,820	162,820	162,820	162,820
Capital Outlay	524,000	524,000	752,185	752,185	752,185	752,185
Total	4,091,912	4,022,687	4,577,799	4,577,799	4,577,799	4,577,799

Jetport General Aviation

The Jetport General Aviation division (GA) includes the maintenance of the Jetport field area designed for use by private pilots, including the pavement and surrounding fencing. The General Aviation division collects landing fees from the aircraft that use the GA area, similar to the fees charged to the commercial airlines.

The FY20 General Aviation expenditures remain flat for FY20. FY20 landing fees are anticipated to increase \$57,069 or 30.1%.

Division Summary

Department: Jetport	Division: Jetport General Aviation				Account: 58328300	
	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	500	500	500	500	500	500
Contractual Services	15,168	15,168	15,168	15,168	15,168	15,168
Maintenance and Repairs	1,500	1,500	1,500	1,500	1,500	1,500
Total	17,168	17,168	17,168	17,168	17,168	17,168
Less Revenues	(189,431)	(232,153)	(246,500)	(246,500)	(246,500)	(246,500)
Net Division Total	(172,263)	(214,985)	(229,332)	(229,332)	(229,332)	(229,332)

Jetport Operations

The Jetport Operations division performs all administrative and operational activities related to security and operations at the Jetport. These activities include observing all federally mandated TSA security and FAA operations regulations. The division oversees the maintenance of all security related equipment including cameras and monitors, computer equipment, and security doors and gates. The division is also responsible for processing employee background checks and issuing employee ID badges. The Operations Center provides communications, technical, and operations support to all areas of the airport, as well as monitoring flight information and providing a point of contact for the public, the airlines, and the airport businesses on property. The costs of the police officers that serve at the Jetport are also paid from this division.

The FY20 Operations division's budget has increased by \$106,904, or 4.1%, largely due to the addition of two new full-time equivalent positions. Miscellaneous revenue is anticipated to increase \$15,500 or 36.4%.

Division Summary

Department: Jetport	Division: Jetport Operations				Account: 58328400	
	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	905,558	901,505	1,004,221	1,004,221	1,004,221	1,004,221
Benefits	10,903	12,278	52,305	52,305	52,305	52,305
Administrative Services	83,140	60,840	58,935	58,935	58,935	58,935
Contractual Services	581,244	606,650	552,988	552,988	552,988	552,988
Maintenance and Repairs	28,100	29,600	24,223	24,223	24,223	24,223
Supplies	37,125	48,625	55,375	55,375	55,375	55,375
Utilities	9,192	9,192	8,256	8,256	8,256	8,256
Contributions	657,136	657,000	663,421	663,421	663,421	663,421
Capital Outlay	283,500	290,050	283,078	283,078	283,078	283,078
Total	2,595,898	2,615,740	2,702,802	2,702,802	2,702,802	2,702,802
Less Revenues	(42,625)	(42,625)	(58,125)	(58,125)	(58,125)	(58,125)
Net Division Total	2,553,273	2,573,115	2,644,677	2,644,677	2,644,677	2,644,677

Jetport Terminal Division

The Terminal division oversees all of the activities involving the supervision of the passenger terminal, including the interior and exterior terminal cleaning and maintenance. The terminal division's engineering section is responsible for the planning, design and management of major terminal improvements.

The FY20 expenditures have increased by \$1,022,104, or 17.1%. The budget increases are primarily a result of the FY20 new capital project allocations, a new asset management system service, and increased utility costs. The larger FY20 budgeted Terminal division capital items include AC and rooftop replacement, as well as an expansion of the baggage claim carousel.

Division Summary

Department: Jetport

Division: Jetport Terminal Division

Account: 58328500

	FY19	FY19	FY20	FY20	FY20	FY20
	FY19	Projected	Department	Manager's	Finance	Final
	Approp.	Expend.	Submission	Recomm.	Comm.	Allowance
Classification Breakdown						
Payroll	816,845	788,845	846,914	846,914	846,914	846,914
Benefits	8,450	8,450	9,190	9,190	9,190	9,190
Administrative Services	12,042	12,592	51,032	51,032	51,032	51,032
Contractual Services	2,345,546	2,410,709	2,540,127	2,540,127	2,540,127	2,540,127
Maintenance and Repairs	579,353	580,604	572,125	572,125	572,125	572,125
Rentals	4,712	5,700	7,712	7,712	7,712	7,712
Supplies	83,900	100,943	124,491	124,491	124,491	124,491
Utilities	1,116,334	1,133,448	1,214,295	1,214,295	1,214,295	1,214,295
Capital Outlay	490,000	499,300	1,115,000	1,115,000	1,115,000	1,115,000
Debt Service	513,363	513,363	511,763	511,763	511,763	511,763
Total	5,970,545	6,053,954	6,992,649	6,992,649	6,992,649	6,992,649

Jetport Parking Division

The Parking division oversees the parking maintenance and operations of the Jetport's parking garage and surface parking lots. The Jetport contracts with a parking management company, and receives parking revenues net of the company's operational costs and management fee.

The FY20 Jetport Parking division expenditures have increased by \$459,405, or 10.3%, predominantly due to the increase in building improvement capital outlay. Parking revenues are projected to increase \$1,178,392, or 15.9%.

Division Summary

Department: Jetport Division: Jetport Parking Division Account: 58328600

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	11,500	12,100	14,500	14,500	14,500	14,500
Administrative Services	1,160	1,160	1,160	1,160	1,160	1,160
Contractual Services	97,015	107,865	97,015	97,015	97,015	97,015
Maintenance and Repairs	89,004	103,991	101,729	101,729	101,729	101,729
Rentals	500	500	500	500	500	500
Supplies	18,988	18,988	18,988	18,988	18,988	18,988
Utilities	5,196	5,196	5,196	5,196	5,196	5,196
Capital Outlay	594,652	622,652	1,044,882	1,044,882	1,044,882	1,044,882
Debt Service	3,629,600	3,629,600	3,623,050	3,623,050	3,623,050	3,623,050
Total	4,447,615	4,502,052	4,907,020	4,907,020	4,907,020	4,907,020
Less Revenues	(7,406,650)	(7,439,641)	(8,585,042)	(8,585,042)	(8,585,042)	(8,585,042)
Net Division Total	(2,959,035)	(2,937,589)	(3,678,022)	(3,678,022)	(3,678,022)	(3,678,022)

Jetport Airfield Deicing Facility

The Airfield Deicing Facility allows for the collection and recycling of the used deicing fluid by a contracted vendor, thus preventing these chemicals from seeping into the ground. The Jetport pays the costs of this operation and receives revenue from the airlines to offset the expenditures incurred, thus creating a "net zero" impact on the Jetport's overall budget.

Division Summary

Department: Jetport	Division: Jetport Airfield Deicing Facility				Account: 58328700	
	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Payroll	1,000	2,250	2,000	2,000	2,000	2,000
Contractual Services	662,706	662,706	662,706	662,706	662,706	662,706
Maintenance and Repairs	8,950	8,950	8,950	8,950	8,950	8,950
Rentals	26,880	26,880	0	0	0	0
Supplies	1,125	1,125	1,125	1,125	1,125	1,125
Total	700,661	701,911	674,781	674,781	674,781	674,781
Less Revenues	(744,670)	(744,670)	(717,789)	(717,789)	(717,789)	(717,789)
Net Division Total	(44,009)	(42,759)	(43,008)	(43,008)	(43,008)	(43,008)

Jetport Surplus

The Jetport surplus is determined annually by calculating total revenues minus total expenses, including capital purchases.

The FY20 surplus budget reflects an increase of \$22,986, or 3.0%.

Division Summary

Department: Jetport Division: Jetport Surplus Account: 58328900

	FY19 Approp.	FY19 Projected Expend.	FY20 Department Submission	FY20 Manager's Recomm.	FY20 Finance Comm.	FY20 Final Allowance
Classification Breakdown						
Administrative Services	778,638	1,317,203	844,342	801,624	801,624	801,624
Total	778,638	1,317,203	844,342	801,624	801,624	801,624

Key Revenues and Expenditures

Revenues

The Housing and Community Development Program or HCD is a special revenue fund that is supported by several federal and local funding sources.

1. Community Development Block Grant (CDBG) Program:

The Community Development Block Grant (CDBG) is funded by the federal government under the Housing and Community Development Act of 1974. For Program year 2019-2020 the City allocated \$2,042,566, which is comprised of \$1,893,566 in direct allocation from HCD, \$9,000 from program income, and \$0 from re-programmed funds; additional sources of 2019-2020 fiscal year funding include \$120,000 from the Bayside TIF revenue and \$20,000 from the Cotton Street lot property sale. These funds are used to ensure decent affordable housing, to provide services to the most vulnerable in our communities, and to create jobs through the expansion and retention of businesses.

2. Home Investment Partnership Program (HOME):

The HOME funds are available for a broad range of housing activities benefiting low and moderate income households. For 2019-2020, the City proposes to utilize \$1,020,693 of HOME funds and \$148,926 of Program Income for a HOME Consortium between the City (\$746,394) and Cumberland County (\$426,225) for the development of new rental housing, single family and multi-family rehabilitation, tenant based rental assistance, and assistance to special non-profit agencies called Community Housing Development Organizations (CHDOs) to develop affordable housing.

3. Emergency Solutions Grant Program (ESG):

The ESG funds can be used by the City to fund the rehabilitation, operation and support services of providers and facilities

assisting Portland's homeless population. The City proposes to use its 2019-2020 ESG entitlement allocation of \$160,837 to provide case management and homeless prevention services through City Family Shelter programs administered by the Department of Health and Human Services.

4. Portland Development Fund:

Originally established in 1986, the goal of the Portland Development Fund is to respond to the need for 1) housing that is affordable to low and moderate income households, and 2) commercial and industrial development opportunities to further strengthen the local economy and generate jobs, particularly in downtown Portland.

Originally there was approximately \$1 million in the Portland Development Fund for both housing and economic development activities. Sources of funding include Urban Development Action Grant (UDAG) miscellaneous revenue, CDBG program income, CDBG entitlement allocations from previous years, and loan repayments and interest generated. In 1990, the fund was split into Housing, administered by the Housing & Community Development Division, and Economic Development, administered by the Economic Development Department.

The Housing portion of these funds is appropriated for several activities, including the development of new affordable rental housing, single and multi-family rehabilitation, and lead paint abatement. UDAG funds administered by the Economic Development Department are used for loans and investments by the Portland Development Corporation.

Expenditures

The three expenditure categories utilized by the CDBG Program are: Public Services, also referred to as Social Services, Development Activity Funding, and Program Planning and Administration. A brief description of the services provided for the 2019-2020 fiscal year under each of these categories follows. A more comprehensive source of information on these programs can be found in the 2016-2020 Consolidated Housing or the 2019-2020 Annual Action Plan issued by the Department of Planning and Urban Development. The 2016-2020 Consolidated Plan implemented the following new program goals and objectives:

- a. ***Neighborhood Investment and Infrastructure***
to create strong, safe, accessible and vibrant neighborhoods.
- b. ***Housing Opportunity***
to increase housing availability and affordability.
- c. ***Economic Opportunity***
to create economic opportunities to transition people out of poverty.
- d. ***Address the Needs of the Growing Homeless Population***
to prevent and reduce homelessness.

PUBLIC SERVICES (SOCIAL SERVICES)

1. Neighborhood Investment and Infrastructure includes Community Policing.
2. Economic Opportunity includes Catherine Morrill Child Care Voucher Program and Portland Adult Education New Mainers Resource Center Job Search Support Program.
3. Address the Needs of the Growing Homeless Population includes Amistad & Portland Downtown Peer Outreach Worker Program, Public Health's Mobil Medical Outreach Project, Social Services Division's Long Term Stayers Community Integration & Landlord Outreach Project, Milestone HOME Team, Preble Street's Food Programs, Teen

Shelter & Women's Shelter, Spurwink Adult Behavioral Health Opioid Treatment Program, and the Wayside Food Programs.

DEVELOPMENT ACTIVITY FUNDING

1. Neighborhood Investment and Infrastructure includes Boys and Girls Club Energy Efficiency Upgrades, City of Portland & Portland Downtown Bicycle Infrastructure, Public Works Elm Street Sidewalk Improvements and Public Works Kennebec Street Lighting, Mayo Street Arts Wheelchair Access Ramp, and Port Resources Group Home Rehab.
2. Housing Opportunities includes the Alpha One Critical Access Ramp Program.
3. Economic Opportunity includes Economic Development Department Business Assistance Program, CEI Portland Microenterprise Assistance Program and Learning Works Renovation of Historic Education Facility.

PROGRAM PLANNING & ADMINISTRATION

The following are reimbursements to general operating accounts for program administration services:

1. The Department of Planning & Development provides Administration, Planning, Housing & Community Development, and Citizen Participation services, which are reimbursable under the HCD guidelines.
2. The City receives reimbursement for a portion of the annual audit cost associated with auditing the HCD Program.
3. The City may receive reimbursement for a portion of the fringe benefits associated with the positions funded with HCD monies. However, the fringe benefit reimbursement along with all of the administrative costs must not exceed the 20% cap set by CDBG regulations.

City of Portland, Maine
Housing and Community Development Program
FY20

Programs	Yr. XXXXIII Allocation	Yr. XXXXIV Request	Council Approval	Final Approval
Program Activities:				
I. Public Services (Social Services) ¹	\$676,605	\$1,104,541	\$669,998	\$669,998
II. Development Activity Funding ²	962,019	998,075	954,855	954,855
III. Program Planning and Administration ³	419,184	419,184	417,713	417,713
Total CDBG Budget	\$2,057,808	\$2,521,800	\$2,042,566	\$2,042,566

Sources of Funds:	FY19	FY20
Entitlement Grant	\$1,895,922	\$1,893,566
Program Income	10,000	9,000
Surplus Funds	11,886	0
TIF Revenue	120,000	120,000
Cotton Street Lot Sale Proceeds	20,000	20,000
Total Sources of Funds	\$2,057,808	\$2,042,566
HUD Administrative Cap	\$389,184	\$387,713
HUD Social Services Public Services Cap	\$656,605	\$649,998

I. Public Services (Social Services)

A. Neighborhood Investment and Infrastructure

1. City of Portland / Community Policing (Parkside, Bayside, Munjoy Hill, West End)	\$150,000	\$150,000	\$150,000	\$150,000
2. City of Portland / HHS Transit Pass Fare Gap Program	0	0	0	0
3. Southern Maine Agency on Aging Dementia Response Intervention	0	0	0	0

Total Neighborhood Investment and Infrastructure	\$150,000	\$150,000	\$150,000	\$150,000
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B. Housing Opportunities

	\$0	\$0	\$0	\$0
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Total Housing Opportunities	\$0	\$0	\$0	\$0
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C. Economic Opportunity

1. Catherine Morrill Day Nursery Child Care Voucher Program	\$68,460	\$83,510	\$75,049	\$75,049
2. Catholic Charities & Immigrant Legal Advocacy Project (ILAP)	51,345	51,345	0	0
3. Habesha Community 1st Generation Immigrant Youth Fund	0	15,000	0	0
4. Learning Works English Language & Literacy Program	0	45,000	0	0
5. Portland Adult Education New Mainers Resource Center Job Search Support Program	0	49,056	44,077	44,077
6. Salvation Army Pathway to Hope Program	0	50,000	0	0

Total Economic Opportunity	\$119,805	\$293,911	\$119,126	\$119,126
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City of Portland, Maine
Housing and Community Development Program
FY20

Programs	Yr. XXXXIII Allocation	Yr. XXXXIV Request	Council Approval	Final Approval
D. Address the Needs of the Growing Homeless Population				
1. Amistad & Portland Downtown Peer Outreach Worker Program (POW)	\$51,345	\$80,000	\$51,264	\$51,264
2. City of Portland / Public Health Mobile Medical Outreach Project	33,408	50,000	29,944	29,944
3. City of Portland / SS Oxford Street Shelter Long Term Stayers Program	58,671	66,868	56,469	56,469
4. Furniture Friends Basic Necessities Program	0	30,000	0	0
5. Milestone HOME Team	114,000	114,000	113,844	113,844
6. Preble Street Food Programs	43,568	43,568	43,496	43,496
7. Preble Street Joe Kreisler Teen Shelter ¹	26,140	26,140	10,000	10,000
8. Preble Street Resource Center (Day Shelter Services)	25,667	25,667	0	0
9. Preble Street Women's Shelter (Florence House) ¹	20,000	20,000	10,000	10,000
10. Quality Housing Coalition Project HOME	0	32,000	0	0
11. Shalom House Expanded Case Management at OSS	0	62,943	0	0
12. Spurwink Adult Behavioral Health Opioid Treatment Program	0	75,444	51,915	51,915
13. Wayside Food Programs	34,000	34,000	33,940	33,940
Total Address the Needs of the Growing Homeless Population	\$406,800	\$660,630	\$400,872	\$400,872
Total Public Services (Social Services)	\$676,605	\$1,104,541	\$669,998	\$669,998
II. Development Activity Funding				
A. Neighborhood Investment and Infrastructure				
1. Boys & Girls Club Energy Efficiency Upgrades	\$0	\$50,000	\$49,935	\$49,935
2. City of Portland / Parks Rec & Fac Dougherty Field North Woods Adventure Playground	137,000	0	0	0
3. City of Portland / Portland Downtown Bicycle Infrastructure Improvements	0	23,975	23,942	23,942
4. City of Portland / Preble Street Corridor Sidewalk Project ²	369,515	0	0	0
5. City of Portland / Public Works Elm Street Sidewalk ²	0	320,000	312,607	312,607
6. City of Portland / Public Works Kennebec Street Lighting	0	103,000	102,869	102,869
7. Hi Tiger / Center for Cultural Production	0	35,000	0	0
8. Mayo Street Arts Wheelchair Access Ramp	0	75,000	74,904	74,904
9. Port Resources Group Home Rehab	0	16,100	16,077	16,077
10. Port Resources Hot Water Heater Replacements	12,504	0	0	0
11. Portland Housing Authority Front Street Re-Development Phase I	250,000	0	0	0
Total Neighborhood Investment and Infrastructure	\$769,019	\$623,075	\$580,334	\$580,334
B. Housing Opportunities				
1. Alpha One Critical Access Ramp Program	\$0	\$40,000	\$39,947	\$39,947
Total Housing Opportunities	\$0	\$40,000	\$39,947	\$39,947
C. Economic Opportunity				
1. City of Portland / Business Assistance Program for Job Creation	\$145,000	\$205,000	\$204,742	\$204,742
2. Coastal Enterprises, Inc. Microenterprise Assistance Program (PMAP)	48,000	48,000	47,937	47,937
3. Learning Works Renovation of Historic Education Facility	0	82,000	81,895	81,895
Total Economic Opportunity	\$193,000	\$335,000	\$334,574	\$334,574

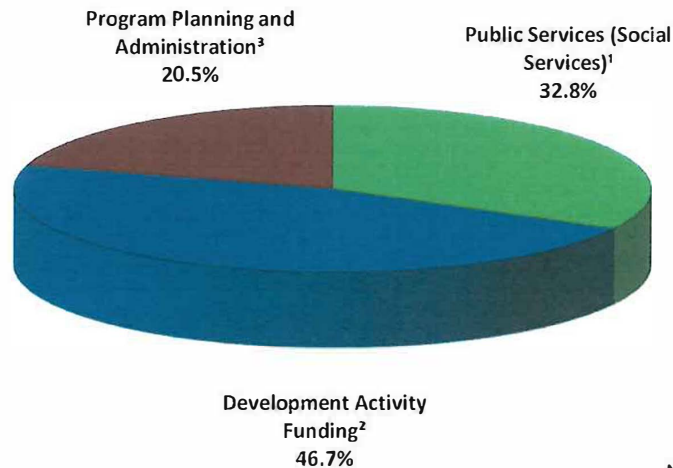
City of Portland, Maine
Housing and Community Development Program
FY20

Programs	Yr. XXXXIII Allocation	Yr. XXXXIV Request	Council Approval	Final Approval
D. Address the Needs of the Growing Homeless Population	\$0	\$0	\$0	\$0
Total Address the Needs of the Growing Homeless Population	\$0	\$0	\$0	\$0
Total Development Activity Funding	\$962,019	\$998,075	\$954,855	\$954,855

III. Program Planning and Administration

1. Housing & Community Development ³	\$373,628	\$373,071	\$347,815	\$347,815
2. Planning Division	22,197	22,439	22,755	22,755
3. HCD Housing Staff	12,957	13,272	36,741	36,741
4. Citizen Participation	5,402	5,402	5,402	5,402
5. Finance Department & Audit	5,000	5,000	5,000	5,000
Total Program Planning and Administration	\$419,184	\$419,184	\$417,713	\$417,713

**FY20
HCD Budget
by Category**



Note: Due to rounding, totals may not equal 100%

Notes:

¹ FY19 & FY20 Funding Sources Include \$20k from the Cotton Street Lot Land Sale Proceeds

² FY19 & FY20 Funding Sources Include \$90k from the Bayside TIF

³ FY19 Funding Sources Include \$30k from the Bayside TIF for the Planning & Urban Development Director's Salary



Portland, Maine

Yes. Life's good here.

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City of Portland, Maine

Board of Education

Roberto Rodriguez
School Board Chair
At Large
(2019)

Abusana “Micky” Bondo
District 1
(2021)

Marnie Morrione
District 5
(2020)

Emily Figdor
District 2
(2021)

Mark Balfantz
At Large
(2020)

Laurie Davis
District 3
(2019)

Sarah J. Thompson
At Large
(2021)

Timothy Atkinson
District 4
(2020)

Anna Trevorow
At Large
(2019)

Key Revenues and Expenditures

In 2007, the State Legislature passed a bill that required both consolidation of School districts and a referendum vote on every school budget. The Portland School Department, because of its size, did not have to consolidate with any other district. Portland is, however, still required to have a referendum vote on their budget. After approval by the City Council, the FY2020 School budget was approved by the voters June 11, 2019.

Revenues

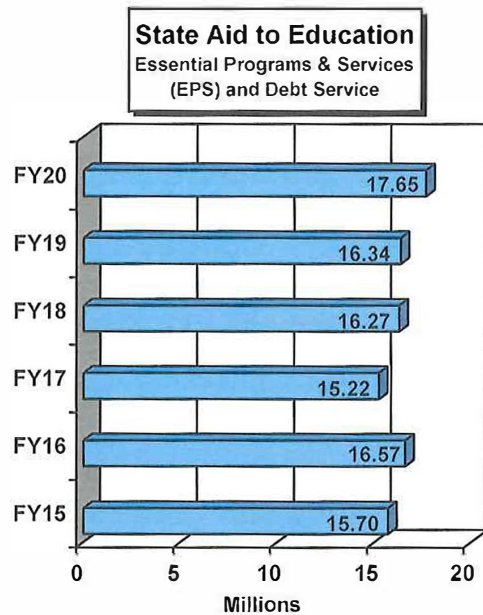
The funding sources for Education, other than Property Taxes, are summarized into four major categories - General Fund, Adult Education, Food Service, and Other Revenue. The property tax funds 79.5% of the FY20 Education budget.

State Subsidy

The second largest School-funding source is State Aid to Education. The State subsidy funding formula was amended by the Essential Programs and Services Funding Act of 2003.

The budgeted portion of State Aid for Essential Programs and Services (EPS) and debt service accounts for 15.0% of the School's FY20 Budget.

The chart represents the State Aid to Education revenue history over the past six years.



Note: FY19 and FY20 are estimated amounts

Expenditures

The City operates its educational program for grades K through 12, Adult Education, and for applied technology education under its own supervision. Article III of the City's Charter, as amended, provides that the Board of Public Education for the City be administered by a school board comprised of nine members. The Board of Public Education performs all duties and functions regarding the care and management of the public schools in the City.

For presentation in the City's Municipal Budget, the Education budget is broken down into six categories: (1) Salaries and Benefits (2) Contractual Services (3) Supplies (4) Miscellaneous (5) Debt Service and (6) Capital Equipment. For a more comprehensive report, the School Department issues an annual Education Budget Report.

City of Portland, Maine
Comparative Statement of Revenues
School Department

	FY18 Actual	FY19 Estimate	FY20 Estimate
General Fund			
30-1322 Tuition - Public K-8	\$105,999	\$84,000	\$90,000
30-1324 Tuition - Public 9-12 (Long Island, GBSD)	121,739	90,000	90,000
30-1328 Tuition - CTE Oher Units	258,702	-	-
30-1363 Tuition - Summer School 9-12	9,816	10,000	10,000
30-1380 PATHS - Part I & II Assessment	1,974,357	21,876	-
30-1440 Transportation - Other Organizations	123,270	125,000	125,000
30-1510 Interest on Investments- Russell Trust Fund	3,000	3,000	3,000
30-1712 Admissions 9-12	18,699	25,000	15,000
30-1910 Custodian Service - Building Rentals	51,750	60,000	60,000
30-1960 Miscellaneous Local Revenue	27,679	5,000	10,000
30-1991 Miscellaneous Sales & Refunds	4,230	500	500
30-3120 State Agency Client	292,818	300,000	250,000
30-3150 Nat'l Board - Prof Teaching Salary Supplement	22,800	64,530	54,900
30-4585 MaineCare Medicaid Reimbursement	604,055	650,000	1,683,928
30-4810 Federal Impact Aid	58,657	40,000	45,000
30-5223 Indirect Cost Recovery	-	-	100,000
Total General Fund	\$3,677,571	\$1,478,906	\$2,537,328
Adult Education			
30-1317 Tuition - Individual / Enrichment	\$96,113	\$105,000	\$125,000
30-1319 Tuition - Individual & Voc	52,860	70,000	40,000
30-1359 Tuition - Other (Academic)	23,743	20,000	20,000
30-1920 Donations / Contributions	800	-	-
30-5200 Fund Transfers	224,294	-	-
Total Adult Education	\$397,810	\$195,000	\$185,000
TOTAL GENERAL FUND REVENUE (Including Adult Education)	\$4,075,381	\$1,673,906	\$2,722,328

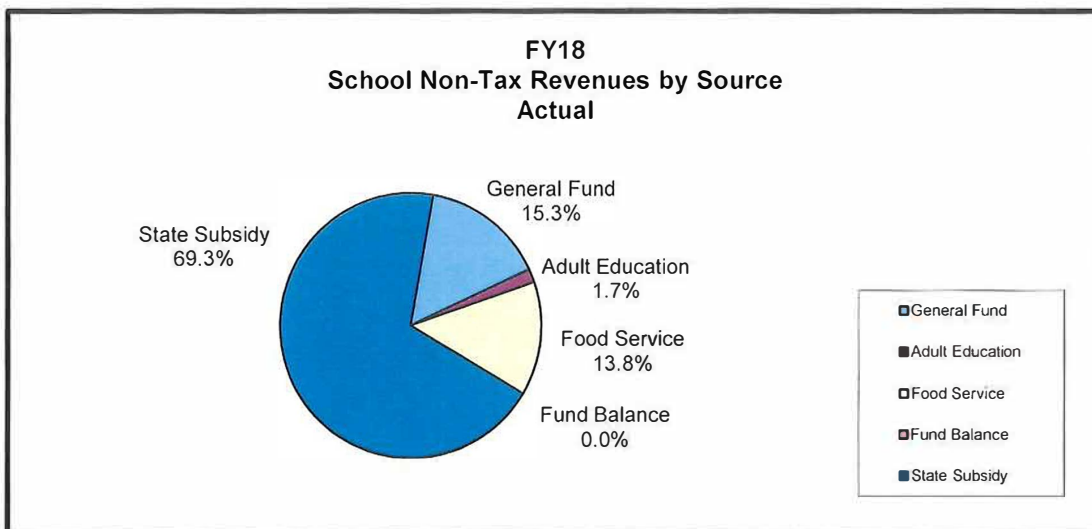
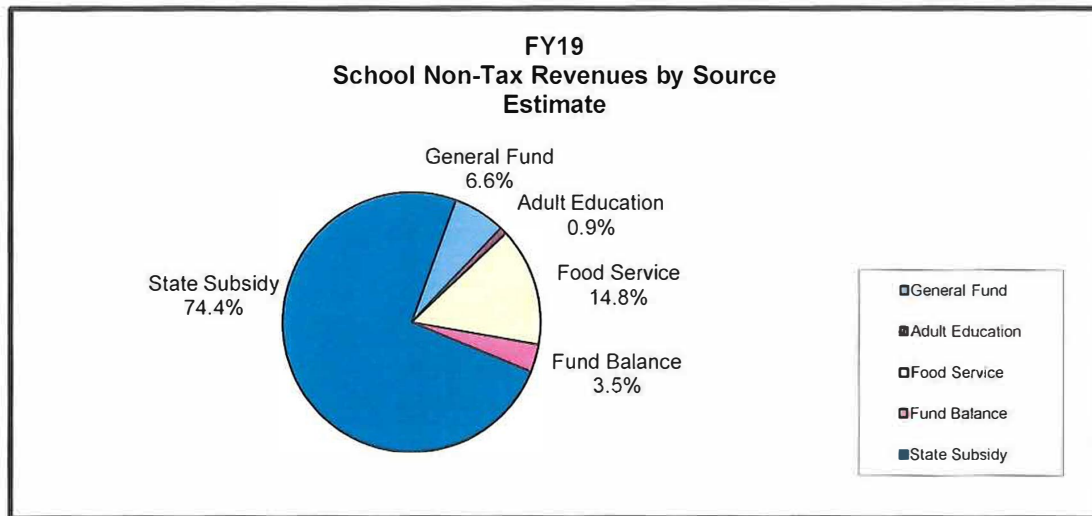
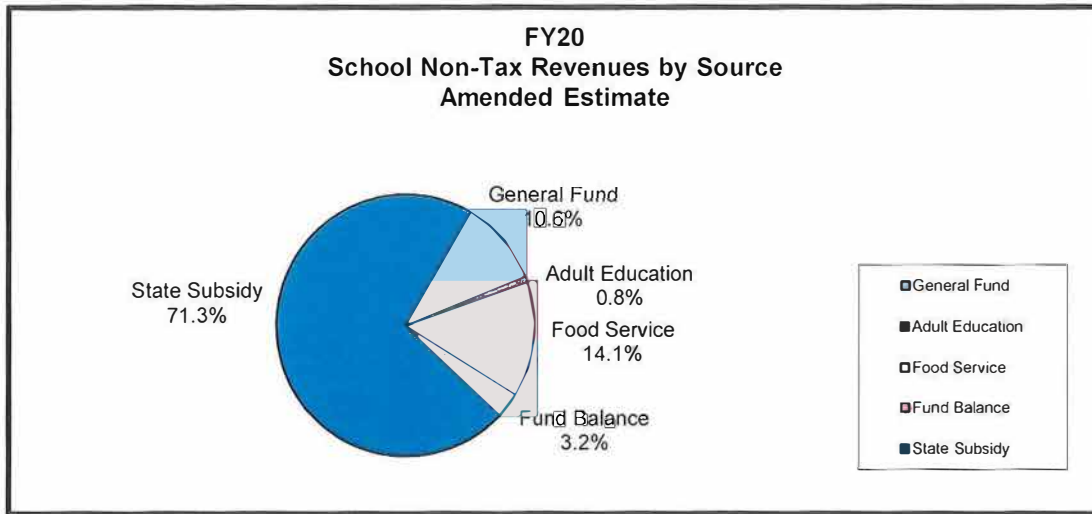
Food Service

30-1611 Daily Sales - Lunch Program	\$269,115	\$260,000	\$270,000
30-1620 Daily Sales - a la Carte & Adults	126,078	130,785	125,000
30-1630 Special Functions	6,072	10,000	10,000
30-1910 Building Rentals	6,220	7,440	6,000
30-1996 Refunds - School Nutrition	2,418	2,000	2,000
30-3250 State Reimbursement - School Meal Reimbursement	46,268	40,000	44,999
30-4370 Federal Reimbursement - After School Snack	52,536	54,000	8,000
30-4380 Federal Reimbursement - Summer Food Program	63,873	63,873	50,000
30-4550 Federal Performance - Based Lunch	34,921	34,842	34,922
30-4551 Federal Reimbursement - School Lunch Regular	192,068	193,926	192,067
30-4552 Federal Reimbursement - School Lunch Reduced Rate	76,563	73,574	78,993
30-4553 Federal Reimbursement - School Lunch Free	1,326,722	1,360,000	1,300,000
30-4554 Federal Reimbursement - School Breakfast	831,073	829,259	800,000

City of Portland, Maine
Comparative Statement of Revenues
School Department

	FY18 Actual	FY19 Estimate	FY20 Estimate
30-4558 Federal Payments in Lieu of Commerce	205,816	194,834	199,343
30-4559 Fresh Fruits & Vegetables Grant	96,366	78,200	76,500
30-4560 Child & Adult Care Food Program (CACFP)	-	-	200,000
Total Food Service	\$3,336,107	\$3,332,733	\$3,397,824
TOTAL LOCAL REVENUE	\$7,411,489	\$5,006,639	\$6,120,152
Other Revenues			
30-3111 State Subsidy - EPS	\$16,268,686	\$16,339,336	\$17,645,909
30-3112 SEED Withholding	-	-	(1,001,000)
30-3240 State Subsidy - Adult Education	425,041	449,040	509,788
Total State Subsidy - General Fund	\$16,693,727	\$16,788,376	\$17,154,697
30-5000 Fund Balance Carry Forward (General Fund)	\$-	\$518,789	\$500,000
30-5000 Fund Balance Carry Forward (Adult Ed)	-	50,000	19,283
30-5000 Fund Balance Carry Forward (Food Service)	-	211,481	250,000
Total Fund Balance Carry Forward	\$-	\$780,270	\$769,283
TOTAL OTHER REVENUE	\$16,693,727	\$17,568,646	\$17,923,980
GRAND TOTAL ALL REVENUE	\$24,105,216	\$22,575,285	\$24,044,132

Portland School Department Comparison of Non-Tax Revenues by Source



Note: Due to rounding, totals may not equal 100%

City of Portland, Maine
Comparative Budget Summary
School Department

		FY18	FY19	FY20
		Actual	Budget	Budget
I. SALARIES & BENEFITS				
Salaries - Regular				
* 410100	Professional Salary	\$42,099,752	\$43,193,775	\$44,735,697
410200	Instructional Aide / Asst	4,955,186	4,649,569	5,697,099
* 410400	Administrators	5,785,912	5,950,488	6,439,803
411800	Regular Support Staff	8,806,403	9,084,508	9,816,522
Total Regular Salaries		\$61,647,253	\$62,878,340	\$66,689,121
Salaries - Temporary				
* 412000	Temporary Salary	\$830,702	\$865,451	\$921,311
412100	Tutor	58,833	50,850	50,850
412300	Substitute	1,118,125	939,880	1,033,881
413100	Teacher Additional Pay	81,935	115,310	113,351
413200	Aide/Asst Overtime	2,025	-	-
413800	Regular Support Overtime	212,999	143,000	155,000
414100	Professional Sabbatical	28,382	19,610	-
* 415000	Stipends / Differentials	1,517,890	1,644,972	1,686,994
415010	Stipend - Retirement Sick	525,053	640,000	640,000
415900	Stipend / Other	16,202	24,720	24,720
Total Temporary Salaries		\$4,392,145	\$4,443,793	\$4,626,107
Benefits				
* 420000	Flex Benefits, LTD, Medicare	\$14,255,245	\$15,697,385	\$16,883,718
420300	Unemployment Compensation	27,266	100,000	70,000
* 423000	Retirement - MePERS / ICMA	3,110,610	3,347,316	3,641,939
* 425100	Tuition Reimbursement	207,171	200,000	200,000
427000	Workers' Compensation	606,403	695,670	661,435
429000	Life Insurance - MePERS PLD	143,052	40,000	40,000
Total Benefits		\$18,349,747	\$20,080,371	\$21,497,092
Total Salaries & Benefits		\$84,389,145	\$87,402,504	\$92,812,320
II. CONTRACTUAL SERVICES				
430000	Purchased Professional & Technical Services	\$1,818,421	\$1,429,152	\$1,502,198
432000	Contractual Pre-K	151,631	162,554	-
433000	Employee Training & Development Services	284,836	450,053	442,872
434000	Other Professional Services	15,288	20,000	20,000
434010	Security	132,061	127,867	140,427
434020	Alarms	5,425	4,050	4,325
434200	Architectural & Engineering Services	4,613	20,000	20,000
434300	Adult Ed Contracted Services	-	6,000	6,000
434400	Special Education Contracted Services	344,236	288,400	283,700
434500	Legal Services	124,916	140,000	140,000
441100	Water	39,220	46,547	43,040
441200	Sewer	105,756	116,345	118,110

City of Portland, Maine
Comparative Budget Summary
School Department

		FY18	FY19	FY20
		Actual	Budget	Budget
441250	Stormwater	118,577	-	-
443000	Repair & Maintenance Services	997,321	1,024,274	1,217,281
443010	HVAC Maintenance	497,938	514,663	517,703
443020	Mowing / Plowing / Field Maintenance	472,112	563,766	610,766
443030	Asbestos / Mold Abatement Services	-	20,000	20,000
443040	Vehicle & Equipment Repair	10,878	20,500	24,500
443050	Waste Disposal Services	111,041	117,600	101,126
443060	Recycling Services	29,073	44,000	44,000
443070	Hazardous Waste Disposal Services	885	4,000	8,000
443080	Pest Management Services	16,742	19,560	17,850
443090	Fire Extinguisher Maintenance Services	9,607	7,000	10,000
444000	Rentals	358,317	384,334	423,035
444300	Computer Lease	25,323	193,600	240,100
444500	Leases-Not DOE Approved	34,802	34,802	5,800
450000	Other Purchased Services	909	1,450	1,450
451000	Student Transport Services	-	250	250
451400	Student Transport Purchased - Private	446,462	330,211	347,732
452000	Insurance / General Liability	330,936	428,281	433,003
453100	Postage	62,589	70,771	69,077
453200	Phone	92,046	111,016	114,448
453300	Internet Connectivity	24,101	52,426	64,390
453400	E-Books & On-Line Subscriptions	61,404	92,999	107,087
454000	Advertising	9,909	16,000	15,000
454300	Adult Ed Advertising	21,095	15,000	23,400
455100	Printing & Binding	15,146	51,964	45,602
455200	Photocopying	164,726	169,222	169,222
456100	Tuition to In-State SAU	35,998	90,832	87,710
456300	Tuition to Private Source	654,429	686,613	941,666
456500	Tuition to Post Secondary	13,156	10,000	12,500
458000	Staff Travel	148,304	182,199	239,957
458300	Adult Ed Travel - State Meeting	225	100	200
Total Contractual Services		\$7,790,454	\$8,068,401	\$8,633,527

III. SUPPLIES

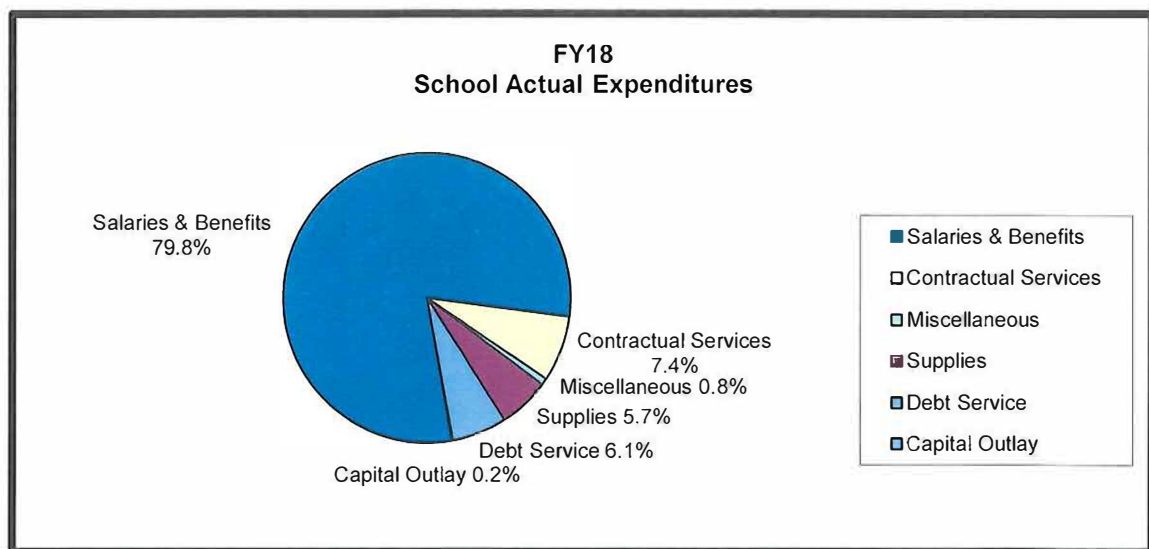
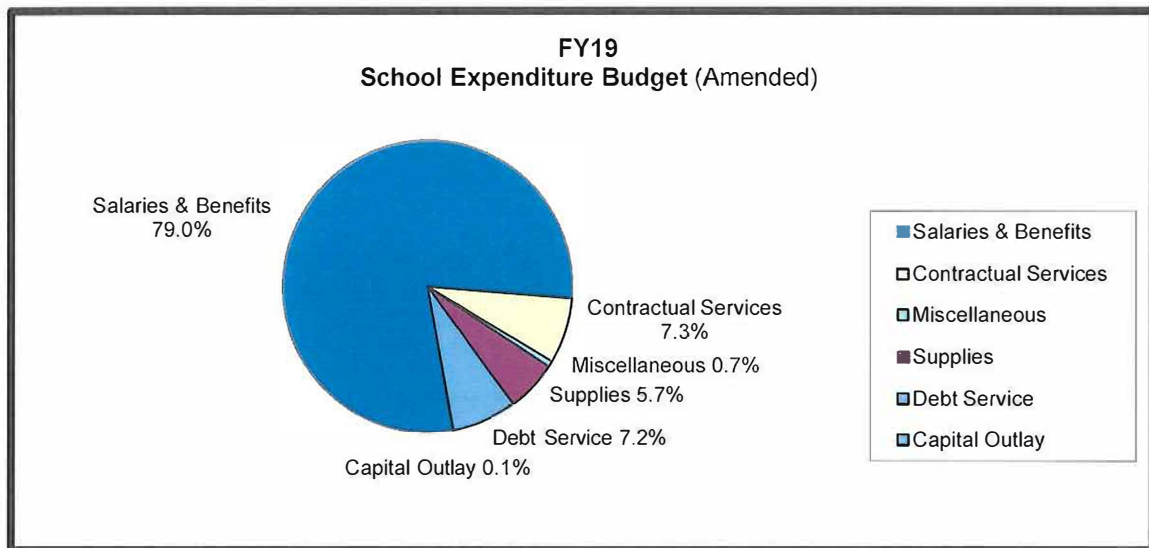
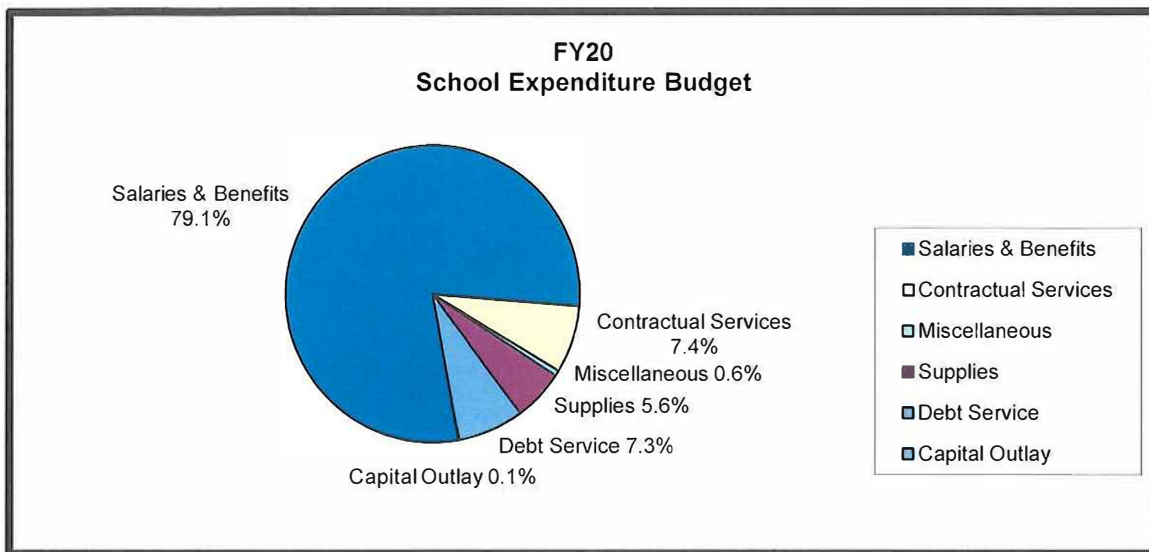
460000	General Supplies	\$550,624	\$620,107	\$640,526
460400	Custodial Supplies	243,050	236,000	247,912
461000	Instructional Supplies	584,939	655,982	710,955
462100	Natural Gas	939,738	909,738	960,728
462200	Electricity	962,657	948,036	957,677
462300	Bottled Gas	19,103	15,682	19,775
462400	Oil	98,859	61,550	69,400
462600	Gasoline	62,271	90,421	151,295
463000	Food	1,477,762	1,540,090	1,609,242
463100	Non-Food Supplies	94,103	113,100	138,398
464000	Books & Periodicals	346,412	272,701	375,018
465000	Tech-Related Supplies	141,104	136,122	133,585
465010	Software Licenses	539,852	641,111	560,914
466000	Audiovisual Supplies	12,300	16,400	9,600
Total Supplies		\$6,072,773	\$6,257,040	\$6,585,025

City of Portland, Maine
Comparative Budget Summary
School Department

		FY18 Actual	FY19 Budget	FY20 Budget
IV. MISCELLANEOUS				
481000	Dues & Fees	\$155,211	\$158,761	\$171,833
481100	Bank Fees	2,444	4,000	3,000
481200	Maine State Billing Fees	40,433	45,796	45,796
481400	School Board Conference Fees	3,400	1,000	2,000
485000	Field Trip Transportation	340,439	335,779	354,186
489000	Miscellaneous Expenditures	3,839	9,000	7,650
490000	Other Items	8,006	144,500	121,000
491000	Fund Transfers Out	240,243	35,000	-
Total Miscellaneous		\$794,015	\$733,836	\$705,465
V. DEBT SERVICE				
483100/200-1	Debt Service - Other	\$5,916,561	\$7,844,378	\$8,466,209
483100/200-2	Debt Service - Buses	106,876	102,586	31,343
483100/200-3	Debt Service - Technology	471,739	16,369	13,983
483100/200-5	Bus / Van Lease / Purchase	4,183	4,183	-
Total Debt Service		\$6,499,359	\$7,967,516	\$8,511,535
VI. CAPITAL EQUIPMENT				
473000	Equipment (Over \$10,000)	\$25,892	\$31,619	\$34,000
473010	Equipment (Under \$10,000)	-	2,500	11,000
473200	Vehicles (Non-Student)	34,773	-	-
473400	Tech-Related Equipment (Over \$10,000)	32,397	-	-
473410	Tech-Related Equipment (Under \$10,000)	84,809	115,300	96,398
Total Capital Equipment		\$177,871	\$149,419	\$141,398
TOTAL SCHOOL EXPENDITURES		\$105,723,617	\$110,578,716	\$117,389,270

*Summary Total: Multiple Accounts

Portland School Department Expenditures by Category



Note: Due to rounding, totals may not equal 100%

Portland, Maine



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Budget Overview

Background Information

The City of Portland is located on the southern coast of the State of Maine in the southeastern section of the County of Cumberland, the State's most populous county. The City is approximately 108 miles north-northeast of Boston, Massachusetts and 60 miles southwest of the City of Augusta, the State's capital. Portland is bordered by the Town of Falmouth on the northeast and the City of Westbrook on the west, with the Presumpscot River forming a portion of this border. The Fore River separates Portland from the City of South Portland for a major portion of its southern border. The Atlantic Ocean forms Portland's eastern border as well as Portland Harbor and Casco Bay.

As the hub of Maine's southern region convenient access to Portland is provided by Exits 44, 45, 46, 47, and 48 of U.S. Interstate Route 95 (the Maine Turnpike) which intersects the City's western plain in a north-south direction, and the U.S. Interstate Route 295 spur which bisects the City through its interior. U.S. Route 1 follows the coastal plain of the City, also in a north-south direction. The Portland International Jetport, located in the City, provides air traffic for the region. The Casco Bay Island Transit District provides commuter and tour boat service to the major islands in Casco Bay. Bus transit, by major carriers operating two terminals in the City, provides regularly scheduled interstate and intra-state transportation. The Amtrak Downeaster passenger railroad service runs between Portland and Boston, offering additional stops along the 114 mile journey in Maine, New Hampshire and Massachusetts during the approximate 2 1/2 hour trip. The Maine Central Railroad, Boston & Maine Corporation and the St. Lawrence & Atlantic Railroad Company provides the greater Portland area with rail links to all of Maine, the continental United States and Canada.

The area embracing Portland was first settled in 1632 and called "Machigonne", the Micmac Indian name meaning "shaped like a

great knee". The area was then referred to as Casco but subsequently incorporated as Old Falmouth in 1718, formed of the area now encompassing the cities of Portland, South Portland, and Westbrook and the towns of Cape Elizabeth and Falmouth. Portland separated from Old Falmouth and incorporated as a town on July 4, 1786, taking its present name. Portland was chartered as a city on March 26, 1832, and annexed the City of Deering (formerly the Town of Stroudwater which included the present limits of Westbrook plus Deering, Deering being further set off as a city in 1871) on February 6, 1899. Portland was the site of the 1819 Constitutional Convention when Maine broke away from the Commonwealth of Massachusetts to become a separate state in 1820. The City served as the first capital from 1820 until its removal to Augusta in 1831.

The metropolitan area is clustered on the "Peninsula" which is surrounded on its sides by Back Cove, Casco Bay and the Fore River with the Eastern and Western Promenades at its opposite ends. Once confined geographically to this narrow peninsula the City added greatly to its territory with the annexation of Deering and now consists of 19.15 square miles of land area. The sections of the City are: Brighton, Casco Bay Islands, Deering, East Deering, the Peninsula, North Deering, Riverton, Stroudwater, Woodfords and Morrills.

Portland is the largest city in Maine, the seat of government for the County of Cumberland and is the region's leading industrial, commercial and cultural center. With one of the finest deep-water harbors on the Atlantic Coast, Portland is closer to Europe than any other transatlantic port in the United States. The City enjoys numerous parks, monuments, historical sites, several hotels and restaurants. Portland is home of the University of Southern Maine, University of New England, the Portland Museum of Art, the Maine College of Art and the Cross Insurance Arena. Two major medical centers, Maine Medical Center and Mercy Hospital, are also located in the City.

Budget Overview

Purpose of the Budget

The annual budget serves three principle purposes:

The budget serves as a tool for the City Manager and department heads in planning the work programs to be performed and the services to be provided by the departments and divisions of the City government.

The budget enables the City Council to determine the amount of available revenues and the manner in which it is to be allocated to various governmental programs in accordance with the needs of the community.

The budget serves as an instrument of control for governmental spending by making available at all times the relative position of actual expenditures to appropriated amounts of departments and divisions and the progress of work being accomplished.

The budget document is the financial plan of the City government. When adopted by the City Council, it reflects the proposed expenditures of the various departments and divisions and the method of financing these expenditures.

Phases of Budgeting

Municipal budgeting consists of three phases:

1. budget preparation
2. review and adoption
3. execution

Budget Calendar

Dec	Jan	Feb
Revenue Base Budget	Expenditure Base Budget	Budget Compilation
Mar	Apr	May
City Manager Budget Review	Finance Committee Review	City Council Deliberations, Public Hearings & Adoption

Budget Preparation

The budget is prepared in two stages -- revenue estimation and expenditure budgets.

Revenue Estimate

The City's budget process begins with revenue estimation for a very simple reason, the City can appropriate no more than it expects to have in resources. This very simple fact makes the accuracy of revenue estimates critical. Unrealistically high estimates assure that at some point in the budget year, an expenditure freeze will be required. On the other hand, with the fiscal constraints that exist in the public sector, significantly understating revenues can negatively impact the tax levy by increasing taxes unnecessarily.

Besides historical data, which is very important, factors such as inflationary and unemployment trends, interest rates, sales and general economic factors are taken into consideration by the departments.

In early November, an automated revenue package is made available to the departments. The departments must provide the following information for the revenues that are their responsibility:

Budget Overview

1. projected collection estimates for the current fiscal year with explanations for projections substantially different than estimate
2. an estimate for the upcoming fiscal year with the method and/or calculations behind the estimate

If a department is proposing a fee increase, a memo outlining pertinent information including action necessary to establish the fee, administrative mechanism for collections, reasonableness, and the new revenue capability is included in the submitted revenue package.

Completed revenue packages are submitted to the Budget Office by mid-December.

Expenditure Budgets

The second phase of the City's budget process begins in early January. The departments prepare their budgets from the instructions given, such as wage guidelines and target figures. Budget packages are submitted to the Budget Office in late January.

Review and Adoption

During the month of March, the City Manager reviews the budgets through a series of budget hearings with the departments. The City Manager then formulates his recommendations. Prior to April 1 of each year, the City Manager's proposed budget for the following fiscal year is then submitted to the City Council. An accurate summary of this budget is made available no later than two (2) weeks after its submission to the City Council.

The City Council then refers the City Manager's budget to the Finance Committee for review and consideration. During the month of April, the Finance Committee holds budget hearings with all the City departments and the School department. Upon completion

of these hearings, the Finance Committee formulates their recommendations and presents the budget to the City Council. The school department budget, under the school consolidation law passed in 2007, is required to conduct a referendum to approve the budget.

The City Council holds a public hearing on the City's Finance Committee's recommended budget at least ten days prior to the final passage of the appropriation resolve, which must be on or before June 30. A budget workshop is scheduled for the City Council to discuss the budget after the initial public hearing. Final action is taken by the City Council at the second reading of the budget, which as previously stated must be before June 30th.

Execution

Amounts are appropriated for general City purposes and one amount for school purposes, the total of which cannot exceed estimated revenues.

Budgets for the general fund and the enterprise funds are legally adopted each year through the passage of an appropriation resolve. Special revenue funds and capital projects funds do not have legally appropriated budgets but have adopted project budgets.

Total expenditures for the year may not exceed total appropriations for the period. The City Council may, by resolution, appropriate additional amounts only up to the amount of excess revenues and unencumbered budget surplus remaining after the purpose of the original appropriation has been satisfied. At the end of the fiscal year, all unencumbered appropriations lapse unless specifically continued by resolution of the City Council.

With the passage of the budget and appropriation resolve, the control phase of the fiscal program begins. Throughout the fiscal year, the budget acts as a control on expenditures, and on programs and activities of the City. The fact that funds are budgeted to a department and activity is not itself a final

Budget Overview

justification for the expenditure of money; constant review and control must be maintained throughout the year. Responsibility for this control is shared by the City Manager, the department heads, and the Budget Office. Final responsibility lies with the City Manager.

No payment voucher shall be processed until the Budget Office has certified that funds are available under the proper account for the department initiating the payment request.

Accounting System

Fund Accounting: The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, reserves, fund equity/retained earnings, revenues and expenditures, or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The following funds are represented in the budget report.

Governmental Funds

General Fund: Transactions related to revenues and expenditures for delivery of those services traditionally provided by municipal governments, which are not accounted for in other funds, are accounted for in the General Fund. These services include, among others, general government, public safety, parks recreation and facilities, public works, health and human services, library, pension and employee insurance, county tax and Metro, debt service, and education.

Capital Projects Funds: Transactions related to revenues obtained and used for the acquisition, construction or improvement of

capital facilities are accounted for in Capital Projects Funds. Such resources are derived principally from proceeds of general obligation bond issues.

Special Revenue Funds: Transactions related to revenues and expenditures under certain federal and state grants and from other sources, upon which legal restrictions are imposed, are accounted for in Special Revenue Funds.

The special revenue fund presented in the budget document is the Community Development Block Grants. It accounts for grants received from the federal government under the Housing and Community Development Act of 1974, as amended. These funds are used to repair streets, sidewalks and maintain parks in neighborhoods that qualify under the regulations. Qualified external human service organizations also share in these funds.

Proprietary Funds

Enterprise Funds: Transactions related to City facilities and services which are intended to be supported primarily through user charges, or where management has decided that determination of net income is appropriate, are accounted for in Enterprise Funds.

The operations classified as Enterprise Funds are: Fish Pier, Sewer, Stormwater and Jetport.

Basis of Accounting and Budgeting

Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus.

All proprietary funds are accounted for on a flow of economic resources measurement focus.

Budget Overview

The modified accrual basis of accounting is used by all governmental fund types. Under the modified accrual basis of accounting, expenditures are recorded when the related fund liability is incurred and revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available).

"Measurable" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The City considers property taxes as available if they are collected within 60 days after year-end. Revenues susceptible to accrual are property taxes, special assessments, licenses, interest revenue and charges for services. Fines, permits and parking meter revenues are not susceptible to accrual because generally they are not measurable until received in cash.

The accrual basis of accounting is utilized by proprietary fund types. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

Basis of Budgeting

The City follows certain accounting principles for General Fund budgetary reporting purposes that differ from GAAP; the most significant of which are encumbrances treated as expenditures for budgetary purposes, and interfund and interdepartmental transfers under generally accepted accounting principles treated as revenues and/or expenditures for budgetary reporting purposes. In addition, the City's budgetary reporting for insurance claims, compensated absences, and investment income is done in accordance with the cash basis method of accounting, as opposed to the modified accrual method required by generally accepted accounting principles.

Glossary of Terms

Ad Valorem Tax: Property taxes levied on the assessed value of real or personal property.

Administrative Services: The character code classification which includes the cost of memberships to professional organizations, literature, licenses, travel, training, and postage.

Appropriation: An authorization made by the City Council which permits the City to incur obligations and to make expenditures of resources.

Assessed Valuation: A value that is established for real and personal property for use as a basis for levying property taxes.

Assets: Property owned by a government which has a monetary value.

Authorized Positions: The approved list of positions that an organization may hire to fill.

Balanced Budget: A budget in which planned resources equal planned expenditures.

Benefits: The character code classification for employee related costs such as health insurance, pension, FICA, unemployment, cell phones, clothing and tool allowance, and medical stipends.

Bond: A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation, revenue bonds, and special improvement district bonds. These are most frequently used for construction of large capital projects such as buildings, streets and sewers.

Budget: A financial plan for a specified period of time (fiscal year).

Budget Adjustment / Transfer: A procedure to revise a budget appropriation.

Budget Calendar: The schedule of key dates that a government follows in the preparation and adoption of the budget.

Budget Document: The official written statement prepared by the Budget Office and supporting staff which presents the approved budget by the City Council.

Budget Message: The opening section of the budget which provides the City Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and recommendations made by the City Manager.

Budgetary Control: The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of authorized appropriations and available revenues.

Capital Assets: Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.

Capital Equipment: Tangible property or equipment used for operations, expected to have a service life of more than a year and a cost of more than \$10,000.

Glossary of Terms

Capital Improvements Budget: A plan of proposed capital expenditures and the means of financing them. The capital budget normally is based on a capital improvement program (CIP).

Capital Improvement Program (CIP): A plan for capital improvements to be implemented each year over a fixed period of years to meet capital needs arising from the long-term work effort. It sets forth each project or other contemplated expenditures in which the government is to have a part and specified the full resources estimated to be available to finance the projected expenditures.

Capital Outlays: The character code classification for an expenditure which results in the acquisition of or addition to fixed assets.

Cash Basis: The method of accounting under which revenues are recorded when received in cash and expenditures are recorded when paid.

Character Code: A grouping mechanism that characterizes the type of expenditure and / or revenue. The major expenditure classifications utilized by the City of Portland include Payroll, Benefits, Administrative Services, Client Expenses, Contractual Services, Maintenance & Repairs, Rentals, Insurance, Supplies, Minor Capital, Utilities, Contributions, Capital Outlay, and Debt Service. The major revenue classifications include Property & Excise Taxes, Licenses & Permits, Intergovernmental, Charges for Services, Fines Forfeits & Penalties, Uses of Money & Property, and Other Finance Resources.

Client Expenses: The character code classification generally associated with the costs of the Social Services General Assistance Program such as food, housing, prescriptions, and utility expenses.

Contingency Account: A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for.

Contractual Services: The character code classification which accounts for the purchase of services such as consulting, advertising, temporary services, and printing.

Contributions: The character code classification for monies contributed to organizations to help fund their program costs.

Debt Service: Payment of interest and repayment of principal to holders of a government's debt instruments.

Deficit: The excess of an entity's liabilities over its assets (see Fund Balance).

Delinquent Taxes: Taxes remaining unpaid on and after the date on which a late payment penalty is assessed.

Department: A segment of the account number that identifies the highest level in the formal City organization in which a specific activity is carried out.

Depreciation: 1. Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence. 2. That portion of the cost of a capital asset which is charged as an expense during a particular period.

Glossary of Terms

Division: A segment of the account number identifying the second level in the formal City organization in which a specific activity is carried out; several divisions may comprise a single department.

Encumbrance: The legal commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.

Enterprise Fund: A fund established to account for operations financed in a manner similar to a private business enterprise, i.e., where the costs of providing goods and services to the public are financed or recovered through user charges.

Estimated Revenue: The amount of projected revenue to be collected during the fiscal year.

Expenditure/Expense: This term refers to the outflow of funds paid for an asset, goods, or services obtained.

Final Allowance: The final budget amounts approved by the City Council.

Fiscal Year (FY): The time period designated by the City signifying the beginning and ending period for recording financial transactions. The City of Portland has specified July 1 to June 30 as its fiscal year.

Fixed Assets: Assets of long-term character which are intended to continue to be held or used, such as land, buildings, machinery, and other equipment.

Function: A segment of the account number that identifies the budget category of the account. The eleven primary activity classifications used in budgeting include Education, General Government, Public Safety, Public Works, Health and Human Services, Parks and Recreation, Library, Debt Service, County Tax, Metro and the Enterprise Operations.

Fund: An accounting entity which has a set of self-balancing accounts and records all financial transactions for specific activities or government functions. Eight commonly used fund types in public accounting are: general fund, special revenue funds, debt service funds, capital project funds, enterprise funds, trust and agency funds, internal service funds, and special assessment funds.

Fund Balance: Fund balance is the excess of assets over liabilities and reserves, and is therefore also known as surplus funds.

Generally Accepted Accounting Principles (GAAP): Uniform minimum standards of and guidelines for financial accounting and reporting. They govern the form and content of the basic financial statements of an entity. GAAP encompass the conventions, rules, and procedures necessary to define accepted accounting practices as a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provides a standard by which to measure financial presentations.

General Fund: The largest fund within the City, the general fund accounts for most of the financial resources of the government not specifically accounted for in other funds. General fund revenues include general property and other taxes, licenses and permits, fines, forfeits and penalties, use of money and property, intergovernmental charges, service charges,

Glossary of Terms

interdepartmental charges, and reimbursements. General Fund expenditures are categorized as general government, public safety, public works, parks recreation and facilities, health and human services, public library, county tax, metro, and debt service.

General Obligation Bonds: Bonds that finance a variety of public projects such as streets, buildings, and improvements; the repayment of these bonds is usually made from property taxes, and these bonds are backed by the full faith and credit of the issuing government.

Grant: A contribution of assets (usually cash) by one governmental unit or other organization to another. Typically, these contributions are made to local governments from the state and federal governments. Grants are usually made for specified purposes. Grants may be classified as either categorical or block depending upon the amount of discretion allowed the grantee.

Holiday Payments: The wages paid to union employees for holidays according to the stipulations of the union contract.

Housing and Community Development Program (HCD): The Special Revenue Fund used to account for the expenditures and revenues received under the Housing and Urban Development's Community Development Block Grant (CDBG).

HUD: The abbreviation for Housing and Urban Development.

Insurance: The character code classification which accounts for insurance expenses including general liability, workers' compensation, and self-insurance.

Intergovernmental Revenue: Funds received from Federal, State and other local government sources, such as grants and shared revenues.

Liability: Debt or other legal obligations arising out of transactions in the past that must be paid or refunded at some future date, not including encumbrances.

Line-Item Budget: A budget which lists each expenditure category or object code separately (salary, materials, telephone service, travel, etc.), along with the dollar amount budgeted for each specified category.

Maintenance and Repairs: The character code classification associated with up-keep of the city's tangible assets such as buildings, equipment, and land.

Maturities: The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.

Measurement Focus: The accounting convention which determines (1) which assets and which liabilities are included on an entity's balance sheet and (2) whether its operating statement presents "financial flow" information (revenues and expenditures) or "capital maintenance" information (revenues and expenses).

Mill: The property tax rate which is based on the valuation of property. A tax rate of one mill produces one dollar of taxes on each \$1,000 of property valuation.

Glossary of Terms

Minor Capital Items: The character code classification used for tangible property or equipment used for operations having a cost of $\geq \$5,000$ and $< \$10,000$ per single item.

Modified Accrual Basis: The accrual basis of accounting where revenues are recognized when they become both "measurable" and "available" to finance expenditures of the current period. All governmental funds and Expandable Trust Funds are accounted for using the modified accrual basis of accounting.

Net Budget: The legally adopted budget less all interfund transactions. Those amounts in the budget representing transfers and interfund reimbursements which in effect are double counted in from the perspective of the entire budget are subtracted from the legally adopted budget amount.

Object Code: A segment of the account number identifying the specific types of expenditures and / or revenues at the most detailed level. The city's object codes, defined in the chart of accounts, are utilized across all funds as appropriate, completing the full account number designation. Object Codes are assigned a character code for budget grouping classification purposes.

Operating Budget: The portion of the budget which pertains to daily operations that provide basic governmental services. The operating budget contains appropriations for such expenditures as personnel, contractual services, maintenance and repairs, utilities, and supplies.

Operating Transfers Out: The character code classification for interfund transfers or expense activity between funds.

Ordinance: A formal legislative enactment by the governing body of a municipality having the full force and effect of law within the boundaries of the municipality to which it applies, provided it does not conflict with a higher form of law such as a state statute.

Organization Code: A short code identifying an account number's fund, department, division, and program.

Payroll: The character code classification for the cost of employees' wages including salaries, overtime, temporary help, and termination pay.

PDC: The abbreviation for the Portland Development Corporation, a local development corporation, organized by the City in 1991 for the purposes of implementation and administration of economic development programs that enhance and create business and employment opportunities, and the enhancement and coordination of the provision of services to the City's downtown business district.

PDD: The abbreviation for Portland Downtown District.

Program: A segment of the account number identifying the third level in the formal City organization in which a specific activity is carried out; several programs may comprise a single division.

Rental: The character code classification used for rental expenses of land, buildings, vehicles and equipment.

Glossary of Terms

Reserve: An account used to indicate that a portion of a fund's assets are legally restricted for a specific purpose and is, therefore, not available for general appropriation.

Resolution: An order of a legislative body requiring less legal formality than an ordinance or statute.

Revenue: Funds which the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income.

Revenue Estimate: A formal estimate of how much revenue will be earned from a specific revenue source for some future period; typically, a future fiscal year.

Risk Management: An organized attempt to protect a government's assets against accidental loss in the most economical method.

Self Insurance: The underwriting of one's own insurance instead of obtaining coverage from a private provider.

Source of Revenue: Revenues are classified according to their source or point of origin.

Special Assessment: A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

Special Revenue Fund: A fund created to account for transactions related to revenues and expenditures under certain federal and state grants and from other sources, upon which legal restrictions are imposed.

Supplies: The character code classification relating to the purchase of materials, provisions, and other tangible goods.

Tax Levy: The total amount to be raised by general property taxes.

Tax Lien: The legal method for collecting delinquent real estate taxes.

Tax Rate: The amount of taxes (mills) levied for each \$1,000 of assessed valuation.

Termination: The final wage payment for accrued vacation and sick time, if applicable, upon an employee's termination with the City.

Utilities: The character code classification which includes expenses for electricity, heating fuel, telephone, water and sewer, and stormwater.

Wage Adjustment: A wage reserve account for changes which may result from scheduled union contract negotiations.

Portland, Maine



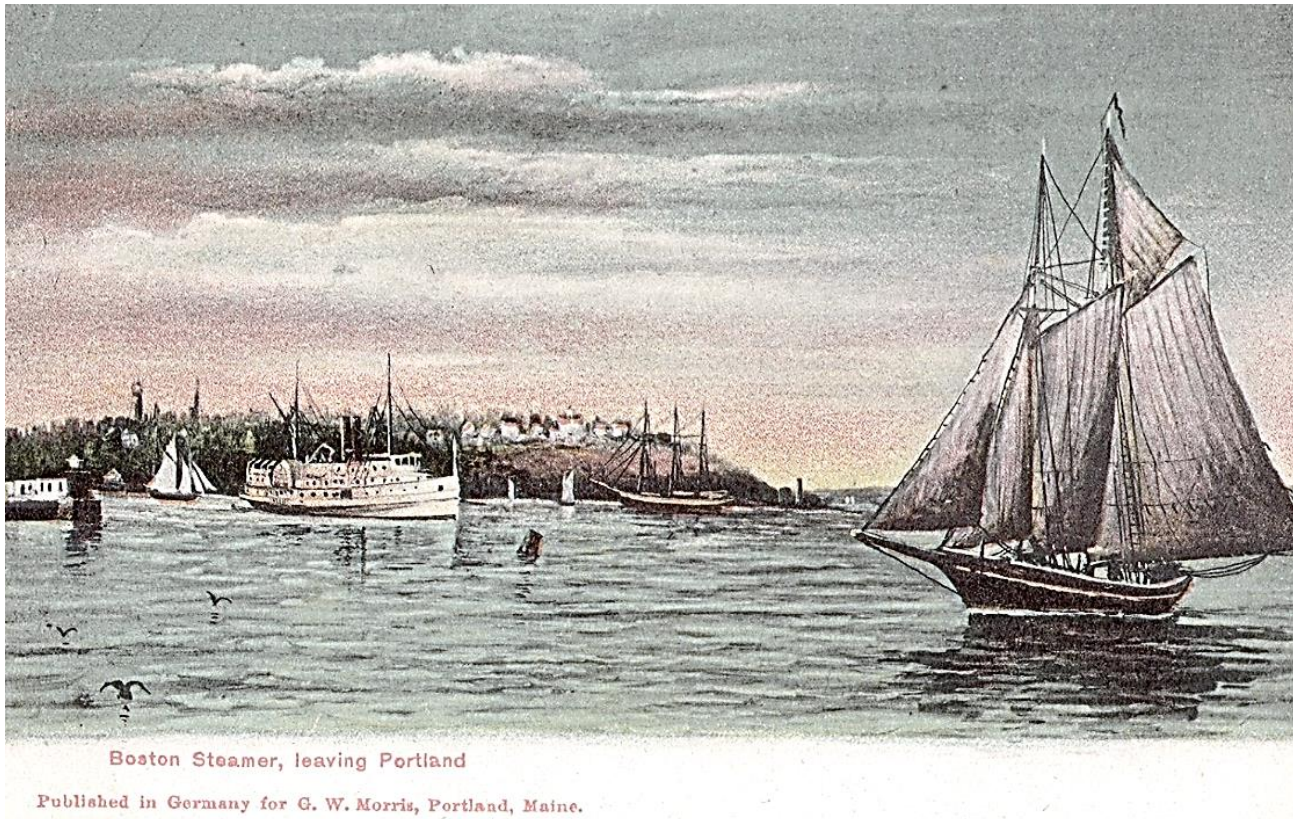
Yes. Life's good here.

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Municipal Budget

CITY OF PORTLAND, MAINE

July 1, 2020 – June 30, 2021



City of Portland, Maine

FY21 Municipal Budget

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City of Portland, Maine

City Council

Kate Snyder
Mayor
(2023)

Belinda S. Ray
District 1
(2021)

Kimberly Cook
District 5
(2020)

Spencer Thibodeau
District 2
(2021)

Jill C. Duson
At Large
(2020)

Tae Y. Chong
District 3
(2022)

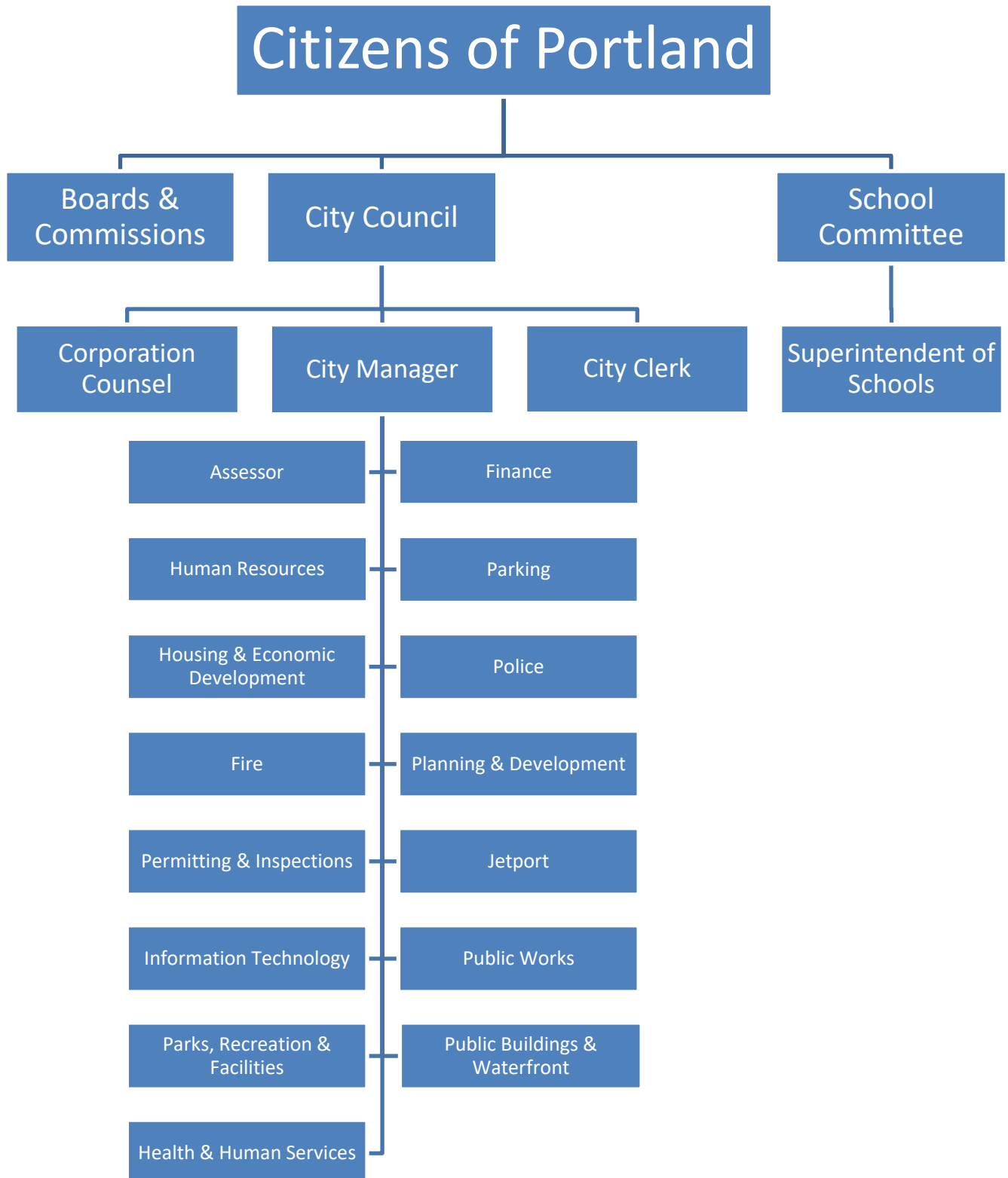
Pious Ali
At Large
(2022)

Justin Costa
District 4
(2020)

Nicholas M. Mavodones, Jr.
At Large
(2021)

City of Portland, Maine

Organizational Chart



City of Portland, Maine

Administrative Staff

City Manager

Jon Jennings

Assistant City Manager

Heather Brown

Department	Department Head
Assessor	Christopher Huff
City Clerk	Katherine Jones
Economic Development	Gregory Mitchell
Finance	Brendan O'Connell
Fire	Chief Keith Gautreau
Health & Human Services	Kristen Dow
Human Resources	Gina Tapp
Information Technology	Hanna Pickering
Jetport	Paul Bradbury
Legal	Danielle West-Chuhta
Parks, Recreation & Facilities	Ethan Hipple
Permitting & Inspections	Vacant
Planning & Development	Christine Grimando
Police	Chief Frank Clark
Public Buildings & Waterfront	Katherine Alves
Public Works	Christopher Branch



Portland, Maine

Yes. Life's good here.

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City of Portland, Maine
Tax Rate Computation
FY21

	General Fund	Enterprise Funds	TOTAL MUNICIPAL	School Dept	GRAND TOTAL
Total Expenditures	\$202,806,660	\$54,179,760	\$256,986,420	\$119,862,677	\$376,849,097
Less: Revenues	(109,051,966)	(50,224,881)	(159,276,847)	(24,694,600)	(183,971,447)
Surplus	0	(3,954,879)	(3,954,879)	(829,333)	(4,784,212)
Tax Levy	\$93,754,694	\$0	\$93,754,694	\$94,338,744	\$188,093,438
Tax Levy %			49.8%	50.2%	100.0%

Valuation	8,070,000,000
------------------	----------------------

Tax Rate:

FY21	\$11.62	\$0.00	\$11.62	\$11.69	\$23.31
FY20	\$11.62	\$0.00	\$11.62	\$11.69	\$23.31
\$ Increase	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
% Increase	0.0%	0.0%	0.0%	0.0%	0.0%

City of Portland, Maine
Comparative Tax Levy by Budget Category
FY21 Budget versus FY20 Budget

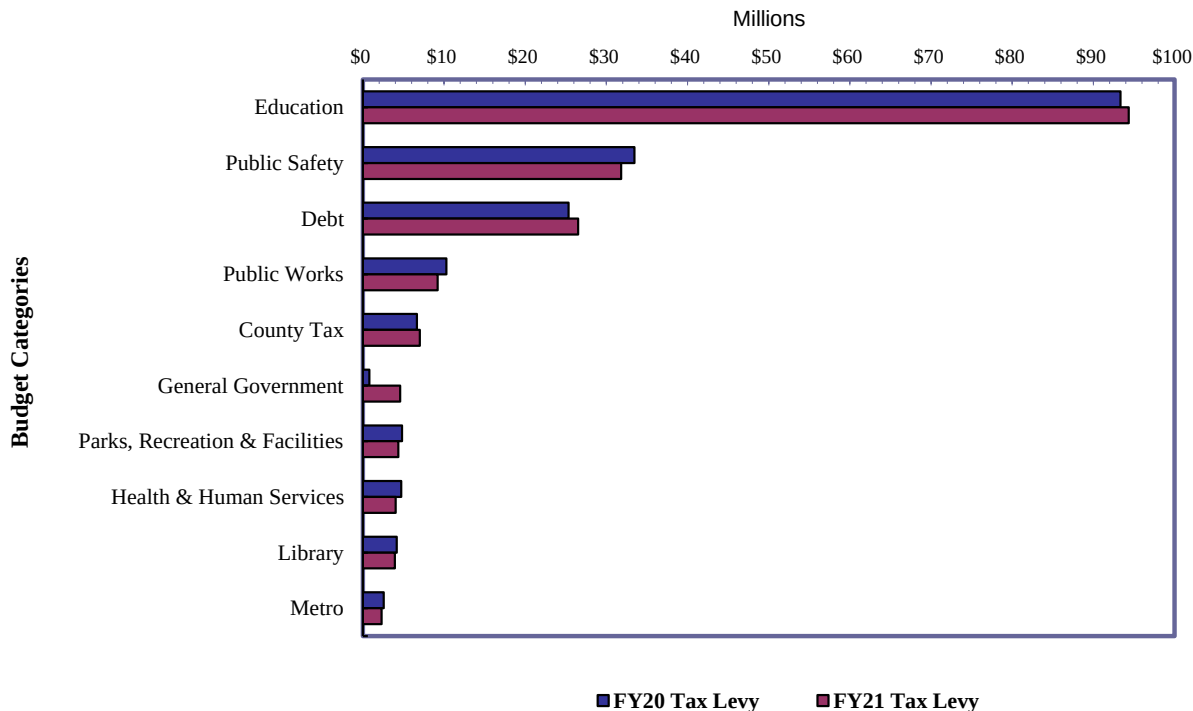
Department	FY20 Tax Levy	FY21 Tax Levy	\$ Change	% Change	FY20 Tax Rate	% of Taxes	FY21 Tax Rate	% of Taxes
Education	\$93,345,139	\$94,338,744	\$993,605	1.1%	\$11.69	50.1%	\$11.69	50.2%
Public Safety	\$33,453,239	\$31,808,884	(\$1,644,355)	-4.9%	\$4.19	18.0%	\$3.94	16.9%
Debt	\$25,356,302	\$26,510,511	\$1,154,209	4.6%	\$3.18	13.6%	\$3.28	14.1%
Public Works	\$10,293,784	\$9,195,909	(\$1,097,875)	-10.7%	\$1.29	5.5%	\$1.14	4.9%
County Tax	\$6,640,316	\$7,011,159	\$370,843	5.6%	\$0.83	3.6%	\$0.87	3.7%
General Government	\$789,435	\$4,579,595	\$3,790,160	480.1%	\$0.10	0.4%	\$0.57	2.4%
Parks, Recreation & Facilities	\$4,809,689	\$4,374,873	(\$434,816)	-9.0%	\$0.60	2.6%	\$0.54	2.3%
Health & Human Services	\$4,728,803	\$4,044,904	(\$683,899)	-14.5%	\$0.59	2.5%	\$0.50	2.2%
Library	\$4,178,550	\$3,927,837	(\$250,713)	-6.0%	\$0.52	2.2%	\$0.49	2.1%
Metro	\$2,563,535	\$2,301,022	(\$262,513)	-10.2%	\$0.32	1.4%	\$0.29	1.2%
Total:	\$186,158,792	\$188,093,438	\$1,934,646	1.0%	\$23.31	100.0%	\$23.31	100.0%

Note: Due to rounding, totals may not equal 100%

Notes:

- The pension and insurance costs have been proportionately allocated to the budgets.
- Non-department specific revenues are allocated to all departments

Tax Levy By Budget Category
FY21 and FY20 Comparison
Tax Levy in Millions



CITY OF PORTLAND, MAINE
Annual Expenditure Budget
Comparative Budget Summary - General Fund and Enterprise Funds

Department		FY19 Actual	FY20 Budget	FY20 Projection	FY21 Budget
100-11-000	City Council	\$295,778	\$344,046	\$345,575	\$450,014
100-12-000	City Clerk	509,609	622,721	659,480	679,454
100-13-000	City Manager	989,419	929,877	1,055,882	764,688
100-14-000	Assessor	399,885	435,159	424,626	418,620
100-15-000	Finance	2,041,891	1,952,730	1,853,430	1,865,502
100-16-000	Legal	649,199	741,338	738,474	728,821
100-17-000	Human Resources	1,069,591	1,071,134	1,189,920	1,072,530
100-18-000	Parking	2,232,886	2,366,214	2,362,911	2,244,853
100-19-000 ¹	Housing & Economic Development	606,175	674,528	768,912	1,220,230
100-21-000	Police	16,739,602	17,757,540	17,134,978	17,195,829
100-22-000	Fire	17,847,821	18,235,148	18,343,717	17,804,366
100-24-000 ¹	Planning & Development	1,740,440	2,080,032	1,893,142	1,425,522
100-25-000	Permitting & Inspections	1,803,137	1,848,559	1,817,338	1,926,043
100-29-000	Information Technology	2,826,333	2,914,482	2,905,879	2,589,248
100-31-000	Public Works	15,411,874	14,636,202	14,818,629	13,655,734
100-33-000	Parks, Recreation & Facilities	10,885,756	11,517,193	11,131,590	9,324,469
100-35-000	Public Buildings & Waterfront	4,711,129	5,080,341	4,980,568	5,079,184
100-44-100	HHS Administration	382,313	337,276	309,076	329,165
100-44-200	Public Health	986,986	2,093,528	2,099,780	2,216,800
100-44-300	Social Services	10,326,877	13,167,747	13,282,343	14,623,335
100-44-400	Barron Center	14,627,732	15,947,969	15,696,392	16,112,624
100-47-000	Debt Service	42,026,213	45,087,798	44,174,897	45,700,279
100-48-000	Library	4,062,000	4,178,550	4,178,550	3,927,837
100-51-000	Pension	7,928,610	8,398,292	8,246,577	7,764,619
100-52-000	Employee Benefits	20,875,514	23,445,886	21,195,046	22,257,159
100-61-000	Contingent	279,953	250,000	250,000	250,000
100-62-000	Liability Insurance	701,796	839,325	794,496	793,128
100-63-000	County Tax	6,288,845	6,640,316	6,640,316	7,011,159
100-65-000	Memberships & Contributions	3,127,847	3,303,640	3,299,113	3,375,448
100-67-000	Wage Adjustment	-	(165,000)	-	-
Total General Fund Expenditures:		\$192,375,211	\$206,732,571	\$202,591,637	\$202,806,660
530-35-000	Fish Pier	\$242,433	\$388,679	\$368,375	\$423,216
570-00-000	Sewer	24,533,277	27,032,572	25,826,741	26,708,918
571-00-000	Stormwater	2,185,734	2,788,837	2,878,393	2,972,872
583-28-000	Jetport	19,972,131	26,578,275	22,500,655	24,074,754
Total Enterprise Funds:		\$46,933,576	\$56,788,363	\$51,574,164	\$54,179,760
Total General & Enterprise Funds:		\$239,308,787	\$263,520,934	\$254,165,801	\$256,986,420

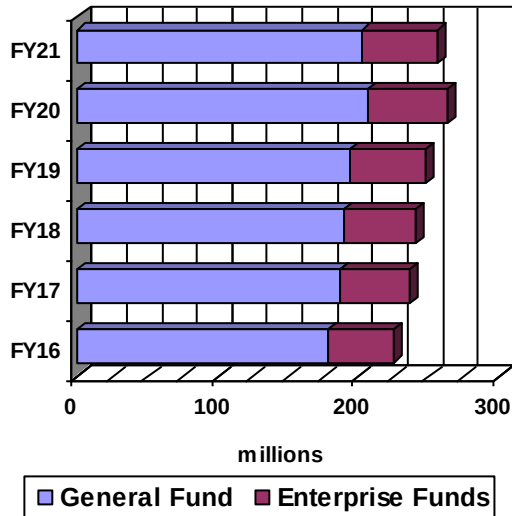
*** Notes:**

¹ Housing & Community Development division transferred from Planning to Housing & Economic Development in FY21

² Covid-19 Pandemic began mid-March 2020 (FY20)

Budget Highlights

**General Fund & Enterprise Funds
FY16 - FY21**



General Fund Expenditures

The 2020-2021 General Fund budget totals \$202,806,660, a decrease of \$3,925,911 or 1.9%. As the magnitude of the coronavirus began to emerge in March of 2020, the City began scaling back City operations. With the FY21 budget well underway under the pre-pandemic scenario, the City's FY21 budget passage was then delayed. The City's FY21 final approved budget, passed by Council in September of 2020, incorporates the awareness of the evolving economic changes in the midst of the pandemic. The major changes in the FY21 budget include:

Social Services Client Services	\$ 1,260,038
Debt Service	\$ 612,481
County Tax	\$ 370,843
Waste Management Contract	\$ 310,800
Electricity	\$ 180,484
Barron Center Healthcare Consulting Services	\$ 180,000
METRO	\$ 89,286
Snow Dump	\$ 88,000
Police Steering Committee	\$ 75,000
Waterfront Trail & Seawall Repairs	\$ 75,000

Construction Supplies	\$ (34,980)
Printing	\$ (35,521)
Postage & Freight	\$ (36,563)
Advertising	\$ (36,645)
Vehicle / Equipment Rental	\$ (40,425)
Liability Insurance	\$ (46,197)
Capital Outlay	\$ (52,196)
Program-Activity Expense	\$ (55,850)
Land & Building Rental	\$ (58,086)
Workers' Comp Indirect Chargebacks	\$ (58,278)
Zoning Rewrite / Recode (FY20 Expense)	\$ (75,000)
Supplies – All Other	\$ (104,021)
Legal Services	\$ (106,507)
Wearing Apparel	\$ (116,952)
Temporary Services	\$ (161,373)
Computers & Technology Supplies	\$ (164,604)
Travel & Training	\$ (178,250)
Food Expense	\$ (206,969)
Minor Equipment & Minor Capital Items	\$ (231,092)
IT Computer Software & Maint. Contracts	\$ (238,574)
Vehicle Fuel	\$ (248,739)
Library Contribution	\$ (250,713)
Traffic Pavement Markings	\$ (269,765)
Other Contractual Misc. Services	\$ (425,731)
Employee Benefits	\$ (1,642,187)
City Wages	\$ (2,194,395)

Enterprise Funds Expenditures

The 2020-2021 Enterprise Funds budget totals \$54,179,760, a decrease of \$2,608,603 or 4.6% over the 2019-2020 budget; this budget decrease is largely attributed to the Jetport as a result of the Covid-19 outbreak.

The FY21 Jetport expenditure budget decreased \$2,503,521 or 9.4% (or \$1,701,897, or 6.6%, excluding surplus). The more significant Jetport budgetary changes include the following:

Contributions (Air Rescue & Police Security)	\$ 120,853
Terminal Exterior Landscape & Plant Care	\$ (75,000)
Advertising	\$ (83,500)
Administrative Svcs (Excluding Surplus)	\$ (84,950)
Capital Outlay Other Equipment	\$ (86,319)
Capital Outlay Vehicle	\$ (87,500)

Field Snow Plow & Removal Services	\$ (92,135)
Utilities	\$ (99,716)
Wages	\$ (112,082)
Baggage Handling & Jet Bridge Maint.	\$ (119,158)
Airfield Pavement Markings	\$ (125,000)
Other Contractual Misc. Services	\$ (133,405)
Terminal Asset Mgmt System (FY20 Expense)	\$ (150,000)
Supplies – All Other	\$ (198,877)
Capital Outlay Building Improvements	\$ (357,882)
Anticipated Surplus	\$ (801,624)

The FY21 Sewer Fund expenses decreased \$323,654 or 1.2%. The more substantial budgetary changes comprise of the following:

Rodent Control Contracted Services	\$ 112,000
Sewer Inspection / Camera Contracted Svcs	\$ 100,000
Financial Software Implementation (FY20)	\$ (41,120)
Debt Service Division	\$ (59,042)
Maintenance & Repair	\$ (80,760)
Manhole Structure Adjustment Contracted Svcs	\$ (100,000)
INFOSWMM Computer Software Svc (FY20)	\$ (100,000)
109 District Road Improvements (FY20)	\$ (135,745)

The FY21 Stormwater Fund has an expenditure budget of \$2,972,872, resulting in an increase of \$184,035 or 6.6%. The more significant expenditure variances are:

Benefits	\$ 115,725
Contracted Services Miscellaneous	\$ 70,181
Debt Service Division	\$ 69,528
Wages	\$ 25,585
Vehicle Maintenance & Repair	\$ (21,000)
Administrative Services	\$ (25,305)
Architecture & Engineering Services	\$ (26,000)

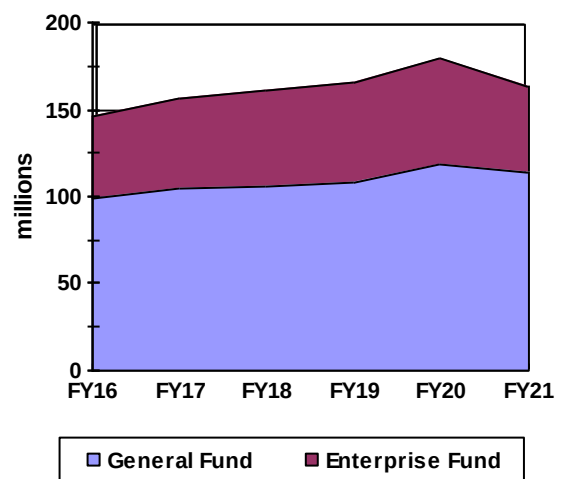
The FY21 Fish Pier Fund has an expenditure budget of \$423,216, resulting in an increase of \$34,537 or 8.9%.

Wages	\$ 42,647
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General Fund Revenues

The 2020-2021 General Fund non-tax revenues are estimated at \$113,475,489, a decrease of \$4,552,041, or 3.9%, over the 2019-2020 budget. The revenue areas substantially negatively impacted by the coronavirus pandemic include Parking, the Parks & Recreation Department, and the Waterfront / Cruise Ship operations. The Health & Human estimated revenue increases are directly correlated with expenditures. The revenue changes include the following:

**General Fund & Enterprise Funds
Non-Tax Revenue Estimates
FY16 - FY21**



SS State Social Services (GA)	\$ 1,264,137
Social Services Misc. Reimbursements	\$ 570,745
Social Services Division Grant Reimb.	\$ 435,527
Public Health Division Grant Reimb.	\$ 417,016
TIF Reimbursements	\$ 369,890
India Street Donation	\$ 267,665
Police Dispatch Division	\$ 242,711
MEDCU Public Safety Charges for Services	\$ 200,000
Street Occupancy	\$ 198,805
Permitting & Inspections Business Licenses	\$ 182,768
Parks Division	\$ 115,505
Police Investigative Services Misc. Reimb.	\$ 79,837
Economic Dev. Misc. Reimb.	\$ 78,508

Fire Air Rescue Enterprise Fund Chargebacks	\$ 76,668
Debt Service Enterprise Fund Chargebacks	\$ 72,171
Revenue Sharing	\$ 69,842
Planning Public Safety Charges for Services	\$ 69,500
Benefits Enterprise Fund Chargebacks	\$ 59,203
Housing & Community Dev. Grant Reimb.	\$ 56,310
Adult Day Care Division	\$ (64,354)
Police Uniformed Ops School Chargebacks	\$ (98,560)
Payment in Lieu of Taxes (PILOT)	\$ (100,000)
Social Services Medicaid (MaineCare)	\$ (123,600)
Interest & Penalties	\$ (150,000)
Barron Center Non-Patient Receipts	\$ (169,493)
Public Works CIP Chargebacks	\$ (172,211)
Temple Street Parking Garage	\$ (225,000)
Health Insurance Employee Reimbursement	\$ (280,623)
Debt Service School Department Chargebacks	\$ (404,753)
Parking Tickets	\$ (630,000)
Public Assemblies Division	\$ (666,967)
Hourly Parking	\$ (710,000)
Excise Taxes	\$ (1,003,000)
Parking Meters	\$ (1,095,100)
Recreation Division	\$ (1,437,292)
Waterfront Division	\$ (1,983,967)

Enterprise Funds Revenues

The Enterprise Funds 2020-2021 revenue estimates are \$50,224,881, a decrease of \$11,246,654 or 18.3%.

The major changes in the revenue estimates include the following:

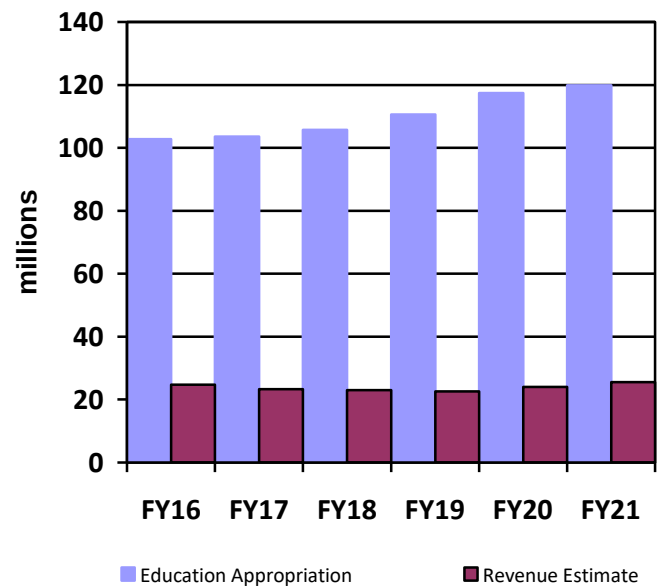
Sewer Interest Income	\$ 184,500
Stormwater Interest Income	\$ 65,000
Sewer Enterprise Fund Chargebacks	\$ 53,431
Jetport Misc. Charges for Services	\$ (58,353)
Stormwater User Fees	\$ (177,235)
Jetport Concessions	\$ (638,350)
Jetport Terminal Rental	\$ (808,919)
Sewer User Fees	\$ (969,698)
Jetport Landing Fees	\$ (2,333,932)
Jetport Car Rental Commissions	\$ (2,600,705)
Jetport Parking Income	\$ (3,639,035)

Housing & Community Development Program (HCD)

The final 2020-2021 HCD program totals \$2,081,348, an increase of \$38,782, or 1.9%, from the 2019-2020 program: the Entitlement Grant increased \$39,197 and Program Income decreased by \$415. The 2020-2021 HCD Program also includes flat funding from Tax Increment Financing (TIF) for \$120,000 and from the Cotton Street lot sale proceeds for \$20,000, and no use of Surplus Funds.

Education

**Education Appropriations &
Non-Tax Revenue Estimates
FY16-FY21**



The Education budget for 2020-2021 is \$119,862,677, an increase of \$2,473,407 or 2.1%. A summary of the more significant school expenditure changes is provided below:

Wages	\$ 995,589
Benefits	\$ 728,622
Special Ed Contracted Services	\$ 199,528
Electricity	\$ 173,383
Professional Education Services	\$ 140,000

Natural Gas	\$ 101,272
Tech-Related Equipment < \$10k	\$ 99,552
Books & Periodicals	\$ 91,996
Employee Training & Development Svcs	\$ 89,996
Insurance – General Liability	\$ 88,921
Recycling Services	\$ 78,040
Equipment > \$10k	\$ 75,000
General Supplies	\$ 58,357
Instructional Supplies	\$ (52,399)
Food	\$ (59,959)
Purchased Professional & Technical Svcs	\$ (60,769)
E-books & Online Subscriptions	\$ (75,868)
Debt Service	\$ (88,091)
Tuition to Private Source	\$ (133,650)

The total non-tax revenue estimate for Education is \$25,523,933, an increase of \$1,479,802 or 6.2%. A summary of the revenue changes are as follows:

State Subsidy – EPS/Debt Service	\$ 1,030,862
SEED Withholding	\$ 1,001,000
Adult Ed State Subsidy	\$ 99,954
Surplus Use	\$ 60,050
Tuition Public K-8	\$ 50,000
Tuition – State Agency Client	\$ (30,000)
Transportation Fees Private	\$ (35,000)
MaineCare Medicaid Reimbursement	\$ (713,928)

City of Portland
Authorized Employees
FY16-FY21

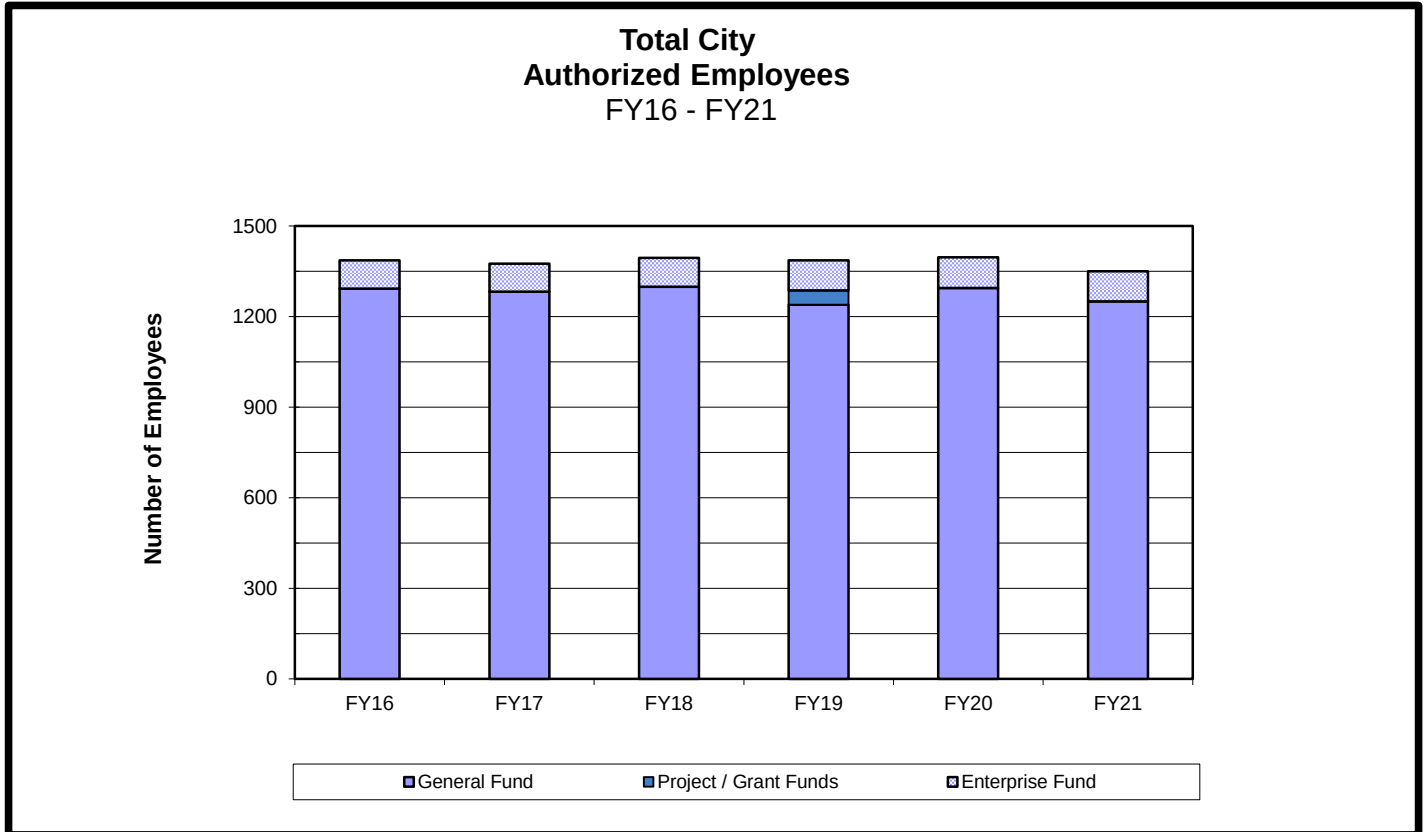
Department	FY16	FY17	FY18	FY19	FY20	FY21
City Council	-----	1.0	-----	-----	-----	-----
City Clerk	8.9	7.4	7.8	7.9	7.9	7.9
City Manager	14.0	10.0	13.0	10.5	9.5	8.5
Assessor	4.9	5.9	5.9	5.9	5.9	5.7
Finance	24.3	24.0	25.0	25.0	25.0	24.4
Legal	6.0	6.0	6.0	7.0	7.0	7.0
Human Resources	10.0	10.5	11.0	11.0	10.5	11.3
Parking	29.6	29.6	29.6	29.6	30.0	29.0
Housing & Economic Development	4.0	5.8	5.8	7.1	7.0	16.0
Police	223.3	227.3	232.3	226.3	227.0	224.0
Fire	228.1	229.6	229.2	226.0	226.0	224.0
Planning & Development	34.7	21.5	24.0	24.0	24.0	17.0
Permitting & Inspections	-----	25.0	28.0	28.0	28.5	30.8
Information Technology	17.0	17.0	17.0	17.3	16.0	16.0
Public Works	132.0	125.0	129.0	131.0	131.5	122.1
Parks, Recreation & Facilities	136.5	155.2	161.5	142.0	141.7	116.42
Public Buildings & Waterfront	-----	-----	-----	24.5	24.5	22.0
Health & Human Services:						
HHS-Administration	-----	5.0	5.0	5.0	4.0	4.0
Public Health	62.3	38.2	25.0	27.1	28.3	32.3
Social Services	90.7	78.3	80.1	87.8	93.5	94.5
Barron Center	266.7	260.7	263.7	244.0	246.8	237.6
<i>Total HHS:</i>	<i>419.7</i>	<i>382.2</i>	<i>373.8</i>	<i>363.9</i>	<i>372.6</i>	<i>368.4</i>
Subtotal:	1,293.0	1,283.0	1,298.9	1,287.0	1,294.6	1,250.4

***Notes:**

- Housing & Community Development transferred from Planning to Housing & Economic Development in FY21 (Reorg)
- Planning Administration's CDBG/HOME/Lead Grant positions transferred to Housing & Economic Development's Housing & Community division in FY21
- Barron Center's Nutrition & Supply positions transferred to Parks Recreation & Facilities' Concessions division during FY20 (Reorg)
- Emergency Preparedness transferred from the City Manager's Office to Public Health Administration in FY20 (Reorg)
- Full-time project positions restored to the General Fund in FY20
- Full-time project positions directly charged to projects / grants in FY19 (City Manager, Planning, Public Health & Social Services: 47.6 FTEs)
- Office of Economic Opportunity transferred from City Manager to Economic Development in FY19 (Reorg)
- Public Buildings & Waterfront divisions split from Parks, Recreation & Facilities in FY19, excluding Custodial Services (FY19 new division)
- City Manager's Office of Economic Opportunity new in FY18
- Emergency Preparedness transferred from Public Health's Environmental Health & Safety division to the City Manager's Office during FY17 (Reorg)
- Health Inspections transferred from Public Health's Env'l Health & Safety division to the Permitting & Inspections' Business Licensing during FY17 (Reorg)
- City Clerk's Business Licensing, City Manager's Housing Safety & Planning's Inspections transferred to new Permitting & Inspections Department in FY17
- Parks transferred from Public Works Districting to Parks, Recreation & Facilities in FY17 (Reorg)
- HHS Administration split from HHS divisions in FY17 (Reorg)

City of Portland
Authorized Employees
FY16-FY21

Department	FY16	FY17	FY18	FY19	FY20	FY21
Enterprise Funds:						
Sewer Fund	32.0	31.0	30.0	33.0	33.0	34.0
Stormwater Fund	11.5	11.0	13.0	10.0	10.0	9.0
Jetport	49.5	50.5	52.5	56.0	59.0	57.0
Subtotal:	93.0	92.5	95.5	99.0	102.0	100.0
*Notes:						
-Includes 3.0 Sewer Fund positions approved during FY21 (DEP/EPA staffing levels)						
Total City Employees:	1,386.0	1,375.5	1,394.4	1,386.0	1,396.6	1,350.4



City of Portland, Maine
Approved Capital Expenditures
FY21

Department	Description	Amount	Total
GENERAL FUND:			
Parks, Recreation & Facilities			
	Cemeteries Zero Turn Mower Replacement	\$10,000	
	Total Parks, Recreation & Facilities		\$10,000
Public Buildings & Waterfront			
	Cummings Center 1st Floor Restroom ADA Renovations	\$50,000	
	School HVAC Van Replacement	25,000	
	Expo Boom Lift	25,000	
	Waterfront Boom Lift Replacement	25,000	
	Hadlock Field Plaza Lighting Conduit / Wire Replacement	20,000	
	Total Public Buildings & Waterfront		\$145,000
Barron Center			
	BC Administration Vestibule Renovations	\$36,065	
	BC I Whirlpool Tub Replacement	25,000	
	BC New Furniture	12,000	
	Total Barron Center		\$73,065
Total General Fund Approved Capital Expenditures:			\$228,065

City of Portland, Maine
Approved Capital Expenditures
FY21

Fund	Description	Amount	Total
ENTERPRISE FUNDS:			
Sewer			
	IBAK Pan & Tilt Camera	\$64,255	
	Total Sewer		\$64,255
Jetport			
	Parking Garage Maintenance	\$300,000	
	Terminal Rooftop Replacement	250,000	
	Parking CRF Renovations	250,000	
	Field TWY B Connector (Local Share)	235,000	
	Terminal Elevator Upgrades	195,000	
	Field Yellowbird Road Retainer Wall	190,000	
	Field Ground / Air Radio Upgrade	150,000	
	Terminal Building Management Hardware & Software Upgrade	125,000	
	Field Crack Cleaning / Sealing Equipment	100,000	
	Parking Electric Utility Vehicle / Golf Cart Upgrades	88,000	
	Field TWY H (Local Share)	82,000	
	Terminal FIDS Network DVC Replacements	80,000	
	Field ARFF Building Improvements	75,000	
	Terminal Canopy Painting	75,000	
	Terminal FIDS & Wi-Fi Switch Upgrades	75,000	
	Terminal Roadway Rehabilitation	50,000	
	Terminal Covid-19 Building Improvements	50,000	
	Terminal VoIP City Network Switch Upgrade	50,000	
	Operations CCTV Infrastructure IP Cameras	39,259	
	Operations Security Server	35,000	
	Parking Credit Card Machines	35,000	
	Field Yellowbird Road Trail	25,000	
	Parking Garage Maintenance Design Fees	20,000	
	Field Maintenance Facility Facad Repairs	15,000	
	Terminal South Side Exterior Calking	15,000	
	Terminal 2nd & 3rd Level Concrete Floor Repair	15,000	
	Terminal AC-3 VAV Replacement	15,000	
	Terminal Base Map Update	10,000	
	Operations Vehicle / Wraps Illuminated Number Install	5,000	
	Total Jetport		\$2,649,259
Total Enterprise Funds Approved Capital Expenditures:			\$2,713,514



Portland, Maine

Yes. Life's good here.

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Key Revenues and Expenditures

Revenues

The operating budget categorizes revenues into seven distinct sources. A brief explanation of the revenue source is provided as well as significant changes in their estimates.

1. GENERAL AND OTHER EXCISE TAXES

Real Estate and Personal Property Tax

The principal tax of the City is the tax on real and personal property. A single tax applies for each fiscal year to the assessed value of the taxable real or personal property. The City's Tax Collector receives the tax commitment from the City Assessor, with assessed values as of April 1 of each year. Property taxes are collected in two installments, traditionally in September and March.

Collection of real estate taxes is ordinarily enforced in the City by the "tax lien" procedure as provided in the Maine Revised Statutes, as amended, to the collection of delinquent real estate taxes. Real Estate Tax Liens are recorded against the individual property at the County Registry of Deeds. This lien has priority over all mortgages, liens, attachments and encumbrances of any nature, subject to any paramount federal tax lien and subject to bankruptcy and insolvency laws. If the account is not satisfied within 18 months, the property becomes tax acquired and may be disposed of by the City.

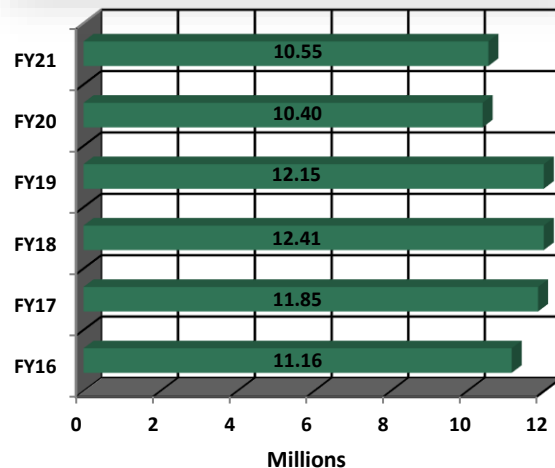
The last property revaluation was phased in over two years: FY2006 and FY2007. The previous revaluation was done in 1992.

Automobile Excise Taxes

Excise Taxes are another major revenue source in this category. Vehicles are assessed a sum equal to a stated mill rate on each dollar of the manufacturer's suggested list price. The mill rate starts at 24 mills for a current year model

and declines to 4 mills for the 6th and succeeding years.

Excise Tax Collections

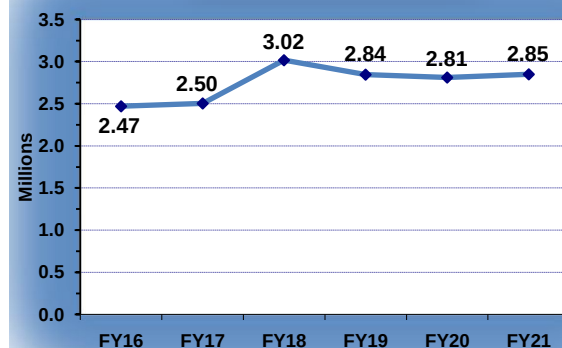


Note: FY20 and FY21 are estimated amounts.

2. LICENSES AND PERMITS

Many of the licenses and permits are established by the City Council and set forth in the Code of Ordinances. However, there are a number of fees established by the City pursuant to state law.

Building Permits



Note: FY20 and FY21 are estimated amounts.

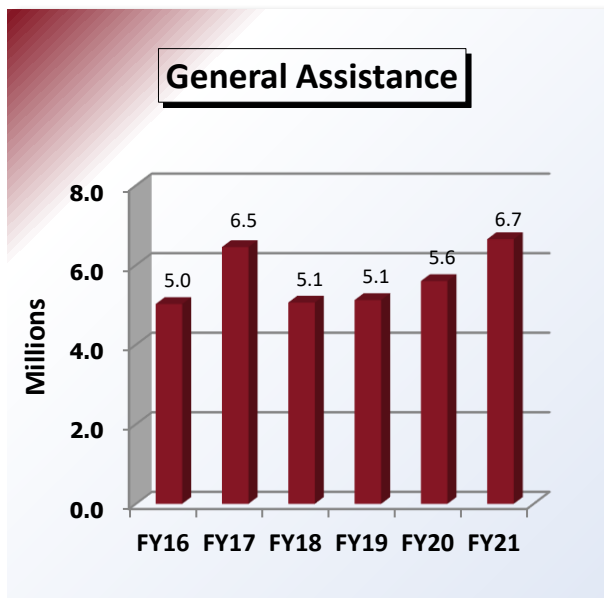
Licenses and permits found in this category include street occupancy permits, business licenses, police & protective licenses, professional / occupational licenses, and non-business licenses. Building Permits, Business Licenses, Street Occupancy and the Cable TV Franchise are the largest sources of revenues in this category.

and the pandemic in the spring of FY20. The Social Services division is continually striving to assist its clients to achieve self-sufficiency through its various programs funded by state and federal grants.

An additional major source of revenue in this category is State Revenue Sharing.

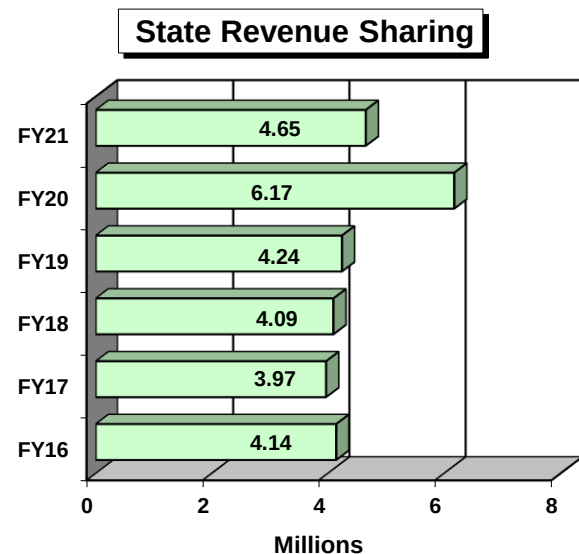
3. OTHER GOVERNMENTAL AGENCIES

Reimbursements are received from the state, other governmental agencies or individuals generally to compensate either in part or in full for services rendered by the City of Portland.



Note: FY20 and FY21 are estimated amounts.

General Assistance (GA) reimbursement is the largest revenue in this category. In FY16, the State of Maine GA reimbursement rate changed from a tiered percentage reimbursement rate (50% / 90%) to a flat seventy percent (70.0%) reimbursement rate based on the City's eligible program expenditures. The GA revenue collections, FY15 and forward, reflect changes by the state in the GA reimbursement eligibility guidelines, excluding certain immigrants. The FY17 revenue receipt reflects a court settlement for services provided by the City in FY15. The FY20 and the FY21 estimates reflect an increased need for assistance resulting from the influx of asylum seekers in the summer of FY20



Note: FY20 and FY21 are estimated amounts.

Traditionally the State has set aside 5% of all the sales, corporate, and personal income tax revenues it receives, creating a Revenue Sharing pool. The Revenue Sharing pool is then shared amongst 488 municipalities and unorganized townships in Maine, and distributed monthly. The total amount received by each municipality is based on two formulas: Revenue Sharing I and Rev-II.

The State's FY16 budget, enacted June 30, 2015, temporarily reduced the Revenue Sharing distribution pool from 5.0% of all state sales, corporate, and personal income tax revenues to 2.0% for four years (FY2016 - FY2019). This reduction replaced the previous FY2014 and FY2015 reduction, which capped Revenue Sharing at \$62.5m.

In FY20 the State partially restores the Revenue Sharing distribution pool, which has been reduced since FY2014, to 3.0%, and to 3.75% in FY21.

Revenue Sharing I is based on the following formula:

- $$\frac{[\text{population of town} \times \text{assessment (tax levy)}]}{\text{state valuation for municipality}} = \text{the town's computed number}$$
- $$\frac{\text{computed number}}{\text{sum of all computed numbers}} = \text{proportional share of REV-I distributions}$$

Revenue Sharing II is based on the following formula:

- $$\frac{\text{assessment}}{\text{state valuation}} = \text{mil. rate}$$
- $$(\text{mil. Rate} - .01) \times \text{population} = \text{the town's computed number}$$
- $$\frac{\text{computed number}}{\text{sum of all computed numbers}} = \text{proportional share of REV-II distributions}$$

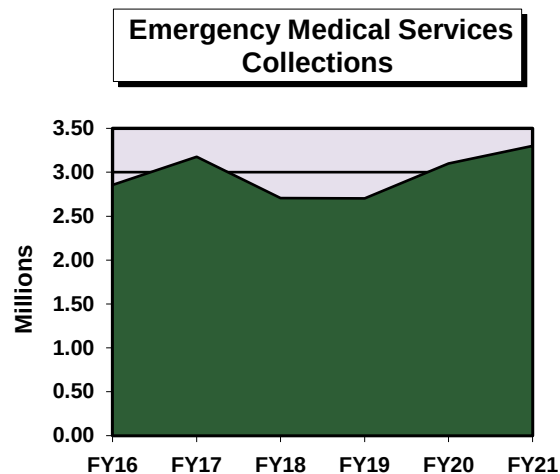
In FY2021, the State's Revenue Sharing projected share for Portland is 5.4% based on the most recent data.

This category also includes the Local Road Assistance Program (LRAP). This state program provides equitable financial assistance to communities for improving local roads, maintaining state roads in urban areas, and assisting the State in making capital improvements to state aid minor collector highways.

4. CHARGES FOR SERVICES

Also called user fees, these charges are voluntary payments for direct, measurable consumption of services provided by the municipality.

Major sources of revenue are derived from Patient Receipts (Barron Center), Health Insurance Reimbursements, Emergency Medical Services (EMS), Cultural / Recreation Services, and Recycling.

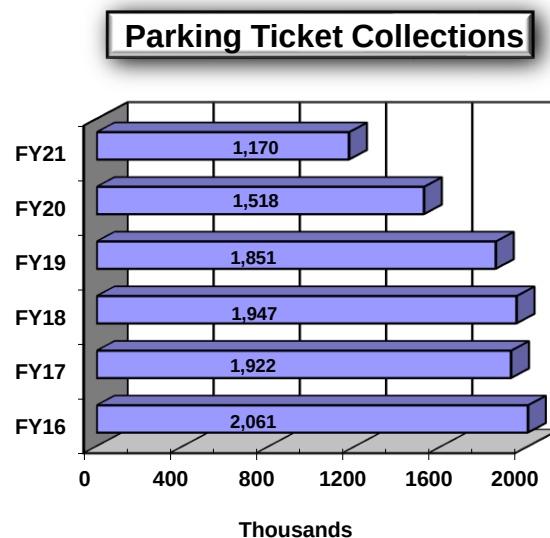


Note: FY20 and FY21 are estimated amounts.

5. FINES, FORFEITS & PENALTIES

This revenue type includes receipts from fines and penalties imposed for the commission of statutory offenses, violation of lawful administrative rules and regulations, and for neglect of official duty. Fines include district court fines and violations of local ordinance such as parking fines and building code violations.

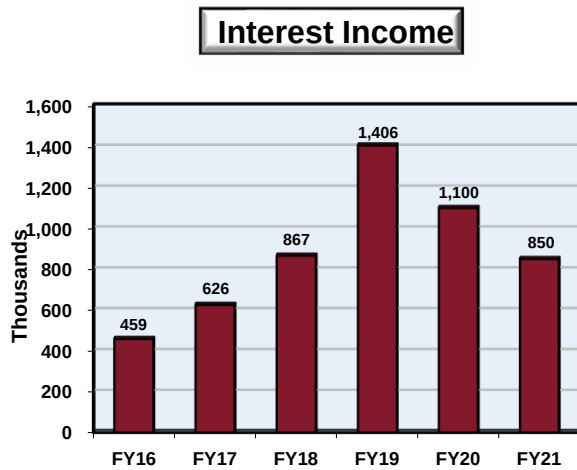
Parking violations contribute to the majority of the revenues found under Fines, Forfeits & Penalties.



Note: FY20 and FY21 are estimated amounts.

6. USE OF MONEY AND PROPERTY

This revenue type includes revenues received from parking facilities, rental income, and interest earnings.



Note: FY20 and FY21 are estimated amounts.

7. OTHER FINANCING RESOURCES

These revenues include reimbursements both from internal and external sources.

Reimbursements for expenditures incurred by staff departments, fringe benefit accounts, and departments providing direct services to the enterprise funds, cemetery endowments, library, and School department are known as interfund charges. Other revenue includes TIF and other miscellaneous reimbursements, Other Agency Revenues, and various grant reimbursements including Housing and Community Development grants.

The biggest source of interfund revenue is the debt service chargebacks to the Enterprise Funds and School department. Other large revenue sources include chargebacks to the Enterprise Funds for benefits such as pension, workers' comp and medical insurance.

The Police and Fire departments charge the Jetport for direct services as well as administrative services provided. The direct services encompass 24-hour air rescue and security operations at the Jetport. The Jetport is

also charged a minimal portion of each department's administrative cost.

The sale of City property and surplus activity are also found in this category.

Expenditures

Although the General Fund budget presents expenditure information by department, the City of Portland categorizes spending activities by nine areas. The following will provide a brief summary explanation of each of these expenditure types.

1. GENERAL GOVERNMENT

General governmental expenditures include the legislative and administrative functions for the benefit of the public and municipal agency as a whole. This includes expenditures for City Council, City Clerk, Executive, Assessor, Finance, Legal, Human Resources, Parking, Housing & Economic Development, Planning, Permitting & Inspections, Information Technology, Public Buildings & Waterfront, Pension, Insurances, Contingency, and Memberships / Other.

2. PUBLIC SAFETY

The Public Safety category includes the Police and Fire / EMS operations. The Public Safety function is the largest tax supported service provided by the City of Portland, aside from the School Department.

Police

The Police Department is the largest municipal law enforcement agency in the state. The department provides a complete spectrum of services, from an active and diverse patrol force to a highly trained team of Detectives providing comprehensive investigative services. The department's mission is enhanced by closely integrating field operations with community expectations through the application of the community policing philosophy. A highly

trained professional workforce is supplemented by an advanced technology infrastructure. The marriage of the best people and the best tools enables high quality service in an ever more challenging police environment.

Fire

The Fire Department provides for fire suppression, emergency medical care response and transport. Additional responsibilities include Emergency Management and Homeland and Port Security oversight. Areas of unique responsibility include Hazmat/WMD Technical Response Team, Confined Space Rescue, Fire and Emergency Medical service to the Casco Bay Islands, Air Rescue Fire Fighting at the Jetport, Marine Fire Fighting for Portland Harbor, Fire Prevention, and Fire Inspection, which includes plan review and property safety inspections. The Fire Department is also responsible for a municipal fire alarm system and the maintenance of a city wide 800 MHz radio system.

The Fire Department maintains ten fire stations and the Spring Street Fire Museum. A minimum of forty-six firefighters and paramedics staff each shift on 18 pieces of apparatus, which include: five engine companies, four ladder companies, five ambulances, one heavy rescue company, two air rescue units, and one marine unit. Each piece of apparatus is equipped with advanced life support equipment 24 hours a day, seven days a week.

3. PUBLIC WORKS

The Department of Public Works is responsible for providing many of the essential services to City of Portland residents throughout the year. These services include the operation of the Riverside Recycling Facility (under a contract arrangement), and a comprehensive solid waste program, which includes trash collection, residential curbside recycling, a leaf collection program, as well as a heavy item / bulky collection pick-up program. Public Works also provides for the construction and

maintenance of city streets and sidewalks, the sewer system, stormwater maintenance, and technical support / engineering services for Capital Improvements Projects. Other key services include the removal of snow and ice from city streets and sidewalks, maintenance of the Portland Downtown District, maintenance and repair of all City vehicles and equipment, and traffic management, including maintenance of traffic signaling, street lights and traffic control and calming. Public Works also provides core public works services to four adjacent islands in Casco Bay.

4. HEALTH AND HUMAN SERVICES

The Department of Health and Human Services (HHS) undertakes the planning and coordination of health and human service activities in Portland. This often occurs in collaboration with non-profit agencies and the state and federal government. HHS consists of five operational divisions: HHS Administration, Public Health, Social Services, the Barron Center and the Office of Elder Affairs.

Public Health is the state's most comprehensive local public health department. Public Health consists of six programs: Administration, Family Health, Chronic Disease Prevention, Health Equity, the India Street Clinic, and Research and Evaluation.

Social Services provides both financial assistance and support services for low-income Portland residents. Programs operated include Social Service Administration, General Assistance, the Oxford Street Shelter and the Family Shelter. Day services are available at the Oxford Street Shelter. During the influx of asylum seekers and then again during the pandemic, Social Services opened a temporary shelter at the Portland Expo. Social Services also provides case management, including assistance with securing housing and job placement, and representative payee services to clients.

The Barron Center is the state's second largest long-term care nursing facility. The

Barron Center is a 219-bed skilled rehabilitation and nursing facility, including a 50-bed specialty unit for the care of residents with dementia. Residents of the Barron Center are able to receive speech, occupational and physical therapy services, and short and long term nursing care services in addition to end of life and hospice services.

The Office of Elder Affairs provides the community with an Elder Advocate. Assistance is provided in the form of senior information and referral, adult day health services, and community collaboration. Elder Affairs also operates Martha's Cottage, which is the only domestic violence shelter for seniors in the country.

A large majority of the funding for the Public Health and Social Services divisions is derived from state and federal grants, and miscellaneous reimbursements for direct services.

5. PARKS, RECREATION AND FACILITIES

The Department of Parks, Recreation and Facilities oversees Parks, Forestry and Cemetery, recreational programs and activities including permitting of outdoor events, races and rallies, the marketing and event management venues including Merrill Auditorium, and the custodial services of the city's buildings.

The City of Portland has managed Portland's open spaces since the nineteenth century beginning with a Cemeteries and Public Grounds Committee. Parks, Recreation and Facilities is responsible for the day-to-day management and care of 1,288 acres of parks and open spaces in the City. Serving people of all ages and contributing to healthy lifestyles and leisure activities of the community, this department serves the many citizens and visitors of Portland through 67 individual parks and 8 miles of multi-use trails.

The Parks, Recreation, and Facilities Department also maintains 20,000 City trees as

well as providing new plantings, and manages two active cemeteries (Evergreen and Forest City) and eleven inactive cemeteries.

Recreation offers a vast array of services and leisure activities including Community Centers, recreation programs, before and after school care, center for therapeutic recreation, three pools, special events, operations of the ice arena, golf course, and golf course restaurant, and the maintenance and scheduling of athletic fields.

6. LIBRARY

The Portland Public Library is governed by a Board of Trustees. As an independent and non-profit organization, the Library is self-supporting through its own resources with additional grants from the City, Cumberland County and the State of Maine. The amount appropriated represents approximately 85.1% of the Library's estimated expenditures. The City also owns the land and building in which the Library operates.

The expenditures under this category are for the City's contribution to the Portland Public Library.

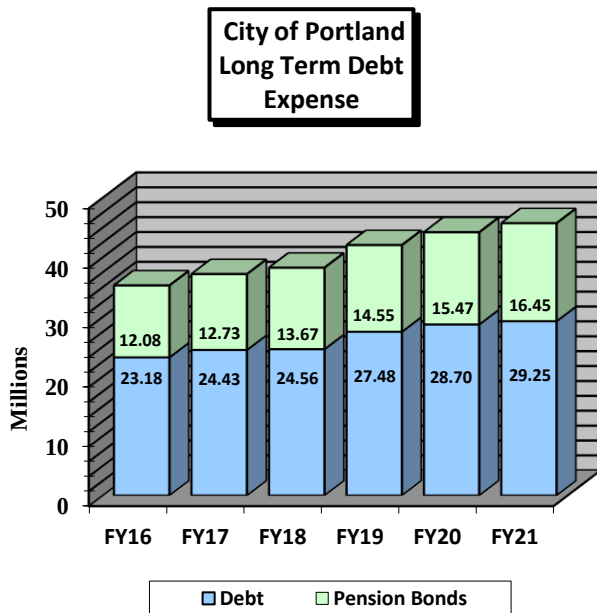
7. METRO

The Greater Portland Transit District, a quasi-municipal organization better known as Metro, is a shared venture to provide public transportation services, serving the Brunswick, Falmouth, Freeport, Gorham, Portland, South Portland, Westbrook, and Yarmouth communities. In April of 2009, the Town of Falmouth joined the City of Portland and the City of Westbrook as the third community assessment member. The District is managed by a Board of Directors selected by the municipal officers of each participating municipality. During early 2019, Metro began working with the communities of Brunswick, Freeport and Yarmouth to move the Metro *BREEZ* project from its pilot phase to permanence; this also entailed bringing these communities onto the Metro Board of Directors as full members who also share in covering their fair portion of the

agency's fixed and overhead costs. The Board of Directors has the responsibility for budgeting and financing. The District's operating and capital expenditures, including debt service, are financed by state and federal grants received directly by the District, fares, assessments of member communities, non-member local funding, and other miscellaneous revenues.

The appropriation found under this division represents the City of Portland's assessment for the upcoming fiscal year. The City's portion of the annual assessment is \$2,877,058.

8. LONG TERM DEBT



Note: FY20 and FY21 are estimated amounts.

Debt Service expenditures repay principal and interest on the City's general obligation bonds, as well as the administration cost of the current and past year bond issuances. The primary reason for borrowing funds is for financing of Capital improvements, some of which are for Schools and Enterprise Funds.

The City's debt source is the single largest item of expense in the City budget. For fiscal year 2021, the gross debt budget is \$45,700,279, or 22.5% of the City's general fund budget; it is estimated that the Enterprise Funds and the School Department are to reimburse the general fund \$17,874,131 of this expense. The FY21 net cost of debt service to the City general fund is \$25,510,511.

9. COUNTY TAX

This expenditure is paid to finance Portland's share of the cost of county government, including debt repayment. This is determined by the ratio of the City's equalized State Valuation to the County's total equalized State Valuation. At January 1, 2020, the City's equalized State Valuation of \$10,507,000,000 was 20.8% of the County's total equalized State Valuation of \$50.4 billion, resulting in a FY21 assessment to the City of Portland of \$7,011,159.

City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Object	Account Title	Actual Revenues FY19	Estimated Revenues FY20	Projected Revenues FY20	Estimated Revenues FY21
I. Property and Excise Taxes					
311-000	Current Year's Assessment	174,263,310	186,158,792	183,150,000	188,093,438
311-101	Homestead Tax Relief	2,203,293	-	1,605,287	-
311-201	Business Personal Property Tax Relief	2,066,908	-	2,482,441	-
311-500	Less: School Tax Allocation	(88,003,431)	(93,345,139)	(93,345,139)	(94,338,744)
311-700	Less: TIF Refunds	(3,227,975)	(3,908,612)	(3,859,282)	(4,283,523)
311-900	Senior Tax Equity	-	(200,000)	(160,000)	(140,000)
312-000	Prior Year's Assessment	2,217,328	-	2,000,000	-
313-100	Automobile Excise	12,153,609	11,550,000	10,400,000	10,545,000
313-200	Boat Excise	41,159	40,000	40,000	40,000
313-300	Aircraft Excise	24,222	15,000	17,928	17,000
314-000	Payments in Lieu of Taxes	741,055	600,000	500,000	500,000
319-000	Interest and Penalties	164,204	320,000	165,000	170,000
Total Property and Excise Taxes		\$102,643,683	\$101,230,041	\$102,996,235	\$100,603,171
II. Licenses and Permits					
321-000	Street Occupancy	613,938	680,000	829,791	878,805
322-000	Business Licenses	1,818,556	1,846,519	1,846,519	2,029,287
322-100	Reinspections	900	600	12,000	7,050
323-000	Police and Protective	580	800	750	750
325-100	Solid Waste Control	27,740	26,340	26,210	26,340
326-000	Non-Business Licenses	781,188	744,921	744,921	729,921
326-030	Building Permits	2,843,998	2,811,750	2,811,750	2,850,000
326-040	Electrical Permits	74,587	65,000	65,000	70,000
326-050	Plumbing Permits	52,243	60,000	55,000	60,000
326-060	Certificate of Occupancy	9,450	20,000	20,000	20,000
326-080	Board of Appeals	12,634	10,000	10,000	10,000
326-200	Dog Agent Fees	1,827	1,750	1,544	1,700
326-210	Hunting and Fishing	537	600	329	300
326-220	Marriages	34,600	32,364	24,360	28,800
Total Licenses and Permits		\$6,272,777	\$6,300,644	\$6,448,174	\$6,712,953
III. Intergovernmental Revenue					
335-030	State Social Services	5,122,583	5,390,906	5,601,456	6,655,043
335-100	Revenue Sharing	4,239,920	4,580,158	6,171,916	4,650,000
335-200	Local Road Assistance Prgm (LRAP)	507,520	500,000	522,860	500,000
335-250	Medicaid	1,252,704	1,789,226	1,753,776	1,092,833
335-300	Snowmobile Registrations	-	1,200	1,400	1,400
335-400	Tree Growth Reimbursement	1,904	2,000	1,856	2,000
335-500	Veterans Real Estate Reimb.	71,932	43,000	70,000	35,000
335-600	Camping Fees	-	6,000	-	-
Total Intergovernmental Revenue		\$11,196,563	\$12,312,490	\$14,123,264	\$12,936,276

City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Object	Account Title	Actual Revenues FY19	Estimated Revenues FY20	Projected Revenues FY20	Estimated Revenues FY21
IV. Charges for Services					
340-000	Charges for Services PDD	379,992	404,862	404,862	414,503
341-000	Misc. Charges for Services	5,416,835	5,325,914	5,527,443	5,143,545
341-030	Passports	8,321	30,000	7,720	2,000
341-160	Confined Space	138,000	131,800	131,800	131,800
341-350	Pre-Operational Inspection	16,500	11,250	11,250	11,250
341-370	CFPM Classes	5,340	4,085	4,085	4,085
341-400	Auto Registration	126,470	115,000	145,000	145,000
341-500	Program Income	54,030	59,500	65,730	67,000
341-550	Berthing Income	179,143	119,470	154,894	109,540
341-580	Passenger Fees	1,766,599	2,002,177	1,731,842	37,980
341-590	Fresh Water	40,321	35,000	41,107	1,250
341-800	Parking	76,688	105,000	54,994	50,000
342-000	Public Safety Miscellaneous	3,489,939	3,749,046	3,792,137	4,033,491
342-010	Witness Fees	40,607	50,125	17,086	35,325
342-020	Cruiser Use	132,233	92,250	85,250	86,750
342-100	Peer Review Reimbursement (Eng.)	162,334	175,000	122,000	175,000
342-110	Development Application Fee	136,690	146,500	182,194	173,000
342-120	Development Review (Planners)	25,391	10,000	8,108	3,000
342-130	Inspection / Review (DRC)	228,061	175,000	250,000	225,000
343-000	Recycling Program	1,775,740	1,978,458	1,750,000	1,968,083
343-200	Riverside Recycling	20,287	16,000	13,000	16,000
343-250	Heavy Item Stickers	4,560	2,840	4,720	4,080
343-300	Peaks Island Transfer Station	5,555	5,856	2,215	4,665
345-080	STD Clinic	18,495	18,000	18,000	18,000
345-200	Medicaid Reimbursement	25	-	-	-
345-650	Patient Receipts	19,975,754	18,496,186	19,862,083	18,850,205
345-660	Non-Patient Receipts	553,005	758,031	470,771	524,184
345-990	Less: Returns / Allowances	(675,387)	(1,477,496)	(1,363,116)	(1,289,579)
346-010	Golf Course Daily Play	489,287	524,051	312,763	471,645
346-020	Golf Course Gift Certificates	7,774	-	4,568	-
346-030	Golf Course Passholders	256,013	242,138	21,881	228,406
346-040	Golf Course Pro Shop	67,693	75,000	32,494	63,000
346-060	Golf Course Tournaments	71,633	70,200	44,981	17,290
346-070	Golf Course Lockers	4,269	5,152	2,015	4,084
346-080	Golf Course Cart Rentals	224,311	316,256	164,792	270,300
346-100	Ice Arena Vending	8,732	13,000	7,910	7,000
346-160	Ice Arena Advertising	15,650	16,000	9,850	8,000
346-200	Ice Arena Concessions	(238)	-	-	-
346-500	Ice Rentals	577,940	595,660	473,023	515,095
346-991	Golf Course Credit Redemptions	9,457	-	54,997	-
347-000	Cultural / Recreation	142,249	154,475	129,481	89,857
347-010	Burials	182,944	149,514	160,663	186,237
347-020	Foundations	20,325	23,830	23,249	26,258
347-040	Annual Care	420	456	200	1,500
347-050	Plants	3,465	3,229	3,030	3,100
347-060	Vault Cover Placements	16,395	21,665	20,049	25,885
347-070	Lot Sales	62,790	76,210	70,000	84,959
347-080	Swimming	241,263	251,362	187,119	158,841

City of Portland, Maine
Comparative Statement of Revenues
For General Fund

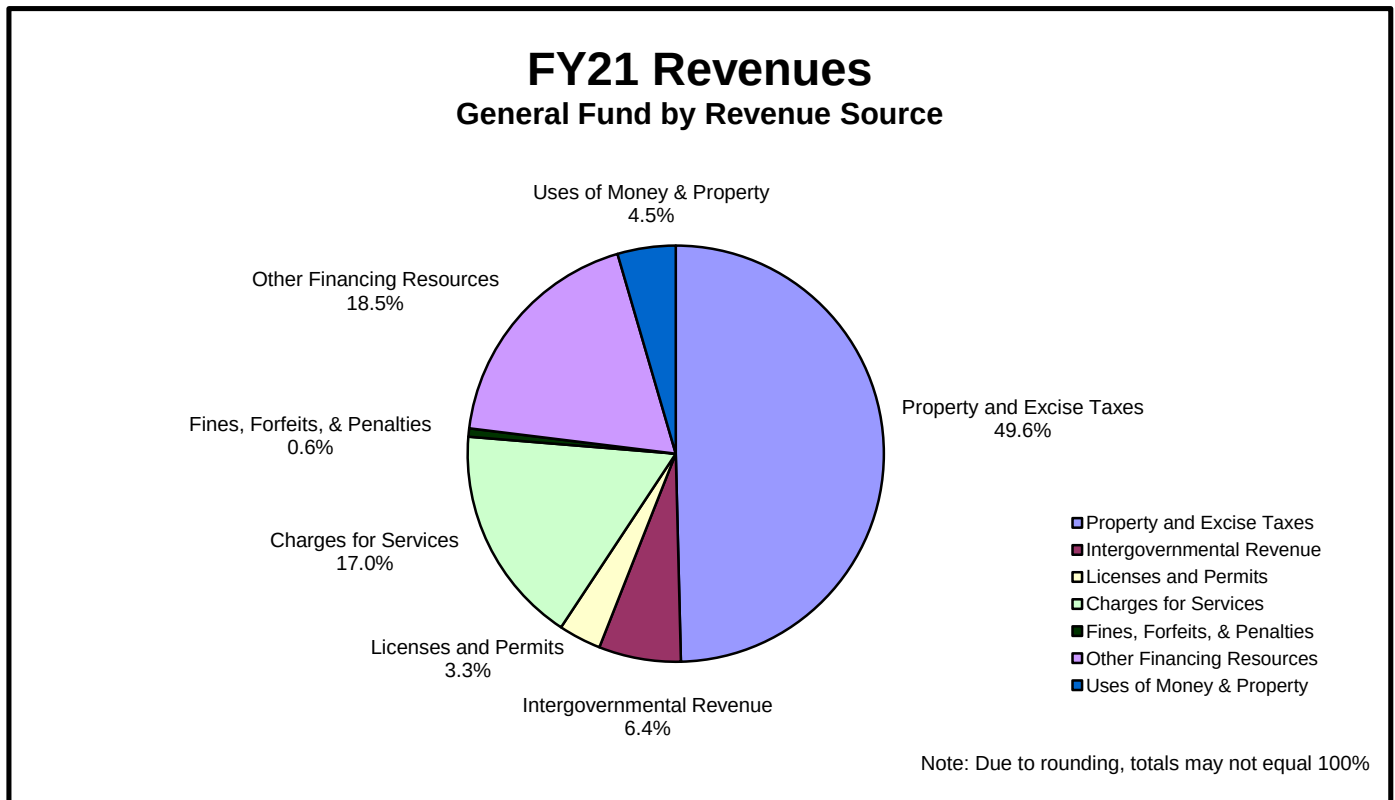
Object	Account Title	Actual Revenues FY19	Estimated Revenues FY20	Projected Revenues FY20	Estimated Revenues FY21
IV. Charges for Services <i>Continued</i>					
347-100	Camps	317,744	326,095	204,211	147,640
347-200	Before & After School Bell Program	1,288,794	1,212,295	1,000,182	832,335
347-300	East End Boat Launch	28,641	35,500	29,522	39,650
348-000	Donations	(200)	98,646	101,146	366,311
Total Charges for Services		38,138,878	\$36,750,588	\$36,553,301	\$34,492,550
V. Fines, Forfeits, and Penalties					
351-000	Code Violations	122,186	118,210	609,790	97,050
351-100	Denver Boot	77,000	75,000	61,400	40,000
351-200	Parking Tickets	1,851,046	1,800,000	1,517,648	1,170,000
351-360	Restaurant Reinspections	2,625	2,000	2,000	2,000
351-370	CFPM Violations	1,800	1,500	1,500	1,500
Total Fines, Forfeits, and Penalties		\$2,054,657	\$1,996,710	\$2,192,338	\$1,310,550
VI. Uses of Money & Property					
361-000	Interest Income	1,405,839	850,000	1,100,000	850,000
361-200	Kehoe Trust Fund	17,649	17,649	17,122	17,122
363-000	Rental Income	341,197	369,998	92,570	342,722
363-010	Primary Tenant	456,442	427,000	335,775	326,940
363-020	Commercial	251,927	153,000	101,449	93,025
363-030	Non-Commercial	302,578	419,000	276,636	245,655
363-040	Food Service	962,364	1,006,000	731,601	518,050
363-050	Merchandising	28,474	10,000	4,336	5,000
363-070	Advertising	35,000	35,000	38,100	17,500
363-080	Vending	3,629	8,000	948	750
363-090	Box Office	122,846	305,200	81,000	59,200
363-150	Parking Income	960	-	960	-
363-201	Restaurant Concessions	-	-	-	115,333
363-250	Ground Rent	155,375	218,496	208,896	219,756
363-330	84 Free Street Lease (Civic Center)	1,000	1,000	1,000	1,000
363-340	94 Free Street Lease	4,830	4,830	4,830	4,830
364-000	Garages, Lots, Meters	1,191,369	1,100,000	1,150,000	875,000
364-010	Hourly Parking	1,236,717	1,150,000	1,090,038	440,000
364-020	Monthly Parking	1,281,384	1,268,280	1,211,586	1,268,280
364-030	Library	16,723	15,000	9,909	7,500
364-050	Thames Street Lot	146,320	-	7,290	11,700
364-060	Angelos Acre Lot	86,395	65,000	80,540	70,500
364-070	Ocean Gateway Lot	70,605	263,610	50,000	275,000
364-100	Parking Meters	3,811,791	4,320,000	3,437,808	3,224,900
364-201	Parking Annual Lot Rentals	1,000	1,000	1,000	1,000
364-250	Snow Tow Lot	85,653	89,100	63,997	89,100
367-000	Cultural / Recreation	162,048	182,267	146,474	79,512
Total Uses of Money & Property		\$12,180,116	\$12,279,430	\$10,243,865	\$9,159,375

City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Object	Account Title	Actual Revenues FY19	Estimated Revenues FY20	Projected Revenues FY20	Estimated Revenues FY21
VII. Other Financing Resources					
391-000	Operating Transfers In	555,358	572,383	567,433	650,537
392-000	Sale of City Property	2,923,034	80,000	212,059	125,000
393-000	HCD Charges	326,607	431,601	393,417	417,956
395-000	Enterprise Fund Charges	14,556,804	15,774,405	15,550,113	15,992,935
396-000	School Department Charges	9,171,126	10,358,539	10,192,292	9,831,829
397-000	Spec Rev / Endow Fd Chgs	322,721	322,904	341,698	388,573
398-000	Misc. Reimbursements	1,429,110	1,369,620	1,547,593	2,092,597
398-010	Fringe Benefits	425,689	369,591	368,853	412,333
398-020	Non-State Social Service	44,670	35,000	35,000	35,000
398-100	Other General Fund Accts	522,323	526,000	518,637	524,594
398-300	CIP Charges	363,892	486,556	426,621	314,345
398-400	Grant Reimbursements	308,999	3,380,992	3,411,816	4,281,119
398-500	TIF Fund Reimbursements	670,968	2,155,077	870,598	2,524,967
Total Other Financing Resources		\$31,621,302	\$35,862,668	\$34,436,130	\$37,591,785
TOTAL GENERAL FUND REVENUES:		\$204,107,977	\$206,732,571	\$206,993,308	\$202,806,660

*** Notes:**

¹ Covid-19 Pandemic began mid-March 2020 (FY20): Significant Revenue Budget Impacts Include Parking, Waterfront, and Recreation Operations



**CITY OF PORTLAND, MAINE
FY21 Annual Budget**

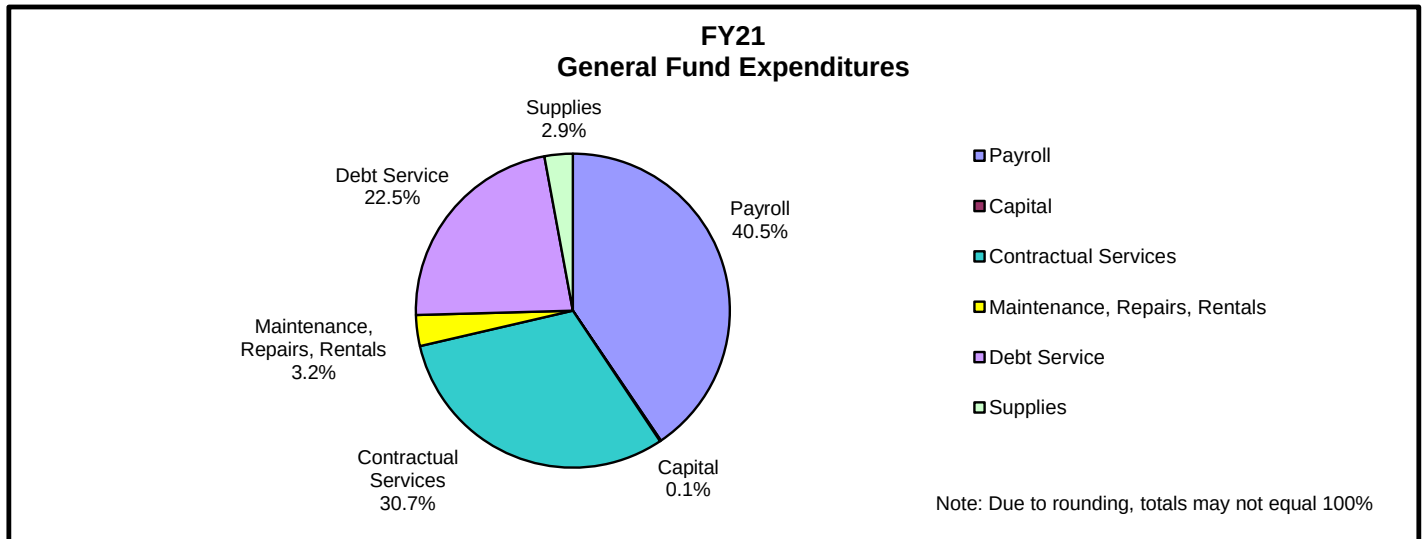
Departmental Budget Summary By Expenditure Category

Account Number	Account Title	Payroll	Contractual Services	Maint. / Repairs & Rentals	Supplies	Capital	Total
11-00	Council	131,109	314,655	-	4,250	-	450,014
12-00	City Clerk	507,161	110,173	56,220	5,900	-	679,454
13-00	City Manager	714,501	35,787	6,500	7,900	-	764,688
14-00	Assessor	391,475	17,045	2,100	8,000	-	418,620
15-00	Finance	1,562,490	266,942	8,220	27,850	-	1,865,502
16-00	Legal	672,108	54,213	-	2,500	-	728,821
17-00	Human Resources	903,725	134,355	17,800	16,650	-	1,072,530
18-00	Parking	1,429,371	492,294	270,743	52,445	-	2,244,853
19-00	Housing & Economic Development	1,148,527	64,203	2,000	5,500	-	1,220,230
21-00	Police	16,185,772	648,831	143,888	217,338	-	17,195,829
22-00	Fire	15,563,604	905,452	860,825	474,485	-	17,804,366
24-00	Planning & Development	1,148,582	230,720	23,420	22,800	-	1,425,522
25-00	Permitting & Inspections	1,785,706	116,144	4,368	19,825	-	1,926,043
29-00	Information Technology	1,164,282	768,363	625,603	31,000	-	2,589,248
31-00	Public Works	7,918,501	2,587,533	1,797,238	1,352,462	-	13,655,734
33-00	Parks, Recreation & Facilities	6,796,251	1,010,023	415,591	1,092,604	10,000	9,324,469
35-00	Public Buildings & Waterfront	1,358,581	1,939,395	1,207,908	428,300	145,000	5,079,184
44-10	HHS Administration	322,335	3,330	-	3,500	-	329,165
44-20	Public Health	1,956,944	130,717	75,539	53,600	-	2,216,800
44-30	Social Services	5,469,969	8,102,819	741,948	308,599	-	14,623,335
44-40	Barron Center	12,238,044	1,853,937	186,995	1,760,583	73,065	16,112,624
48-00	Library	2,804,154	1,123,683	-	-	-	3,927,837
51-00	Pension	-	7,764,619	-	-	-	7,764,619
52-00	Employee Benefits	-	22,245,159	12,000	-	-	22,257,159
61-00	Contingent	-	250,000	-	-	-	250,000
62-00	Liability Insurance	-	793,128	-	-	-	793,128
63-00	County Tax	-	7,011,159	-	-	-	7,011,159
65-00	Memberships & Contr.	-	3,375,448	-	-	-	3,375,448
67-00	Wage Adjustment	-	-	-	-	-	-

Subtotal General Fund Expenditures: \$82,173,192 \$62,350,127 \$6,458,906 \$5,896,091 \$228,065 \$157,106,381

47-00 Debt Service \$45,700,279

Total General Fund Expenditures: \$202,806,660



**CITY OF PORTLAND, MAINE
FY21 Annual Budget**

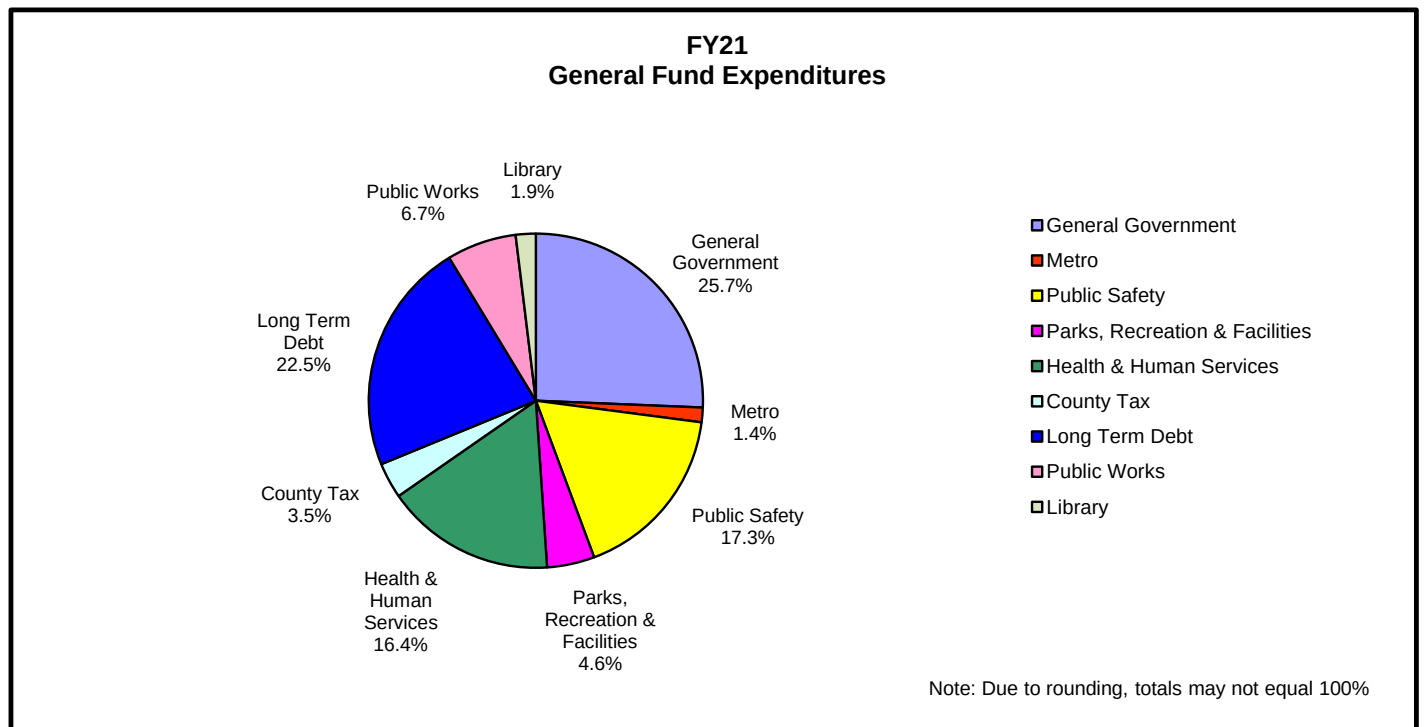
Categorical Budget Summary By Expenditure Category

Account Title	Payroll	Contractual Services	Maint. / Repairs & Rentals	Supplies	Capital	Total
General Government	12,917,618	36,095,585	2,236,882	632,920	145,000	52,028,005
Public Safety	31,749,376	1,554,283	1,004,713	691,823	-	35,000,195
Public Works	7,918,501	2,587,533	1,797,238	1,352,462	-	13,655,734
Parks, Recreation & Facilities	6,796,251	1,010,023	415,591	1,092,604	10,000	9,324,469
Health & Human Services	19,987,292	10,090,803	1,004,482	2,126,282	73,065	33,281,924
Library	2,804,154	1,123,683	-	-	-	3,927,837
County Tax	-	7,011,159	-	-	-	7,011,159
Metro	-	2,877,058	-	-	-	2,877,058

Subtotal General Fund Expenditures: \$82,173,192 \$62,350,127 \$6,458,906 \$5,896,091 \$228,065 \$157,106,381

Long Term Debt \$45,700,279

Total Categorical Expenditures: \$202,806,660



City Council

The City of Portland operates under a charter which was last amended on November 2, 2010. The City Council is comprised of a Mayor, elected for a four-year term, five district Council members and three members elected from the registered voters of the entire City-at-Large. The Council members are elected for three-year staggered terms.

The charter grants to the City Council all powers to enact, reasonable by-laws, regulations and ordinances. The council adopts an annual budget, authorizes the issuance of debt and provides for an annual audit. The Mayor has the authority to veto the annual budget, however the veto may be overridden by six members of the City Council.

In addition to formally meeting two times each month, the Council meets frequently in subcommittees and workshops.

The City Council expenditure budget increased \$105,968 or 30.8%. The FY21 increase includes Racial Equity Steering Committee funding and monies for the FY21 Charter Commission, added at the Finance Committee level.

The revenues received by this department are from Housing & Community Development (HCD) grant funds for a portion of the annual audit costs.

Department Summary

Department: City Council

Account: 100-11

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	132,291	132,320	134,671	131,109	131,109	131,109
Benefits	1,200	1,900	1,800	1,200	1,200	1,200
Administrative Services	51,610	53,610	51,610	42,410	38,210	38,210
Contractual Services	154,945	153,945	154,945	125,245	275,245	275,245
Supplies	4,000	3,800	4,000	4,250	4,250	4,250
Total	344,046	345,575	347,026	304,214	450,014	450,014
Less Revenues	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
Net Department Total	339,046	340,575	342,026	299,214	445,014	445,014

City Clerk

The Department of City Clerk has three major functions: Elections, Vital Records, and City Records Maintenance. The City Clerk oversees the operation of these functions and acts as Clerk of the City Council by recording and keeping all its official acts. The Deputy City Clerk is charged with ensuring the City Clerk's Office runs in accordance with the Clerk's directives and obligations.

The Election Administrator is charged with assisting the Clerk in facilitating municipal and state elections. The City Clerk's office is responsible for all election preparation, including preparing ballots, nomination papers, training election officials, testing the election scanners to certify their accuracy, and absentee voting. The Clerk's Office is also responsible for tallying election results and securing voted ballots. The FY20 June 2020 State Primary & School Budget Validation Election was postponed due to COVID-19 and held on July 14, 2020 (FY21). Two elections are planned in FY21: the November 2020 State General / Presidential & Municipal Election, and the June 2021 State Primary & School Budget Validation Election / Special Municipal Charter Commission Election. Voter Registration is part of the election process and involves maintaining voter lists, certifying election nomination papers and citizen initiative petitions, processing peoples veto papers, and generating reports from the Central Voter Registration system (CVR). The CVR is a statewide system designed to standardize and centralize voter registration. During FY21, the State will be providing (per precinct) new Election Machine tabulators; the City will incur added expenses of renting additional machines as warranted per election including the rental of a high-speed tabulator for the Presidential election. Also, with the passage of Rank Choice Voting for all Municipal Seats in the FY20 March Referendum Election, there are new associated costs in consulting, printing and advertising fees.

The Vital Records Clerks are responsible for recording and issuing vital records such as the births, deaths and marriages that occur in Portland. An account has been created to facilitate donations for the preservation of these records, which are in poor condition; these records must be maintained forever. In addition, Clerks are responsible for performing marriages at the counter, the licensing of dogs, the sale of fish and game licenses, domestic partnership registrations, genealogy request searches, and providing Notary and Dedimus Justice services. As of FY19, a Marriage Ceremony Package is now available for couples who would like the option of a more formal / traditional style wedding ceremony; this package includes a one-hour rental of the State of Maine Room with full Notary Service vows performed by one of the City Clerk Staff members.

City record keeping involves indexing and binding Council minutes, responding to research requests, and the storage of the audio / video recordings of several boards and committees.

The City Clerk's expenditure budget has increased \$56,733, or 9.1%, largely due to election costs including additional funding for the Charter Commission. Revenues are anticipated to decrease \$40,576 or 17.8%.

Department Summary

Department: City Clerk

Account: 100-12

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	466,672	501,581	515,642	507,161	507,161	507,161
Benefits	600	600	600	600	600	600
Administrative Services	6,361	6,361	7,091	5,426	5,426	5,426
Contractual Services	68,621	70,321	78,599	104,147	104,147	104,147
Maintenance and Repair	5,710	5,710	5,660	5,660	5,660	5,660
Rentals	29,306	29,456	90,560	50,560	50,560	50,560
Supplies	45,451	45,451	5,900	5,900	5,900	5,900
Total	622,721	659,480	704,052	679,454	679,454	679,454
Less Revenues	(228,094)	(199,642)	(221,763)	(187,518)	(187,518)	(187,518)
Net Department Total	394,627	459,838	482,289	491,936	491,936	491,936

Executive

The department is responsible for the executive management of the City of Portland. Responsibilities include preparation and administration of council agendas and orders; coordination and administration of City departments, services, and programs; developing and enforcing administrative policies; handling of citizen inquiries and complaints, public relations and communication functions; community liaison efforts; local and state government liaison efforts; and the preparation of the annual Capital Improvement Plan.

This department consists of the City Manager and support staff. Appointed by the City Council, the City Manager serves as the Chief Executive Officer of the City. In addition to the City Manager, the administrative staff also includes other key staff members necessary for the success in providing high quality services. As the largest municipality in Maine, the staff works diligently toward being involved and pro-active in the Portland community, as well as in the broader local and state community.

The FY21 expenditures decreased \$165,189 or 17.8%, primarily due to a reduction in staffing. Revenues decreased \$42,939, or 4.2%, attributed to a reduction in passport revenue and new FCC rules governing local cable agreements.

Department Summary

Department: Executive

Account: 100-13

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	852,266	975,432	1,085,432	683,921	683,921	714,501
Benefits	11,200	12,100	11,200	10,600	10,600	10,600
Administrative Services	29,274	32,000	35,093	17,650	17,650	17,650
Contractual Services	21,327	20,540	21,537	7,537	7,537	7,537
Rentals	6,500	6,500	6,500	6,500	6,500	6,500
Supplies	9,310	9,310	9,310	7,900	7,900	7,900
Total	929,877	1,055,882	1,169,072	734,108	734,108	764,688
Less Revenues	(1,011,715)	(989,435)	(1,031,247)	(968,776)	(968,776)	(968,776)
Net Department Total	(81,838)	66,447	137,825	(234,668)	(234,668)	(204,088)

Assessor

The Assessor's Office is responsible for the discovery and fair and equitable valuation of all real and personal property within the City. The office maintains the ownership, mailing address, parcel and valuation data for all 24,000+ parcels, 3,200+ personal property accounts including all tax exemptions, special assessments of specific properties, and parcel tax maps. The office prepares and certifies the annual tax rolls and warrant to the City Treasurer as well as submitting the Municipal Valuation Return (MVR) to the State. The Assessor's Office works to educate property owners in understanding the appraisal process and renders decisions on annual appeals of property valuation.

The Assessor's expenditure budget decreased \$16,539, or 3.8%, which includes a reduction in hours of one fulltime position.

Department Summary

Department: Assessor

Account: 100-14

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	394,383	393,000	407,448	391,475	391,475	391,475
Benefits	960	400	960	360	360	360
Administrative Services	16,960	9,960	13,970	8,920	8,920	8,920
Contractual Services	12,340	10,750	53,038	7,765	7,765	7,765
Maintenance and Repair	0	0	12,000	0	0	0
Rentals	2,016	2,016	2,100	2,100	2,100	2,100
Supplies	8,500	8,500	8,500	8,000	8,000	8,000
Total	435,159	424,626	498,016	418,620	418,620	418,620
Less Revenues	(1,000)	(2,000)	(1,500)	(1,500)	(1,500)	(1,500)
Net Department Total	434,159	422,626	496,516	417,120	417,120	417,120

Finance

The Department of Finance consists of Administration and Treasury. The Finance Director and the Deputy Finance Director oversee the efficient operations of these functions.

The FY21 department expenditures have decreased \$87,228, or 4.5%, largely due to wages which includes hour reductions of three fulltime employees. The department's estimated revenues also decreased by \$76,965, or 1.2%. The FY21 revenue estimate reduction is primarily due to lower interest and penalty income, offset in part to the phased-in partial restore of the State's Revenue Share distribution pool which began in FY20.

Department Summary

Department: Finance

Account: 100-15

		FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown							
Payroll		1,612,907	1,538,698	1,746,283	1,562,490	1,562,490	1,562,490
Benefits		2,016	2,016	2,016	2,016	2,016	2,016
Administrative Services		187,115	164,860	170,700	161,620	161,620	161,620
Contractual Services		113,407	111,332	103,306	103,306	103,306	103,306
Maintenance and Repair		500	0	500	500	500	500
Rentals		7,285	7,310	7,720	7,720	7,720	7,720
Supplies		29,500	29,214	29,350	27,850	27,850	27,850
Total		1,952,730	1,853,430	2,059,875	1,865,502	1,865,502	1,865,502
Summary by Division							
Finance Administration	(15-100)	1,218,727	1,191,422	1,320,558	1,172,963	1,172,963	1,172,963
Treasury	(15-200)	734,003	662,008	739,317	692,539	692,539	692,539
Total		1,952,730	1,853,430	2,059,875	1,865,502	1,865,502	1,865,502
Less Revenues		(6,550,574)	(8,300,988)	(8,300,208)	(6,473,609)	(6,473,609)	(6,473,609)
Net Department Total		(4,597,844)	(6,447,558)	(6,240,333)	(4,608,107)	(4,608,107)	(4,608,107)

Finance Administration

Finance Administration oversees all financial operations of the City.

Finance Administration responsibilities include payroll, accounts payable, grant accounting, and general and enterprise fund accounting for all City departments. Payroll processes weekly payroll for over 1,600 full-time, part-time, temporary, on-call and seasonal employees, maintains earnings and reduction records, and reports federal and state taxes and provides extensive earnings research for Maine State Retirement System. Accounts Payable processes all City requests for payments to vendors, and is responsible for sorting all incoming City Hall mail. The Accounting staff also maintains the City's general ledger.

Budget is responsible for monitoring expenditure activity for the City, providing a monthly analysis of expenditures and revenues, reviewing all payment documents, processing departmental requests for transfers between operating accounts, and administering the annual budget process.

Purchasing assists City departments in obtaining goods and services. Purchasing is responsible for issuing bids, obtaining price quotations, and resolving differences with vendors. Purchasing also works closely with the Legal Department to develop procurement contracts.

The FY21 Finance Administration expenditure decrease of \$45,764, or 3.8%, is predominately due to staff hour reductions in response to the coronavirus outbreak, as well as a decrease in postage expenses. The revenue increase display of \$26,004, or 5.3%, is attributed to the estimated receipts in the sale of city property.

Division Summary

Department: Finance	Division: Finance Administration				Account: 10015100	
	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	1,096,661	1,067,698	1,198,447	1,061,032	1,061,032	1,061,032
Benefits	2,016	2,016	2,016	2,016	2,016	2,016
Administrative Services	93,740	87,560	93,775	85,095	85,095	85,095
Contractual Services	5,350	13,688	5,000	5,000	5,000	5,000
Rentals	4,860	4,860	5,220	5,220	5,220	5,220
Supplies	16,100	15,600	16,100	14,600	14,600	14,600
Total	1,218,727	1,191,422	1,320,558	1,172,963	1,172,963	1,172,963
Less Revenues	(486,580)	(541,580)	(489,183)	(512,584)	(512,584)	(512,584)
Net Division Total	732,147	649,842	831,375	660,379	660,379	660,379

Treasury

The Treasury division is responsible for the collection of all monies into the City. This includes the collection of real estate taxes, personal property taxes, delinquent sewer user fees, and vehicle excise taxes and registration fees, as well as issuance of license plates. Treasury also collects parking ticket revenues and miscellaneous receivables, processes boat and utility trailer registrations, and issues island vehicle and golf cart registrations and Metro bus passes.

Residents may visit the Treasury Office in City Hall for these services. There are also many electronic options for residents:

(a) Treasury offers online payments of real estate through the City of Portland website:

<https://www.portlandmaine.gov/1567/Pay-Your-Property-Taxes-On-Line>

(b) View / Print Tax Bills on-line at:

<http://www.portlandmaine.gov/1567/View-AndOr-Pay-Your-Property-Taxes-On-Line>

(c) Online options are available for residents to re-register vehicles, trailers and boats through the State of Maine website: <https://www1.maine.gov/online/bmv/rapid-renewal/>

(d) Parking tickets can be paid in Room 20 (Parking Office) as well as online through the website:

www.portlandparkingtickets.com or <https://portlandme.rmcpay.com/>

(e) Portland Senior Tax Equity Program (P-STEP) Application:

<https://www.portlandmaine.gov/DocumentCenter/View/23533/Portland-Senior-Tax-Equity-Program-P-STEP-Application> or <http://www.portlandmaine.gov/145/Tax-Relief>

The FY21 Treasury general fund expenditures decreased \$41,464, or 5.6%. In addition to the decrease in payroll expenditures, property tax mailings have been reduced from semi-annual notices to one annually. The FY21 non-tax revenue estimate decrease is \$102,969, or 1.7%. The revenue estimate decrease is primarily related to lower interest rates and title company report requests offset by the partial restoration of the State Revenue Sharing formula and a rise in the Treasury Office processing of auto registrations.

Division Summary

Department: Finance

Division: Treasury

Account: 10015200

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	516,246	471,000	547,836	501,458	501,458	501,458
Administrative Services	93,375	77,300	76,925	76,525	76,525	76,525
Contractual Services	108,057	97,644	98,306	98,306	98,306	98,306
Maintenance and Repairs	500	0	500	500	500	500
Rentals	2,425	2,450	2,500	2,500	2,500	2,500
Supplies	13,400	13,614	13,250	13,250	13,250	13,250
Total	734,003	662,008	739,317	692,539	692,539	692,539
Less Revenues	(6,063,994)	(7,759,408)	(7,811,025)	(5,961,025)	(5,961,025)	(5,961,025)
Net Division Total	(5,329,991)	(7,097,400)	(7,071,708)	(5,268,486)	(5,268,486)	(5,268,486)

Legal

The goal of the Legal Department is to provide competent and cost-effective legal advice, services and representation to the City Council, its officials, boards and commissions, department heads and City staff. The department is under the direction of Corporate Counsel, who manages a staff of three attorneys, a risk manager, a litigation paralegal, and a paralegal / legal assistant.

The department provides a full range of legal services for the City and maintains a high level of expertise in areas of particular importance to municipal government such as tax collections, contracts, economic development, assessments, planning, zoning, Rule 80B appeals, administrative law, general assistance, construction law, transportation, personnel, municipal finance, code enforcement, liability, and statutory and ordinance drafting and interpretation. In addition, the department staffs and/or provides legal advice to all City standing and special committees and Boards.

The majority of the revenues received by the department are from charge backs for legal services provided by the attorneys for the Fish Pier, Sewer, Stormwater, and Jetport funds. The department also receives revenue for various ordinance code violations, and settlements.

The FY21 expenditure decrease of \$12,517, or 1.7%, is largely due to a reduction in projected administrative services, legal services and in the supply line expenses. The FY21 revenues remain unchanged. The larger FY20 projected revenue reflects a code violation award.

Department Summary

Department: Legal

Account: 100-16

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	667,533	667,533	696,183	672,108	672,108	672,108
Benefits	3,000	600	1,200	840	840	840
Administrative Services	26,841	26,841	26,841	22,641	22,641	22,641
Contractual Services	35,964	35,500	38,264	30,732	30,732	30,732
Supplies	8,000	8,000	8,000	2,500	2,500	2,500
Total	741,338	738,474	770,488	728,821	728,821	728,821
Less Revenues	(151,525)	(666,525)	(151,525)	(151,525)	(151,525)	(151,525)
Net Department Total	589,813	71,949	618,963	577,296	577,296	577,296

Human Resources

The Department of Human Resources provides many services to all City departments, including recruitment and hiring oversight, civil service program administration, labor relations, organizational development and education, employee health and benefits administration, and safety and risk management.

The FY21 budget includes a net increase in personnel staff of 0.8 FTE position and various reductions in the contractual services lines, resulting in an expenditure increase of \$1,396 or 0.1%. The revenues collected by this department are received from the Sewer, Stormwater and Jetport funds for services provided by the Human Resources staff.

Department Summary

Department: Human Resources

Account: 100-17

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	879,333	911,135	1,003,505	903,725	903,725	903,725
Benefits	4,040	4,040	4,040	3,790	3,790	3,790
Administrative Services	42,650	42,650	42,220	46,795	46,795	46,795
Contractual Services	110,111	188,695	123,120	83,770	83,770	83,770
Maintenance and Repair	4,000	4,000	4,000	1,000	1,000	1,000
Rentals	9,000	17,400	16,800	16,800	16,800	16,800
Supplies	22,000	22,000	22,150	16,650	16,650	16,650
Total	1,071,134	1,189,920	1,215,835	1,072,530	1,072,530	1,072,530
Less Revenues	(75,945)	(75,945)	(75,945)	(75,945)	(75,945)	(75,945)
Net Department Total	995,189	1,113,975	1,139,890	996,585	996,585	996,585

Parking

Parking falls under the direction of the Executive Department. The Parking Division manages both on-street and off-street parking in the City. Parking Control Officers enforce on-street signage and the City's parking ordinance to encourage turnover parking and provide public safety throughout the City. When requested, Parking Control Officers also assist the Police Department with traffic control during fire emergencies, accidents, and other matters of public safety.

The Parking Division also maintains and collects revenue from 1,631-metered spaces throughout the City, 903 of which have been converted to multi space meters that accept credit cards.

Finally, the Parking Division administers, operates, and/or oversees four parking garages and four parking lots. The division provides budgets, physical oversight, staffing, and revenue collection for these facilities.

FY21 expenses are down \$121,361, or 5.1%, largely due to the reduced staffing at the Elm St Garage as a result of the automation of the garage, anticipated parking web-meter cost decreases, and the postponement of garage building repair and maintenance projects. FY21 revenues, primarily parking meter, hourly garage and parking ticket revenue, are projected to decrease by \$2,675,585 or 26.3% as a consequence of the pandemic.

Department Summary

Department: Parking

Account: 100-18

		FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown							
Payroll		1,434,923	1,452,862	1,489,330	1,429,371	1,429,371	1,429,371
Benefits		16,420	16,385	16,384	16,384	16,384	16,384
Administrative Services		43,825	43,925	47,975	39,740	39,740	39,740
Contractual Services		407,735	380,508	384,725	378,825	378,825	378,825
Maintenance and Repair		214,780	216,940	281,500	132,450	132,450	132,450
Rentals		131,011	132,942	138,393	138,293	138,293	138,293
Supplies		59,485	60,854	57,295	52,445	52,445	52,445
Utilities		56,595	57,055	58,445	55,905	55,905	55,905
Contributions		1,440	1,440	1,440	1,440	1,440	1,440
Total		2,366,214	2,362,911	2,475,487	2,244,853	2,244,853	2,244,853
Summary by Division							
Parking Administration	(18-100)	1,487,050	1,481,714	1,521,214	1,481,693	1,481,693	1,481,693
Elm Street Garage	(18-200)	300,164	303,523	309,409	250,713	250,713	250,713
Spring Street Garage	(18-300)	452,870	451,304	516,864	434,447	434,447	434,447
Temple Street Garage	(18-400)	126,130	126,370	128,000	78,000	78,000	78,000
Total		2,366,214	2,362,911	2,475,487	2,244,853	2,244,853	2,244,853
Less Revenues		(10,165,220)	(8,695,804)	(10,425,970)	(7,264,735)	(7,489,635)	(7,489,635)
Net Department Total		(7,799,006)	(6,332,893)	(7,950,483)	(5,019,882)	(5,244,782)	(5,244,782)

Parking Administration

Parking Administration includes the management of on-street parking, which includes the parking meter operation, the Parking Control Officers, and the issuance of residential parking stickers. This division also handles the administration of the Temple Street and Casco Bay parking garages.

FY21 Expenditures decreased \$5,357, or 0.4%. Expenditure changes include reductions in travel and training and credit card expenses, offset in-part by contractual payroll increases.

FY21 Parking Administration revenues have decreased \$1,733,210 or 26.2% due to COVID-19. Parking meter rates increased in FY21, however, the FY21 parking meter revenue estimate has been reduced. Parking ticket and parking garage revenues have also been adversely affected by the pandemic.

Division Summary

Department: Parking	Division: Parking Administration				Account: 10018100	
	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	962,374	976,313	1,007,362	985,526	985,526	985,526
Benefits	14,220	14,185	14,184	14,184	14,184	14,184
Administrative Services	17,695	17,555	19,975	11,740	11,740	11,740
Contractual Services	311,320	288,858	287,550	282,650	282,650	282,650
Maintenance and Repairs	850	750	4,150	3,700	3,700	3,700
Rentals	130,911	132,942	138,293	138,293	138,293	138,293
Supplies	47,100	48,571	47,120	43,020	43,020	43,020
Utilities	1,140	1,100	1,140	1,140	1,140	1,140
Contributions	1,440	1,440	1,440	1,440	1,440	1,440
Total	1,487,050	1,481,714	1,521,214	1,481,693	1,481,693	1,481,693
Less Revenues	(6,625,710)	(5,228,041)	(6,777,100)	(4,667,800)	(4,892,700)	(4,892,700)
Net Division Total	(5,138,660)	(3,746,327)	(5,255,886)	(3,186,107)	(3,411,007)	(3,411,007)

Elm Street Garage

The Elm Street Garage is a City-owned parking facility adjacent to Portland High School, and is operated and staffed by the Parking division. The Elm Street Garage provides hourly parking for people wishing to visit downtown businesses and the Merrill Auditorium / Portland Public Library area, as well as providing monthly parking spaces for employees of Portland High School, area businesses, some City Hall employees, and private citizens.

The FY21 Elm Street Garage expenses are down \$49,451, or 16.5%, and includes the reduction of one garage cashier due to the automation of the garage, as well as the postponement of garage building repair and maintenance projects. The FY21 revenue projections are down \$187,500, or 26.7%, mostly due to the decline in hourly parking due to COVID-19.

Division Summary

Department: Parking **Division:** Elm Street Garage **Account:** 10018200

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	202,869	204,869	210,099	171,403	171,403	171,403
Benefits	1,100	1,100	1,100	1,100	1,100	1,100
Contractual Services	31,175	31,100	31,655	31,655	31,655	31,655
Maintenance and Repairs	45,840	46,970	47,880	29,280	29,280	29,280
Supplies	5,455	5,454	4,325	3,975	3,975	3,975
Utilities	13,725	14,030	14,350	13,300	13,300	13,300
Total	300,164	303,523	309,409	250,713	250,713	250,713
Less Revenues	(703,440)	(531,693)	(712,800)	(515,940)	(515,940)	(515,940)
Net Division Total	(403,276)	(228,170)	(403,391)	(265,227)	(265,227)	(265,227)

Spring Street Garage

The Spring Street Garage is a City-owned parking facility adjacent to the Cross Arena and is operated and staffed by the Parking Division. The Spring Street Garage has been used successfully as an economic development tool for downtown revitalization and provides parking for Arena events. The garage also provides hourly parking for people visiting businesses in the Congress Street / Free Street area, as well as providing monthly parking spaces for employees of area businesses and private citizens.

FY21 expenses have decreased \$18,423, or 4.1%, due to the postponement of garage building repair and maintenance projects. FY21 revenues decreased \$530,075, or 30.5%, predominantly due to the drop in hourly parking as a result of the COVID-19 slowdown.

Division Summary

Department: Parking	Division: Spring Street Garage				Account: 10018300	
	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	269,680	271,680	271,869	272,442	272,442	272,442
Benefits	1,100	1,100	1,100	1,100	1,100	1,100
Contractual Services	65,240	60,550	65,520	64,520	64,520	64,520
Maintenance and Repairs	68,090	69,220	129,470	49,470	49,470	49,470
Rentals	100	0	100	0	0	0
Supplies	6,930	6,829	5,850	5,450	5,450	5,450
Utilities	41,730	41,925	42,955	41,465	41,465	41,465
Total	452,870	451,304	516,864	434,447	434,447	434,447
Less Revenues	(1,736,070)	(1,786,070)	(1,786,070)	(1,205,995)	(1,205,995)	(1,205,995)
Net Division Total	(1,283,200)	(1,334,766)	(1,269,206)	(771,548)	(771,548)	(771,548)

Temple Street Garage

The Temple Street Garage, located adjacent to the Nickelodeon Theater, is leased and managed by a private company. The Parking Division, however, oversees the operations and must approve all capital improvements in the garage. The Temple Street Garage provides hourly parking for people wishing to visit businesses in the Temple Street area, such as the Nickelodeon Theater and One City Center, as well as providing monthly parking spaces for employees of area businesses and private citizens.

FY21 Temple Street Garage expenditures are down \$48,130, or 38.2%, due primarily to the postponement of some garage repair and maintenance projects. Revenue estimates are down \$225,000, or 20.5%, due to a reduction in hourly parking and vacancies in retail space.

Division Summary

Department: Parking	Division: Temple Street Garage				Account: 10018400	
	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Administrative Services	26,130	26,370	28,000	28,000	28,000	28,000
Maintenance and Repairs	100,000	100,000	100,000	50,000	50,000	50,000
Total	126,130	126,370	128,000	78,000	78,000	78,000
Less Revenues	(1,100,000)	(1,150,000)	(1,150,000)	(875,000)	(875,000)	(875,000)
Net Division Total	(973,870)	(1,023,630)	(1,022,000)	(797,000)	(797,000)	(797,000)

Housing & Economic Development

For FY2021, the City's Housing and Community Development division (formerly in the Planning and Urban Development Department) was merged with the Economic Development Department, thus creating the Department of Housing and Economic Development.

The Housing and Economic Development Department is responsible for enhancing the residential and economic growth of the City and is dedicated to fostering a vibrant and healthy residential and economic climate for the benefit of all those who live and work in Portland. The Department strives to facilitate a strong and diversified tax base, an active and revitalized city and waterfront, economic and employment opportunities, and residential programs.

By leading a collaborative effort among agencies, both in advocacy and acting as a housing and business resource, the Department provides professional and knowledgeable service through quality programs and coordinated efforts to improve the well-being of Portland. The Department endeavors to keep open the lines of communication so that housing and economic development issues and opportunities are addressed in a timely, thorough, and proactive manner.

Because of the merger, the Housing and Economic Development Department expenditures increased \$545,702, or 80.9%, attributable largely to the merger's payroll expenses. In total, nine new employees are reflective in this budget, including the budget restore of the Creative Portland positions. All of the Department's positions and most other expenses are offset by revenue reimbursement.

Department Summary

Department: Housing & Economic Development

Account: 100-19

		FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown							
Payroll		564,676	657,979	701,820	1,148,527	1,148,527	1,148,527
Benefits		1,620	1,500	2,220	1,620	1,620	1,620
Administrative Services		19,510	20,411	21,710	11,886	11,886	11,886
Contractual Services		78,072	78,372	95,597	50,697	50,697	50,697
Rentals		2,400	2,400	2,400	2,000	2,000	2,000
Supplies		8,250	8,250	6,600	5,500	5,500	5,500
Total		674,528	768,912	830,347	1,220,230	1,220,230	1,220,230
Summary by Division							
Economic Development	(19-100)	646,006	740,390	801,825	660,462	660,462	660,462
Portland Development Corporation	(19-200)	28,522	28,522	28,522	28,522	28,522	28,522
Housing & Community Dev	(19-300)	0	0	0	531,246	531,246	531,246
Total		674,528	768,912	830,347	1,220,230	1,220,230	1,220,230
Less Revenues		(596,748)	(710,217)	(732,662)	(1,219,867)	(1,219,867)	(1,219,867)
Net Department Total		77,780	58,695	97,685	363	363	363

Economic Development

Economic Development is comprised of the Housing and Economic Development Director, Waterfront Coordinator, Business Development Representative, Senior Executive Assistant, Director of Office Economic Opportunity and its Initiatives and Outreach Coordinator, and the Office of Creative Portland Director and Program Assistant. The Department strives to facilitate a strong and diversified tax base, an active and revitalized city, a vital waterfront, a sustainable creative economy, and employment opportunities. Staff also endeavors to keep the lines of communication open so that economic development issues are addressed in a timely, thorough, and proactive manner.

During FY2021, Economic Development will continue its programs of service and assistance to businesses during the COVID-19 Pandemic, facilitating various loan and grant programs.

FY21 division expenses rose \$14,456, or 2.2%. Budget changes include the elimination of the Marketing & Communications Coordinator position and the restoration of the two Creative Portland positions previously contracted. The reduction in the contractual services lines and travel and training largely offset the net one additional position.

All positions in FY2021 are 100% funded through various revenues sources, including Tax Increment Financing.

Division Summary

Department: Housing & Economic Development **Division:** Economic Development **Account:** 10019100

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	564,676	657,979	701,820	617,281	617,281	617,281
Benefits	1,620	1,500	2,220	1,620	1,620	1,620
Administrative Services	14,635	15,536	16,835	7,011	7,011	7,011
Contractual Services	55,175	55,475	72,700	27,800	27,800	27,800
Rentals	2,400	2,400	2,400	2,000	2,000	2,000
Supplies	7,500	7,500	5,850	4,750	4,750	4,750
Total	646,006	740,390	801,825	660,462	660,462	660,462
Less Revenues	(568,226)	(681,695)	(704,140)	(660,099)	(660,099)	(660,099)
Net Division Total	77,780	58,695	97,685	363	363	363

Portland Development Corporation

The Portland Development Corporation (PDC) is a quasi-municipal non-profit corporation created in December 1990 by the City Council. The PDC offers various commercial loan and grant "gap" financing programs to support business start-up and expansion in the City of Portland.

Due to the COVID-19 Pandemic, the PDC now offers a Rapid Response Loan program, which provides up to a \$10,000 loan with \$5,000 forgivable under certain conditions.

The Portland Development Corporation budget is fully funded by the interest income from its business loan programs; the PDC relies on this income from its business loan program to cover its operating expenses. FY21 expenses remain flat and are offset 100% by program revenue.

Division Summary

Department: Housing & Economic Development **Division:** Portland Development Corporation **Account:** 10019200

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Administrative Services	4,875	4,875	4,875	4,875	4,875	4,875
Contractual Services	22,897	22,897	22,897	22,897	22,897	22,897
Supplies	750	750	750	750	750	750
Total	28,522	28,522	28,522	28,522	28,522	28,522
Less Revenues	(28,522)	(28,522)	(28,522)	(28,522)	(28,522)	(28,522)
Net Division Total	0	0	0	0	0	0

Housing & Community Development

In FY21, the City's Housing and Community Development division (formerly in the Planning & Urban Development Department) merged with the Economic Development Department, creating the Department of Housing & Economic Development. This merger adds an additional eight positions to this department, positions previously reflected in the Planning Administration and the Planning Housing & Community Development divisions.

Housing and Community Development is responsible for administering federal CDBG, HOME and ESG grants for the City. This division administers City-assisted housing development programs, as well as housing-related planning activities.

This portion of the salaries of the Housing and Community Development budget is entirely funded by the Community Development Block Grant (CDBG), Home Grant, Housing Development Fund (program income from the CDBG loan paybacks), and Tax Increment Financing; any increase or decrease in the budget has no impact on the tax levy.

Division Summary

Department: Housing & Economic Development **Division:** Housing & Community Development **Account:** 10019300

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	0	0	0	531,246	531,246	531,246
Total	0	0	0	531,246	531,246	531,246
Less Revenues	0	0	0	(531,246)	(531,246)	(531,246)
Net Division Total	0	0	0	0	0	0

Police

The Police Department is comprised of six divisions: Administration, Uniform Operations Group, Bureau of Investigative Services, Operations Support Services, Dispatch Services and Jetport Security.

The Police Department's mission focuses on three distinct areas: Service Excellence, Community Engagement, and Resource Maximization. Every decision, plan, and contact made places emphasis on these three areas. All members of the Portland Police Department reference the core values of Leadership, Integrity, and Service when interacting with the public.

The Police Department expense decrease of \$561,711, or 3.2%, is primarily due to payroll reductions including the elimination of three sworn police officer positions and a delay in the hiring of unfilled positions. The FY21 budget also shows a reduction in the supply line; the FY20 operating budget included computer technology for new vehicles.

FY21 revenues are increasing \$230,385, or 7.7%, primarily due to an increase in the cost share calculation of the Portland Regional Communications Center (PRCC). The costs incurred by the City's Dispatch Services division are shared by the cities of Portland, South Portland and the Town of Cape Elizabeth.

Department Summary

Department: Police

Account: 100-21

		FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown							
Payroll		16,640,498	16,222,170	16,999,996	16,185,772	16,185,772	16,185,772
Benefits		249,210	212,663	247,915	225,240	225,240	225,240
Administrative Services		182,778	132,161	201,955	172,455	172,455	172,455
Contractual Services		252,362	210,578	189,532	237,552	237,552	237,552
Maintenance and Repair		111,629	66,789	136,213	126,838	126,838	126,838
Rentals		22,052	15,849	18,490	17,050	17,050	17,050
Supplies		271,831	247,628	282,856	202,338	202,338	202,338
Minor Capital Items		15,000	15,000	15,000	15,000	15,000	15,000
Utilities		12,180	12,140	13,584	13,584	13,584	13,584
Total		17,757,540	17,134,978	18,105,541	17,195,829	17,195,829	17,195,829
Summary by Division							
Police Administration	(21-100)	1,274,264	1,058,929	1,298,937	1,218,444	1,218,444	1,218,444
Uniformed Operations Group	(21-200)	10,616,533	10,657,330	10,861,674	10,306,530	10,306,530	10,306,530
Bureau of Investigative Services	(21-300)	2,017,675	1,793,842	1,951,298	1,843,314	1,843,314	1,843,314
Operations Support Services	(21-400)	907,441	870,044	943,915	876,435	876,435	876,435
Dispatch Services	(21-500)	2,360,103	2,129,289	2,463,446	2,375,832	2,375,832	2,375,832
Jetport Security	(21-800)	581,524	625,544	586,271	575,274	575,274	575,274
Total		17,757,540	17,134,978	18,105,541	17,195,829	17,195,829	17,195,829
Less Revenues		(2,985,289)	(2,957,046)	(3,031,769)	(3,215,674)	(3,215,674)	(3,215,674)
Net Department Total		14,772,251	14,177,932	15,073,772	13,980,155	13,980,155	13,980,155

Police Administration

It is the responsibility of the Chief of Police to create policy and make resource management decisions for the Police Department's assets. The administrative staff provides support in the areas of legal assistance, fiscal management, internal standards, human resources, and the investigation of complaints filed against police officers.

The FY21 expenditure decrease of \$55,820, or 4.4%, is primarily due to the six-month delay in the hire of the department's Assistant Police Chief.

Division Summary

Department: Police **Division:** Police Administration **Account:** 10021100

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	1,255,235	1,041,616	1,279,579	1,199,746	1,199,746	1,199,746
Benefits	6,400	5,800	6,400	5,740	5,740	5,740
Administrative Services	8,425	8,113	8,450	8,450	8,450	8,450
Maintenance and Repairs	200	0	200	200	200	200
Rentals	2,204	2,200	2,508	2,508	2,508	2,508
Supplies	1,800	1,200	1,800	1,800	1,800	1,800
Total	1,274,264	1,058,929	1,298,937	1,218,444	1,218,444	1,218,444
Less Revenues	(160,371)	(145,247)	(147,351)	(147,351)	(147,351)	(147,351)
Net Division Total	1,113,893	913,682	1,151,586	1,071,093	1,071,093	1,071,093

Uniformed Operations Group

A Commander heads the Uniformed Operations Group. The primary duty of this group is the protection of lives and property. This is accomplished through continuous patrol directed at the repression of crime and the apprehension of violators. The group consists of three patrol teams broken out into twelve squads. This unique deployment structure allows the department to utilize a workload analysis to assign a proportionate number of patrol officers throughout the City. It also promotes teamwork and cohesive organizational commitment within the small units. Each team is responsible for conducting routine patrol services such as responding to calls for service, traffic enforcement, building security and maintenance of public order. Directed patrol officers work closely with Community Policing Officers in each sector of the City to enhance crime prevention and streamline problem solving.

Community Policing Officers are assigned to six neighborhood sectors and the Youth Services program. These officers work closely with Portland residents, local businesses and their fellow officers to enhance problem solving. In addition to answering calls for police service, these officers attend meetings, collaborate with fellow officers, and work with the Community Policing Coordinators to facilitate efforts in their geographically assigned areas. Portland has five neighborhood-based community policing centers located in the Parkside, Bayside, East Bayside, West End, and Munjoy Hill neighborhoods. Community Policing also serves properties owned and managed by the Portland Housing Authority.

The Uniformed Operations Group also contains a Traffic Unit responsible for traffic-related services and an Island Unit responsible for providing public safety services to residents of Peaks Island.

Expenditures in this division have decreased \$310,003 or 2.9%, primarily due to reductions in payroll, as well as the supply lines primarily related to the FY20 purchase of new vehicle computer technology. The personnel budget reductions include department restructuring for a net reduction of one position in this division. Staffing changes include the elimination of the two School Resource Officers and one Community Policing Officer, and the transfer of two positions from the Bureau of Investigative Services division. Salary savings also include the delayed hiring of new sworn officers. Revenues have decreased \$101,781, or 9.6%, primarily due to the reduction of the School Resource Officers previously reimbursed at 75%.

Division Summary

Department: Police	Division: Uniformed Operations Group				Account: 10021200	
	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	9,924,632	10,054,815	10,204,447	9,690,716	9,690,716	9,690,716
Benefits	173,805	173,785	174,170	152,755	152,755	152,755
Administrative Services	18,738	15,228	40,690	40,690	40,690	40,690
Contractual Services	231,692	188,953	160,582	208,602	208,602	208,602
Maintenance and Repairs	69,973	42,073	85,993	85,993	85,993	85,993
Rentals	7,775	2,775	2,975	2,975	2,975	2,975
Supplies	189,438	179,161	192,313	124,295	124,295	124,295
Utilities	480	540	504	504	504	504
Total	10,616,533	10,657,330	10,861,674	10,306,530	10,306,530	10,306,530
Less Revenues	(1,065,174)	(980,782)	(1,068,707)	(963,393)	(963,393)	(963,393)
Net Division Total	9,551,359	9,676,548	9,792,967	9,343,137	9,343,137	9,343,137

Bureau of Investigative Services

The Bureau of Investigative Services is commanded by the Assistant Chief and is comprised of both a criminal investigations division and a narcotics investigations division; these divisions are responsible for the thorough investigation of criminal incidents referred from the rest of the department. The division also provides supervision of the Court Officer, the Criminal Process Services, and the Victim Advocacy program.

FY21 expenditures in this division have decreased \$174,361, or 8.6%, primarily due to decreases in payroll expenses, which include the transfer of two unfilled detective positions to the patrol team within the Uniformed Operations Group division and a six-month delay in the hiring of unfilled positions. Revenues have increased \$79,837, or 30.1 %, attributed to an increase in the Maine Drug Enforcement Agency (MDEA) payroll reimbursement rate.

Division Summary

Department: Police	Division: Bureau of Investigative Services				Account: 10021300	
	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	1,963,501	1,755,809	1,902,984	1,795,600	1,795,600	1,795,600
Benefits	29,490	21,083	27,830	27,230	27,230	27,230
Administrative Services	1,530	100	1,280	1,280	1,280	1,280
Contractual Services	6,700	6,100	4,100	4,100	4,100	4,100
Maintenance and Repairs	2,000	0	2,000	2,000	2,000	2,000
Rentals	2,504	2,400	2,704	2,704	2,704	2,704
Supplies	11,950	8,350	10,400	10,400	10,400	10,400
Total	2,017,675	1,793,842	1,951,298	1,843,314	1,843,314	1,843,314
Less Revenues	(264,883)	(285,406)	(304,008)	(344,720)	(344,720)	(344,720)
Net Division Total	1,752,792	1,508,436	1,647,290	1,498,594	1,498,594	1,498,594

Operations Support Services

The Operations Support Services Division is commanded by the Assistant Chief and is comprised of the following sections: computer crimes, forensics, property, training, and records. Included in the budget are minor costs associated with the Regional Forensic Crime Laboratory.

Expenditures in this division have decreased \$31,006, or 3.4%, primarily due to FY21 reductions in the police training line. FY21 revenues have increased \$28,888, or 57.8%, due to a vendor change for public accessed accident report requests.

Division Summary

Department: Police **Division:** Operations Support Services **Account:** 10021400

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	658,632	681,112	677,098	657,433	657,433	657,433
Benefits	6,000	3,500	6,000	6,000	6,000	6,000
Administrative Services	133,960	92,220	134,910	110,410	110,410	110,410
Contractual Services	11,720	13,000	11,720	11,720	11,720	11,720
Maintenance and Repairs	34,006	23,515	39,630	30,255	30,255	30,255
Rentals	8,280	7,354	9,014	7,574	7,574	7,574
Supplies	54,843	49,343	65,543	53,043	53,043	53,043
Total	907,441	870,044	943,915	876,435	876,435	876,435
Less Revenues	(50,000)	(56,730)	(52,388)	(78,888)	(78,888)	(78,888)
Net Division Total	857,441	813,314	891,527	797,547	797,547	797,547

Dispatch Services

The Portland Regional Communications Center (PRCC) comprises Dispatch Services and is supervised by the Emergency Communications Director. Serving the Town of Cape Elizabeth, South Portland and the City of Portland, the PRCC is responsible for receiving telephone requests for all emergency services and dispatching appropriate police, fire, and emergency medical services resources. The 2011 regional consolidation allowed all three communities to maximize their resources while emphasizing a commitment to service excellence.

FY21 expenditures in this division have increased \$15,729, or 0.7%, primarily due to slight increases in payroll for shift coverage and medical expenses for pre-employment and new hires. FY21 revenues have risen \$242,711, or 28.1%, reflecting an increase in the cost share reimbursement calculation of the Portland Regional Communications Center (PRCC).

Division Summary

Department: Police **Division:** Dispatch Services **Account:** 10021500

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	2,280,437	2,066,099	2,371,080	2,288,466	2,288,466	2,288,466
Benefits	16,700	6,820	16,700	16,700	16,700	16,700
Administrative Services	16,675	16,050	15,175	10,175	10,175	10,175
Contractual Services	2,250	2,525	13,130	13,130	13,130	13,130
Maintenance and Repairs	5,200	1,201	8,140	8,140	8,140	8,140
Rentals	641	770	641	641	641	641
Supplies	11,500	9,224	10,500	10,500	10,500	10,500
Minor Capital Items	15,000	15,000	15,000	15,000	15,000	15,000
Utilities	11,700	11,600	13,080	13,080	13,080	13,080
Total	2,360,103	2,129,289	2,463,446	2,375,832	2,375,832	2,375,832
Less Revenues	(863,337)	(863,337)	(873,044)	(1,106,048)	(1,106,048)	(1,106,048)
Net Division Total	1,496,766	1,265,952	1,590,402	1,269,784	1,269,784	1,269,784

Jetport Security

The Sergeant assigned to the Jetport Security division serves as a direct liaison between the Police Department and the Jetport staff and Administration.

Officers assigned to the Jetport perform duties as follows: monitor security checkpoints during arrivals and departures, actively patrol the interior of the Jetport terminal, regulate activities of taxi operators utilizing the Jetport, assist in parking enforcement at the terminal, monitor activities at the baggage claim area, perform security checks of secured areas of the complex, make patrol sweeps of the parking areas including the garage, respond to all requests for police or emergency services originating at the Jetport, and process reports accordingly.

FY21 expenditures and revenues in this division have decreased \$6,250, or 1.1%, due to slight decreases in both payroll and training expenses. The cost for this division is entirely offset by revenues received by the Jetport.

Division Summary

Department: Police	Division: Jetport Security				Account: 10021800	
	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	558,061	622,719	564,808	553,811	553,811	553,811
Benefits	16,815	1,675	16,815	16,815	16,815	16,815
Administrative Services	3,450	450	1,450	1,450	1,450	1,450
Maintenance and Repairs	250	0	250	250	250	250
Rentals	648	350	648	648	648	648
Supplies	2,300	350	2,300	2,300	2,300	2,300
Total	581,524	625,544	586,271	575,274	575,274	575,274
Less Revenues	(581,524)	(625,544)	(586,271)	(575,274)	(575,274)	(575,274)
Net Division Total	0	0	0	0	0	0

Fire

The Fire Department consists of five divisions: Administration, Code Enforcement and Community Services, Field Operations, Operations Support Services and Jetport Air Rescue. The Fire Chief oversees the operation of these divisions.

The Fire Department's overall expenditure decrease is \$430,782, or 2.4%. Payroll budget reductions account for the majority of the expense decrease with other reductions in the supply and minor capital lines offset partially by increases in the maintenance and repair lines. In FY21, there is a reduction of two department positions as well as the removal of the unsettled contract increases for 224 FTE's previously budgeted in FY20.

The FY21 revenue increase is \$302,143, or 6.6%. The revenue increase is mainly attributed to new fees approved in FY21 and an increase in the Air Rescue Station division expenses 100% reimbursed by the Jetport.

Department Summary

Department: Fire **Account:** 100-22

		FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown							
Payroll		15,945,994	16,004,998	16,721,842	15,563,604	15,563,604	15,563,604
Benefits		250,604	287,223	253,776	199,132	199,132	199,132
Administrative Services		187,738	187,738	321,938	297,688	297,688	297,688
Contractual Services		234,019	234,019	171,784	166,084	166,084	166,084
Maintenance and Repair		334,190	346,500	471,205	444,705	444,705	444,705
Rentals		403,900	403,900	416,120	416,120	416,120	416,120
Supplies		586,385	587,318	589,585	474,485	474,485	474,485
Minor Capital Items		56,000	55,703	0	0	0	0
Utilities		236,318	236,318	243,548	242,548	242,548	242,548
Capital Outlay		0	0	10,000	0	0	0
Total		18,235,148	18,343,717	19,199,798	17,804,366	17,804,366	17,804,366
Summary by Division							
Fire Administration	(22-100)	598,617	624,926	674,920	625,811	625,811	625,811
Code Enforce & Community Svcs	(22-200)	288,508	288,676	378,022	238,082	238,082	238,082
Field Operations	(22-300)	15,517,194	15,572,191	15,879,304	14,963,356	14,963,356	14,963,356
Operation Support Services	(22-400)	803,148	804,091	896,268	872,768	872,768	872,768
Air Rescue Station	(22-800)	1,027,681	1,053,833	1,371,284	1,104,349	1,104,349	1,104,349
Total		18,235,148	18,343,717	19,199,798	17,804,366	17,804,366	17,804,366
Less Revenues		(4,584,937)	(4,580,689)	(5,154,015)	(4,887,080)	(4,887,080)	(4,887,080)
Net Department Total		13,650,211	13,763,028	14,045,783	12,917,286	12,917,286	12,917,286

Fire Administration

The Administration Division is responsible for the planning, organization, and day-to-day operations of all fire suppression, emergent medical care, fire prevention, disaster preparations, and terrorism responses within Portland. The policies and procedures that guide the department in carrying out its mission are established by the Fire Chief.

This division also administers the human resources activities for the department including hiring, worker compensation claims, benefits, wellness, risk management, and payroll. The division has instituted a Peer Support Team, using the Police Department model, to deliver support and services to members facing crisis. This has positively impacted leave associated with Critical Incident Stress cases.

The FY21 Fire Administration budget increased by \$27,194, or 4.5%, due to department staffing changes during FY20 resulting in the addition of one new administrative position in this division. FY21 expenditure reductions include decreases in the various supply lines and in the travel and training line. FY21 division revenues remain flat.

Division Summary

Department: Fire

Division: Fire Administration

Account: 10022100

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	516,941	543,250	589,744	572,709	572,709	572,709
Benefits	4,908	4,908	4,908	2,884	2,884	2,884
Administrative Services	24,708	24,708	28,208	18,858	18,858	18,858
Contractual Services	4,800	4,800	4,800	1,600	1,600	1,600
Rentals	2,160	2,160	2,160	2,160	2,160	2,160
Supplies	45,100	45,100	45,100	27,600	27,600	27,600
Total	598,617	624,926	674,920	625,811	625,811	625,811
Less Revenues	(99,785)	(96,885)	(99,785)	(99,785)	(99,785)	(99,785)
Net Division Total	498,832	528,041	575,135	526,026	526,026	526,026

Code Enforcement & Community Services

The division of Code Enforcement and Community Services is responsible for the review of all building permits for renovation or new construction for structures that house three or more units, and the review of all commercial buildings. Additionally, the division reviews site plans, building permits, sprinkler system permits, fire alarm system permits, as well as the installation of above ground & underground storage tanks and liquefied petroleum gas tanks.

The division administers the Fire Prevention Code, N.F.P.A 101 Life Safety Code, the State laws of the Fire Service and the National Fire Codes, food and liquor code requirements, and fuel inspections. Codes are updated throughout the year and educational seminars are conducted. This division also provides the management and oversight of company level inspections of residential and commercial properties totaling over 5,000 a year.

Code Enforcement and Community Services also comprises the public information, education and community outreach initiatives, which includes the Portland High School Program, public education materials, and public information of current events affecting the citizens of Portland.

The Code Enforcement and Community Services division's budget decrease of \$50,426, or 17.5%, is mainly attributed to overtime and training line-item reductions. FY21 revenues remain flat.

Division Summary

Department: Fire **Division:** Code Enforcement & Community Services **Account:** 10022200

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	256,231	256,231	358,121	224,061	224,061	224,061
Benefits	2,832	3,000	3,456	2,976	2,976	2,976
Administrative Services	21,675	21,675	8,675	6,275	6,275	6,275
Contractual Services	770	770	770	770	770	770
Supplies	7,000	7,000	7,000	4,000	4,000	4,000
Total	288,508	288,676	378,022	238,082	238,082	238,082
Less Revenues	(34,921)	(34,921)	(34,921)	(34,921)	(34,921)	(34,921)
Net Division Total	253,587	253,755	343,101	203,161	203,161	203,161

Field Operations

The Field Operations division is responsible for providing emergency services including fire suppression, emergency medical care and transport, hazardous materials response, technical rescue response and any possible public emergency. The division supports fire and life safety programs through routine field safety inspections.

The Field Operations division is responsible for the development of skill sets for the entire department. Training evolutions are conducted daily to ensure proficiency in the delivery of Emergency Medicine and Firefighting services. Responsibilities include ensuring compliance with state mandated requirements, including EMS and basic and advanced firefighting, and encompass overseeing the medical licenses of over 200 personnel. Field EMS Operations provides advanced life support to the City's residents, and the working and visiting population of Portland. Services range from basic patient assessments and CPR, to sophisticated advanced life support intervention, such as advanced airway management and complex drug therapies. The unit provides in-service training for all fire department members as well.

Field Operations provides emergency services for the waterfront area, islands, and all marine craft associated with Portland Harbor and Casco Bay, including emergency medical transportation for the island residents, as well as training for the islands' volunteer call forces. The crew conducts fire prevention inspections of waterfront facilities and harbor patrols when threat conditions warrant. Additionally, this division provides fire protection for citizens of the Casco Bay Islands associated with the City of Portland, primarily Peaks Island, Cliff Island, Cushing Island, House Island, and Great and Little Diamond Islands. This division provides continuous seamanship and pilot training to assure competent boat handling for the navigation of the Portland Harbor and Casco Bay waters, as mandated by Fire Department operations.

The FY21 Field Operations division expenditure decrease is \$533,838, or 3.6%. This budget reduction is attributed largely to payroll decreases including department staffing changes resulting in three division position reductions and the removal of unsettled contract increases included in the FY20 budget. Other reductions include a decrease in wearing apparel and minor equipment requests, and monies for the FY20 purchase of two cardiac monitors. The department's billing services was reclassified from a contractual service to an administrative service expense in FY21. Revenues have increased \$200,000, or 6.0%, as a result of the FY21 approval of new fees.

Division Summary

Department: Fire **Division:** Field Operations **Account:** 10022300

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	14,362,963	14,381,816	14,675,845	13,935,637	13,935,637	13,935,637
Benefits	228,972	265,384	228,972	176,832	176,832	176,832
Administrative Services	94,200	94,200	237,900	225,400	225,400	225,400
Contractual Services	203,996	203,996	140,946	138,446	138,446	138,446
Maintenance and Repairs	117,500	117,500	128,350	119,350	119,350	119,350
Rentals	3,432	3,432	3,960	3,960	3,960	3,960
Supplies	430,175	430,204	433,375	344,775	344,775	344,775
Minor Capital Items	56,000	55,703	0	0	0	0
Utilities	19,956	19,956	19,956	18,956	18,956	18,956
Capital Outlay	0	0	10,000	0	0	0
Total	15,517,194	15,572,191	15,879,304	14,963,356	14,963,356	14,963,356
Less Revenues	(3,327,800)	(3,300,300)	(3,527,800)	(3,527,800)	(3,527,800)	(3,527,800)
Net Division Total	12,189,394	12,271,891	12,351,504	11,435,556	11,435,556	11,435,556

Operation Support Services

The Operations Support Services division encompasses Hydrants, Building Maintenance and Fire Alarm. The hydrant system is the backbone of the fire suppression efforts of the Fire Department. The department is charged by the Portland Water District to ensure that the 1,620 hydrants in the City are properly maintained for use with high-flow firefighting equipment. Building maintenance provides for the operation of nine of the city's fire stations and the fire museum. The division maintains station heating and plumbing systems and makes necessary building repairs, including preventive maintenance for boilers, emergency generators, and compressors. The fire alarm section maintains the City's fire alarm system and emergent and non-emergent radio systems, and supports the 911 Portland Regional Communication Center's (PRCC) core equipment.

The Operations Support Services expenditure increase of \$69,620, or 8.7%, is attributed to the increase in maintenance expenses at nine stations around the city and hydrant costs.

The divisional revenue has increased \$25,475, or 26.9%, largely due to FY21 fee increases.

Division Summary

Department: Fire **Division:** Operation Support Services **Account:** 10022400

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Benefits	0	39	0	0	0	0
Administrative Services	1,075	1,075	1,075	1,075	1,075	1,075
Contractual Services	21,500	21,500	21,815	21,815	21,815	21,815
Maintenance and Repairs	116,715	116,715	191,130	173,630	173,630	173,630
Rentals	398,308	398,308	410,000	410,000	410,000	410,000
Supplies	64,900	65,804	64,900	58,900	58,900	58,900
Utilities	200,650	200,650	207,348	207,348	207,348	207,348
Total	803,148	804,091	896,268	872,768	872,768	872,768
Less Revenues	(94,750)	(94,750)	(120,225)	(120,225)	(120,225)	(120,225)
Net Division Total	708,398	709,341	776,043	752,543	752,543	752,543

Air Rescue Station

The Jetport Air Rescue Station Division provides aircraft rescue and firefighting for the City's airport. Efforts are also placed on fire prevention measures and fire safety at the aircraft loading areas. Air Rescue Station performance is measured according to Federal Aviation Administration standards for aircraft safety performance. Firefighting abilities are measured in accordance with N.F.P.A. 1003 Professional Qualification Standards.

The Air Rescue Station expenditure and revenue increase of \$76,668, or 7.5%, is mainly due to the increase in overtime and vehicle maintenance and repair costs.

The Air Rescue service expense is fully reimbursed through inter-fund charges to the Jetport's Enterprise Fund.

Division Summary

Department:	Fire	Division:	Air Rescue Station	Account:	10022800	
	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	809,859	823,701	1,098,132	831,197	831,197	831,197
Benefits	13,892	13,892	16,440	16,440	16,440	16,440
Administrative Services	46,080	46,080	46,080	46,080	46,080	46,080
Contractual Services	2,953	2,953	3,453	3,453	3,453	3,453
Maintenance and Repairs	99,975	112,285	151,725	151,725	151,725	151,725
Supplies	39,210	39,210	39,210	39,210	39,210	39,210
Utilities	15,712	15,712	16,244	16,244	16,244	16,244
Total	1,027,681	1,053,833	1,371,284	1,104,349	1,104,349	1,104,349
Less Revenues	(1,027,681)	(1,053,833)	(1,371,284)	(1,104,349)	(1,104,349)	(1,104,349)
Net Division Total	0	0	0	0	0	0

Planning & Urban Development

The Department of Planning and Urban Development consists of two divisions: Administration and Planning.

A reorganization in FY21 moved the Housing and Community Development division out of the Planning & Urban Development Department into the Housing and Economic Development Department. This restructure also included staffing organizational shifts: four positions formerly budgeted in Planning Administration and three positions formerly budgeted in Planning's Housing & Community Development division.

The FY21 department net budget reduction is \$328,548, or 32.6%: department expenditures decreased \$654,510, or 31.5%, and department revenues decreased \$325,962, or 30.4%. The FY21 budget includes payroll savings attributed to furloughs and delayed hiring during the pandemic. Additionally, the contractual services lines reflect a reduction due to the zoning re-write dollars budgeted in FY20 and a decrease in non-reimbursed advertising costs.

The planning department will continue to work on the City-Code Chapter 14 zoning re-write through FY21.

Department Summary

Department: Planning & Urban Development

Account: 100-24

		FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown							
Payroll		1,729,807	1,602,338	1,853,624	1,148,582	1,148,582	1,148,582
Benefits		3,780	1,808	2,505	2,550	2,550	2,550
Administrative Services		26,025	21,756	31,700	33,320	33,320	33,320
Contractual Services		287,220	241,320	277,100	194,850	194,850	194,850
Maintenance and Repair		1,100	1,000	8,620	7,820	7,820	7,820
Rentals		15,600	14,500	15,600	15,600	15,600	15,600
Supplies		16,500	10,419	25,600	22,800	22,800	22,800
Total		2,080,032	1,893,141	2,214,749	1,425,522	1,425,522	1,425,522
Summary by Division							
Planning & Dev. Administration	(24-100)	560,269	442,947	542,863	211,863	211,863	211,863
Planning	(24-200)	1,330,594	1,266,224	1,419,752	1,213,659	1,213,659	1,213,659
Housing & Community Dev.	(24-300)	189,169	183,970	252,134	0	0	0
Total		2,080,032	1,893,141	2,214,749	1,425,522	1,425,522	1,425,522
Less Revenues		(1,072,827)	(1,139,465)	(1,147,567)	(746,865)	(746,865)	(746,865)
Net Department Total		1,007,205	753,676	1,067,182	678,657	678,657	678,657

Planning & Development Administration

The Administration division oversees all operations of the Department of Planning and Urban Development.

The FY21 expenditures are down \$348,406, or 62.2%, largely due to the reorganization and transfer of the Housing & Community Development division to the Housing & Economic Development Department which also incorporates four Planning Administration position salaries, as well as the associated revenue offset. Other Administration payroll savings include staff turnover and the delayed hiring of an Administrative Assistant until January of 2021.

Division Summary

Department: Planning & Urban Development **Division:** Planning & Development Administration **Account:** 10024100

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	551,119	437,745	534,663	202,313	202,313	202,313
Benefits	1,100	575	600	1,100	1,100	1,100
Administrative Services	4,200	2,732	5,000	5,700	5,700	5,700
Contractual Services	250	0	100	250	250	250
Maintenance and Repairs	100	0	0	0	0	0
Supplies	3,500	1,895	2,500	2,500	2,500	2,500
Total	560,269	442,947	542,863	211,863	211,863	211,863
Less Revenues	(247,067)	(196,474)	(233,293)	(30,000)	(30,000)	(30,000)
Net Division Total	313,202	246,473	309,570	181,863	181,863	181,863

Planning

The Planning division provides comprehensive and long-range planning for the City. This division conducts development review for site plan, subdivision, historic preservation, DEP site location permits, and rezoning requests. Division services include the development and updating of the City's Comprehensive Plan (<http://www.portlandsplan.me>), neighborhood planning, implementation of plans, the City's public art program, multimodal transportation planning, and historic preservation planning. The Planning division also manages the Congress Square Park redesign and other urban design initiatives.

The FY21 Planning expenditures have decreased by \$116,935, or 8.8%. Reductions include the FY20 operating budget funding for the City Code Chapter 14 zoning rewrite, non-reimbursed advertising costs, and reflected savings for furlough and vacancies due to the pandemic. FY21 projected revenues have increased \$80,274, or 12.6%.

Division Summary

Department: Planning & Urban Development	Division: Planning				Account: 10024200	
	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	989,519	980,623	1,066,827	946,269	946,269	946,269
Benefits	2,680	1,233	1,905	1,450	1,450	1,450
Administrative Services	21,825	19,024	26,700	27,620	27,620	27,620
Contractual Services	286,970	241,320	277,000	194,600	194,600	194,600
Maintenance and Repairs	1,000	1,000	8,620	7,820	7,820	7,820
Rentals	15,600	14,500	15,600	15,600	15,600	15,600
Supplies	13,000	8,524	23,100	20,300	20,300	20,300
Total	1,330,594	1,266,224	1,419,752	1,213,659	1,213,659	1,213,659
Less Revenues	(636,591)	(759,021)	(662,140)	(716,865)	(716,865)	(716,865)
Net Division Total	694,003	507,203	757,612	496,794	496,794	496,794

Housing & Community Development

A reorganization in FY21 transferred the Housing and Community Development division from the Planning & Urban Development Department to the newly titled Housing & Economic Development Department.

The Housing and Community Development division is a net zero budget; any increase or decrease in the budget has no impact on the tax levy.

Division Summary

Department: Planning & Urban Development **Division:** Housing & Community Development **Account:** 10024300

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	189,169	183,970	252,134	0	0	0
Total	189,169	183,970	252,134	0	0	0
Less Revenues	(189,169)	(183,970)	(252,134)	0	0	0
Net Division Total	0	0	0	0	0	0

Permitting & Inspections

The Permitting and Inspections Department consists of four divisions: Administration, Inspections, Housing Safety, and Business Licensing. The department is responsible for issuing building permits; enforcing the City's building, plumbing, electrical, housing, and land use codes; issuing business licenses and Certificates of Occupancy; and maintaining the rental housing registration program.

The department's expenditures have increased \$77,484 or 4.2%. This increase incorporates personnel staffing changes, a department net increase of a +2.25 full-time equivalent positions (FTE). FY21 expense reductions include the FY20 budgeted contractual microfiche conversion monies and reductions in the administrative services lines.

The department's FY21 estimated revenue has risen by \$230,108, or 4.7%. The increase in anticipated business licenses revenue is related to the recently passed marijuana ordinance; the revenue increase also includes a modest increase in building permit revenue.

Department Summary

Department: Permitting & Inspections

Account: 100-25

		FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown							
Payroll		1,637,932	1,637,589	1,833,322	1,785,706	1,785,706	1,785,706
Benefits		18,654	18,254	18,534	18,384	18,384	18,384
Administrative Services		37,715	37,815	37,535	23,145	23,145	23,145
Contractual Services		125,465	92,176	78,155	74,615	74,615	74,615
Rentals		4,368	4,368	4,368	4,368	4,368	4,368
Supplies		24,425	27,136	28,225	19,825	19,825	19,825
Total		1,848,559	1,817,338	2,000,139	1,926,043	1,926,043	1,926,043
Summary by Division							
Permitting & Insp. Administration	(25-100)	130,487	111,337	197,907	156,338	156,338	156,338
Inspections	(25-200)	1,076,567	1,095,410	1,071,449	1,042,864	1,042,864	1,042,864
Housing Safety	(25-300)	407,613	350,665	485,397	481,750	481,750	481,750
Business Licensing	(25-400)	233,892	259,926	245,386	245,091	245,091	245,091
Total		1,848,559	1,817,338	2,000,139	1,926,043	1,926,043	1,926,043
Less Revenues		(4,901,064)	(4,932,464)	(5,102,583)	(5,131,172)	(5,131,172)	(5,131,172)
Net Department Total		(3,052,505)	(3,115,126)	(3,102,444)	(3,205,129)	(3,205,129)	(3,205,129)

Permitting & Inspections Administration

The Administration Division is responsible for overseeing all aspects of the Permitting and Inspections Department. This division consists of the Director of Permitting & Inspections and the Principal Administrative Officer, as well as the necessary tools to support the oversight of the department's operations.

This division's expenditure budget increase of \$25,851, or 19.8%, is attributed to the anticipated full-time restore of the Director of Permitting & Inspections in January 2021 from the previously budgeted 0.5 FTE.

Division Summary

Department: Permitting & Inspections **Division:** Permitting & Inspections Administration **Account:** 10025100

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	126,097	105,306	190,867	153,388	153,388	153,388
Benefits	600	200	600	450	450	450
Administrative Services	1,650	2,400	3,000	1,500	1,500	1,500
Contractual Services	740	320	740	200	200	200
Supplies	1,400	3,111	2,700	800	800	800
Total	130,487	111,337	197,907	156,338	156,338	156,338

Inspections

The Inspections division issues permits for the construction of all types, and acts as the enforcement agency for building, housing, plumbing, electrical, mechanical, zoning, and land use rules and regulations.

This division's expenditure budget has decreased \$33,703, or 3.1%. This decrease is predominantly attributed to the budgeted FY20 contractual services monies for microfiche conversions, and also includes various other line-item reductions. This division encompasses a net increase of a half-time position. The division's revenue budget has increased \$63,250, or 2.1%, and is attributed to the steady increase in development and building permit revenue and revenue from the State Fire Marshal's delegated fire plan review.

Division Summary

Department: Permitting & Inspections

Division: Inspections

Account: 10025200

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	967,022	1,018,734	1,012,494	999,269	999,269	999,269
Benefits	9,850	9,850	9,130	9,130	9,130	9,130
Administrative Services	27,095	26,595	24,525	17,165	17,165	17,165
Contractual Services	58,300	25,431	10,000	7,000	7,000	7,000
Rentals	1,800	1,800	1,800	1,800	1,800	1,800
Supplies	12,500	13,000	13,500	8,500	8,500	8,500
Total	1,076,567	1,095,410	1,071,449	1,042,864	1,042,864	1,042,864
Less Revenues	(2,990,250)	(3,010,250)	(3,005,250)	(3,053,500)	(3,053,500)	(3,053,500)
Net Division Total	(1,913,683)	(1,914,840)	(1,933,801)	(2,010,636)	(2,010,636)	(2,010,636)

Housing Safety

The Housing Safety division administers the rental housing registration and inspection program for residential rental properties in the City of Portland, and is responsible for enforcing housing and life safety codes.

The Short-Term Rental Registration program contributed approximately \$176,000 to the Housing Trust Fund in FY19 and approximately \$123,000 in FY20.

This division's expenditure budget has increased \$74,137, or 18.2%. This budget includes an increase of 1.4 FTEs, which also consists of a reallocation of wages across divisions.

This division's revenue budget has increased \$14,175 or 2.3%. The net revenue increase is due to an anticipated rise in rental registration activity and reinspection fee income. The net revenue generated from the Short-Term Rentals registration program will be contributed to the Housing Trust Fund.

Division Summary

Department: Permitting & Inspections **Division:** Housing Safety **Account:** 10025300

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	350,934	293,936	430,843	432,696	432,696	432,696
Benefits	5,280	5,280	5,880	5,880	5,880	5,880
Administrative Services	7,640	7,490	7,725	3,725	3,725	3,725
Contractual Services	38,505	38,505	35,495	35,495	35,495	35,495
Rentals	504	504	504	504	504	504
Supplies	4,750	4,950	4,950	3,450	3,450	3,450
Total	407,613	350,665	485,397	481,750	481,750	481,750
Less Revenues	(624,382)	(635,782)	(806,282)	(638,557)	(638,557)	(638,557)
Net Division Total	(216,769)	(285,117)	(320,885)	(156,807)	(156,807)	(156,807)

Business Licensing

The Business Licensing division processes over 4,200 licenses annually as required by the City Code, including the oversight of the City's taxi licensing. The Health Inspection program is also included within this division which encompasses food service establishment inspections, and Certified Food Protection Manager (CFPM) exam administration and enforcement, as well as Fats, Oils, and Grease (FOG) maintenance inspections.

This division's expenditure budget has increased \$11,199, or 4.8%, predominantly due to the 0.1 net FTE position increase and an increase in reimbursed advertising costs.

This division's revenue budget has increased \$152,683 or 11.9%, and is primarily attributed to the FY21 implementation of the marijuana licensing ordinance.

Division Summary

Department: Permitting & Inspections	Division: Business Licensing				Account: 10025400	
	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	193,879	219,613	199,118	200,353	200,353	200,353
Benefits	2,924	2,924	2,924	2,924	2,924	2,924
Administrative Services	1,330	1,330	2,285	755	755	755
Contractual Services	27,920	27,920	31,920	31,920	31,920	31,920
Rentals	2,064	2,064	2,064	2,064	2,064	2,064
Supplies	5,775	6,075	7,075	7,075	7,075	7,075
Total	233,892	259,926	245,386	245,091	245,091	245,091
Less Revenues	(1,286,432)	(1,286,432)	(1,291,051)	(1,439,115)	(1,439,115)	(1,439,115)
Net Division Total	(1,052,540)	(1,026,506)	(1,045,665)	(1,194,024)	(1,194,024)	(1,194,024)

Information Technologies

The City of Portland Information Technology Department (COP IT) has recently undergone a significant transformation including a new organizational structure comprised of three teams: the Advanced Services Team, the Core Team and the Service Desk.

The newly formed Advancing Services Team is responsible for the quality of COP IT performance through IT Targeted Services Management, momentum and control of all IT projects, and advancements through user training, process improvement and new technologies. Strategically, this team is focused on assessing the quality of COP IT work and paving an easy path for better quality.

The Core Team, in addition to application support, is responsible for all foundational infrastructure and systems that applications and users rely on. This team ensures confidentiality, integrity, and availability of three major application stacks (public administration, GIS and public safety) and many other line of business applications. In addition to managing and updating these core systems, the team also processes the tier-3 and tier-4 support escalations from the IT Service Desk. Strategically, this team is focused on more reliable, cost effective, and better performing core elements to support business agility.

The IT Service Desk is responsible for direct city staff support including end-user devices. With the support of Advancing Services, this team is developing tier-0 material (IT Self-Help information), and in context of the reorganization they are building a new emphasis on and confidence in immediate tier-1 support. This team also handles more technical tier-2 issues, including those that need one-to-one support whether onsite or remote. Strategically, this team is focused on bringing the time to resolution closer to the customer's first moment of need.

FY21's aggressive spending reduction goals creates a very challenging scenario. During the increased dependency on technology in 2020, the department has continued to focus on quality while pivoting to different ways of doing things; the department strives to continually deliver good quality service.

The FY21 expenditures have decreased \$325,234, or 11.2%. The expense decrease is attributed with several significant contractual service items that have been either renegotiated or not renewed in FY21. The revenues, representing the reimbursement of costs and services provided to the Enterprise Funds and external users, decreased \$4,246, or 1.0%.

Department Summary

Department: Information Technologies

Account: 100-29

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	1,148,860	1,135,000	1,341,268	1,164,282	1,164,282	1,164,282
Benefits	6,180	5,120	5,136	5,136	5,136	5,136
Administrative Services	14,450	13,150	15,450	3,950	3,950	3,950
Contractual Services	498,583	527,090	548,370	440,837	440,837	440,837
Maintenance and Repair	800,989	780,254	765,824	613,603	613,603	613,603
Rentals	12,000	15,265	12,000	12,000	12,000	12,000
Supplies	81,100	81,100	371,100	31,000	31,000	31,000
Utilities	352,320	348,900	352,440	318,440	318,440	318,440
Total	2,914,482	2,905,879	3,411,588	2,589,248	2,589,248	2,589,248
Less Revenues	(433,387)	(430,340)	(431,331)	(429,141)	(429,141)	(429,141)
Net Department Total	2,481,095	2,475,539	2,980,257	2,160,107	2,160,107	2,160,107

Public Works

The Director of Public Works oversees the operations of eleven (11) divisions within the General Fund, as well as the Street Opening, Sewer and Stormwater funds. The Director along with the Deputy Director of Public Works, division managers and administrative support staff, provide day to day supervision for these functions. The department is responsible for basic municipal services, public infrastructure management, citywide fleet management, the development and implementation of capital improvement plans, and the wastewater - stormwater utilities. Department staff supports several city committees including the Sustainability and Transportation Committee.

The FY21 Public Works General Fund expenditure budget decreased by \$980,468 or 6.7% while the revenue budget increased by \$94,237 or 1.8%. The FY21 primary expenditure decreases include the staffing reduction of 9.4 FTEs, vehicle fuel for the City's fleet, and capital outlay. Contractual services changes include the reduction of pavement markings monies to one annual application, formerly two, and additional funds appropriated for the waste management contract and the snow dump. In FY21, the former Transportation Operations program was restructured and split into two; the existing org was renamed to Transportation Engineering under the department's Engineering Division, and a new org entitled Traffic & Transportation Operations was created under the Public Works Operations Division.

Department Summary

Department: Public Works

Account: 100-31

		FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown							
Payroll		8,517,517	7,834,863	8,813,359	7,918,501	7,918,501	7,918,501
Benefits		112,992	157,813	88,582	86,342	86,342	86,342
Administrative Services		94,267	60,210	96,322	61,902	61,902	61,902
Contractual Services		1,802,057	2,593,388	2,008,515	1,979,493	1,979,493	1,979,493
Maintenance and Repair		1,451,668	1,518,532	1,413,398	1,398,398	1,398,398	1,398,398
Rentals		417,284	514,530	430,970	398,840	398,840	398,840
Supplies		1,664,666	1,621,835	1,740,046	1,352,462	1,352,462	1,352,462
Minor Capital Items		22,500	20,755	26,500	0	0	0
Utilities		429,251	484,905	459,796	459,796	459,796	459,796
Capital Outlay		124,000	11,798	115,000	0	0	0
Total		14,636,202	14,818,629	15,192,488	13,655,734	13,655,734	13,655,734
Summary by Division							
Public Works Administration	(31-100)	725,708	700,721	775,856	671,793	671,793	671,793
Streets & Sidewalks	(31-202)	1,741,974	1,647,740	1,778,959	1,678,340	1,678,340	1,678,340
Solid Waste	(31-203)	2,141,502	2,409,198	2,244,092	2,241,470	2,241,470	2,241,470
Communications	(31-204)	197,443	195,434	207,289	196,098	196,098	196,098
Portland Downtown District	(31-205)	404,862	373,270	414,838	414,503	414,503	414,503
Winter Operations	(31-206)	1,329,439	1,418,887	1,401,099	1,329,517	1,329,517	1,329,517
Island Services	(31-207)	687,836	673,770	753,984	689,311	689,311	689,311
Traffic & Transportation	(31-208)	0	0	1,774,555	1,407,899	1,407,899	1,407,899
Transportation Engineering	(31-302)	2,333,681	2,468,547	649,273	438,778	438,778	438,778
Engineering	(31-303)	1,266,603	1,174,751	1,302,701	1,206,876	1,206,876	1,206,876
Fleet Services	(31-400)	3,807,154	3,756,311	3,889,842	3,381,149	3,381,149	3,381,149
Total		14,636,202	14,818,629	15,192,488	13,655,734	13,655,734	13,655,734
Less Revenues		(5,128,213)	(5,140,952)	(5,178,812)	(5,222,450)	(5,222,450)	(5,222,450)
Net Department Total		9,507,989	9,677,677	10,013,676	8,433,284	8,433,284	8,433,284

Public Works Administration

The Administration division provides strategic planning and management for the department. Accounting, payroll, human resource functions, general office support, issuance of street opening permits and street-sidewalk occupancy permits, and customer service are all integral components of this division. In addition, the department's Safety and Training program is managed through this division.

The FY21 Public Works Administration expenditure budget decreased by \$53,915, or 7.4%, predominately due to the net reduction of one-and-a half positions: two administrative positions were eliminated and a new Program Coordinator position was approved starting mid-year. The majority of this division's revenue is related to salary reimbursements from the Sewer and Stormwater Enterprise Funds for their apportioned costs.

Division Summary

Department: Public Works	Division: Public Works Administration				Account: 10031100	
	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	660,503	652,100	712,276	617,833	617,833	617,833
Benefits	2,772	1,881	2,772	2,052	2,052	2,052
Administrative Services	15,460	11,553	14,335	7,985	7,985	7,985
Contractual Services	6,800	1,479	7,280	6,280	6,280	6,280
Maintenance and Repairs	25,893	23,436	25,393	24,893	24,893	24,893
Rentals	3,000	2,475	3,000	3,000	3,000	3,000
Supplies	11,280	7,797	10,800	9,750	9,750	9,750
Total	725,708	700,721	775,856	671,793	671,793	671,793
Less Revenues	(274,195)	(280,211)	(282,646)	(273,335)	(273,335)	(273,335)
Net Division Total	451,513	420,510	493,210	398,458	398,458	398,458

Streets & Sidewalks

The Streets & Sidewalks division is a national award-winning multi-tasking Public Works maintenance program comprised of five working crews. The division is responsible for maintaining each of the five Districts within the City. Each crew consists of a supervisor and a group of highly trained maintenance workers capable of performing all aspects of work as it relates to municipal street, sidewalk, and grounds maintenance, including winter sidewalk snow removal operations.

The division continues to perform the maintenance and reconstruction of brick, concrete and asphalt sidewalks, installation and repair of granite and bituminous curbing, street repair and reconstruction, and maintenance and repair of driveway aprons. Crew duties also include culvert replacement, grading and maintaining gravel roads, roadside mowing, and maintaining the general cleanliness of the City. This division participates in winter operations including plowing, sand and salt operations, snow removal, and repairing of all damage to streets, sidewalks and lawns due to winter damage. Furthermore, the division is responsible for several municipal programs, including sidewalk sweeping, spring cleanup, and weed control.

The FY21 Streets & Sidewalks budget decreased \$63,634, or 3.7%, largely attributed to a decrease in temporary help wages and various supply line items.

Division Summary

Department: Public Works **Division:** Streets & Sidewalks **Account:** 10031202

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	1,535,122	1,373,998	1,547,386	1,483,747	1,483,747	1,483,747
Benefits	20,030	29,609	15,630	15,630	15,630	15,630
Administrative Services	4,880	1,749	4,880	1,880	1,880	1,880
Contractual Services	5,500	33,415	54,980	23,200	23,200	23,200
Maintenance and Repairs	2,000	4,000	2,000	2,000	2,000	2,000
Rentals	14,500	14,600	14,500	14,500	14,500	14,500
Supplies	152,442	184,064	139,583	137,383	137,383	137,383
Minor Capital Items	7,500	5,755	0	0	0	0
Utilities	0	550	0	0	0	0
Total	1,741,974	1,647,740	1,778,959	1,678,340	1,678,340	1,678,340
Less Revenues	(2,300)	(1,000)	(2,300)	(2,300)	(2,300)	(2,300)
Net Division Total	1,739,674	1,646,740	1,776,659	1,676,040	1,676,040	1,676,040

Solid Waste

The Solid Waste division provides weekly curbside collection of recyclables and a pay-as-you-throw trash collection system. The recycling program allows residents to commingle all of their recyclable materials in a single bin. This has allowed the department to utilize compactor trucks for recycling collection, significantly reducing the recycling fleet. The division also services 150+ trash receptacles within the Portland Downtown District, and the City's parks and open spaces, as well as over 60 solar smart trash compactor units.

City property owners may dispose up to ten qualified bulky items annually at no charge using their electronic pass (E-Card). Items such as furniture, gas grills, bicycles, yard equipment (mowers), yard waste, and up to ten gallons of household hazardous waste can be brought to the Riverside Recycling Facility. Multifamily property owners receive one card.

The Bulky Item Pick-up program was implemented in May of 2012. Residents can apply online and request stickers to attach to their approved items for disposal. Qualified small items, less than 30 pounds, which will not fit in a City trash bag and can be lifted by one person, are free of charge to residents. Ten qualified small items are allowed each year, and are picked up by city packer trucks on the same day as residential trash pick-up. A collection fee is charged to residents for qualified items over 30 pounds.

FY21 Solid Waste expenditures increased \$99,968, or 4.7%. This budget includes the reduction of three-and-a-half positions, a decrease from the FY20 capital outlay request, and an increase in the waste management contract.

Division Summary

Department: Public Works	Division: Solid Waste				Account: 10031203	
	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	997,567	877,500	1,033,962	795,475	795,475	795,475
Benefits	14,020	70,400	10,740	10,740	10,740	10,740
Administrative Services	5,495	5,778	5,430	9,330	9,330	9,330
Contractual Services	1,052,180	1,424,685	1,107,870	1,407,295	1,407,295	1,407,295
Maintenance and Repairs	1,500	1,245	4,680	4,680	4,680	4,680
Rentals	1,760	12,118	1,760	0	0	0
Supplies	15,800	14,292	16,470	10,770	10,770	10,770
Utilities	3,180	3,180	3,180	3,180	3,180	3,180
Capital Outlay	50,000	0	60,000	0	0	0
Total	2,141,502	2,409,198	2,244,092	2,241,470	2,241,470	2,241,470
Less Revenues	(2,166,321)	(1,935,180)	(2,168,891)	(2,168,891)	(2,168,891)	(2,168,891)
Net Division Total	(24,819)	474,018	75,201	72,579	72,579	72,579

Communications

The Communications section encompasses a wide variety of services, including serving as the primary point of contact for customers calling in with requests, work order database management, and daily dispatch functions. This section is involved with developing and overseeing departmental projects such as equipment logbook distribution, and communications with other departments and outside agencies. A large focus is supporting customer service throughout the department.

The Dispatch Center is staffed six days a week during the spring, summer and fall seasons for the daylight hours, and operates 24 hours a day / 7 days a week during the winter. The center participates in the "Radio Watch" program by notifying appropriate response personnel (Police, Fire and EMS) of emergency situations occurring on the streets of Portland as reported by any Public Works employees. Dispatchers track work order requests for follow up and evaluation purposes. The Dispatch Center supports the operations of the department during emergency response events.

The FY21 expenditures decreased by \$1,345, or 0.7%.

Division Summary

Department: Public Works	Division: Communications				Account: 10031204	
	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	179,482	181,500	183,214	175,523	175,523	175,523
Benefits	1,325	1,758	1,125	1,125	1,125	1,125
Administrative Services	1,250	391	1,000	0	0	0
Contractual Services	2,950	3,168	6,700	5,700	5,700	5,700
Maintenance and Repairs	500	2,103	8,500	8,500	8,500	8,500
Rentals	8,036	4,000	1,700	1,700	1,700	1,700
Supplies	3,900	2,514	5,050	3,550	3,550	3,550
Total	197,443	195,434	207,289	196,098	196,098	196,098
Less Revenues	(71,731)	(68,200)	(74,645)	(71,262)	(71,262)	(71,262)
Net Division Total	125,712	127,234	132,644	124,836	124,836	124,836

Portland Downtown District

The Portland Downtown District (PDD) is responsible for providing maintenance, cleaning services, and sidewalk snow removal to the downtown district. Expenses for this division are offset by revenue from the PDD Corporation for the services provided.

The FY21 budget includes the addition of one full-time maintenance worker position, with a reduction in the temporary help line.

Division Summary

Department: Public Works

Division: Portland Downtown District

Account: 10031205

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	353,907	329,700	379,908	379,573	379,573	379,573
Benefits	3,875	2,709	3,450	3,450	3,450	3,450
Contractual Services	9,500	9,690	50	50	50	50
Maintenance and Repairs	500	275	500	500	500	500
Rentals	360	400	360	360	360	360
Supplies	30,560	24,136	25,910	25,910	25,910	25,910
Utilities	6,160	6,360	4,660	4,660	4,660	4,660
Total	404,862	373,270	414,838	414,503	414,503	414,503
Less Revenues	(404,862)	(404,862)	(414,838)	(414,503)	(414,503)	(414,503)
Net Division Total	0	(31,592)	0	0	0	0

Winter Operations

Winter Operations provides daily operations of sanding and salting streets, plowing, and snow and ice removal services throughout the City. Plowing city sidewalks along school routes and other designated areas helps to ensure safe mobility for pedestrians. The Public Works workforce unites to participate in Winter Operations, with the primary function being snow and ice removal during winter months to ensure the safety of the public. Winter operations actual expenses remain dependent on snowfall and severity of winter conditions.

Winter expenses remain flat for FY21, with a \$78 increase. The expense increase in contractual services relates to the snow dump and is offset by other line reductions in wages and winter vehicle rental operations.

Division Summary

Department: Public Works **Division:** Winter Operations **Account:** 10031206

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	457,929	395,943	437,999	422,677	422,677	422,677
Administrative Services	3,000	4,192	10,900	10,900	10,900	10,900
Contractual Services	27,305	112,160	122,305	115,305	115,305	115,305
Maintenance and Repairs	5,000	0	5,000	5,000	5,000	5,000
Rentals	386,088	427,576	384,590	360,220	360,220	360,220
Supplies	449,337	477,947	439,525	414,635	414,635	414,635
Utilities	780	1,069	780	780	780	780
Total	1,329,439	1,418,887	1,401,099	1,329,517	1,329,517	1,329,517
Less Revenues	(106,450)	(99,499)	(106,450)	(106,450)	(106,450)	(106,450)
Net Division Total	1,222,989	1,319,388	1,294,649	1,223,067	1,223,067	1,223,067

Island Services

Island Services is responsible for all Public Works functions including roads, fences, earthwork, solid waste collection and normal maintenance for four islands: Cliff, Little Diamond, Great Diamond, and Peaks Island. Island Services also serves Cushing Island in a limited capacity. Island Services responds to requests from all City divisions for boat transportation and assists the Fire Department on all Portland islands.

The FY21 Island expenditures increased \$1,475 or 0.2%. The small revenue reflected in this division represents scrap metal sales, an anticipated decrease of \$750 or 14.3%.

Division Summary

Department: Public Works

Division: Island Services

Account: 10031207

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	484,326	478,726	540,279	480,106	480,106	480,106
Benefits	5,520	2,320	5,295	5,295	5,295	5,295
Administrative Services	2,950	383	2,650	2,650	2,650	2,650
Contractual Services	140,700	142,826	140,900	138,900	138,900	138,900
Maintenance and Repairs	8,500	132	8,500	8,500	8,500	8,500
Rentals	0	10,688	7,520	7,020	7,020	7,020
Supplies	33,700	30,445	36,700	34,700	34,700	34,700
Utilities	12,140	8,250	12,140	12,140	12,140	12,140
Total	687,836	673,770	753,984	689,311	689,311	689,311
Less Revenues	(5,250)	(2,912)	(4,500)	(4,500)	(4,500)	(4,500)
Net Division Total	682,586	670,858	749,484	684,811	684,811	684,811

Traffic & Transportation

In the FY21 budget, the Transportation Operations budget under the Public Works Engineering & Transportation Division was split creating this new Traffic & Transportation Operations program under the Public Works Operations Division.

The Traffic & Transportation Operations program supports field operations, personnel, materials, systems maintenance and utility costs. Over \$400,000 is budgeted for annual electric utility costs for street lighting and traffic & pedestrian signals. This program is also responsible for the city's annual pavement marking as well as equipment, material & labor associated with regulatory and advisory traffic and parking signage throughout the city.

For comparative purposes, the FY21 budget includes the reduction of pavement markings from twice a year to one annual application, as well as a 0.4 FTE position reduction due to a delayed FY21 hire.

Division Summary

Department: Public Works **Division:** Traffic & Transportation **Account:** 10031208

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	0	0	554,745	517,354	517,354	517,354
Benefits	0	0	8,350	8,350	8,350	8,350
Administrative Services	0	0	9,265	3,765	3,765	3,765
Contractual Services	0	0	517,030	239,265	239,265	239,265
Maintenance and Repairs	0	0	67,675	67,675	67,675	67,675
Supplies	0	0	142,146	132,646	132,646	132,646
Minor Capital Items	0	0	16,500	0	0	0
Utilities	0	0	438,844	438,844	438,844	438,844
Capital Outlay	0	0	20,000	0	0	0
Total	0	0	1,774,555	1,407,899	1,407,899	1,407,899

Transportation Engineering

In FY21 the Transportation Operations budget under the Public Works Engineering & Transportation Division was split into two separate programs, Transportation Engineering as displayed here, and Traffic & Transportation Operations under the Public Works Operations Division.

Along with the Engineering division, the Transportation Engineering team provides civil engineering support to the Planning & Urban Development Department as well, supporting an increased volume of Locally Administered Projects funded by the Federal Highway Program thru PACTS and Maine DOT.

The FY21 Transportation Engineering budget changes include the reduction of three full-time positions. For comparative purposes, the Transportation Engineering program revenues increased \$76,133; the projected Street Occupancy permits rose 38.5% while CIP salary reimbursements are projected to decrease.

Division Summary

Department: Public Works **Division:** Transportation Engineering **Account:** 10031302

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	1,135,311	957,000	599,893	400,318	400,318	400,318
Benefits	15,110	9,500	5,160	3,640	3,640	3,640
Administrative Services	29,415	15,207	22,120	11,070	11,070	11,070
Contractual Services	523,030	813,390	14,500	12,750	12,750	12,750
Maintenance and Repairs	64,675	49,500	5,000	5,000	5,000	5,000
Rentals	0	356	0	0	0	0
Supplies	147,296	144,600	2,600	6,000	6,000	6,000
Minor Capital Items	15,000	15,000	0	0	0	0
Utilities	403,844	463,994	0	0	0	0
Total	2,333,681	2,468,547	649,273	438,778	438,778	438,778
Less Revenues	(984,064)	(1,059,227)	(930,412)	(1,040,447)	(1,040,447)	(1,040,447)
Net Division Total	1,349,617	1,409,320	(281,139)	(601,669)	(601,669)	(601,669)

Engineering

The Engineering division is comprised of a team of professional and technical staff with Civil Engineering, GIS, and Construction Engineering expertise. The Engineering team supports the Water Resources division and numerous City Departments with several vital resources, including City Archives, survey, research, street numbering, GIS data, Right-Of-Way permitting, and construction activity inspection and enforcement. A key role of this division includes supporting the Planning & Urban Development Division with all land development proposal review and activities.

The FY21 expenditures have decreased \$59,727, or 4.7%. The FY21 expense changes consists primarily of wage decreases including the net reduction of one FTE due to the delayed mid-year hire of two positions. Revenues have increased \$38,372, or 4.3%, largely due to the projected salary reimbursements from the Street Opening and Enterprise Funds.

Division Summary

Department: Public Works	Division: Engineering				Account: 10031303	
	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	1,193,828	1,142,856	1,234,079	1,149,176	1,149,176	1,149,176
Benefits	3,980	3,460	3,300	3,300	3,300	3,300
Administrative Services	20,845	11,488	16,470	7,550	7,550	7,550
Contractual Services	28,148	8,575	35,900	29,748	29,748	29,748
Maintenance and Repairs	2,900	2,600	2,650	2,150	2,150	2,150
Rentals	1,560	1,838	1,560	1,560	1,560	1,560
Supplies	13,350	3,742	8,550	13,200	13,200	13,200
Utilities	1,992	192	192	192	192	192
Total	1,266,603	1,174,751	1,302,701	1,206,876	1,206,876	1,206,876
Less Revenues	(887,595)	(1,002,426)	(952,949)	(925,967)	(925,967)	(925,967)
Net Division Total	379,008	172,325	349,752	280,909	280,909	280,909

Fleet Services

The Fleet Services division purchases, repairs, and rebuilds the City-owned vehicles, and runs a preventative maintenance schedule to assure optimum equipment availability. The division serves Police, Fire, EMS, City Administration, Public Works, Parks Recreation and Facilities, and assists other users including the Fire Boat. The total number of vehicles and equipment in the fleet exceeds 800. Fleet Services provides for the cost of all parts, outside repairs, and fuel for all City equipment, supports the Fleet User Committee, and maintains the vehicle replacement program city-wide.

Fleet Services, located at Canco Road, is also responsible for housing the winter equipment. The Weld & Fabrication Shop services the Jetport, Engineering, and other City departments with two certified fabricators.

The FY21 Fleet Services budget has decreased \$426,005, or 11.2%. The most notable budget changes include the projected decrease in vehicle fuel costs, a reduction in capital outlay requests, and a decrease in maintenance & repair costs. The budget also incorporates the reduction of one supervisor position. Revenues are anticipated to decrease \$21,100, or 9.4%, correlated largely to the lower fuel cost chargebacks to the Enterprise Funds.

Division Summary

Department: Public Works

Division: Fleet Services

Account: 10031400

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	1,519,543	1,445,540	1,589,618	1,496,719	1,496,719	1,496,719
Benefits	46,360	36,175	32,760	32,760	32,760	32,760
Administrative Services	10,972	9,469	9,272	6,772	6,772	6,772
Contractual Services	5,944	44,000	1,000	1,000	1,000	1,000
Maintenance and Repairs	1,340,200	1,435,241	1,283,500	1,269,500	1,269,500	1,269,500
Rentals	1,980	40,480	15,980	10,480	10,480	10,480
Supplies	807,000	732,298	912,712	563,918	563,918	563,918
Minor Capital Items	0	0	10,000	0	0	0
Utilities	1,155	1,310	0	0	0	0
Capital Outlay	74,000	11,798	35,000	0	0	0
Total	3,807,154	3,756,311	3,889,842	3,381,149	3,381,149	3,381,149
Less Revenues	(225,445)	(287,435)	(230,731)	(204,345)	(204,345)	(204,345)
Net Division Total	3,581,709	3,468,876	3,659,111	3,176,804	3,176,804	3,176,804

Parks, Recreation & Facilities

The Parks, Recreation and Facilities Department consists of three major divisions: Parks, Recreation, and Public Assemblies. The Parks division oversees parks, open spaces, trails, community gardens, playgrounds, courts, fountains, forestry and horticulture, athletic fields and cemeteries. The Recreation division manages four community centers, senior adult programming, three pools, therapeutic recreation, general community recreation programs, Riverside Golf Course and Restaurant, and the Troubh Ice Arena. The Public Assemblies division is responsible for the scheduling and management of Merrill Auditorium, Hadlock Stadium, Portland Exposition Building, Ocean Gateway, and the Maine State Pier, including the management of the City's concessions and custodial services.

The FY21 department's expenditures have decreased \$2,192,724, or 19.0%. The department operations have been substantially impacted by the pandemic since the onset in March of 2020 due to the state and federal restrictions on bringing people together. As a result, there are significant decreases in personnel and program supplies which includes the reduction of 25.3 FTE staff positions. Revenues have also decreased \$1,988,754, or 25.4%. While it is still unknown when all the traditional activities will be able to resume, the City is hopeful and ready to restore services, bringing back all programming to the community when it can safely be done.

Department Summary

Department: Parks, Recreation & Facilities

Account: 100-33

		FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown							
Payroll		8,550,438	8,165,022	9,073,528	6,739,196	6,739,196	6,796,251
Benefits		91,529	99,586	77,989	74,489	74,489	74,489
Administrative Services		67,105	63,453	70,146	50,659	50,659	50,659
Contractual Services		663,102	681,404	679,077	460,435	460,435	460,435
Maintenance and Repair		158,065	158,950	161,165	143,089	143,089	143,089
Rentals		273,501	269,418	278,469	215,922	215,922	272,502
Supplies		1,189,540	1,184,818	1,198,537	1,002,124	1,002,124	1,002,124
Minor Capital Items		40,120	39,952	23,500	90,480	90,480	90,480
Utilities		456,597	446,791	459,575	424,440	424,440	424,440
Capital Outlay		27,196	22,196	10,000	10,000	10,000	10,000
Total		11,517,193	11,131,590	12,031,986	9,210,834	9,210,834	9,324,469
Summary by Division							
Parks, Rec & Fac Administration	(33-100)	639,408	643,173	653,607	483,407	483,407	483,407
Parks	(33-202)	1,129,821	1,010,796	1,183,398	847,077	847,077	847,077
Forestry	(33-203)	710,847	655,010	726,569	727,060	727,060	727,060
Athletic Facilities	(33-204)	811,667	797,377	880,650	799,187	799,187	912,822
Cemeteries	(33-205)	827,545	795,223	876,071	784,163	784,163	784,163
Recreation	(33-302)	1,901,439	1,852,556	1,941,109	1,425,500	1,425,500	1,425,500
Aquatics	(33-303)	639,302	603,685	643,325	470,351	470,351	470,351
Riverside Golf Course	(33-304)	1,100,519	1,110,176	1,112,465	991,379	991,379	991,379
Golf Course Restaurant	(33-305)	540,787	519,846	536,123	227,699	227,699	227,699
Ice Arena	(33-306)	595,229	604,400	606,213	551,074	551,074	551,074
Public Assembly Facility (PAF)	(33-401)	1,061,236	1,078,831	1,082,228	610,039	610,039	610,039
Concessions	(33-402)	418,426	422,585	639,765	369,979	369,979	369,979
Custodial Services	(33-404)	958,378	849,607	963,958	814,505	814,505	814,505
Merrill Auditorium	(33-405)	182,589	188,325	186,505	109,414	109,414	109,414
Total		11,517,193	11,131,590	12,031,986	9,210,834	9,210,834	9,324,469
Less Revenues		(7,817,734)	(5,299,025)	(8,258,743)	(5,828,980)	(5,828,980)	(5,828,980)
Net Department Total		3,699,459	5,832,565	3,773,243	3,381,854	3,381,854	3,495,489

Parks, Recreation & Facilities Administration

The Parks, Recreation and Facilities Administrative division serves a large and extremely diverse department. The Administrative division oversees the numerous activities and challenges that transpire within the department, including providing general administrative support, centralized accounting, and payroll duties.

The FY21 budget decrease of \$156,001, or 24.4%, is primarily due to the elimination of the Deputy Director of Parks, Recreation and Facilities position.

Division Summary

Department: Parks, Recreation & Facilities **Division:** Parks, Recreation & Facilities Administration **Account:** 10033100

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	608,437	612,564	625,694	454,796	454,796	454,796
Benefits	1,560	1,560	1,560	600	600	600
Administrative Services	12,145	12,123	12,170	11,368	11,368	11,368
Contractual Services	11,526	10,542	7,963	10,423	10,423	10,423
Rentals	2,040	2,520	2,520	2,520	2,520	2,520
Supplies	3,700	3,864	3,700	3,700	3,700	3,700
Total	639,408	643,173	653,607	483,407	483,407	483,407

Parks

The Parks division manages a park system that includes over sixty parks, seven-and-a-half miles of multi-use trails, ten community gardens, two stadiums, and dozens of athletic fields and courts all spread across 1,288 acres of land. The Parks division also stewards an urban forest of 20,000 inventoried trees, and maintains flowerbeds, meadows, and natural open spaces throughout the city. Our Park Rangers strive to make our parks safe for all, and our hard-working maintenance crews keep our parks beautiful in the summer and plow our city sidewalks and trails in the winter.

The Parks division aims to provide outdoor recreational opportunities for everyone during all four seasons of the year from the Portland Skatepark, to four splash pads and wading pools, two dog parks, three maintained ice-skating ponds, a sledding hill, and miles of groomed cross-country ski tracks.

The Parks program expenditures, a program of the Parks division, decreased \$282,744, or 25.0%. The FY21 budget incorporates a significant decrease in salaries, a net reduction of 4.5 FTEs with the addition of a full-time Park Ranger, and a reduction in community garden funding. Revenues are anticipated to increase \$70,955 or 78.2%; the addition of Keep Maine Healthy Grant revenue is helping to offset the additional costs Parks is incurring due to the Coronavirus pandemic.

Division Summary

Department: Parks, Recreation & Facilities

Division: Parks

Account: 10033202

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	865,488	759,782	917,787	613,096	613,096	613,096
Benefits	15,870	13,424	12,680	13,180	13,180	13,180
Administrative Services	1,800	1,799	2,025	2,025	2,025	2,025
Contractual Services	65,700	65,506	66,700	46,700	46,700	46,700
Rentals	28,782	21,548	29,280	24,000	24,000	24,000
Supplies	72,948	70,481	74,350	70,000	70,000	70,000
Minor Capital Items	10,000	9,939	10,000	7,500	7,500	7,500
Utilities	69,233	68,317	70,576	70,576	70,576	70,576
Total	1,129,821	1,010,796	1,183,398	847,077	847,077	847,077
Less Revenues	(90,725)	(77,084)	(109,180)	(161,680)	(161,680)	(161,680)
Net Division Total	1,039,096	933,712	1,074,218	685,397	685,397	685,397

Forestry

The Forestry / Horticulture section is responsible for the care of over 20,000 street trees throughout the City and nearly an equal number in the park areas. Routine maintenance is performed as necessary, and Forestry employees are on-call 24 hours a day to respond to emergencies such as fallen limbs blocking streets.

Forestry / Horticulture actively seeks grant money from the State to increase the number of city trees planted each year. Forestry also promotes the "Tree Challenge" program, where individuals and businesses may donate funds to help plant additional trees across the City. Furthermore, the Forestry staff helps to maintain the City's status as a "Tree City USA", an award Portland has received since 1978.

The Horticulture crew creates and maintains beautiful display gardens including our Deering Oaks rose garden and downtown planters.

The FY21 Forestry expenditures increased \$16,213, or 2.3%, largely attributed to the additional expenses from the Keep Maine Healthy Grant, fully offset by additional revenue.

Division Summary

Department: Parks, Recreation & Facilities

Division: Forestry

Account: 10033203

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	572,902	514,607	594,624	582,615	582,615	582,615
Benefits	10,800	9,312	9,375	9,375	9,375	9,375
Administrative Services	5,505	3,517	5,505	5,505	5,505	5,505
Contractual Services	66,300	74,992	68,300	68,300	68,300	68,300
Maintenance and Repairs	1,700	1,431	1,700	1,700	1,700	1,700
Supplies	53,640	51,151	47,065	59,565	59,565	59,565
Total	710,847	655,010	726,569	727,060	727,060	727,060
Less Revenues	(14,850)	(9,900)	(9,900)	(34,900)	(34,900)	(34,900)
Net Division Total	695,997	645,110	716,669	692,160	692,160	692,160

Athletic Facilities

The Athletic Facilities section, overseen by the Parks division, is responsible for the care of all City-owned athletic facilities in Portland. This includes fourteen baseball / softball fields, two artificial surface football / soccer stadiums, fifteen multi-purpose fields, thirty playgrounds, and a variety of tennis, basketball and volleyball courts, as well as ornamental water fountains.

The FY21 budget has an increase of \$101,155, or 12.5%, and includes a net increase of a half-time position. This budget continues the implementation of the city's pesticide ordinance and adds funding for extra porta-potties. Revenues are projected to decrease \$102,635, or 29.4%.

Division Summary

Department: Parks, Recreation & Facilities

Division: Athletic Facilities

Account: 10033204

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	565,510	550,010	635,558	560,095	560,095	617,150
Benefits	10,295	10,075	8,520	8,520	8,520	8,520
Administrative Services	3,700	3,687	3,700	3,700	3,700	3,700
Contractual Services	24,050	23,867	24,050	25,550	25,550	25,550
Maintenance and Repairs	13,750	13,536	13,750	13,750	13,750	13,750
Rentals	33,362	33,117	33,372	33,372	33,372	89,952
Supplies	94,500	96,295	95,200	95,200	95,200	95,200
Minor Capital Items	7,500	7,790	7,500	0	0	0
Utilities	59,000	59,000	59,000	59,000	59,000	59,000
Total	811,667	797,377	880,650	799,187	799,187	912,822
Less Revenues	(348,517)	(270,227)	(346,365)	(245,882)	(245,882)	(245,882)
Net Division Total	463,150	527,150	534,285	553,305	553,305	666,940

Cemeteries

Cemeteries is responsible for the care and maintenance of Evergreen and Forest City Cemeteries, the City's two active burial grounds. The Cemetery crew also maintains the two largest inactive cemeteries in the City, Eastern and Western Cemeteries, as well as the inactive Pine Grove Cemetery which is adjacent to the grounds of Evergreen Cemetery. Overall, the Cemetery Operations is responsible for the care and maintenance of thirteen cemeteries.

In addition to the care of grounds, the division is responsible for interments and disinterments, lot sales and other funeral-related services. Wilde Memorial Chapel, located on the grounds of Evergreen Cemetery, may be rented through this division for weddings, funerals, and memorial services.

In addition to the conventional use as cemeteries, cemeteries have also traditionally been used as public parks. Evergreen Cemetery, for example, is comprised of an extensive network of country lanes, paved roads, wooded trails, and greenscape which invite exploration. As the largest open space in Portland, this cemetery attracts a rich variety of avian life; the Maine Audubon utilizes Evergreen Cemetery and its undeveloped woods for annual bird watching excursions.

The Cemeteries budget has decreased \$43,382, or 5.2%, primarily due to reductions in the temporary help and contractual services lines. Revenues are anticipated to increase \$127,135, or 22.5%, due to an overall increase in cemetery fees.

Division Summary

Department: Parks, Recreation & Facilities

Division: Cemeteries

Account: 10033205

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	655,762	626,839	702,856	643,704	643,704	643,704
Benefits	8,249	6,638	5,974	5,974	5,974	5,974
Administrative Services	1,750	1,117	1,880	1,230	1,230	1,230
Contractual Services	42,937	49,967	41,122	26,622	26,622	26,622
Maintenance and Repairs	35,575	35,103	40,575	26,269	26,269	26,269
Rentals	8,100	6,534	7,350	7,350	7,350	7,350
Supplies	53,208	53,150	53,350	53,350	53,350	53,350
Minor Capital Items	0	0	6,000	2,700	2,700	2,700
Utilities	6,964	5,875	6,964	6,964	6,964	6,964
Capital Outlay	15,000	10,000	10,000	10,000	10,000	10,000
Total	827,545	795,223	876,071	784,163	784,163	784,163
Less Revenues	(564,099)	(563,215)	(659,203)	(691,234)	(691,234)	(691,234)
Net Division Total	263,446	232,008	216,868	92,929	92,929	92,929

Recreation

Recreation provides a wide range of programming / leagues and clinics for all age groups in the City and operates four community centers: Riverton, Reiche, East End, and Peaks Island. Recreation offers before-and-after school programming, known as the Before and After the Bell Program, at all elementary schools as well as summer camp programs. While the City's traditional recreation programs may not look the same this year, the core programs have been modified to meet current safety standards as well as the needs of the community.

In the FY21 budget, the division was forced to make the difficult decision to temporarily cut the popular Senior Adults program; with the Coronavirus pandemic, the determination was made that this program could not safely be operated. The Senior Adults program will be restarted when groups can safely gather again.

The FY21 expenditures budget has decreased \$475,939, or 25.0%, due to the temporary program reductions in a variety of line items, including a decrease in personnel costs and a reduction of 6.8 FTEs. Revenues are also expected to decrease \$658,643, or 36.3%.

Division Summary

Department: Parks, Recreation & Facilities

Division: Recreation

Account: 10033302

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	1,533,977	1,484,634	1,569,054	1,239,898	1,239,898	1,239,898
Benefits	14,190	13,194	14,190	12,830	12,830	12,830
Administrative Services	22,110	20,783	22,200	11,460	11,460	11,460
Contractual Services	211,350	214,706	225,000	110,420	110,420	110,420
Rentals	51,160	55,461	53,160	4,160	4,160	4,160
Supplies	64,812	63,060	53,665	42,892	42,892	42,892
Utilities	3,840	718	3,840	3,840	3,840	3,840
Total	1,901,439	1,852,556	1,941,109	1,425,500	1,425,500	1,425,500
Less Revenues	(1,814,160)	(1,173,018)	(2,000,660)	(1,155,517)	(1,155,517)	(1,155,517)
Net Division Total	87,279	679,538	(59,551)	269,983	269,983	269,983

Aquatics

Aquatics operates two indoor pools at the Riverton and Reiche Community Centers and a seasonal outdoor pool, the Kiwanis Pool on Douglas Street. The division offers swimming lessons and aquatic programming for all ages including adult water aerobics and a Master's level program. In any given week pre-pandemic, the Aquatics division traditionally instructs over 700 people in city pools, from infants to adults. Stand-up paddling continues to be a big success with classes filling to capacity each session.

The FY21 expenditure budget has decreased \$168,951, or 26.4%. Budget changes include reduced personnel costs, including 2.6 FTE position reductions, as well as decreases in various other program related lines. Likewise, program revenues are estimated to fall \$165,162, or 38.7%.

Division Summary

Department: Parks, Recreation & Facilities **Division:** Aquatics **Account:** 10033303

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	528,337	500,824	538,919	388,910	388,910	388,910
Benefits	3,630	3,360	3,510	2,200	2,200	2,200
Administrative Services	2,785	3,268	2,946	2,191	2,191	2,191
Contractual Services	37,200	31,900	33,800	31,600	31,600	31,600
Maintenance and Repairs	2,100	2,078	2,100	1,700	1,700	1,700
Rentals	500	500	500	0	0	0
Supplies	42,400	39,025	38,200	27,900	27,900	27,900
Utilities	22,350	22,730	23,350	15,850	15,850	15,850
Total	639,302	603,685	643,325	470,351	470,351	470,351
Less Revenues	(427,226)	(303,993)	(426,823)	(262,064)	(262,064)	(262,064)
Net Division Total	212,076	299,692	216,502	208,287	208,287	208,287

Riverside Golf Course

The City-owned Riverside Golf Course offers 30 holes: the 18-hole North Course, the 9-hole South Course and the 3-hole practice course. Amenities include lessons and clinics. Riverside is also home to several golf tournament events each year.

Riverside is also a full-service winter venue: sledding hills, two ice skating ponds, and many miles of cross-country ski trails are provided at no cost to participants.

FY21 expenditures decreased \$109,140, or 9.9%, mainly due to personnel cost reductions, including the reduction of two FTE positions. Revenues are projected to decrease \$196,422, or 15.5%, in response to the pandemic environment.

Division Summary

Department: Parks, Recreation & Facilities **Division:** Riverside Golf Course **Account:** 10033304

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	582,817	582,512	604,071	488,511	488,511	488,511
Benefits	5,690	15,306	5,690	5,060	5,060	5,060
Administrative Services	2,545	2,545	3,745	3,145	3,145	3,145
Contractual Services	49,524	49,524	47,666	48,580	48,580	48,580
Maintenance and Repairs	46,500	48,650	41,500	42,500	42,500	42,500
Rentals	135,305	135,305	135,305	134,345	134,345	134,345
Supplies	201,278	199,474	197,628	192,378	192,378	192,378
Utilities	76,860	76,860	76,860	76,860	76,860	76,860
Total	1,100,519	1,110,176	1,112,465	991,379	991,379	991,379
Less Revenues	(1,271,147)	(665,687)	(1,284,243)	(1,074,725)	(1,074,725)	(1,074,725)
Net Division Total	(170,628)	444,489	(171,778)	(83,346)	(83,346)	(83,346)

Golf Course Restaurant

The Riverside Grill restaurant, located at the Riverside Golf Course, had been overseen in-house by the Golf Course staff since May 2014. Due to the pandemic the restaurant remains closed for the 2020 season, however, the restaurant is providing a golfers' beverage / food cart option. This year, restaurant operations will conclude at the end of the 2020 season with a reopening date yet to be determined.

FY21 budget expenditures are expected to decrease \$313,088, or 57.9%, due to the winter closing date and Covid restrictions. Revenues are expected to decrease \$348,500, or 64.4%, due to the reduced schedule.

Division Summary

Department: Parks, Recreation & Facilities

Division: Golf Course Restaurant

Account: 10033305

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	244,210	226,046	241,316	110,118	110,118	110,118
Administrative Services	3,715	3,565	3,595	0	0	0
Contractual Services	28,682	28,682	28,682	7,826	7,826	7,826
Maintenance and Repairs	4,540	4,540	4,540	1,770	1,770	1,770
Rentals	8,440	8,440	9,390	7,935	7,935	7,935
Supplies	239,200	237,200	237,200	91,050	91,050	91,050
Utilities	12,000	11,373	11,400	9,000	9,000	9,000
Total	540,787	519,846	536,123	227,699	227,699	227,699
Less Revenues	(541,000)	(335,751)	(530,500)	(192,500)	(192,500)	(192,500)
Net Division Total	(213)	184,095	5,623	35,199	35,199	35,199

Ice Arena

The Ice Arena is named in honor of the late William B. Troubh; William B. Troubh was instrumental in creating the rink when he served on the City Council during the 1970s-1980's. The City-owned rink, located next to the Portland Expo and Hadlock Field, provides rental of ice time to various community users including adult leagues, high school, middle school and youth hockey organizations, and to the public. Ice-skating and figure skating lessons are offered as well.

The FY21 expenditure budget is decreasing \$44,155, or 7.4%, attributed largely to the reduction in the payroll and utility lines. Revenues are projected to decrease \$68,565, or 10.7%, due to the state's coronavirus pandemic limitations on group sizes for classes and events. At the time of the FY21 budget preparation, little was known on the future state of the social gathering restrictions; the Ice Arena remained closed during the summer of 2020 and has reopened in September 2020 for private lessons at minimal capacity.

Division Summary

Department: Parks, Recreation & Facilities

Division: Ice Arena

Account: 10033306

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	312,142	327,142	320,941	287,889	287,889	287,889
Benefits	1,560	1,499	1,560	4,560	4,560	4,560
Administrative Services	895	845	895	895	895	895
Contractual Services	16,070	15,712	16,240	14,240	14,240	14,240
Maintenance and Repairs	28,200	27,984	28,200	28,200	28,200	28,200
Rentals	1,812	2,070	2,592	2,240	2,240	2,240
Supplies	29,800	28,771	29,800	32,300	32,300	32,300
Utilities	204,750	200,377	205,985	180,750	180,750	180,750
Total	595,229	604,400	606,213	551,074	551,074	551,074
Less Revenues	(642,660)	(506,726)	(642,335)	(574,095)	(574,095)	(574,095)
Net Division Total	(47,431)	97,674	(36,122)	(23,021)	(23,021)	(23,021)

Public Assembly Facility (PAF)

Public Assemblies Administration supervises the general management, marketing, booking, event coordination and other miscellaneous staffing and operational needs of the department's Facilities division functions. Maine State Pier, Ocean Gateway and Permitted Events also fall under the Public Assembly Facilities division. The Maine State Pier and Ocean Gateway traditionally hosts over 150 annual events with over 60,000 guests in attendance; these events include concerts, weddings, proms, non-profit fundraisers, business meetings and holiday parties. Over 600 permitted outdoor events traditionally take place within the City including road races, block parties, farmer's markets, Art Walks, and rallies.

The performing arts and sports industries have been profoundly impacted by the Coronavirus pandemic. The Public Assemblies division is driven by these industries and thus has also been significantly impacted by event cancellations and disruptions due to capacity limitations.

The FY21 expenditure budget is projected to decrease \$451,197, or 42.5%. This is due to the reduction of personnel costs, including the reduction of 8.3 FTE positions, as well as the reduction in event related costs. Revenues are also expected to decrease \$104,980, or 13.1%. While outdoor events and small gatherings are flourishing, the larger more attended events are currently decreasing.

Division Summary

Department: Parks, Recreation & Facilities

Division: Public Assembly Facility (PAF)

Account: 10033401

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	936,936	946,477	976,503	440,084	440,084	440,084
Benefits	3,240	3,198	3,240	2,790	2,790	2,790
Administrative Services	7,290	7,344	7,415	6,025	6,025	6,025
Contractual Services	66,250	69,277	69,170	33,820	33,820	33,820
Maintenance and Repairs	1,200	1,200	1,200	600	600	600
Rentals	3,000	2,923	4,000	0	0	0
Supplies	19,900	25,310	19,900	45,640	45,640	45,640
Minor Capital Items	22,620	22,223	0	80,280	80,280	80,280
Utilities	800	879	800	800	800	800
Total	1,061,236	1,078,831	1,082,228	610,039	610,039	610,039
Less Revenues	(803,650)	(597,489)	(790,385)	(698,670)	(698,670)	(698,670)
Net Division Total	257,586	481,342	291,843	(88,631)	(88,631)	(88,631)

Concessions

The Concessions division manages the concessions and catering operations for Merrill Auditorium, Portland Exposition, Fitzpatrick Stadium and the Troubh Ice Arena.

Concessions, as of February 2020, also oversees the management of the Clock Tower Café in City Hall previously managed by the Barron Center; FY21 is the first year all expenses and revenues are located within this program.

The FY21 expenditures decreased \$48,447, or 11.6%, primarily attributed to a reduction in payroll due to the closure of all performing arts and sports venues for events. Revenues are expected to decrease \$31,367, or 6.6%.

Division Summary

Department: Parks, Recreation & Facilities

Division: Concessions

Account: 10033402

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	199,561	198,906	366,365	146,684	146,684	146,684
Benefits	1,560	1,550	3,120	1,580	1,580	1,580
Administrative Services	2,865	2,860	4,070	3,115	3,115	3,115
Contractual Services	13,890	15,890	20,560	15,280	15,280	15,280
Maintenance and Repairs	5,500	5,429	7,600	7,600	7,600	7,600
Supplies	194,250	197,288	237,250	194,920	194,920	194,920
Utilities	800	662	800	800	800	800
Total	418,426	422,585	639,765	369,979	369,979	369,979
Less Revenues	(473,000)	(396,798)	(705,370)	(441,633)	(441,633)	(441,633)
Net Division Total	(54,574)	25,787	(65,605)	(71,654)	(71,654)	(71,654)

Custodial Services

Custodian Services provides the personnel and materials for the cleaning operations of City Hall, Public Safety, Merrill Auditorium, Expo, the Canco Road complex and Ocean Gateway, as well as other city facilities. This operation is under the direction of the Parks, Recreation and Facilities Department.

The FY21 expenditures have decreased \$143,873, or 15.0%. This budget includes a large reduction in temporary personnel costs as well as a reduction in cleaning supply costs.

Division Summary

Department: Parks, Recreation & Facilities

Division: Custodial Services

Account: 10033404

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	803,570	693,329	838,255	708,552	708,552	708,552
Benefits	14,405	19,990	8,090	7,340	7,340	7,340
Contractual Services	15,303	11,344	12,384	12,384	12,384	12,384
Maintenance and Repairs	2,000	1,999	3,000	2,000	2,000	2,000
Supplies	110,904	110,749	102,229	84,229	84,229	84,229
Capital Outlay	12,196	12,196	0	0	0	0
Total	958,378	849,607	963,958	814,505	814,505	814,505

Merrill Auditorium

This division program includes all the expenses for the venue operations at Merrill Auditorium, a 1,900-seat performing arts venue attached to City Hall. Prime Tenants include Portland Ovations, the Portland Symphony Orchestra, and Friends of the Kotschmar Organ. The theater hosts a variety of performances each year including symphonies, Broadway performances, concerts, comedians, graduations and holiday programming. Merrill Auditorium traditionally hosts approximately 125 annual events with over 148,000 patrons in attendance.

Merrill Auditorium is one of the hardest hit divisions by the ongoing Coronavirus pandemic. The performing arts industry has severe restrictions on attendance levels as well as performance staffing levels. Due to the safety restrictions that are in place, most performing arts venues including Merrill Auditorium, are operating on a virtual basis; our prime tenants are streaming shows on virtual platforms for their patrons' entertainment.

The FY21 expenditure budget has decreased \$73,175, or 40.1%, mostly due to the reduction in personnel costs consisting of a reduction of a 0.6 FTE position. Revenues are also expected to decrease \$530,620, or 64.2%.

Division Summary

Department: Parks, Recreation & Facilities **Division:** Merrill Auditorium **Account:** 10033405

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	140,789	141,350	141,585	74,244	74,244	74,244
Benefits	480	480	480	480	480	480
Contractual Services	14,320	19,495	17,440	8,690	8,690	8,690
Maintenance and Repairs	17,000	17,000	17,000	17,000	17,000	17,000
Rentals	1,000	1,000	1,000	0	0	0
Supplies	9,000	9,000	9,000	9,000	9,000	9,000
Total	182,589	188,325	186,505	109,414	109,414	109,414
Less Revenues	(826,700)	(399,137)	(753,779)	(296,080)	(296,080)	(296,080)
Net Division Total	(644,111)	(210,812)	(567,274)	(186,666)	(186,666)	(186,666)

Public Buildings & Waterfront

The Public Buildings & Waterfront Department oversees the City's public buildings including the many smaller facilities, island infrastructure, trail lighting, School HVAC, and the maintenance and long-term planning for the Fire Department. The Public Buildings & Waterfront Department also manages and maintains the Portland waterfront piers and facilities, including cruise ship operations. This department is comprised of a skilled staff and licensed trades workers whose tasks consists of everyday maintenance, long term facility planning, and general contracting.

FY21 Department expenditures have remained virtually flat, decreasing \$1,157 or 0.0%. This budget incorporates solar panels at the Ocean Avenue landfill, trail and seawall repairs, and ADA Upgrades at the Cummings Center for public restroom use. Other budget item changes include the renovation of the Purchasing office, new proximity card building access, and boom lift replacement. Contractual and temporary services expenditures relating to the cruise ship operations have been reduced.

The department's revenue decrease of \$1,930,093, or 54.4%, is directly related to the pandemic's US water "No Sail" order affecting the Waterfront's division cruise ship operations. City staff continues to work closely with State and Canada NE Partners preparing for a safe return of service for arriving guests.

Department Summary

Department: Public Buildings & Waterfront

Account: 100-35

		FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown							
Payroll		1,450,431	1,437,509	1,549,628	1,358,581	1,358,581	1,358,581
Benefits		25,418	25,118	21,024	17,624	17,624	17,624
Administrative Services		42,580	39,154	34,070	31,090	31,090	31,090
Contractual Services		435,345	418,270	447,397	238,797	238,797	238,797
Maintenance and Repair		1,090,266	1,152,212	1,214,504	1,197,504	1,197,504	1,197,504
Rentals		31,660	23,357	10,200	10,404	10,404	10,404
Supplies		430,200	425,829	430,200	428,300	428,300	428,300
Minor Capital Items		60,000	60,000	250,000	0	0	0
Utilities		1,469,441	1,345,589	1,481,884	1,651,884	1,651,884	1,651,884
Capital Outlay		45,000	53,530	145,000	145,000	145,000	145,000
Total		5,080,341	4,980,568	5,583,907	5,079,184	5,079,184	5,079,184
Summary by Division							
Public Buildings Administration	(35-100)	387,731	382,856	408,301	392,355	392,355	392,355
Trades	(35-101)	736,916	731,062	775,598	605,385	605,385	605,385
School HVAC	(35-102)	518,442	487,219	560,847	545,883	545,883	545,883
Public Safety Buildings	(35-201)	317,700	272,160	298,405	298,405	298,405	298,405
City Hall	(35-202)	392,450	425,450	404,450	562,250	562,250	562,250
Merrill (PB)	(35-203)	173,550	173,550	170,555	170,555	170,555	170,555
Hadlock Stadium	(35-204)	322,076	301,845	323,945	323,945	323,945	323,945
Exposition Building	(35-205)	208,600	217,200	254,100	254,100	254,100	254,100
Canco Road	(35-206)	434,250	418,400	416,850	416,850	416,850	416,850
Other Public Buildings	(35-210)	270,857	260,368	275,271	275,271	275,271	275,271
Waterfront Maintenance	(35-300)	1,317,769	1,310,458	1,695,585	1,234,185	1,234,185	1,234,185
Total		5,080,341	4,980,568	5,583,907	5,079,184	5,079,184	5,079,184
Less Revenues		(3,550,966)	(3,279,129)	(3,584,308)	(1,620,873)	(1,620,873)	(1,620,873)
Net Department Total		1,529,375	1,701,439	1,999,599	3,458,311	3,458,311	3,458,311

Public Buidlings & Waterfront Administration

The Public Buildings and Waterfront Administration staff oversees the maintenance and up-keep of various city buildings, including the Waterfront division. Functions include providing general administrative support, centralized accounting, budget preparation, CIP oversight, and payroll, as well as long term facility planning and general contracting.

The FY21 budget increase is \$4,624 or 1.2%, predominantly due to salary increases; wages incorporate a personnel furlough reduction during the pandemic.

Division Summary

Department: Public Buildings & Waterfront **Division:** Public Buidlings & Waterfront Administration **Account:** 10035100

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	370,481	368,981	390,181	379,681	379,681	379,681
Benefits	3,320	2,820	3,320	3,320	3,320	3,320
Administrative Services	4,950	3,394	5,100	2,850	2,850	2,850
Contractual Services	2,000	1,000	2,000	500	500	500
Rentals	2,580	3,277	3,300	3,504	3,504	3,504
Supplies	4,400	3,384	4,400	2,500	2,500	2,500
Total	387,731	382,856	408,301	392,355	392,355	392,355

Trades

The Trades Division budget is comprised of a highly skilled workforce that maintains, repairs, and renovates the various City buildings. Services provided include carpentry, painting, electrical, plumbing, remodeling, and maintenance of the heating and ventilating systems.

The FY21 expenditures decreased \$131,531, or 17.8%, primarily due to salary reductions. This budget includes a net reduction of 2.0 FTE positions as well as a furlough adjustment reduction. The program's primary revenue relates to the reimbursement of services performed for the Fish Pier enterprise fund.

Division Summary

Department: Public Buildings & Waterfront

Division: Trades

Account: 10035101

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	703,346	699,502	746,578	580,995	580,995	580,995
Benefits	14,500	14,700	11,600	8,200	8,200	8,200
Administrative Services	9,070	7,200	7,420	6,690	6,690	6,690
Contractual Services	500	160	500	0	0	0
Supplies	9,500	9,500	9,500	9,500	9,500	9,500
Total	736,916	731,062	775,598	605,385	605,385	605,385
Less Revenues	(25,000)	(25,150)	(25,000)	(25,000)	(25,000)	(25,000)
Net Division Total	711,916	705,912	750,598	580,385	580,385	580,385

School HVAC

The School HVAC division is responsible for heating, ventilation and air conditioning maintenance for all twenty elementary, middle and high school buildings. All expenses are fully reimbursed by the School Department through inter-fund transfers.

The FY21 School HVAC expenditure budget increased by \$27,441, or 5.3%, and overall should reflect a net zero budget with an equaling revenue offset. The FY21 budget includes the capital purchase of a replacement van.

Division Summary

Department: Public Buildings & Waterfront

Division: School HVAC

Account: 10035102

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	122,519	109,350	143,628	128,664	128,664	128,664
Benefits	2,724	2,724	2,030	2,030	2,030	2,030
Administrative Services	6,260	6,260	3,250	3,250	3,250	3,250
Contractual Services	12,600	12,600	12,600	12,600	12,600	12,600
Maintenance and Repairs	214,339	196,285	214,339	214,339	214,339	214,339
Supplies	160,000	160,000	160,000	160,000	160,000	160,000
Capital Outlay	0	0	25,000	25,000	25,000	25,000
Total	518,442	487,219	560,847	545,883	545,883	545,883
Less Revenues	(518,442)	(487,219)	(560,847)	(560,847)	(560,847)	(560,847)
Net Division Total	0	0	0	(14,964)	(14,964)	(14,964)

Public Safety Buildings

This program includes all the expenses for maintaining the City's Public Safety building, which houses the Police Department's 24/7 operation.

The FY21 Public Safety expenditures decreased \$19,295, or 6.1%, and is attributed to the FY20 budget inclusion of HVAC enhancements at the Public Safety building.

Division Summary

Department: Public Buildings & Waterfront **Division:** Public Safety Buildings **Account:** 10035201

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Contractual Services	6,700	5,515	5,900	5,900	5,900	5,900
Maintenance and Repairs	83,000	83,000	64,505	64,505	64,505	64,505
Supplies	24,500	21,145	24,500	24,500	24,500	24,500
Utilities	203,500	162,500	203,500	203,500	203,500	203,500
Total	317,700	272,160	298,405	298,405	298,405	298,405

City Hall

This program includes all the expenses for maintaining City Hall, which houses various administrative offices.

The FY21 City Hall expenditures increased \$169,800, or 43.3%. This budget includes solar panel funds at the Ocean Avenue landfill.

Division Summary

Department: Public Buildings & Waterfront

Division: City Hall

Account: 10035202

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Contractual Services	3,950	3,950	3,950	8,750	8,750	8,750
Maintenance and Repairs	137,500	167,500	154,500	137,500	137,500	137,500
Rentals	10,000	10,000	0	0	0	0
Supplies	48,000	48,000	48,000	48,000	48,000	48,000
Utilities	193,000	196,000	198,000	368,000	368,000	368,000
Total	392,450	425,450	404,450	562,250	562,250	562,250

Merrill (Public Buildings)

This division includes the facility maintenance expenses for Merrill Auditorium, a 1,900-seat performing art venue attached to City Hall.

The FY21 expenditures decreased \$2,995, or 1.7%.

Division Summary

Department: Public Buildings & Waterfront

Division: Merrill (Public Buildings)

Account: 10035203

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Contractual Services	4,350	4,350	2,050	2,050	2,050	2,050
Maintenance and Repairs	75,200	75,200	74,505	74,505	74,505	74,505
Supplies	14,000	14,000	14,000	14,000	14,000	14,000
Utilities	80,000	80,000	80,000	80,000	80,000	80,000
Total	173,550	173,550	170,555	170,555	170,555	170,555

Hadlock Stadium

This program includes all the expenses for maintaining Hadlock Stadium, a 7,400-seat baseball stadium which was opened in 1994. Hadlock Stadium is home to the Portland Seadogs, an AA affiliate of the Boston Red Sox.

The FY21 budget increase is minimal, \$1,869, or 0.6%. The program revenue reflects stadium rental and reimbursement of utility costs, up \$11,469 or 3.4%.

Division Summary

Department: Public Buildings & Waterfront

Division: Hadlock Stadium

Account: 10035204

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Contractual Services	4,925	4,925	4,325	4,325	4,325	4,325
Maintenance and Repairs	70,120	70,120	70,120	70,120	70,120	70,120
Rentals	9,000	0	0	0	0	0
Supplies	31,500	31,500	31,500	31,500	31,500	31,500
Utilities	186,531	180,500	198,000	198,000	198,000	198,000
Capital Outlay	20,000	14,800	20,000	20,000	20,000	20,000
Total	322,076	301,845	323,945	323,945	323,945	323,945
Less Revenues	(336,531)	(315,531)	(348,000)	(348,000)	(348,000)	(348,000)
Net Division Total	(14,455)	(13,686)	(24,055)	(24,055)	(24,055)	(24,055)

Exposition Building

The Portland Exposition Building includes the expenses for maintaining this building. The Portland Expo is home to Portland High School (PHS) basketball and the Maine Red Claws, a NBA development league; Expo events also include basketball games, trade shows, middle school track, and professional boxing.

The Expo's expenditures have increased \$45,500, or 21.8%. This budget includes monies for ADA improvements and a boom lift capital equipment purchase.

Division Summary

Department: Public Buildings & Waterfront **Division:** Exposition Building **Account:** 10035205

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Contractual Services	4,920	4,920	4,920	4,920	4,920	4,920
Maintenance and Repairs	39,580	39,580	60,080	60,080	60,080	60,080
Supplies	21,000	21,000	21,000	21,000	21,000	21,000
Utilities	143,100	137,700	143,100	143,100	143,100	143,100
Capital Outlay	0	14,000	25,000	25,000	25,000	25,000
Total	208,600	217,200	254,100	254,100	254,100	254,100

Canco Road

The Canco Road Buildings includes the properties at 212 Canco Road and 250 Canco Road. The Canco Road Municipal Complex houses staff and services of the Public Works and the Parks Recreation & Facilities departments. In addition, the Canco Road facility provides storage space for Public Safety and is home to the Fire Department's Fire Alarms section. This budget provides for building maintenance items, small office renovations, and monthly utilities.

The FY21 expenditures are down \$17,400, or 4.0%, largely due to the budgeted decrease in utility costs.

Division Summary

Department: Public Buildings & Waterfront

Division: Canco Road

Account: 10035206

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Contractual Services	19,550	15,000	9,450	9,450	9,450	9,450
Maintenance and Repairs	197,000	197,000	207,000	207,000	207,000	207,000
Supplies	30,000	30,000	30,000	30,000	30,000	30,000
Utilities	187,700	176,400	170,400	170,400	170,400	170,400
Total	434,250	418,400	416,850	416,850	416,850	416,850

Other Public Buildings

Other Public Buildings includes expenses for maintaining a variety of other City-owned buildings and structures, including facilities on five islands.

The FY21 Other Public Buildings division expenditures increased \$4,414, or 1.6%. The FY21 expenditure budget changes include the Cummings Center ADA restroom improvements; the FY20 budget included the Evergreen Cemeteries ADA ramp improvement project.

Division Summary

Department: Public Buildings & Waterfront

Division: Other Public Buildings

Account: 10035210

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	0	(489)	0	0	0	0
Contractual Services	10,032	10,032	11,532	11,532	11,532	11,532
Maintenance and Repairs	59,855	59,855	59,855	59,855	59,855	59,855
Supplies	40,500	40,500	40,500	40,500	40,500	40,500
Minor Capital Items	60,000	60,000	0	0	0	0
Utilities	100,470	90,470	113,384	113,384	113,384	113,384
Capital Outlay	0	0	50,000	50,000	50,000	50,000
Total	270,857	260,368	275,271	275,271	275,271	275,271

Waterfront Maintenance

Waterfront Maintenance is responsible for the repair, maintenance and operations of City-owned waterfront property which includes the Portland Ocean Terminal, Maine State Pier and Ocean Gateway.

Division responsibilities include fender system replacement, pier deck repairs, and exterior wall pile cap and stringer repairs. The division also maintains over thirty floats between the mainland and islands.

FY21 expenditures are decreasing by \$83,584, or 6.3%. Budget changes include expense reductions in various cruise ship operating lines, predominately in contractual and temporary services, including the 0.5 FTE Director of Cruise Ship Marketing contracted position. The FY21 budget contains funds for trail and seawall repair as well a divisional increase in temporary help for the parking lot oversight previously budgeted in PAF Administration. The coronavirus No Sail Order suspended the cruise ship operations affecting the entire 2020 cruise ship season in Portland. The FY21 Waterfront division revenue is decreasing \$1,983,967, or 74.3%.

Division Summary

Department: Public Buildings & Waterfront

Division: Waterfront Maintenance

Account: 10035300

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	254,085	260,165	269,241	269,241	269,241	269,241
Benefits	4,874	4,874	4,074	4,074	4,074	4,074
Administrative Services	22,300	22,300	18,300	18,300	18,300	18,300
Contractual Services	365,818	355,818	390,170	178,770	178,770	178,770
Maintenance and Repairs	213,672	263,672	309,600	309,600	309,600	309,600
Rentals	10,080	10,080	6,900	6,900	6,900	6,900
Supplies	46,800	46,800	46,800	46,800	46,800	46,800
Minor Capital Items	0	0	250,000	0	0	0
Utilities	375,140	322,019	375,500	375,500	375,500	375,500
Capital Outlay	25,000	24,730	25,000	25,000	25,000	25,000
Total	1,317,769	1,310,458	1,695,585	1,234,185	1,234,185	1,234,185
Less Revenues	(2,670,993)	(2,451,229)	(2,650,461)	(687,026)	(687,026)	(687,026)
Net Division Total	(1,353,224)	(1,140,771)	(954,876)	547,159	547,159	547,159

Health & Human Services Department

The City's Department of Health and Human Services (HHS) undertakes the planning and coordination of health and human service activities in Portland. This assignment often occurs in collaboration with non-profit agencies and the state and federal government. HHS consists of five operational divisions: HHS Administration, Public Health, Social Services, the Barron Center and the Office of Elder Affairs.

The HHS Administration division consists of four full-time positions including the Director of Health and Human Services, and administrative support staff.

FY21 HHS Administration expenditures have decreased \$8,111, or 2.4%, largely due to a slight decrease in payroll and a reduction in the travel and training line.

Department Summary

Department: HHS Administration

Account: 100-44-100

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	326,696	299,196	399,433	322,335	322,335	322,335
Benefits	1,980	1,730	1,980	1,980	1,980	1,980
Administrative Services	3,600	3,600	4,600	600	600	600
Contractual Services	1,500	1,050	750	750	750	750
Supplies	3,500	3,500	3,500	3,500	3,500	3,500
Total	337,276	309,076	410,263	329,165	329,165	329,165

HHS Public Health

Public Health, a division of the Health and Human Services (HHS) Department, is the State's most comprehensive local public health department. Public Health consists of six programs: Administration, Family Health, Chronic Disease Prevention, Health Equity, India Street Health Center, and Research and Evaluation. Public Health's specific activities include, but are not limited to, health policy development, public health research, data surveillance, health education, and analysis and communication, providing direct services to the underserved

FY21 Public Health expenditures rose \$123,272, or 5.9%, due to additional funding opportunities. This budget includes an additional four full-time positions and increased temporary help monies for interpreter services. Public Health revenues increased \$684,681, or 60.4%.

Department Summary

Department: HHS Public Health

Account: 100-44-200

		FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown							
Payroll		1,758,324	1,751,643	1,966,509	1,956,944	1,956,944	1,956,944
Benefits		3,900	3,200	3,484	3,484	3,484	3,484
Administrative Services		33,017	30,517	23,517	17,817	17,817	17,817
Client Expenses		16,000	16,000	1,000	1,000	1,000	1,000
Contractual Services		139,836	155,719	17,900	94,496	94,496	94,496
Maintenance and Repair		2,700	2,700	1,500	2,700	2,700	2,700
Rentals		70,981	70,981	17,560	72,839	72,839	72,839
Supplies		54,850	55,100	28,700	53,600	53,600	53,600
Utilities		13,920	13,920	3,096	13,920	13,920	13,920
Total		2,093,528	2,099,780	2,063,266	2,216,800	2,216,800	2,216,800
Summary by Division							
Public Health Administration	(41-201)	290,519	237,936	206,310	294,166	294,166	294,166
Family Health	(41-202)	137,155	144,441	139,239	135,440	135,440	135,440
Chronic Disease Prevention	(41-203)	685,533	756,867	834,260	821,110	821,110	821,110
Health Equity	(41-204)	167,341	163,028	212,132	208,917	208,917	208,917
India Street Clinic	(41-205)	738,049	725,038	596,607	702,018	702,018	702,018
Research & Evaluation	(41-206)	74,931	72,470	74,718	55,149	55,149	55,149
Total		2,093,528	2,099,780	2,063,266	2,216,800	2,216,800	2,216,800
Less Revenues		(1,133,407)	(1,170,393)	(1,321,160)	(1,818,088)	(1,818,088)	(1,818,088)
Net Department Total		960,121	929,387	742,106	398,712	398,712	398,712

Public Health Administration

The Public Health Administration division provides support services to all programs within the Public Health division, as well as administrative support to HHS. These services include grant management, policy and procedures creation and management ensuring HIPPA confidentiality compliance, Public Health Accreditation Board requirement maintenance, payroll and reimbursement processing, supply ordering, facilities support, and liaises with the City's Finance, Legal and Information Technology departments.

The Public Health Administration revenue estimate reflects the administrative fee received for the management and oversight of the various grants administered by Public Health

FY21 Public Health Administration expenditures increased by \$3,647 or 1.3%. Revenues increased \$157,039, or 88.4%, predominantly due to the FY21 Keep ME Healthy grant.

Division Summary

Department: HHS Public Health **Division:** Public Health Administration **Account:** 10044201

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	267,814	206,418	188,415	279,321	279,321	279,321
Benefits	1,200	500	600	600	600	600
Administrative Services	11,650	11,650	7,650	5,550	5,550	5,550
Contractual Services	3,510	13,023	3,300	2,850	2,850	2,850
Rentals	2,345	2,345	2,345	2,345	2,345	2,345
Supplies	4,000	4,000	4,000	3,500	3,500	3,500
Total	290,519	237,936	206,310	294,166	294,166	294,166
Less Revenues	(177,687)	(135,815)	(121,918)	(334,726)	(334,726)	(334,726)
Net Division Total	112,832	102,121	84,392	(40,560)	(40,560)	(40,560)

Family Health

Family Health is comprised of the Maternal & Child Health program. This program offers a variety of services to Portland residents including free home visits for residents who are pregnant or have a child up to age 5. Education and services include developmental assessments, healthy eating, and child safety assessments, including lead hazards. Additional services include the Maternal & Child Health Programs' playgroup to serve children ages 0-5 years.

FY21 Family Health expenditures decreased \$1,715 or 1.3%. Grant revenue decreased slightly by \$847, or 0.9%.

Division Summary

Department: HHS Public Health

Division: Family Health

Account: 10044202

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	121,883	121,883	127,094	125,245	125,245	125,245
Benefits	600	600	600	600	600	600
Administrative Services	4,617	4,617	4,617	2,917	2,917	2,917
Contractual Services	5,027	12,313	1,900	2,400	2,400	2,400
Rentals	808	808	808	808	808	808
Supplies	3,500	3,500	3,500	2,750	2,750	2,750
Utilities	720	720	720	720	720	720
Total	137,155	144,441	139,239	135,440	135,440	135,440
Less Revenues	(92,274)	(92,274)	(83,927)	(91,427)	(91,427)	(91,427)
Net Division Total	44,881	52,167	55,312	44,013	44,013	44,013

Chronic Disease Prevention

The City of Portland's Chronic Disease Prevention Program is dedicated to serving the residents of Portland by creating and advocating for health policies at the local and district level; the City utilizes evidence-based practices and collaborative partnerships. The health issues addressed include tobacco prevention, physical activity, healthy eating, lead poisoning prevention, skin cancer prevention, and substance abuse prevention and harm reduction services.

FY21 Chronic Disease Prevention expenditures increased by \$135,577 or 19.8%, due to the additional staffing of 3.7 FTEs funded by new grant sources. FY21 revenue increased \$203,707, or 35.5%, attributed primarily to the Tobacco Prevention Services grant, as well as the Keep ME Healthy grant.

Division Summary

Department: HHS Public Health

Division: Chronic Disease Prevention

Account: 10044203

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	648,522	720,356	812,651	800,501	800,501	800,501
Benefits	600	600	600	600	600	600
Administrative Services	2,500	2,500	2,500	2,000	2,000	2,000
Client Expenses	15,000	15,000	0	0	0	0
Contractual Services	3,500	3,000	2,750	2,250	2,250	2,250
Rentals	12,035	12,035	12,383	12,383	12,383	12,383
Supplies	1,000	1,000	1,000	1,000	1,000	1,000
Utilities	2,376	2,376	2,376	2,376	2,376	2,376
Total	685,533	756,867	834,260	821,110	821,110	821,110
Less Revenues	(573,780)	(652,638)	(727,422)	(777,487)	(777,487)	(777,487)
Net Division Total	111,753	104,229	106,838	43,623	43,623	43,623

Health Equity

The Health Equity program supports the Public Health Division with services to minority populations. The Health Equity program specific activities include health education to racial and ethnic minority groups, enrolling individuals in health insurance, and training public health and health care professionals in cultural competency. This program also implements the Enhanced National Culturally and Linguistically Appropriate Services (CLAS) Standards policies to ensure services are in compliance.

FY21 Health Equity expenditures increased by \$41,576 or 24.8%, largely attributed to the interpreter services temporary help increase. FY21 grant projected revenues increased \$28,092, or 59.2%.

Division Summary

Department: HHS Public Health **Division:** Health Equity **Account:** 10044204

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	154,191	153,165	206,732	203,517	203,517	203,517
Benefits	900	900	900	900	900	900
Administrative Services	6,700	4,200	1,200	1,200	1,200	1,200
Contractual Services	4,750	3,963	2,500	2,500	2,500	2,500
Supplies	800	800	800	800	800	800
Total	167,341	163,028	212,132	208,917	208,917	208,917
Less Revenues	(47,468)	(47,468)	(75,560)	(75,560)	(75,560)	(75,560)
Net Division Total	119,873	115,560	136,572	133,357	133,357	133,357

India Street Clinic

The India Street Clinic, located at 103 India Street, houses the Portland Needle Exchange, the HIV/STD and Hepatitis C Prevention Program, and the Portland Community Free Clinic. Individuals who are enrolled in the needle exchange may access clean syringes, education, counseling, testing, overdose prevention and linkage to treatment. The STD clinic offers HIV, STD, and hepatitis C testing and treatment services for sexually transmissible diseases on a walk-in basis. The Portland Community Free Clinic has over one-hundred volunteer medical providers and support staff, and is a partnership between the City and The Friends of the Free Clinic, a 501(c)(3) whose mission is to raise funding for the clinic. The Portland Community Free Clinic provides medical care to the uninsured that earn below 250% of the Federal Poverty Level, are above the age of eighteen, live in Cumberland County, and are stably housed. India Street also houses a Public Health Laboratory.

FY21 India Street expenditures decreased \$36,031, or 4.9%, due to a reduction in contracted temporary services. Program estimated revenues increased \$278,204, or 114.9%, largely due to the FY21 Public Health Service Act Section 340B funding projection for outpatient pharmaceuticals.

Division Summary

Department: HHS Public Health **Division:** India Street Clinic **Account:** 10044205

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	501,833	488,201	567,833	502,145	502,145	502,145
Benefits	0	0	100	100	100	100
Administrative Services	3,650	3,650	3,650	3,650	3,650	3,650
Client Expenses	1,000	1,000	1,000	1,000	1,000	1,000
Contractual Services	118,599	118,970	3,000	80,646	80,646	80,646
Maintenance and Repairs	1,200	1,200	0	1,200	1,200	1,200
Rentals	55,793	55,793	2,024	57,303	57,303	57,303
Supplies	45,150	45,400	19,000	45,150	45,150	45,150
Utilities	10,824	10,824	0	10,824	10,824	10,824
Total	738,049	725,038	596,607	702,018	702,018	702,018
Less Revenues	(242,198)	(242,198)	(312,333)	(520,402)	(520,402)	(520,402)
Net Division Total	495,851	482,840	284,274	181,616	181,616	181,616

Research & Evaluation

The Research and Evaluation program serves several important functions within the Public Health Division, including research, public health surveillance, analysis and interpretation of public health data, and program evaluation. The program conducts public health research that focuses on understanding determinants of health. In addition, this program conducts program evaluation, a systematic and objective assessment of the relevance, efficiency, effectiveness, sustainability, and impact of a program or intervention. Public Health surveillance, which is the systematic collection, analysis, and interpretation of health data, is another core program function. Data used to conduct public health surveillance include city-wide survey data collected by the Research and Evaluation program, as well as data obtained from local and national sources. The Research and Evaluation program serves as a major source for Public Health data repository.

FY21 Research & Evaluation expenditures decreased \$19,782, or 26.4%, primarily due to a reduction in salary expense. The FY21 program grant revenue is projected to increase \$18,486.

Division Summary

Department: HHS Public Health **Division:** Research & Evaluation **Account:** 10044206

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	64,081	61,620	63,784	46,215	46,215	46,215
Benefits	600	600	684	684	684	684
Administrative Services	3,900	3,900	3,900	2,500	2,500	2,500
Contractual Services	4,450	4,450	4,450	3,850	3,850	3,850
Maintenance and Repairs	1,500	1,500	1,500	1,500	1,500	1,500
Supplies	400	400	400	400	400	400
Total	74,931	72,470	74,718	55,149	55,149	55,149
Less Revenues	0	0	0	(18,486)	(18,486)	(18,486)
Net Division Total	74,931	72,470	74,718	36,663	36,663	36,663

HHS Social Services

The Social Services Division provides both financial assistance and support services for low-income Portland residents. This division's purpose is to provide quality services that encourage dignity, self-respect and self-reliance in the transition from public assistance to self-sufficiency. Programs operated include General Assistance (GA), Homeless Shelters for individuals and families, Case Management and Representative Payee Services.

The FY21 Social Services division consists of four programs: Administration, General Assistance, Oxford Street Shelter and the Family Shelter.

FY21 Social Services expenditures increased \$1,455,588, or 11.1%, predominantly due to the increased funding in the General Assistance Program client expense lines, as well as personnel staffing costs. The Social Services division revenue increased \$2,146,809, or 26.6%. FY21 revenue estimates include reimbursement for increased GA expenditures and Covid-19 pandemic funding including the Emergency Solutions Grant (ESG), FEMA emergency housing funds, and Keep ME Healthy grant funds.

Department Summary

Department: HHS Social Services

Account: 100-44-300

		FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown							
Payroll		4,985,285	5,191,059	5,393,078	5,469,969	5,469,969	5,469,969
Benefits		12,400	12,600	10,400	10,400	10,400	10,400
Administrative Services		13,575	13,575	14,575	1,075	1,075	1,075
Client Expenses		6,425,615	6,414,162	6,325,257	7,685,653	7,685,653	7,685,653
Contractual Services		453,001	510,931	363,689	259,084	259,084	259,084
Maintenance and Repair		112,446	125,144	112,446	112,446	112,446	112,446
Rentals		709,645	613,063	629,502	629,502	629,502	629,502
Supplies		334,173	263,538	306,599	308,599	308,599	308,599
Utilities		121,607	138,271	133,607	146,607	146,607	146,607
Total		13,167,747	13,282,343	13,289,153	14,623,335	14,623,335	14,623,335
Summary by Division							
Social Services Administration	(42-301)	624,568	612,961	644,897	629,070	629,070	629,070
General Assistance	(42-302)	7,076,582	7,207,711	7,112,496	8,457,261	8,457,261	8,457,261
Portland Community Support Fund	(42-303)	200,000	27,400	0	0	0	0
Oxford Street Shelter	(42-304)	3,676,813	3,540,720	3,773,112	3,811,847	3,811,847	3,811,847
Family Shelter	(42-305)	1,589,784	1,893,551	1,758,648	1,725,157	1,725,157	1,725,157
Total		13,167,747	13,282,343	13,289,153	14,623,335	14,623,335	14,623,335
Less Revenues		(8,065,096)	(8,169,889)	(8,092,347)	(10,211,905)	(10,211,905)	(10,211,905)
Net Department Total		5,102,651	5,112,454	5,196,806	4,411,430	4,411,430	4,411,430

Social Services Administration

This Social Services Administration division is responsible for the overall general management of the Social Services programs. Services include grant management, data/statistical analysis, payroll, accounts payable, receivables, representative payee, and other operational responsibilities.

FY21 Social Services expenditures increased slightly by \$4,502 or 0.7%. The increased revenue of \$54,520, or 22.2%, reflects FY21 Covid funds from the Emergency Solutions Grant (ESG).

Division Summary

Department: HHS Social Services **Division:** Social Services Administration **Account:** 10044301

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	520,478	513,602	546,444	538,117	538,117	538,117
Benefits	7,600	7,500	5,000	5,000	5,000	5,000
Administrative Services	5,575	5,575	5,575	1,075	1,075	1,075
Contractual Services	6,326	6,326	6,326	6,326	6,326	6,326
Maintenance and Repairs	1,000	1,000	1,000	1,000	1,000	1,000
Rentals	61,085	60,881	62,048	62,048	62,048	62,048
Supplies	11,806	11,806	11,806	8,806	8,806	8,806
Utilities	10,698	6,271	6,698	6,698	6,698	6,698
Total	624,568	612,961	644,897	629,070	629,070	629,070
Less Revenues	(245,536)	(245,536)	(245,536)	(300,056)	(300,056)	(300,056)
Net Division Total	379,032	367,425	399,361	329,014	329,014	329,014

Social Services General Assistance

State law requires municipalities to administer General Assistance (GA) which provides for immediate aid to individuals who meet eligibility requirements and are unable to provide basic necessities essential to maintaining themselves or their families. Maine law states that municipalities have the responsibility to provide financial assistance to all eligible residents of their municipality, as well as non-residents who intend to reside in the municipality and have no other residence. GA provides basic needs in the areas of shelter, housing costs, utilities, food, medication, disposable diapers and hygiene items. All assistance is issued in vouchers and no cash is provided.

In FY21, the GA program has continued the focus on self-sufficiency through the HIRE (Helping Individuals Regain Employment) program. The program has increased the City's partnership with local employers, education professionals, and the local Career Center in order to aid our GA recipients in finding long term employment.

FY21 General Assistance expenditures increased by \$1,380,679, or 19.5%. This increase is primarily related to the increased expenditures for housing assistance and other client services in part due to the need for social distancing during the Covid-19 pandemic. Likewise, revenues have also increased, \$1,456,245, or 33.9%, and includes new FY21 funding related to Covid-19.

Division Summary

Department: HHS Social Services **Division:** Social Services General Assistance **Account:** 10044302

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	626,157	606,388	635,600	622,969	622,969	622,969
Benefits	600	600	600	600	600	600
Administrative Services	2,000	2,000	2,000	0	0	0
Client Expenses	6,129,365	6,280,641	6,229,007	7,589,403	7,589,403	7,589,403
Contractual Services	172,768	172,768	97,806	97,806	97,806	97,806
Maintenance and Repairs	2,500	2,500	2,500	2,500	2,500	2,500
Rentals	111,312	110,934	113,103	113,103	113,103	113,103
Supplies	19,000	19,000	19,000	18,000	18,000	18,000
Utilities	12,880	12,880	12,880	12,880	12,880	12,880
Total	7,076,582	7,207,711	7,112,496	8,457,261	8,457,261	8,457,261
Less Revenues	(4,295,556)	(4,401,448)	(4,365,305)	(5,751,801)	(5,751,801)	(5,751,801)
Net Division Total	2,781,026	2,806,263	2,747,191	2,705,460	2,705,460	2,705,460

Portland Community Support Fund

Discontinued in FY21, the Social Services Portland Community Support Fund (PCSF) program had been created to provide basic necessities assistance for immigrants who had received General Assistance in the past, however, were then deemed non-qualified for reimbursement by the State.

Division Summary

Department: HHS Social Services **Division:** Portland Community Support Fund **Account:** 10044303

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Client Expenses	200,000	27,400	0	0	0	0
Total	200,000	27,400	0	0	0	0
Less Revenues	0	(2,500)	0	0	0	0
Net Division Total	200,000	24,900	0	0	0	0

Oxford Street Shelter

The Social Services Division operates the Oxford Street Shelter and Community Overflow Shelter for adults. The Oxford Street Shelter is a low barrier facility that provides access to safe overnight shelter for homeless adults (18+) 365 days a year. During FY18, the Oxford Street shelter expanded its hours of operation to 24 hours. The Oxford Street Shelter has a capacity of 154 beds.

The shelter promotes a housing culture by offering an array of services such as housing triage, housing orientation, current apartment lists and assistance with travel to apartment showings.

FY21 Oxford Street Shelter expenditures increased by \$135,034 or 3.7%. This increase is predominately due to increased staffing; during FY20, the Oxford Street Shelter turned into a 24/7 operation. Other FY21 budget changes include the elimination of the City's Preble Street Dayroom rental / service as of the second quarter. FY21 program revenues increased \$516,992, or 22.7%. Additional FY21 budget funding sources include Covid-19 ESG and Keep ME Healthy grant monies in addition to increased General Assistance reimbursements based on budgeted expenditures.

Division Summary

Department: HHS Social Services	Division: Oxford Street Shelter				Account: 10044304	
	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	2,756,336	2,778,825	2,984,012	3,115,212	3,115,212	3,115,212
Benefits	1,800	1,800	1,800	1,800	1,800	1,800
Administrative Services	4,000	4,000	4,000	0	0	0
Client Expenses	79,450	79,450	79,450	79,450	79,450	79,450
Contractual Services	193,093	193,093	178,493	87,028	87,028	87,028
Maintenance and Repairs	68,946	68,946	68,946	68,946	68,946	68,946
Rentals	258,280	162,280	167,077	167,077	167,077	167,077
Supplies	265,407	202,825	239,833	239,833	239,833	239,833
Utilities	49,501	49,501	49,501	52,501	52,501	52,501
Total	3,676,813	3,540,720	3,773,112	3,811,847	3,811,847	3,811,847
Less Revenues	(2,276,631)	(2,244,522)	(2,269,989)	(2,793,623)	(2,793,623)	(2,793,623)
Net Division Total	1,400,182	1,296,198	1,503,123	1,018,224	1,018,224	1,018,224

Family Shelter

The Social Services Division operates the City of Portland's Family Shelter. The administrative and support services staff are located on the first floor of 54 Chestnut Street.

The Family Shelter provides temporary housing to families with children under the age of 18. Shelter apartments are located at 54-58 Chestnut Street, including one unit to accommodate individuals with disabilities. Combined, the Family Shelter has a total capacity of 151 beds in an apartment style living environment. Apartments are shared by families and are furnished. Residents have access to telephones, cleaning supplies, transportation, and other basic needs. Each family member is assigned a case manager who works with families to develop self-sufficiency work plans in order to obtain permanent housing.

FY21 Family Shelter expenditures increased by \$135,373, or 8.5%, mainly due to increased staffing including the addition of one full-time position. Program revenues also rose, \$119,052 or 9.5%, attributed to the FY21 ESG Covid grant.

Division Summary

Department: HHS Social Services	Division: Family Shelter				Account: 10044305	
	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	1,082,314	1,292,244	1,227,022	1,193,671	1,193,671	1,193,671
Benefits	2,400	2,700	3,000	3,000	3,000	3,000
Administrative Services	2,000	2,000	3,000	0	0	0
Client Expenses	16,800	26,671	16,800	16,800	16,800	16,800
Contractual Services	80,814	138,744	81,064	67,924	67,924	67,924
Maintenance and Repairs	40,000	52,698	40,000	40,000	40,000	40,000
Rentals	278,968	278,968	287,274	287,274	287,274	287,274
Supplies	37,960	29,907	35,960	41,960	41,960	41,960
Utilities	48,528	69,619	64,528	74,528	74,528	74,528
Total	1,589,784	1,893,551	1,758,648	1,725,157	1,725,157	1,725,157
Less Revenues	(1,247,373)	(1,275,883)	(1,211,517)	(1,366,425)	(1,366,425)	(1,366,425)
Net Division Total	342,411	617,668	547,131	358,732	358,732	358,732

Barron Center

The Barron Center, a division of the Department of Health & Human Services, is the state's second largest long-term care nursing facility. The former Portland City Hospital serves the residents of Portland and the surrounding communities. The Barron Center's three major funding sources are the MaineCare (Medicaid) Program, the Medicare Program, and private insurances. The Barron Center consists of nine divisions.

The Barron Center provides comprehensive health care services to individuals in need, recognizing the unique value of each person with the purpose of preserving and enhancing the individual's quality of life. The Barron Center is a 219-bed skilled rehabilitation and nursing facility, including a 50-bed specialty unit for the care of dementia. The Center provides speech, occupational and physical therapy services, and short- and long-term nursing care services in addition to end of life and hospice services.

FY21 Barron Center expenditures increased \$164,655, or 1.0%, primarily due to increased personnel costs. This budget includes a reduction of 9.2 FTE staff positions. Revenues decreased by \$267,431, or 1.4%; during the pandemic, the facility is accepting limited new patients.

Department Summary

Department: Barron Center

Account: 107-44-400

		FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown							
Payroll		12,031,667	11,487,659	12,559,197	12,238,044	12,238,044	12,238,044
Benefits		31,890	54,936	33,880	33,880	33,880	33,880
Administrative Services		104,330	86,487	307,795	294,500	294,500	294,500
Client Expenses		7,500	7,020	10,530	7,500	7,500	7,500
Contractual Services		1,190,432	1,599,183	1,589,839	1,099,189	1,099,189	1,099,189
Maintenance and Repair		136,470	126,040	157,875	155,875	155,875	155,875
Rentals		29,594	25,880	33,490	31,120	31,120	31,120
Supplies		1,891,634	1,805,367	1,849,233	1,736,083	1,736,083	1,736,083
Minor Capital Items		16,000	14,412	24,500	24,500	24,500	24,500
Utilities		424,387	398,460	418,868	418,868	418,868	418,868
Capital Outlay		84,065	90,948	73,065	73,065	73,065	73,065
Total		15,947,969	15,696,392	17,058,272	16,112,624	16,112,624	16,112,624
Summary by Division							
Barron Center Administration	(43-401)	1,822,560	2,154,572	2,417,613	1,902,022	1,902,022	1,902,022
Office of Elder Affairs	(43-402)	383,786	377,973	390,084	359,717	359,717	359,717
Therapeutic Recreation	(43-403)	293,584	280,736	300,421	289,243	289,243	289,243
Nursing Administration	(43-404)	1,606,574	1,314,135	1,683,574	1,649,295	1,649,295	1,649,295
Nursing Direct Care	(43-405)	6,634,928	6,435,199	7,039,398	6,783,782	6,783,782	6,783,782
Nutrition & Supply	(43-406)	2,900,612	2,823,948	2,860,662	2,793,634	2,793,634	2,793,634
Environmental Services	(43-407)	1,117,071	1,175,799	1,148,400	1,123,211	1,123,211	1,123,211
Housekeeping	(43-408)	641,406	586,932	661,865	655,465	655,465	655,465
Laundry Services	(43-409)	547,448	547,098	556,255	556,255	556,255	556,255
Total		15,947,969	15,696,392	17,058,272	16,112,624	16,112,624	16,112,624
Less Revenues		(19,510,800)	(20,756,370)	(21,211,410)	(19,243,369)	(19,243,369)	(19,243,369)
Net Department Total		(3,562,831)	(5,059,978)	(4,153,138)	(3,130,745)	(3,130,745)	(3,130,745)

Barron Center Administration

The Barron Center Administration division is responsible for the care and management of the facility's capacity for 219 residents and 300+ full and part-time employees. The Business Office is responsible for the financial operations, which includes budgeting, payroll, accounts payable, and accounts receivable (including coordinating with the Barron Center's billing vendor).

FY21 Barron Center Administration expenditures increased by \$79,462 or 4.4%. The FY21 budget includes new healthcare consulting services funds offset by various other line-item decreases; the 3rd party billing was reclassified from contractual services to administrative services.

Division Summary

Department: HHS Barron Center **Division:** Barron Center Administration **Account:** 10744401

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	700,101	614,445	703,914	693,718	693,718	693,718
Benefits	4,200	4,005	4,920	4,920	4,920	4,920
Administrative Services	60,685	56,667	269,965	259,670	259,670	259,670
Contractual Services	972,074	1,413,630	1,368,134	882,284	882,284	882,284
Maintenance and Repairs	16,240	12,000	12,940	12,940	12,940	12,940
Rentals	4,020	3,925	5,340	5,340	5,340	5,340
Supplies	55,700	49,000	51,500	42,250	42,250	42,250
Utilities	9,540	900	900	900	900	900
Total	1,822,560	2,154,572	2,417,613	1,902,022	1,902,022	1,902,022

Office of Elder Affairs

Through the Office of Elder Affairs, the City provides the community with an Elder Advocate, who is available to work with any Portland senior who needs help. Assistance is provided in the form of senior information and referrals, adult day health services and community collaboration. Two Adult Day Programs offer supportive, daytime care that enables older adults living alone or with family to remain at home. One program specializes in the care of individuals with Alzheimer's disease or related dementias. Both adult day programs provide much needed respite for family caregivers.

The Office of Elder Affairs also collaborates with the Elder Abuse Institute of Maine to provide transitional housing and support services for elderly victims of abuse through the Martha's Cottage Project.

FY21 Office of Elder Affairs expenditures decreased by \$24,069 or 6.3%. Expenditure decreases include the reduction of a 0.4 FTE staff position and a reduction in food expense due to the Covid-19 temporary closure. FY21 program revenues decreased \$58,054, or 18.9%.

Division Summary

Department: HHS Barron Center	Division: Office of Elder Affairs				Account: 10744402	
	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	337,386	334,343	347,739	330,632	330,632	330,632
Administrative Services	3,000	3,250	3,760	3,010	3,010	3,010
Contractual Services	6,325	4,530	3,450	900	900	900
Supplies	36,775	35,550	34,835	24,875	24,875	24,875
Utilities	300	300	300	300	300	300
Total	383,786	377,973	390,084	359,717	359,717	359,717
Less Revenues	(306,454)	(159,871)	(291,860)	(248,400)	(248,400)	(248,400)
Net Division Total	77,332	218,102	98,224	111,317	111,317	111,317

Therapeutic Recreation

Therapeutic Recreation provides a broad variety of individual and group recreational activities for all residents, and in addition oversees the 150-member volunteer program.

FY21 Therapeutic Recreation expenditures decreased slightly, by \$4,341 or 1.5%.

Division Summary

Department: HHS Barron Center **Division:** Therapeutic Recreation **Account:** 10744403

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	267,084	254,866	274,796	268,068	268,068	268,068
Administrative Services	1,100	770	775	325	325	325
Contractual Services	13,100	13,100	13,850	11,600	11,600	11,600
Supplies	12,300	12,000	11,000	9,250	9,250	9,250
Total	293,584	280,736	300,421	289,243	289,243	289,243

Nursing Administration

Nursing Administration is responsible for the supervision and management of the Nursing Direct Care division in two buildings 24-hours per day, seven days a week. The division's 18.2 positions provide clinical nursing supervision and direction to the Barron Center's nursing staff on the five nursing units in the main building and the fifty bed Alzheimer's unit (Barron Center II). Staffing patterns on the six units are continually adjusted to meet the changing needs of the resident population and to meet State of Maine mandated minimum staffing ratios.

The FY21 Nursing Administration expenditures increased by \$42,721, or 2.7%, attributed to the budgeted increase in personnel costs.

Division Summary

Department: HHS Barron Center **Division:** Nursing Administration **Account:** 10744404

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	1,407,529	1,186,645	1,485,448	1,458,239	1,458,239	1,458,239
Benefits	10,600	9,150	11,000	11,000	11,000	11,000
Administrative Services	34,050	21,850	29,120	27,770	27,770	27,770
Contractual Services	79,245	52,590	79,640	79,640	79,640	79,640
Rentals	900	900	900	1,680	1,680	1,680
Supplies	49,250	43,000	52,466	45,966	45,966	45,966
Capital Outlay	25,000	0	25,000	25,000	25,000	25,000
Total	1,606,574	1,314,135	1,683,574	1,649,295	1,649,295	1,649,295

Nursing Direct Care

Nursing Direct Care is comprised of six nursing units: Zolov, 2 North, 2 South, 3 North, 3 South, and Barron Center (BC) II. Each nursing unit focuses in a specialized form of care:

- The Zolov Unit, located on the main floor of the facility, is a 25-bed unit for short-term rehabilitation and more intensive-care residents.
- 2 North is a 36-bed unit located on the second floor. The majority of these patients have long-term skilled nursing needs requiring higher levels of professional staff to meet their clinical needs.
- 2 South is a 36-bed unit located on the second floor. The dementia residents (continuing care dementia) on this unit are the most labor intensive, and are often completely dependent on nursing care services as a result of their specific disease process.
- 3 North and 3 South are both 36-bed units located on the third floor, which are traditional long-term care units.
- BC II is a 50-bed unit, managed as five 10-bed "neighborhoods", which provides Alzheimer related services. BC II residents are highly mobile and require unique staffing considerations.

FY21 Nursing Direct Care personnel expenditures increased \$148,854 or 2.2%. This budget includes a FY21 temporary reduction of 7.0 FTE staff positions in response to the resident census and the limited new patient intake during the pandemic.

Division Summary

Department: HHS Barron Center	Division: Nursing Direct Care				Account: 10744405	
	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	6,634,928	6,411,242	7,039,398	6,783,782	6,783,782	6,783,782
Benefits	0	23,957	0	0	0	0
Total	6,634,928	6,435,199	7,039,398	6,783,782	6,783,782	6,783,782

Nutrition & Supply

Nutrition and Supply consists of Resident Nutrition, Cafeteria / Catering, and Central Medical Supply. The Resident Nutrition program is responsible for the therapeutic and nutritional needs of the residents. The Cafeteria / Catering program provides food services for employees, residents, families, and visitors. Catering services are also provided for City functions, receptions, and celebrations. Central Medical Supply purchases, receives, stores, and distributes routine medical supplies, over-the-counter drugs, and other supplies for the various divisions within the Barron Center.

FY21 Nutrition and Supply expenditures decreased by \$106,978 or 3.7%. FY21 expense reductions include various supply lines, as well as a program reduction of 2.0 FTE staff positions which transferred to the Concessions operation in the Parks, Recreation and Facilities Department.

Division Summary

Department: HHS Barron Center **Division:** Nutrition & Supply **Account:** 10744406

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	1,332,385	1,318,230	1,292,585	1,290,327	1,290,327	1,290,327
Benefits	10,340	10,150	11,120	11,120	11,120	11,120
Administrative Services	2,645	2,450	2,675	2,225	2,225	2,225
Client Expenses	7,500	7,020	10,530	7,500	7,500	7,500
Contractual Services	45,388	45,911	45,470	45,470	45,470	45,470
Maintenance and Repairs	12,100	11,450	12,595	12,595	12,595	12,595
Rentals	24,674	21,055	27,250	24,100	24,100	24,100
Supplies	1,458,080	1,400,182	1,434,937	1,376,797	1,376,797	1,376,797
Minor Capital Items	7,500	7,500	23,500	23,500	23,500	23,500
Total	2,900,612	2,823,948	2,860,662	2,793,634	2,793,634	2,793,634

Environmental Services

The Barron Center's Environmental Services program is composed of six employees who are responsible for the maintenance of the twelve-acre Brighton Avenue facility. The maintenance division keeps the building in repair and working order through completing projects in-house or arranging for outside vendors. Maintenance is also responsible for snow removal, landscaping, and conducting facility fire drills.

FY21 Environmental Services expenditures increased minimally by \$6,140, or 0.5%, largely due to wage increases. The facility improvements budgeted for FY21 include patio repair and counter top replacements.

Division Summary

Department: HHS Barron Center

Division: Environmental Services

Account: 10744407

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	377,381	432,374	389,607	387,568	387,568	387,568
Benefits	4,000	4,000	4,440	4,440	4,440	4,440
Administrative Services	2,600	1,500	1,250	1,250	1,250	1,250
Contractual Services	70,700	65,822	75,935	75,935	75,935	75,935
Maintenance and Repairs	93,790	91,925	119,930	117,930	117,930	117,930
Supplies	94,988	91,970	91,505	70,355	70,355	70,355
Utilities	414,547	397,260	417,668	417,668	417,668	417,668
Capital Outlay	59,065	90,948	48,065	48,065	48,065	48,065
Total	1,117,071	1,175,799	1,148,400	1,123,211	1,123,211	1,123,211

Housekeeping

The Barron Center's Housekeeping staff is responsible for providing a clean and appealing environment for all residents of the Barron Center.

FY21 Housekeeping expenditures increased by \$14,059, or 2.2%. FY21 salary increases are partially offset by reduced equipment requests.

Division Summary

Department: HHS Barron Center

Division: Housekeeping

Account: 10744408

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	507,205	458,705	538,910	538,910	538,910	538,910
Benefits	1,300	1,300	1,200	1,200	1,200	1,200
Contractual Services	3,600	3,600	3,360	3,360	3,360	3,360
Maintenance and Repairs	665	665	2,360	2,360	2,360	2,360
Supplies	120,136	115,750	115,035	108,635	108,635	108,635
Minor Capital Items	8,500	6,912	1,000	1,000	1,000	1,000
Total	641,406	586,932	661,865	655,465	655,465	655,465

Laundry Services

The Barron Center Laundry provides a clean and adequate supply of laundry to the residents. Personal laundry services are provided to nearly all of the residents. Laundry services are also provided to the City's Oxford Street Shelter.

FY21 Laundry Services expenditures increased by \$8,807, or 1.6%. Budget changes include wage increases, including the addition of a 0.2 FTE position, and various supply line decreases.

Division Summary

Department: HHS Barron Center **Division:** Laundry Services **Account:** 10744409

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	467,668	476,809	486,800	486,800	486,800	486,800
Benefits	1,450	2,374	1,200	1,200	1,200	1,200
Administrative Services	250	0	250	250	250	250
Maintenance and Repairs	13,675	10,000	10,050	10,050	10,050	10,050
Supplies	64,405	57,915	57,955	57,955	57,955	57,955
Total	547,448	547,098	556,255	556,255	556,255	556,255

Debt Service

The Debt Service account provides for the payment of the principal and interest on the City's outstanding General Obligation Bonds, as well as the cost for the current-year bond issuance. Department revenue is from reimbursed bond costs, primarily from the City's enterprise funds and the School Department.

The FY21 Debt Service expenditure increase is \$612,481, or 1.4%. The FY21 cost increase is attributed primarily to the 2001 pension obligation bonds. The FY21 revenue budget decrease is in part due to the deferral of the Lyseth Elementary School renovation principal payment to FY22.

Department Summary

Department: Debt Service

Account: 100-47

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Contractual Services	730,500	730,500	727,500	760,000	760,000	760,000
Debt Service	44,357,298	43,444,397	46,761,513	44,940,279	44,940,279	44,940,279
Total	45,087,798	44,174,897	47,489,013	45,700,279	45,700,279	45,700,279
Less Revenues	(19,731,496)	(18,532,246)	(20,579,492)	(19,189,768)	(19,189,768)	(19,189,768)
Net Department Total	25,356,302	25,642,651	26,909,521	26,510,511	26,510,511	26,510,511

Public Library

Portland Public Library is a general-purpose library system that serves Portland and the surrounding region. Portland Public Library (PPL) provides a wide array of collections, programs, and services to 80,000 patrons through four locations, the bookmobile, and the outreach service to low-mobility community members, as well as 24/7 access through our “virtual branch” on its website.

The Portland Public Library is a trusted educational leader and multifaceted community resource in Portland. PPL welcomes everyone, and provides exciting and meaningful opportunities to children and families, and to teens and adults as lifelong learners. PPL is also frequently accessed by those on the margins – the economically challenged, those in recovery or newly release from incarceration, new Mainers, our aging population, and others in transition. In addition to collections of over 360,000 and more extensive online resources, the Library offers over 1,000 programs each year for citizens to engage in education, entertainment, important conversations about issues in the community, tutoring, training in workforce skills, and other opportunities for growth.

Portland Public Library is an independent 501(c)(3) non-profit organization, governed by a Board of Trustees. PPL finances all of its collections, programs, and outreach through an Annual Campaign, operational grants, fees, and endowment income. The City of Portland owns the land and buildings in which the Library operates its public locations. Municipal support from the City of Portland, Cumberland County, and the Maine State Library is directed solely to the infrastructure needs of these buildings and the salaries of Library employees.

This budget reflects the City’s contribution to the Library; the FY21 budget decreased \$250,713, or 6.0%. Due to the pandemic, the Library remains closed until further notice offering only PPL-To-Go door side services.

Department Summary

Department: Public Library

Account: 100-48

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	2,955,700	2,955,700	3,167,405	2,804,154	2,804,154	2,804,154
Benefits	505,000	505,000	515,000	537,000	537,000	537,000
Contributions	717,850	717,850	652,098	586,683	586,683	586,683
Total	4,178,550	4,178,550	4,334,503	3,927,837	3,927,837	3,927,837

Pension

The City makes contributions for the future retirement of employees and disability payments.

The City has two separate defined benefit pension plans. Full retirement benefits are available to non-Public Safety employees with 25 years of service at age 60 (or at age 65 after July 1, 2014), and Public Safety employees with 25 years of service. Contributions to the Maine Public Employees Retirement System (MainePERS) are made by both the employee and the City. Generally, participants are vested after five creditable years of service.

Employees also have the choice of an International City Management Association Retirement Corporation (ICMA RC) 401(a) defined contribution plan.

The FY21 Pension expenditures decreased \$633,673, or 7.5%.

Department Summary

Department: Pension

Account: 100-51

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Benefits	8,398,292	8,246,577	8,564,619	7,764,619	7,764,619	7,764,619
Total	8,398,292	8,246,577	8,564,619	7,764,619	7,764,619	7,764,619
Less Revenues	(1,127,244)	(940,853)	(1,169,738)	(1,159,691)	(1,159,691)	(1,159,691)
Net Department Total	7,271,048	7,305,724	7,394,881	6,604,928	6,604,928	6,604,928

Employee Benefits

The Employee Benefits account consists of the following divisions: Health Insurance Program, Workers' Compensation, FICA, Group Life Insurance, and Unemployment. Since all benefit costs for the City are budgeted for in one account, this budget is considered a non-departmental budget. The Department of Human Resources has oversight responsibility.

The FY21 Employee Benefits expenditure budget estimate decreased \$1,188,727, or 5.1%. This decrease is attributed in part to the Health Insurance claim reduction occurring during the coronavirus pandemic.

Department Summary

Department: Employee Benefits

Account: 100-52

		FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown							
Benefits		20,292,499	18,359,518	20,023,347	19,566,577	19,566,577	19,566,577
Administrative Services		983,239	622,907	604,190	682,826	682,826	682,826
Contractual Services		1,054,087	996,766	999,766	959,900	959,900	959,900
Rentals		12,084	12,000	12,360	12,000	12,000	12,000
Insurance		950,782	1,047,500	950,000	907,400	907,400	907,400
Utilities		1,420	733	1,464	1,464	1,464	1,464
Contributions		151,775	155,622	155,622	126,992	126,992	126,992
Total		23,445,886	21,195,046	22,746,749	22,257,159	22,257,159	22,257,159
Summary by Division							
Health Insurance Program	(52-200)	19,948,893	17,626,639	19,060,912	18,741,418	18,741,418	18,741,418
Workers' Compensation	(52-300)	2,053,072	2,074,888	1,980,388	1,810,292	1,810,292	1,810,292
FICA	(52-400)	1,138,099	1,210,226	1,393,538	1,393,538	1,393,538	1,393,538
Group Life Insurance	(52-500)	205,822	208,293	211,911	211,911	211,911	211,911
Unemployment	(52-600)	100,000	75,000	100,000	100,000	100,000	100,000
Total		23,445,886	21,195,046	22,746,749	22,257,159	22,257,159	22,257,159
Less Revenues		(6,513,614)	(6,833,701)	(7,039,885)	(6,251,267)	(6,251,267)	(6,251,267)
Net Department Total		16,932,272	14,361,345	15,706,864	16,005,892	16,005,892	16,005,892

Health Insurance Program

The Health Insurance Account provides funding for the City's self-insured health plan. The City picks up the full cost of medical individual and family coverage for full-time grandfathered employees. For all remaining full-time employees, the City picks up 85% of employee only costs, 72% of employee and child(ren) costs, 69% of employee and adult costs and 65% of family costs.

During FY17, the City introduced a new voluntary wellness program, aimed at improving health and well-being of employees by achieving healthier living. Participation in the program's five wellness activities provides an incentive at the beginning of each plan year for employees to reduce or eliminate the employee only 15% share of costs.

Claim payments are made by a third-party administrator.

Division Summary

Department: Employee Benefits	Division: Health Insurance Program				Account: 10052200	
	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Benefits	18,848,578	16,865,999	18,317,898	17,861,128	17,861,128	17,861,128
Administrative Services	1,086,811	747,907	729,190	866,826	866,826	866,826
Rentals	12,084	12,000	12,360	12,000	12,000	12,000
Utilities	1,420	733	1,464	1,464	1,464	1,464
Total	19,948,893	17,626,639	19,060,912	18,741,418	18,741,418	18,741,418
Less Revenues	(6,031,640)	(6,493,664)	(6,672,302)	(5,883,684)	(5,883,684)	(5,883,684)
Net Division Total	13,917,253	11,132,975	12,388,610	12,857,734	12,857,734	12,857,734

Workers' Compensation

The City is self-insured under the provisions of the Maine Workers' Compensation Act. Our third-party administrator, Maine Municipal Association, processes all claims and maintains files and provides WC Board filing of notices. Monthly reports are received from MMA outlining payments made for medical, legal, indemnity and other expenditures on open claims. This account includes all the aforementioned payments as well as administration fees charged based on claims activity. When applicable, this account also carries the debt payments on bonds purchased for the settlement of on-going WC claims. The Risk Prevention line, which funds the City's Drug and Alcohol Testing program, is also a function of this budget.

Division Summary

Department: Employee Benefits **Division:** Workers' Compensation **Account:** 10052300

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Administrative Services	(103,572)	(125,000)	(125,000)	(184,000)	(184,000)	(184,000)
Contractual Services	1,054,087	996,766	999,766	959,900	959,900	959,900
Insurance	950,782	1,047,500	950,000	907,400	907,400	907,400
Contributions	151,775	155,622	155,622	126,992	126,992	126,992
Total	2,053,072	2,074,888	1,980,388	1,810,292	1,810,292	1,810,292
Less Revenues	(350,000)	(225,000)	(225,000)	(225,000)	(225,000)	(225,000)
Net Division Total	1,703,072	1,849,888	1,755,388	1,585,292	1,585,292	1,585,292

FICA

In 1986, the Internal Revenue Service began requiring employees covered by pension plans other than Social Security to contribute to Medicare. Therefore, employees hired after April 1, 1986, are required to contribute a percentage of their annual wages for Medicare coverage. The City must also make a matching contribution. The current rate is 1.45%.

Division Summary

Department: Employee Benefits	Division: FICA				Account: 10052400	
	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Benefits	1,138,099	1,210,226	1,393,538	1,393,538	1,393,538	1,393,538
Total	1,138,099	1,210,226	1,393,538	1,393,538	1,393,538	1,393,538
Less Revenues	(125,199)	(108,156)	(135,495)	(135,495)	(135,495)	(135,495)
Net Division Total	1,012,900	1,102,070	1,258,043	1,258,043	1,258,043	1,258,043

Group Life Insurance

The Group Life Insurance account pays the full cost of this insurance for qualified retirees, Police, Fire and EMS. The City's contributions are based on the employee's actual wages. The wages are multiplied by the applicable insurance rate per \$1,000. This program is administered by the Maine Public Employees Retirement System (MainePERS).

All other City employees pay the entire cost of life insurance.

The revenues received are from inter-fund transfers to the Jetport for the cost of the group life insurance contributions paid on the public safety employees assigned to the Air Rescue Station and Jetport Security forces.

Division Summary

Department: Employee Benefits	Division: Group Life Insurance				Account: 10052500	
	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Benefits	205,822	208,293	211,911	211,911	211,911	211,911
Total	205,822	208,293	211,911	211,911	211,911	211,911
Less Revenues	(6,775)	(6,881)	(7,088)	(7,088)	(7,088)	(7,088)
Net Division Total	199,047	201,412	204,823	204,823	204,823	204,823

Unemployment

The Unemployment Insurance Program is mandated by state and federal law. The City is self-insured and reimburses the state for all benefits paid to eligible recipients as determined by the Maine Unemployment Security Commission.

Division Summary

Department: Employee Benefits **Division:** Unemployment **Account:** 10052600

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Benefits	100,000	75,000	100,000	100,000	100,000	100,000
Total	100,000	75,000	100,000	100,000	100,000	100,000

Contingency

The Contingency account provides funds which are set aside as a necessary provision for meeting unforeseen contingencies and emergencies which may arise during the year. Expenditures for contingencies arising in the implementation of the policies and work programs established by the City Council are authorized by the City Manager.

Department Summary

Department: Contingency

Account: 100-61

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Administrative Services	895	5,950	925	925	925	925
Contractual Services	249,105	231,597	249,075	249,075	249,075	249,075
Supplies	0	12,453	0	0	0	0
Total	250,000	250,000	250,000	250,000	250,000	250,000

General Liability Insurance

This account funds the City's self-insurance program, including the defense and/or settlement of claims against the City, and repair of damage to City property. In addition, the City purchases insurance policies to cover property and liability exposures with limits set forth in the Maine Tort Claims Act. Claims are processed in-house in the legal department through Maine Municipal Association's (MMA) property and casualty pool.

Insurance premiums are charged to enterprise funds for buildings and contents, boiler, crime bond, airport and marine coverage. Revenue is also derived through subrogation to third parties for damage to City property.

Department Summary

Department: General Liability Insurance

Account: 100-62

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Administrative Services	5,700	5,700	5,700	5,700	5,700	5,700
Contractual Services	0	0	5,000	5,000	5,000	5,000
Insurance	833,625	788,796	824,172	782,428	782,428	782,428
Total	839,325	794,496	834,872	793,128	793,128	793,128
Less Revenues	(177,918)	(353,954)	(189,275)	(189,275)	(189,275)	(189,275)
Net Department Total	661,407	440,542	645,597	603,853	603,853	603,853

County Tax

County tax is assessed to each municipality by the county in which it resides. Distribution of the tax burden is made on the basis of the valuation of a municipality as determined by the State Board of Equalization. Portland's share of Cumberland County tax in FY21 has increased by \$370,843 or 5.6%.

	2019 State Certified Valuation	2019 Tax	2020 State Certified Valuation	2020 Tax	% Tax Change
Baldwin	\$163,550,000	\$112,103	\$181,600,000	\$121,180	8.10%
Bridgeton	1,062,850,000	728,506	1,106,700,000	738,484	1.37%
Brunswick	2,319,900,000	1,590,123	2,509,500,000	1,674,551	5.31%
Cape Elizabeth	2,125,200,000	1,456,670	2,275,600,000	1,518,473	4.24%
Casco	680,050,000	466,125	707,700,000	472,237	1.31%
Chebeague Island	218,150,000	149,526	237,100,000	158,213	5.81%
Cumberland	1,328,750,000	910,761	1,406,550,000	938,569	3.05%
Falmouth	2,532,600,000	1,735,913	2,726,900,000	1,819,618	4.82%
Freeport	1,739,650,000	1,192,404	1,863,700,000	1,243,618	4.30%
Frye Island	157,250,000	107,783	175,100,000	116,842	8.40%
Gorham	1,806,250,000	1,238,053	1,992,000,000	1,329,231	7.36%
Gray	1,029,500,000	705,647	1,133,450,000	756,334	7.18%
Harpswell	1,931,200,000	1,323,697	1,992,700,000	1,329,698	0.45%
Harrison	536,000,000	367,389	545,700,000	364,137	-0.89%
Long Island	174,150,000	119,367	179,800,000	119,978	0.51%
Naples	831,600,000	570,001	850,150,000	567,292	-0.48%
New Gloucester	557,400,000	382,057	588,450,000	392,664	2.78%
North Yarmouth	528,500,000	362,248	570,400,000	380,619	5.07%
Portland	9,687,850,000	6,640,316	10,507,000,000	7,011,159	5.58%
Pownal	259,450,000	177,834	267,550,000	178,532	0.39%
Raymond	1,150,200,000	788,378	1,175,550,000	784,426	-0.50%
Scarborough	4,313,600,000	2,956,659	4,778,350,000	3,188,519	7.84%
Sebago	396,200,000	271,566	420,650,000	280,693	3.36%
South Portland	4,308,100,000	2,952,889	4,622,350,000	3,084,423	4.45%
Standish	1,103,700,000	756,506	1,198,800,000	799,941	5.74%
Westbrook	2,144,350,000	1,469,796	2,268,700,000	1,513,868	3.00%
Windham	2,095,000,000	1,435,970	2,272,500,000	1,516,404	5.60%
Yarmouth	1,711,350,000	1,173,006	1,863,100,000	1,243,218	5.99%
	\$46,892,350,000	\$32,141,293	\$50,417,650,000	\$33,642,919	4.67%

Department Summary

Department: County Tax

Account: 100-63

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Contributions	6,640,316	6,640,316	7,011,159	7,011,159	7,011,159	7,011,159
Total	6,640,316	6,640,316	7,011,159	7,011,159	7,011,159	7,011,159

Memberships/Other

The Memberships account provides for City membership in various professional and governmental organizations whose purpose is to provide services and information to the City. A significant portion of this budget is comprised of the Metro subsidy.

Department Summary

Department: Memberships/Other

Account: 100-65

		FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown							
Contractual Services		50,000	45,861	50,000	50,000	50,000	50,000
Contributions		3,253,640	3,253,252	3,851,926	3,325,448	3,325,448	3,325,448
Total		3,303,640	3,299,113	3,901,926	3,375,448	3,375,448	3,375,448
Summary by Division							
Transit District	(65-200)	2,787,772	2,787,772	2,877,058	2,877,058	2,877,058	2,877,058
Regional Transportation	(65-300)	78,480	78,480	78,480	78,480	78,480	78,480
Memberships - Miscellaneous	(65-400)	437,388	432,861	946,388	419,910	419,910	419,910
Total		3,303,640	3,299,113	3,901,926	3,375,448	3,375,448	3,375,448
Less Revenues		(302,717)	0	0	(654,516)	(654,516)	(654,516)
Net Department Total		3,000,923	3,299,113	3,901,926	2,720,932	2,720,932	2,720,932

Transit District (METRO)

The Transit District account provides subsidy support to the Greater Portland Transit District (GPTD), better known as Metro.

The Greater Portland Transit District is a shared venture to provide public transportation services to the residents of the municipalities it serves, serving the communities of Brunswick, Falmouth, Freeport, Gorham, Portland, South Portland, Westbrook, and Yarmouth. Metro works with the Portland Area Comprehensive Transportation System (PACTS), the Greater Portland Council of Governments (GPCOG), multiple partner transit agencies, and member communities to implement a coordinated regional transit system.

A Board of Directors manages the transit district. The Board of Directors has responsibility for budgeting and financing. During the course of early 2019, Metro worked with the communities of Brunswick, Freeport and Yarmouth to move the Metro BREEZ project from its pilot phase to permanence. This also entailed bringing these communities onto the Metro Board of Directors as full members who also contribute their fair portion of the agency's fixed and overhead costs. The district's operating and capital expenditures, including debt service, are financed by state and federal grants received directly by the district, fares, and assessments of member communities.

The FY21 City's Metro budget has increased by \$89,286 or 3.2%. The FY21 revenue represents projected TIF and Coronavirus Aid, Relief, and Economic Security (CARES) Act reimbursement.

Division Summary

Department: Memberships/Other	Division: Transit District (METRO)				Account: 10065200	
	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Contributions	2,787,772	2,787,772	2,877,058	2,877,058	2,877,058	2,877,058
Total	2,787,772	2,787,772	2,877,058	2,877,058	2,877,058	2,877,058
Less Revenues	(302,717)	0	0	(654,516)	(654,516)	(654,516)
Net Division Total	2,485,055	2,787,772	2,877,058	2,222,542	2,222,542	2,222,542

Regional Transportation

The Regional Transportation Program (RTP) provides para-transit services to the City on a contractual basis, for individuals unable to use public transportation (METRO), in accordance with the American with Disabilities Act (ADA). RTP services the cities of Portland, South Portland, and Westbrook, with the cost apportioned based on ridership.

Division Summary

Department: Memberships/Other **Division:** Regional Transportation **Account:** 10065300

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Contributions	78,480	78,480	78,480	78,480	78,480	78,480
Total	78,480	78,480	78,480	78,480	78,480	78,480

Memberships - Miscellaneous

The Memberships account provides for City membership in various professional and governmental organizations whose purpose is to provide services and information to the City. This year's budget includes funding for the Greater Portland Council of Governments, Community Television Network, the Maine Municipal Association, the Board of Harbor Commissioners, Peaks Island Council, the HOME Team, and Community Counseling for TIP Program.

Division Summary

Department: Memberships/Other **Division:** Memberships - Miscellaneous **Account:** 10065400

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Contractual Services	50,000	45,861	50,000	50,000	50,000	50,000
Contributions	387,388	387,000	896,388	369,910	369,910	369,910
Total	437,388	432,861	946,388	419,910	419,910	419,910

Wage Adjustment

The Wage Adjustment account provides a wage reserve, which may result from scheduled union contract negotiations or other personnel compensation agreements. This account may also be used for anticipated wage savings not reflected in the department budgets.

Department Summary

Department: Wage Adjustment

Account: 100-67

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	(165,000)	0	0	0	0	0
Total	(165,000)	0	0	0	0	0

Key Revenues and Expenses

Revenues

FISH PIER

The Fish Pier Authority is a segregated budget that maintains the Portland Fish Pier and keeps its own fund balance. Administered by the Fish Pier Authority board, this fund receives revenues from leases and parking on the pier. Revenue generated by fish pier operations is required to be used to support the pier maintenance and capital improvements, as well as supporting the Portland Fish Exchange auction.

SEWER FUND

100% of the revenues generated by the Sewer Fund are from sewer user fees. The Portland Water District bills the City's residents and businesses for water and sewer. The sewer portion is based upon water volume.

On October 1, 2020, the FY21 sewer user fee increases to \$11.15 per hundred cubic feet (hcf). This is an increase of \$0.75 over the FY20 rate of \$10.40 per hcf, an increase of 7.2%.

In FY21, approximately 79.4% of the Sewer Fund budget is allocated for debt service and assessment fees to the Water District.

STORMWATER FUND

The Stormwater program / rate began mid-year FY16 on January 1, 2016; Stormwater related services separated from the Sewer Fund as part of an effort to achieve greater fairness in paying stormwater costs among its' users, allowing more equitable distribution of user costs which are based on impervious area.

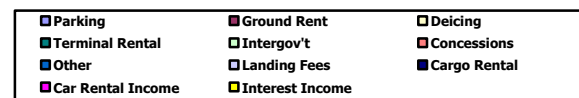
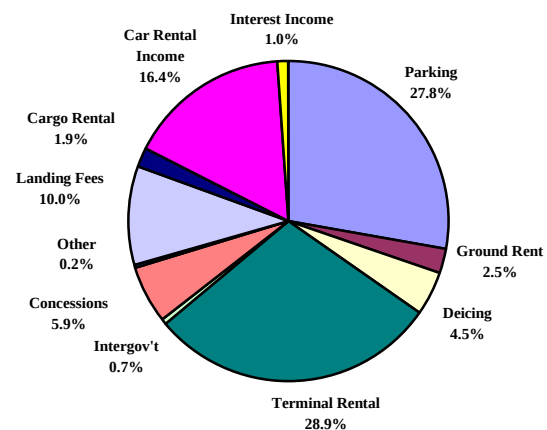
The FY21 stormwater service charge increases to \$6.75/month per 1,200 square feet of impervious surface as of October, 1, 2020, an increase of \$0.45 or 7.1%. The City maintains the Stormwater billing system.

The collected funds from the sewer user fees and stormwater service charges are used to maintain and improve the City's infrastructure, and to fund projects related to the Department of Environmental Protection's ("DEP") mandated Combined Sewer Overflow ("CSO") requirements. The capital cost estimate of these projects totals several hundred million over an approximate 20-year time period.

JETPORT

The Jetport is ranked by the Federal Aviation Administration as the 94th largest airport in the United States based on enplanements as of calendar year 2019. The Jetport served 2.18 million passengers in calendar year 2019, which decreased to 1.63 million passengers in fiscal year 2020 as the COVID-19 pandemic reduced the use of air travel worldwide. The Jetport is served by four major airlines operating year-round: American Airlines, Delta Airlines, Southwest Airlines, and United Airlines, along with their regional partners. Additional seasonal service is provided by Elite Airways, Frontier, JetBlue and Sun Country.

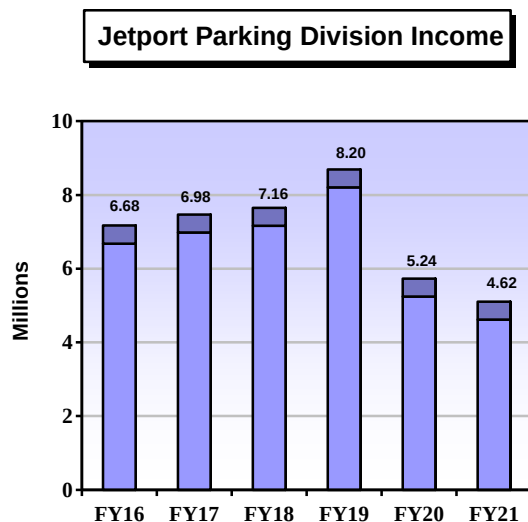
Jetport Revenues



Note: Due to rounding, totals may not equal 100%

Airlines pay terminal rental and landing fees based on Jetport cost center expenses. Airline revenues account for approximately 36% of the Jetport's total FY21 revenue estimate, with parking, rental cars, concessions, ground rent, and miscellaneous revenue providing the other 64%.

Rental cars are provided on-site by Alamo, Avis, Budget, Dollar, Enterprise, Hertz, and National. Each agency pays a fee for parking ready spaces, counter space, and commission on gross sales to the Jetport. In FY21, car rental agency income is expected to draw 25% of the non-airline revenue. Parking, representing 44% of non-airline revenue, is contracted out to a private management company, which remits the net revenues generated by the parking operations on a monthly basis. With decreased air travel due to the pandemic, parking income, airline revenues and car rental revenue estimates all reflect significant reductions.



Note: FY20 and FY21 are estimated amounts

The Airfield Deicing Facility is a net zero cost operation, with all costs initially paid by the Jetport and then reimbursed by airlines for services rendered.

All revenues generated by the Jetport are dedicated, meaning that any excess of revenue after expenses have been paid at year-end must remain in the Jetport fund to be used for future expansion or major capital improvement needs.

Expenditures

Enterprise Fund accounting is used to account for operations that are financed and operated in a manner similar to private business enterprises. The intent of the governing body is that the costs of providing goods and services to the public be financed primarily through user charges. There are four enterprise funds administered by three departments of the City. A brief description of each of these operations follows.

FISH PIER

The Fish Pier Authority is a segregated budget that maintains the Portland Fish Pier and keeps its own fund balance. The Fish Pier falls under the direction of the Public Buildings and Waterfront department. The Pier was deeded to the City in 1984 by the State to use in support of commercial fishing activities.

SEWER FUND

The principal function of the Sewer Fund is to account for the sewer services to the City residents and business establishments. The City is also served by the Portland Water District (PWD), a wholly separate quasi-municipal entity, whose operations are not part of the City for treatment of its wastewater. The City owns and maintains the infrastructure sewer lines and is responsible for the cost of their maintenance, improvements and expansion. The PWD owns and operates a treatment plant for sewage delivered to the plant by the City, for which the City pays a monthly fee. The City is responsible for the entire debt service required to finance the PWD's treatment plant in Portland.

STORMWATER FUND

The principal function of the Stormwater fund is to account for operating, maintaining, and meeting the capital costs requirements of the City of Portland stormwater and combined sewer infrastructure systems. The City of Portland maintains 129 miles of stormwater infrastructure, 141 miles of combined sewer systems, 96 miles of

sanitary sewer, 9 sewer-pumping stations, and approximately 15,000 other structures that help to move and treat stormwater.

The city is also responsible for the capital costs necessary to maintain the system and the development and redevelopment of properties within the city and for meeting State and Federal mandates regarding the quality of streams and tidal waters within its jurisdiction.

JETPORT

The Jetport Fund is responsible for the operation and maintenance of the Portland International Jetport. The Jetport serves as a vital transportation link to the City of Portland and the entire southern region of Maine. Passenger enplanements have increased from approximately 250,111 passengers annually in 1980 to 1,088,728 for the calendar year 2019 before the pandemic.

The Jetport's major expenses include the terminal building, operation of the Jetport Parking division, and maintenance of the Airfield runways, taxiways and aprons. Other central expenses include security, administrative, and marketing costs.

City of Portland, Maine
Comparative Statement of Revenues
For Enterprise Funds

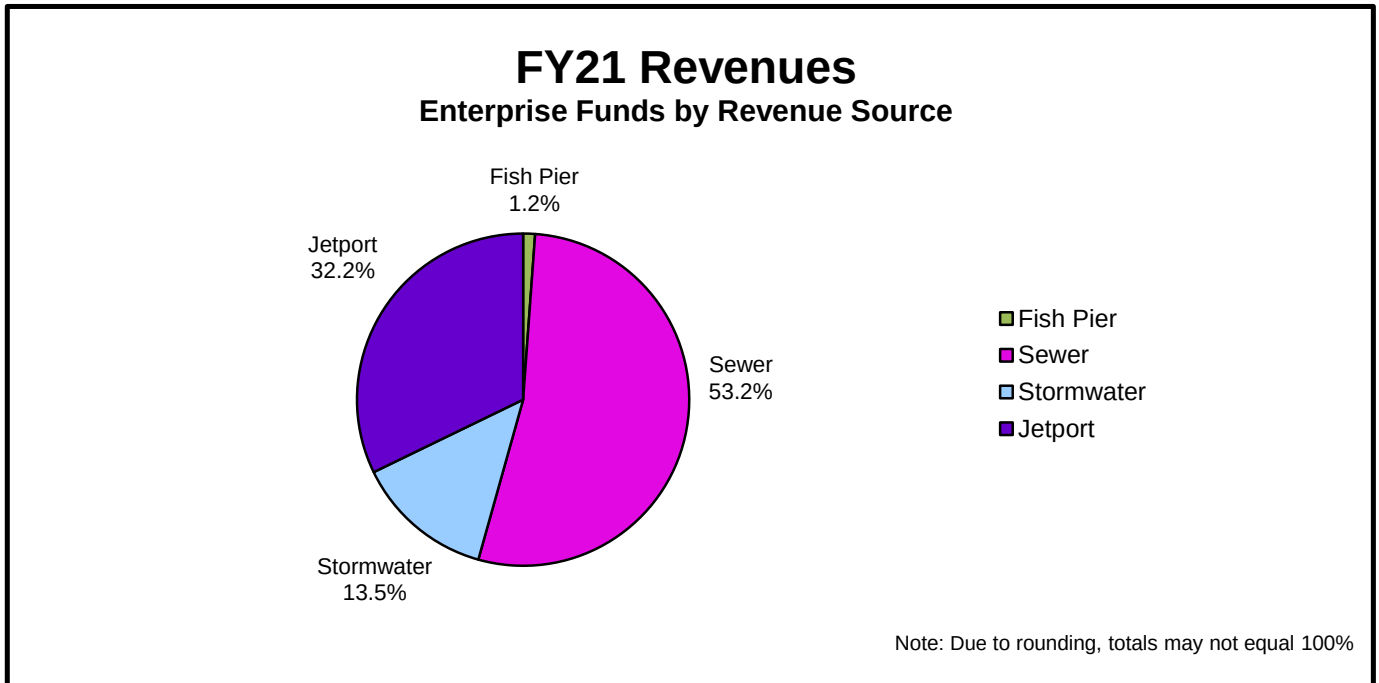
Object	Account Title	Actual Revenues FY19	Estimated Revenues FY20	Projected Revenues FY20	Estimated Revenues FY21
Fish Pier Fund:					
341-000	Misc. Charges for Services	20,189	17,120	9,601	16,820
341-550	Berthing Income	29,143	29,376	12,240	29,376
361-000	Interest Income	29,768	-	13,900	-
363-150	Parking Income	307,869	330,226	287,421	348,856
363-250	Ground Rent	187,630	182,456	77,397	186,252
394-000	Fund Balance Appropriation	-	(170,499)	(32,184)	(158,088)
Total Fish Pier Fund:		\$574,599	\$388,679	\$368,375	\$423,216
Sewer Fund:					
321-040	Sewer Connects	9,300	13,000	4,850	13,000
327-000	Misc. Licenses and Permits	1,500	4,950	-	4,950
341-000	Misc. Charges for Services	55,756	15,000	13,709	15,000
341-700	Lien and Foreclosure Cost	12,262	10,000	5,574	12,930
344-100	Residential Sewer Fees	13,961,031	15,009,966	14,737,405	14,437,405
344-200	Commercial Sewer Fees	8,496,292	8,874,497	8,873,613	8,873,613
344-300	Industrial Sewer Fees	1,683,573	1,735,976	1,474,340	1,474,341
344-400	Governmental Sewer Fees	840,148	949,791	842,473	842,473
344-500	Commercial Surcharge Inc.	168,558	100,400	162,600	162,600
344-600	Industrial Surcharge Inc.	213,328	300,000	210,500	210,500
361-000	Interest Income	275,585	50,000	225,000	225,000
361-300	Interest / Penalty Delinquencies	10,505	500	10,000	10,000
394-000	Fund Balance Appropriation	-	(424,085)	(1,093,380)	(6,323)
395-000	Enterprise Fund Charges	238,928	247,667	247,667	301,097
398-000	Misc. Reimbursements	26,439	54,240	21,719	36,432
398-010	Fringe Benefits	70,412	90,671	90,671	95,900
Total Sewer Fund:		\$26,063,618	\$27,032,572	\$25,826,741	\$26,708,918
Stormwater Fund:					
341-000	Misc. Charges for Services	20	-	(20)	-
344-650	Stormwater User Fees	6,679,990	6,933,125	6,651,893	6,651,893
344-651	Stormwater Credit	-	(103,997)	-	-
361-000	Interest Income	132,171	35,000	150,000	100,000
394-000	Fund Balance Appropriation	-	(4,088,588)	(3,927,632)	(3,788,556)
398-000	Misc. Reimbursements	4,811	13,297	4,152	9,535
Total Stormwater Fund:		\$6,816,993	\$2,788,837	\$2,878,393	\$2,972,872
Jetport Fund:					
331-200	Federal Pass Thru Grants	118,595	117,968	104,084	116,660
341-000	Misc. Charges for Services	850,611	830,353	758,266	772,000
361-000	Interest Income	548,340	161,600	276,200	161,600

City of Portland, Maine
Comparative Statement of Revenues
For Enterprise Funds

Object	Account Title	Actual Revenues FY19	Estimated Revenues FY20	Projected Revenues FY20	Estimated Revenues FY21
Jetport Fund <i>Continued</i>					
363-150	Parking Income	8,091,982	8,461,804	5,114,180	4,492,769
363-200	Concessions	1,812,302	1,590,245	1,436,184	951,895
363-250	Ground Rent	413,679	385,902	430,412	405,700
363-300	Landing Fees	3,897,360	3,958,420	2,803,777	1,624,488
363-350	Terminal Rental	5,353,832	5,486,279	5,192,456	4,677,460
363-400	Commissions - Car Rentals	5,038,901	5,095,116	4,448,280	2,494,411
363-450	Car-Service Facility	30,908	33,921	33,169	33,921
363-470	Car Rental - Terminal Use	112,968	123,238	125,712	123,238
363-480	Cargo Revenue	389,927	333,429	308,559	312,766
394-000	Fund Balance Appropriation	-	-	1,469,376	7,907,846
Total Jetport Fund:		\$26,659,406	\$26,578,275	\$22,500,655	\$24,074,754
TOTAL ENTERPRISE FUND REVENUES:		\$60,114,615	\$56,788,363	\$51,574,164	\$54,179,760

*** Notes:**

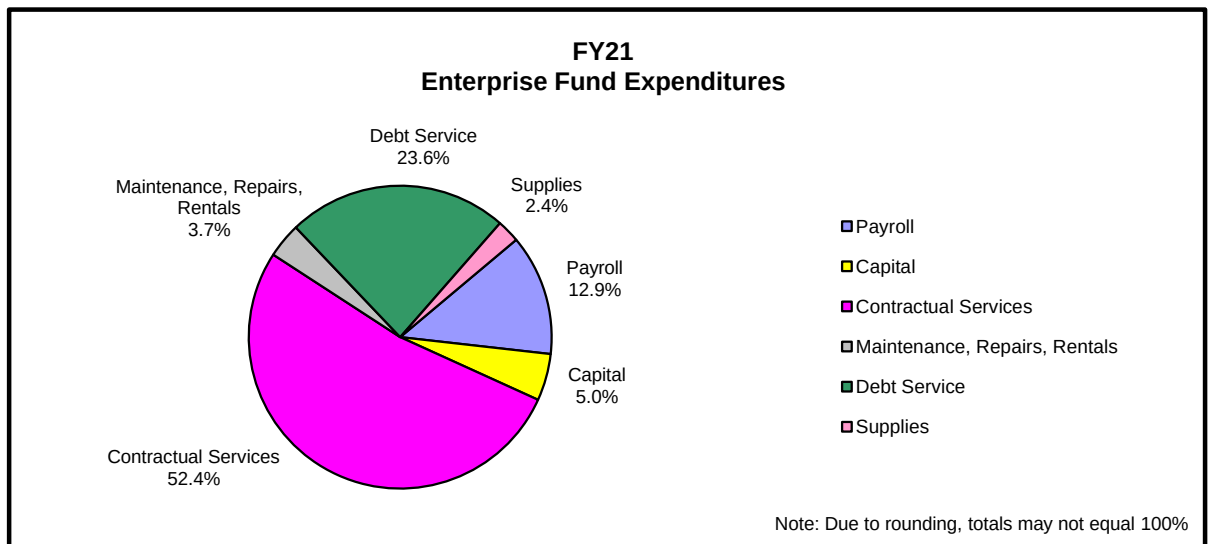
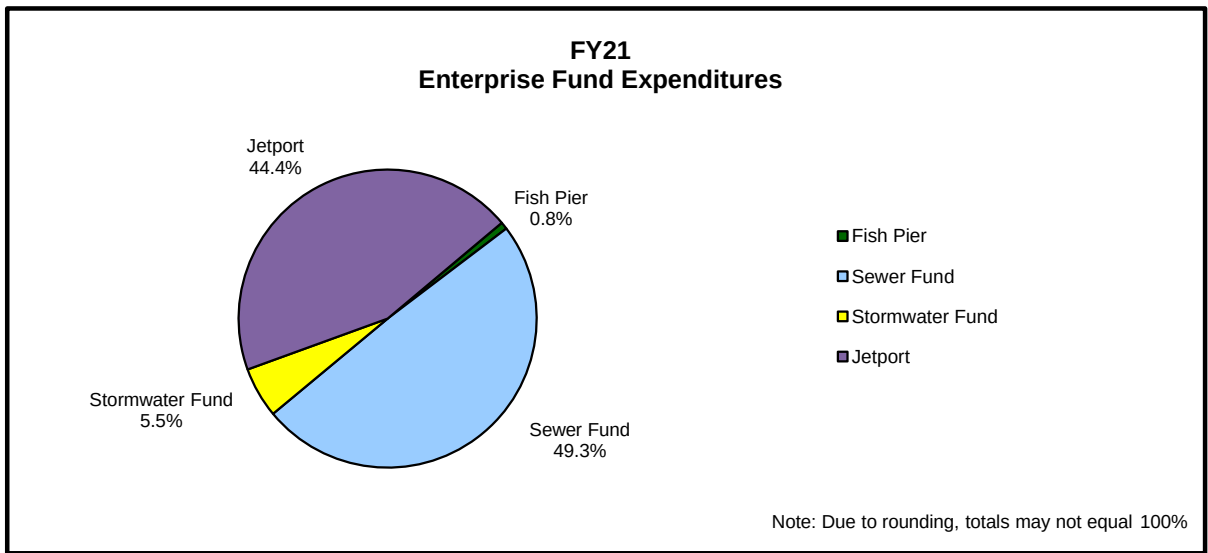
¹ Covid-19 Pandemic began mid-March 2020 (FY20): Significant Revenue Budget Impacts Include Jetport Operations



**CITY OF PORTLAND, MAINE
FY21 Annual Budget**

Departmental Budget Summary By Expenditure Category

Account Number	Account Title	Payroll	Contractual Services	Maint. / Repairs & Rentals	Supplies	Capital	Debt Service	Total
530	Fish Pier	74,647	98,070	225,000	13,500	0	11,999	423,216
570	Sewer Fund	2,266,198	15,867,745	376,614	255,860	64,255	7,878,246	26,708,918
571	Stormwater Fund	1,007,615	975,651	112,117	130,340	0	747,149	2,972,872
583	Jetport	3,637,790	11,436,699	1,304,983	921,528	2,649,259	4,124,495	24,074,754
Total Enterprise Funds:		\$6,986,250	\$28,378,165	\$2,018,714	\$1,321,228	\$2,713,514	\$12,761,889	\$54,179,760



Fish Pier Authority

The Fish Pier Authority, a quasi-municipal corporation, was created in 1989 to operate the eighteen-acre site. The pier is home to the City owned Portland Fish Exchange, the first public auction site for fresh seafood in the nation.

The bylaws of the Fish Pier Authority require that all revenue generated from the Fish Pier operations must stay with the Authority.

As an Enterprise Fund, expenditures and revenues net to zero.

The FY21 expenditure budget has increased \$34,537, or 8.9%, and reflects the addition of the Waterfront Coordinator salary at 50%. Excluding projected surplus (revenues over expenditures), the FY21 Fish Pier revenue estimate is anticipated to increase \$22,126, or 4.0%.

Department Summary

Department: Public Buildings & Waterfront

Account: 530-35

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	32,000	32,000	32,000	74,647	74,647	74,647
Benefits	0	0	0	11,805	11,805	11,805
Administrative Services	14,594	14,594	14,594	14,594	14,594	14,594
Contractual Services	42,676	42,676	42,476	42,476	42,476	42,476
Maintenance and Repair	225,000	225,000	225,000	225,000	225,000	225,000
Insurance	13,119	13,119	14,195	14,195	14,195	14,195
Supplies	13,500	13,500	13,500	13,500	13,500	13,500
Utilities	35,304	15,000	15,000	15,000	15,000	15,000
Debt Service	12,486	12,486	11,999	11,999	11,999	11,999
Total	388,679	368,375	368,764	423,216	423,216	423,216
Less Revenues	(388,679)	(368,375)	(368,764)	(423,216)	(423,216)	(423,216)
Net Department Total	0	0	0	0	0	0

Sewer Fund

The principal function of the Sewer Fund Enterprise is to account for the sewer services provided to City residents and business establishments. The Portland Water District, not a city department, owns and operates the wastewater treatment plant for which the Sewer Fund pays a monthly fee. The City owns and maintains the infrastructure sewer lines and is responsible for the costs of maintenance, improvements, and expansion.

All users of the system pay monthly, quarterly or annual fees, based upon water volume, to support the expenses of the fund.

As an Enterprise Fund, expenditures and revenues net to zero. Revenues in excess of expenditures are recorded in the fund balance line.

The FY21 Sewer Fund budgeted expenditures decreased \$323,654 or 1.2%. This reduction is largely due to a decrease in capital outlay requests; the FY20 budget included funds for pump station improvements and driveway paving at 109 District Road, as well as a computer software wastewater modeling and management application. This budget includes a net increase of one full-time position.

Department Summary

Department: Sewer Finance / Public Works

Account: 570

		FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown							
Payroll		2,274,391	2,220,504	2,473,706	2,266,198	2,266,198	2,266,198
Benefits		998,752	906,965	1,041,250	1,034,894	1,034,894	1,034,894
Administrative Services		13,745,799	13,329,580	13,789,722	13,767,194	13,767,194	13,767,194
Contractual Services		897,103	823,313	1,567,025	971,957	971,957	971,957
Maintenance and Repair		359,220	298,186	369,098	278,460	278,460	278,460
Rentals		117,065	95,563	114,952	98,154	98,154	98,154
Insurance		30,729	6,644	790	790	790	790
Supplies		273,701	251,394	282,061	255,860	255,860	255,860
Utilities		112,024	119,249	111,584	92,910	92,910	92,910
Capital Outlay		300,000	75,000	119,255	64,255	64,255	64,255
Debt Service		7,923,788	7,700,343	7,813,408	7,878,246	7,878,246	7,878,246
Total		27,032,572	25,826,741	27,682,851	26,708,918	26,708,918	26,708,918
Summary by Division							
Sewer Finance	(15-300)	141,938	97,002	104,992	104,356	104,356	104,356
Sewer Public Works Administration	(31-100)	838,548	677,692	795,027	741,301	741,301	741,301
Sewer Districting	(31-202)	2,637,279	2,455,626	3,395,169	2,555,803	2,555,803	2,555,803
Sewer Communications	(31-204)	65,808	66,497	68,425	65,378	65,378	65,378
Sewer Engineering	(31-303)	603,082	533,824	654,691	512,695	512,695	512,695
Sewer Debt Service	(31-600)	8,088,788	7,852,923	7,964,908	8,029,746	8,029,746	8,029,746
Sewer Fringe Benefits	(31-700)	1,519,490	1,403,467	1,522,494	1,522,494	1,522,494	1,522,494
Sewer PWD Assessment	(31-800)	13,137,639	12,739,710	13,177,145	13,177,145	13,177,145	13,177,145
Total		27,032,572	25,826,741	27,682,851	26,708,918	26,708,918	26,708,918
Less Revenues		(27,032,572)	(25,826,741)	(27,682,851)	(26,708,918)	(26,708,918)	(26,708,918)
Net Department Total		0	0	0	0	0	0

Sewer Finance

This division's services are provided by the City's Finance Department. Finance provides billing and collection services, as well as lien processing for delinquent accounts. The Finance Department also maintains the financial records for the Sewer Fund and the computer network system.

The FY21 Sewer Finance division's decrease of \$37,582, or 26.5%, is related to the budget reduction in contractual services for the implementation of the city-wide public sector software system.

Division Summary

Department: Finance **Division:** Sewer Finance **Account:** 57015300

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	79,648	76,152	81,882	81,246	81,246	81,246
Administrative Services	5,820	3,000	5,135	5,135	5,135	5,135
Contractual Services	53,620	15,000	15,125	15,125	15,125	15,125
Supplies	2,850	2,850	2,850	2,850	2,850	2,850
Total	141,938	97,002	104,992	104,356	104,356	104,356

Sewer Public Works Administration

This division accounts for the associated costs incurred by the Department of Public Works administrative staff for sewer related activities.

The FY21 Administration expenditures decreased \$97,247, or 11.6%. Budget changes include the reduction of one full-time staff position, as well as the reduction in computer maintenance associated with technology improvements included in the FY20 budget.

Division Summary

Department: Public Works **Division:** Sewer Public Works Administration **Account:** 57031100

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	652,927	555,856	617,776	606,495	606,495	606,495
Benefits	3,192	1,056	3,192	3,192	3,192	3,192
Administrative Services	34,795	25,712	29,015	19,570	19,570	19,570
Contractual Services	30,750	13,287	27,720	26,720	26,720	26,720
Maintenance and Repairs	86,857	56,713	86,897	57,897	57,897	57,897
Rentals	19,677	19,737	19,677	19,677	19,677	19,677
Supplies	10,350	5,331	10,750	7,750	7,750	7,750
Total	838,548	677,692	795,027	741,301	741,301	741,301

Sewer Districting

Sewer Districting is responsible for the maintenance and repair of the City's sanitary sewer and stormwater systems including pump station operations and maintenance, catch basin cleaning, right of way inspections and maintenance, and sewer inspections and investigations.

FY21 program expenditures have decreased \$81,476, or 3.1%. The FY21 budget changes include the net increase of two full-time positions, a decrease in manhole adjustments, an increase in contractual services for TV camera work and pest control, and a reduction in capital outlay related to FY20 projects at 109 District Road.

Division Summary

Department: Public Works

Division: Sewer Districting

Account: 57031202

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	1,138,065	1,138,250	1,314,960	1,152,646	1,152,646	1,152,646
Benefits	21,781	25,289	31,407	25,407	25,407	25,407
Administrative Services	28,695	35,988	43,250	37,250	37,250	37,250
Contractual Services	518,252	515,190	1,141,964	651,464	651,464	651,464
Maintenance and Repairs	271,501	237,140	278,501	216,834	216,834	216,834
Rentals	93,960	74,160	93,960	77,160	77,160	77,160
Supplies	253,001	235,360	260,288	237,877	237,877	237,877
Utilities	112,024	119,249	111,584	92,910	92,910	92,910
Capital Outlay	200,000	75,000	119,255	64,255	64,255	64,255
Total	2,637,279	2,455,626	3,395,169	2,555,803	2,555,803	2,555,803

Sewer Communications

Public Works Sewer Communications accounts for the associated costs incurred for sewer related functions including service requests, street flooding and Dig Safe requests.

Sewer Communications expenditures are budgeted at one third of the general fund communications costs.

The FY21 expenditure program decrease is \$430 or 0.7%.

Division Summary

Department: Public Works **Division:** Sewer Communications **Account:** 57031204

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	59,822	61,496	60,461	58,519	58,519	58,519
Benefits	442	442	371	375	375	375
Administrative Services	416	130	333	0	0	0
Contractual Services	983	1,056	2,218	1,900	1,900	1,900
Maintenance and Repairs	167	701	2,805	2,834	2,834	2,834
Rentals	2,678	1,667	565	567	567	567
Supplies	1,300	1,005	1,672	1,183	1,183	1,183
Total	65,808	66,497	68,425	65,378	65,378	65,378

Sewer Engineering

The environmental engineering component of the Engineering division concentrates on sewer and storm water systems and compliance programs. Services include sanitary sewer and storm water system construction and rehabilitation, separation of sewage and storm water systems, investigation of drainage complaints and system failures, various environmental permitting, and enforcement of City ordinances and technical standards for sewage, stormwater and industrial waste discharge. This group is also responsible for the implementation of the Combined Sewer Overflow (CSO) abatement program and the industrial pretreatment program, both federally mandated by the Clean Water Act.

This divisional budget reflects a decrease of \$90,387, or 15.0%, largely due to the FY20 budget appropriation for a geographic information system (GIS) integrated modeling service for the management of stormwater drainage and wastewater collection systems.

Division Summary

Department: Public Works

Division: Sewer Engineering

Account: 57031303

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	343,929	388,750	398,627	367,292	367,292	367,292
Benefits	2,960	1,740	2,960	2,600	2,600	2,600
Administrative Services	20,050	6,655	16,460	9,710	9,710	9,710
Contractual Services	128,498	126,200	228,498	125,248	125,248	125,248
Maintenance and Repairs	695	3,631	895	895	895	895
Rentals	750	0	750	750	750	750
Supplies	6,200	6,848	6,501	6,200	6,200	6,200
Capital Outlay	100,000	0	0	0	0	0
Total	603,082	533,824	654,691	512,695	512,695	512,695

Sewer Debt Service

The Debt Service account provides for the sewer fund's portion of the principal and interest on the City's outstanding general obligation bonds.

The FY21 Sewer Fund Debt Service expenditures have decreased \$59,042 or 0.7%.

Division Summary

Department: Public Works

Division: Sewer Debt Service

Account: 57031600

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Contractual Services	165,000	152,580	151,500	151,500	151,500	151,500
Debt Service	7,923,788	7,700,343	7,813,408	7,878,246	7,878,246	7,878,246
Total	8,088,788	7,852,923	7,964,908	8,029,746	8,029,746	8,029,746

Sewer Fringe Benefits

The Fringe Benefits account provides for the sewer fund's portion of the employees' fringe benefit costs as well as its share of the administrative services provided by the City's staff departments.

The FY21 Sewer Fringe Benefits projected expenditures remain fairly flat, a \$3,004 or 0.2% increase.

Division Summary

Department: Public Works **Division:** Sewer Fringe Benefits **Account:** 57031700

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Benefits	970,377	878,439	1,003,320	1,003,320	1,003,320	1,003,320
Administrative Services	518,384	518,384	518,384	518,384	518,384	518,384
Insurance	30,729	6,644	790	790	790	790
Total	1,519,490	1,403,467	1,522,494	1,522,494	1,522,494	1,522,494

Sewer PWD Assessment

The Assessment account provides for the monthly assessment from the Portland Water District (PWD) for the filtration plant operations.

The FY21 PWD Assessment's increase is projected at \$39,506 or 0.3%.

Division Summary

Department: Public Works

Division: Sewer PWD Assessment

Account: 57031800

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Administrative Services	13,137,639	12,739,710	13,177,145	13,177,145	13,177,145	13,177,145
Total	13,137,639	12,739,710	13,177,145	13,177,145	13,177,145	13,177,145

Stormwater Fund

The Stormwater Fund supports the expenditures needed to operate and maintain this critical infrastructure system, preventing pollutants from entering valued waterways as mandated by the federal Clean Water Act (CWA). The stormwater fee, implemented in January of 2016 and separating from the Sewer Fund, was designed to disperse the program costs to all City property owners who benefit from the positive impacts of this investment. The stormwater fee is based on the impervious area on a property.

The FY21 budgeted expenditures increased \$184,053, or 6.6%, largely attributed to the projected increase in benefit and debt service costs. FY21 budget changes also include the reduction of one full-time position and a contractual services line increase with regards to the watershed assessment per MS4 permit requirements and an update to the Stormwater Management Plan.

Department Summary

Department: Stormwater Finance / Public Works

Account: 571

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	982,030	965,359	1,099,782	1,007,615	1,007,615	1,007,615
Benefits	219,571	274,255	335,296	335,296	335,296	335,296
Administrative Services	179,220	133,756	160,290	153,915	153,915	153,915
Contractual Services	442,458	351,660	979,259	484,440	484,440	484,440
Maintenance and Repair	82,500	62,250	61,500	61,500	61,500	61,500
Rentals	64,617	38,617	64,617	50,617	50,617	50,617
Insurance	0	1,988	2,000	2,000	2,000	2,000
Supplies	143,020	133,350	143,470	130,340	130,340	130,340
Capital Outlay	0	280,000	0	0	0	0
Debt Service	675,421	637,158	1,208,201	747,149	747,149	747,149
Total	2,788,837	2,878,393	4,054,415	2,972,872	2,972,872	2,972,872
Summary by Division						
Stormwater Finance Administration (15-100)	275,145	225,798	286,623	266,228	266,228	266,228
Stormwater Management (31-500)	1,543,268	1,665,692	2,148,703	1,548,607	1,548,607	1,548,607
Stormwater Debt Service (31-600)	685,421	645,008	1,216,001	754,949	754,949	754,949
Stormwater Fringe Benefits (31-700)	285,003	341,895	403,088	403,088	403,088	403,088
Total	2,788,837	2,878,393	4,054,415	2,972,872	2,972,872	2,972,872
Less Revenues	(2,788,837)	(2,878,393)	(4,054,415)	(2,972,872)	(2,972,872)	(2,972,872)
Net Department Total	0	0	0	0	0	0

Stormwater Finance Administration

The Stormwater Finance division provides billing, collection and customer service to all property owners in the City of Portland.

The FY21 Stormwater Finance division's expenditures have decreased \$8,917, or 3.2%, primarily due to decreases in the contractual service line items.

Division Summary

Department: Finance **Division:** Stormwater Finance Administration **Account:** 57115100

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	168,104	166,359	179,581	171,005	171,005	171,005
Administrative Services	46,953	30,704	46,953	44,953	44,953	44,953
Contractual Services	54,938	23,585	54,939	45,120	45,120	45,120
Supplies	5,150	5,150	5,150	5,150	5,150	5,150
Total	275,145	225,798	286,623	266,228	266,228	266,228

Stormwater Management

The Stormwater Management division budget represents the costs to operate and maintain this critical infrastructure system, and to meet or exceed the Stormwater Management requirements of the Clean Water Act. The activities supported by this budget include proportional amounts of catch basin cleaning, ditch clearing, drainage system maintenance, materials disposal, fleet maintenance, and minor structural system repairs that are attributed to the stormwater versus the sewer system. This budget also includes the personnel and consulting service costs for "Small Municipal Separate Storm Sewer System" (MS4) compliance program development and administration, as well as the ongoing participation in the regional Interlocal Stormwater Working Group (ISWG) and anticipated payments towards the Long Creek Watershed Management Plan.

The Sweeping division removes materials such as litter, winter sand, leaves, debris and small particles from City streets. The Sweeping division performs street flushing, and clean up after special events (parades, New Year's celebration, etc.); their efforts promote cleanliness and help the City comply with stormwater quality regulations. Most Sweeping personnel work from 11:00 PM to 7:00 AM. The division provides for daytime sweeping in Parkside, in addition to the longstanding daytime operations on Munjoy Hill.

The FY21 expenditures increased slightly by \$5,339, or 0.3%. FY21 budget changes include reductions of one full-time staff position, right-of-way work and vehicle repair. The FY21 budget also includes an increase in contractual services for watershed assessment and an update to the Stormwater Management Plan.

Division Summary

Department: Public Works	Division: Stormwater Management				Account: 57131500	
	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	813,926	799,000	920,201	836,610	836,610	836,610
Benefits	3,420	3,200	3,060	3,060	3,060	3,060
Administrative Services	63,415	34,200	44,485	40,110	40,110	40,110
Contractual Services	377,520	320,225	916,520	431,520	431,520	431,520
Maintenance and Repairs	82,500	62,250	61,500	61,500	61,500	61,500
Rentals	64,617	38,617	64,617	50,617	50,617	50,617
Supplies	137,870	128,200	138,320	125,190	125,190	125,190
Capital Outlay	0	280,000	0	0	0	0
Total	1,543,268	1,665,692	2,148,703	1,548,607	1,548,607	1,548,607

Stormwater Debt Service

The Debt Service account provides for the stormwater fund's portion of the principal and interest on the City's outstanding general obligation bonds.

The FY21 Stormwater Debt Service projected increase is \$69,528 or 10.1%.

Division Summary

Department: Public Works **Division:** Stormwater Debt Service **Account:** 57131600

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Contractual Services	10,000	7,850	7,800	7,800	7,800	7,800
Debt Service	675,421	637,158	1,208,201	747,149	747,149	747,149
Total	685,421	645,008	1,216,001	754,949	754,949	754,949

Stormwater Fringe Benefits

The Fringe Benefits account provides for the stormwater fund's portion of the employees' fringe benefit costs as well as its share of the administrative services provided by the City's staff departments.

The FY21 Stormwater Fringe Benefits budgeted expenditures increased \$118,085 or 41.4%.

Division Summary

Department: Public Works **Division:** Stormwater Fringe Benefits **Account:** 57131700

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Benefits	216,151	271,055	332,236	332,236	332,236	332,236
Administrative Services	68,852	68,852	68,852	68,852	68,852	68,852
Insurance	0	1,988	2,000	2,000	2,000	2,000
Total	285,003	341,895	403,088	403,088	403,088	403,088

Jetport Fund

The Portland International Jetport provides commercial air service to over two million passengers a year, general aviation facilities via two fixed base operators (FBOs) for private aircraft, and an air cargo facility. The Jetport is a dedicated fund which means all revenues generated remain with the airport to fund both normal airport operations as well as capital improvements. No local tax dollars are used to support the Jetport. In order to balance the fund for budgetary purposes, the projected revenue excess over projected expenditures is budgeted under Administrative Services as the anticipated surplus, whereas in the case of FY21, expenditures in excess of revenues are projected under revenue or use of Jetport Fund Balance.

The Jetport completed its most recent Airport Master Plan in 2016. The master plan sets the Jetport's priorities in spending for infrastructure improvements, major equipment purchases, and asset management for the short (years 1-6), intermediate (years 7-11), and long term (years 12-20) planning horizons.

The pandemic continues to have a profound financial impact on the Jetport as COVID-19 travel restrictions have reduced the use of air travel worldwide. The Jetport's overall FY21 expenditure budget, excluding FY20 anticipated surplus, has decreased \$1,701,897 or 6.6%. FY21 projected revenues, without the use of FY21 fund balance, have decreased by \$10,411,367 or 39.2%; airline and parking revenue are the Jetport's largest revenue streams, followed then by car rental commissions. Prior to the pandemic, the Portland International Jetport was breaking passenger records in each of the past four years (2016-2019) as well as in the two months prior to the onset on the pandemic in March of 2020.

Department Summary

Department: Jetport **Account:** 583-28

		FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown							
Payroll		3,749,872	3,151,019	3,779,146	3,637,790	3,637,790	3,637,790
Benefits		2,412,846	2,224,529	2,475,450	2,416,394	2,416,394	2,416,394
Administrative Services		1,753,185	761,997	1,524,133	866,611	866,611	866,611
Contractual Services		5,680,615	4,989,376	5,474,235	4,810,423	4,810,423	4,810,423
Maintenance and Repair		1,225,320	1,202,045	1,269,775	1,285,775	1,285,775	1,285,775
Rentals		22,670	19,654	97,208	19,208	19,208	19,208
Insurance		187,568	160,331	182,485	182,485	182,485	182,485
Supplies		1,039,092	700,228	1,206,765	921,528	921,528	921,528
Utilities		1,398,547	1,287,079	1,298,831	1,298,831	1,298,831	1,298,831
Contributions		1,741,102	1,497,396	2,144,225	1,861,955	1,861,955	1,861,955
Capital Outlay		3,232,645	2,372,188	3,611,759	2,649,259	2,649,259	2,649,259
Debt Service		4,134,813	4,134,813	4,122,395	4,124,495	4,124,495	4,124,495
Total		26,578,275	22,500,655	27,186,407	24,074,754	24,074,754	24,074,754
Summary by Division							
Jetport Administration	(28-101)	1,221,479	1,098,822	1,247,755	1,145,365	1,145,365	1,145,365
Jetport Marketing	(28-102)	598,640	387,425	545,140	411,140	411,140	411,140
Jetport Fringe and Indirect Costs	(28-103)	4,084,313	3,722,276	4,628,889	4,288,163	4,288,163	4,288,163
Jetport Field	(28-200)	4,577,799	3,465,571	4,656,439	4,220,698	4,220,698	4,220,698
Jetport General Aviation	(28-300)	17,168	15,268	17,168	17,168	17,168	17,168
Jetport Operations	(28-400)	2,702,802	2,460,018	2,564,318	2,363,263	2,363,263	2,363,263
Jetport Terminal Division	(28-500)	6,992,649	5,642,924	7,571,101	6,396,682	6,396,682	6,396,682
Jetport Parking Division	(28-600)	4,907,020	5,034,725	4,720,144	4,557,244	4,557,244	4,557,244
Jetport Airfield Deicing Facility	(28-700)	674,781	673,626	675,031	675,031	675,031	675,031
Jetport Surplus	(28-900)	801,624	0	560,422	0	0	0
Total		26,578,275	22,500,655	27,186,407	24,074,754	24,074,754	24,074,754
Less Revenues		(26,578,275)	(22,500,655)	(27,186,407)	(24,074,754)	(24,074,754)	(24,074,754)
Net Department Total		0	0	0	0	0	0

Jetport Administration

Jetport Administration is responsible for the day-to-day management of the Jetport and for planning future operations. Administration services include property management, payroll, accounts payable and accounts receivable, budgeting and human resources functions.

The FY21 Administration budget decreased by \$76,114, or 6.2%. FY21 budget changes include the elimination of the Marking & Communication Coordinator position, contractual service reductions, and the removal of a FY20 hybrid vehicle budget item, as well as increases both in the training and computer & technology lines.

Division Summary

Department: Jetport **Division:** Jetport Administration **Account:** 58328101

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	849,572	746,031	901,270	798,880	798,880	798,880
Benefits	2,200	2,121	3,688	3,688	3,688	3,688
Administrative Services	70,118	59,632	90,378	90,378	90,378	90,378
Contractual Services	217,300	250,681	162,450	162,450	162,450	162,450
Maintenance and Repairs	8,146	8,086	8,646	8,646	8,646	8,646
Rentals	4,200	5,953	4,200	4,200	4,200	4,200
Supplies	24,463	13,408	61,463	61,463	61,463	61,463
Utilities	7,980	12,910	15,660	15,660	15,660	15,660
Capital Outlay	37,500	0	0	0	0	0
Total	1,221,479	1,098,822	1,247,755	1,145,365	1,145,365	1,145,365

Jetport Marketing

Jetport Marketing, a program under the Jetport Administration division, coordinates marketing, advertising, promotional, and public relation services for the Jetport.

The FY21 Marketing expenditures decreased \$187,500, or 31.3%, essentially due to the slowdown in air travel activity during the pandemic.

Division Summary

Department: Jetport

Division: Jetport Marketing

Account: 58328102

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	6,750	0	6,750	6,750	6,750	6,750
Administrative Services	167,390	114,260	163,890	119,890	119,890	119,890
Contractual Services	417,000	272,975	367,000	277,000	277,000	277,000
Supplies	7,500	190	7,500	7,500	7,500	7,500
Total	598,640	387,425	545,140	411,140	411,140	411,140

Jetport Fringe and Indirect Costs

The Jetport's Fringe and Indirect Costs, a program under the Jetport Administration division, reimburses the City's General Fund for expenses incurred for their services including employee benefits, general liability insurance, the Fire Department's Air Rescue Station and Medcu services, and chargebacks for City-provided departmental services including Executive, Finance, Legal, Human Resources and Information Technology.

The FY21 budgeted expenditures have increased by \$203,850, or 5.0%.

Division Summary

Department: Jetport **Division:** Jetport Fringe and Indirect Costs **Account:** 58328103

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Benefits	2,248,653	2,180,765	2,406,374	2,347,918	2,347,918	2,347,918
Administrative Services	570,411	506,414	570,411	570,411	570,411	570,411
Insurance	187,568	160,331	182,485	182,485	182,485	182,485
Contributions	1,077,681	874,766	1,469,619	1,187,349	1,187,349	1,187,349
Total	4,084,313	3,722,276	4,628,889	4,288,163	4,288,163	4,288,163

Jetport Field

The Jetport Field division maintains the runways, taxiways and all other surfaces inside the security fence at the airport, keeping them safe for arriving and departing aircraft. Division responsibilities include mowing, snow removal and fleet maintenance.

The FY21 expenditures have decreased by \$357,101 or 7.8%. This budget incorporates several changes including a reduction in winter operation supplies and services, pavement marking expenses, and changes to the FY21 capital expenses. The FY21 budget includes increases in vehicle maintenance & repair, as well as capital outlay appropriations for crack sealing equipment and a radio upgrade.

Division Summary

Department: Jetport **Division:** Jetport Field **Account:** 58328200

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	1,025,415	949,093	1,027,075	1,019,284	1,019,284	1,019,284
Benefits	100,498	24,524	41,748	41,748	41,748	41,748
Administrative Services	32,515	24,214	32,115	10,115	10,115	10,115
Contractual Services	1,178,311	865,608	1,005,678	957,678	957,678	957,678
Maintenance and Repairs	508,647	442,195	544,647	544,647	544,647	544,647
Rentals	10,258	2,281	85,008	7,008	7,008	7,008
Supplies	807,150	519,013	870,491	635,541	635,541	635,541
Utilities	162,820	130,484	132,677	132,677	132,677	132,677
Capital Outlay	752,185	508,159	917,000	872,000	872,000	872,000
Total	4,577,799	3,465,571	4,656,439	4,220,698	4,220,698	4,220,698

Jetport General Aviation

The Jetport General Aviation division (GA) includes the maintenance of the Jetport field area designed for use by private pilots, including the pavement and surrounding fencing. The General Aviation division collects landing fees from the aircraft that use the GA area, similar to the fees charged to the commercial airlines.

The General Aviation expenditures remain flat for FY21, with revenues projected to decrease \$33,820 or 13.7%.

Division Summary

Department: Jetport	Division: Jetport General Aviation				Account: 58328300	
	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	500	0	500	500	500	500
Contractual Services	15,168	15,168	15,168	15,168	15,168	15,168
Maintenance and Repairs	1,500	100	1,500	1,500	1,500	1,500
Total	17,168	15,268	17,168	17,168	17,168	17,168
Less Revenues	(246,500)	(206,558)	(265,850)	(212,680)	(212,680)	(212,680)
Net Division Total	(229,332)	(191,290)	(248,682)	(195,512)	(195,512)	(195,512)

Jetport Operations

The Jetport Operations division performs all administrative and operational activities related to security and operations at the Jetport. These activities include observing all federally mandated TSA security and FAA operations regulations. The division oversees the maintenance of all security related equipment including cameras and monitors, computer equipment, and security doors and gates. The division is also responsible for processing employee background checks and issuing employee ID badges. The Operations Center provides communications, technical, and operations support to all areas of the airport, as well as monitoring flight information and providing a point of contact for the public, the airlines, and the airport businesses on property. The costs of the police officers that serve at the Jetport are also paid from this division.

The FY21 Operations division's expenditure budget has decreased by \$339,539, or 12.6%, attributed to the pandemic environment. FY21 budget reductions include one full-time manager position, contracted security, and capital outlay requests. Miscellaneous revenue is anticipated to decrease \$20,625 or 35.5%.

Division Summary

Department: Jetport **Division:** Jetport Operations **Account:** 58328400

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	1,004,221	699,066	945,378	921,948	921,948	921,948
Benefits	52,305	10,981	15,280	14,680	14,680	14,680
Administrative Services	58,935	40,665	62,005	46,305	46,305	46,305
Contractual Services	552,988	739,371	622,655	511,617	511,617	511,617
Maintenance and Repairs	24,223	23,026	26,000	62,000	62,000	62,000
Supplies	55,375	33,156	67,875	44,088	44,088	44,088
Utilities	8,256	8,045	8,760	8,760	8,760	8,760
Contributions	663,421	622,630	674,606	674,606	674,606	674,606
Capital Outlay	283,078	283,078	141,759	79,259	79,259	79,259
Total	2,702,802	2,460,018	2,564,318	2,363,263	2,363,263	2,363,263
Less Revenues	(58,125)	(38,004)	(58,125)	(37,500)	(37,500)	(37,500)
Net Division Total	2,644,677	2,422,014	2,506,193	2,325,763	2,325,763	2,325,763

Jetport Terminal Division

The Terminal division oversees all of the activities involving the supervision of the passenger terminal, including the interior and exterior terminal cleaning and maintenance. The terminal division's engineering section is responsible for the planning, design and management of major terminal improvements.

The FY21 expenditures are projected to decrease by \$595,967, or 8.5%, largely as a response to the COVID-19 impact on the airport. This budget's expenditures include reductions in several contractual services items, including the FY20 appropriation for an asset management system, capital outlay requests and utilities.

Division Summary

Department: Jetport **Division:** Jetport Terminal Division **Account:** 58328500

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	846,914	744,076	881,673	873,928	873,928	873,928
Benefits	9,190	6,138	8,360	8,360	8,360	8,360
Administrative Services	51,032	16,432	43,752	28,352	28,352	28,352
Contractual Services	2,540,127	2,098,568	2,541,558	2,126,784	2,126,784	2,126,784
Maintenance and Repairs	572,125	647,751	578,303	558,303	558,303	558,303
Rentals	7,712	10,478	7,500	7,500	7,500	7,500
Supplies	124,491	129,157	179,072	152,572	152,572	152,572
Utilities	1,214,295	1,126,266	1,136,538	1,136,538	1,136,538	1,136,538
Capital Outlay	1,115,000	352,295	1,695,000	1,005,000	1,005,000	1,005,000
Debt Service	511,763	511,763	499,345	499,345	499,345	499,345
Total	6,992,649	5,642,924	7,571,101	6,396,682	6,396,682	6,396,682

Jetport Parking Division

The Parking division oversees the parking maintenance and operations of the Jetport's parking garage and surface parking lots. The Jetport contracts with a parking management company, and receives parking revenues net of the company's operational costs and management fee.

The FY21 Jetport Parking division expenditures have decreased by \$349,776, or 7.1%, due to the annual capital outlay request changes. Parking revenues are projected to decrease significantly by \$3,969,035, or 46.2%, due to COVID-19 travel restrictions.

Division Summary

Department: Jetport **Division:** Jetport Parking Division **Account:** 58328600

	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	14,500	12,753	14,500	14,500	14,500	14,500
Administrative Services	1,160	380	1,160	1,160	1,160	1,160
Contractual Services	97,015	84,299	97,020	97,020	97,020	97,020
Maintenance and Repairs	101,729	71,092	101,729	101,729	101,729	101,729
Rentals	500	942	500	500	500	500
Supplies	18,988	4,179	18,989	18,989	18,989	18,989
Utilities	5,196	9,374	5,196	5,196	5,196	5,196
Capital Outlay	1,044,882	1,228,656	858,000	693,000	693,000	693,000
Debt Service	3,623,050	3,623,050	3,623,050	3,625,150	3,625,150	3,625,150
Total	4,907,020	5,034,725	4,720,144	4,557,244	4,557,244	4,557,244
Less Revenues	(8,585,042)	(5,239,892)	(8,628,698)	(4,616,007)	(4,616,007)	(4,616,007)
Net Division Total	(3,678,022)	(205,167)	(3,908,554)	(58,763)	(58,763)	(58,763)

Jetport Airfield Deicing Facility

The Airfield Deicing Facility allows for the collection and recycling of the used deicing fluid by a contracted vendor, thus preventing these chemicals from seeping into the ground. The Jetport pays the costs of this operation and receives revenue from the airlines to offset the expenditures incurred, thus creating a “net zero” impact on the Jetport’s overall budget.

Division Summary

Department: Jetport	Division: Jetport Airfield Deicing Facility				Account: 58328700	
	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Payroll	2,000	0	2,000	2,000	2,000	2,000
Contractual Services	662,706	662,706	662,706	662,706	662,706	662,706
Maintenance and Repairs	8,950	9,795	8,950	8,950	8,950	8,950
Supplies	1,125	1,125	1,375	1,375	1,375	1,375
Total	674,781	673,626	675,031	675,031	675,031	675,031
Less Revenues	(717,789)	(717,768)	(732,000)	(732,000)	(732,000)	(732,000)
Net Division Total	(43,008)	(44,142)	(56,969)	(56,969)	(56,969)	(56,969)

Jetport Surplus

The Jetport surplus is determined annually by calculating total revenues minus total expenses, including capital purchases. As an enterprise fund, this entity is self-supporting and under normal operating conditions displays a varying operating budget annual surplus. In FY21, however, due to the coronavirus pandemic outbreak, the Jetport's projected expenditures exceed the projected revenues; the difference between the excess of expenses over revenues is balanced by the use of surplus to reflect an overall net zero budget for the Jetport Fund.

The FY21 surplus division expenditure budget reflects a decrease of \$801,624, or 100.0%.

Division Summary

Department: Jetport	Division: Jetport Surplus				Account: 58328900	
	FY20 Approp.	FY20 Projected Expend.	FY21 Department Submission	FY21 Manager's Recomm.	FY21 Finance Comm.	FY21 Final Allowance
Classification Breakdown						
Administrative Services	801,624	0	560,422	0	0	0
Total	801,624	0	560,422	0	0	0
Less Revenues	0	(1,469,376)	0	(7,907,846)	(7,907,846)	(7,907,846)
Net Division Total	801,624	(1,469,376)	560,422	(7,907,846)	(7,907,846)	(7,907,846)

Key Revenues and Expenditures

Revenues

The Housing and Community Development Program or HCD is a special revenue fund that is supported by several federal and local funding sources.

1. **Community Development Block Grant (CDBG) Program:** The Community Development Block Grant (CDBG) is funded by the federal government under the Housing and Community Development Act of 1974. For Program year 2020-2021 the City allocated \$2,081,348, which is comprised of \$1,932,763 in direct allocation from HCD, \$8,585 from program income, and \$0 from re-programmed funds; additional sources of 2020-2021 fiscal year funding include \$120,000 from the Bayside TIF revenue and \$20,000 from the Cotton Street lot property sale. These funds are used to ensure decent affordable housing, to provide services to the most vulnerable in our communities, and to create jobs through the expansion and retention of businesses.
2. **Home Investment Partnership Program (HOME):** The HOME funds are available for a broad range of housing activities benefiting low and moderate income households. For 2020-2021, the City proposes to utilize \$1,053,039 of HOME funds and \$150,000 of Program Income for a HOME Consortium between the City (\$770,647) and Cumberland County (\$432,611) for the development of new rental housing, multi-family rehabilitation, tenant based rental assistance, and assistance to special non-profit agencies called Community Housing Development Organizations (CHDOs) to develop affordable housing.
3. **Emergency Solutions Grant Program (ESG):** The ESG funds can be used by the City to fund the rehabilitation, operation and support services of providers and facilities

assisting Portland's homeless population. The City proposes to use its 2020-2021 ESG entitlement allocation of \$166,383 to provide case management and homeless prevention services through City Family Shelter programs administered by the Department of Health and Human Services.

4. **Portland Development Fund:** Originally established in 1986, the goal of the Portland Development Fund is to respond to the need for 1) housing that is affordable to low and moderate income households, and 2) commercial and industrial development opportunities to further strengthen the local economy and generate jobs, particularly in downtown Portland.

Originally, there was approximately \$1 million in the Portland Development Fund for both housing and economic development activities. Sources of funding include Urban Development Action Grant (UDAG) miscellaneous revenue, CDBG program income, CDBG entitlement allocations from previous years, and loan repayments and interest generated. In 1990, the fund was split into Housing, administered by the Housing & Community Development division, and Economic Development, administered by the Economic Development department.

The Housing portion of these funds is appropriated for several activities, including the development of new affordable rental housing, single and multi-family rehabilitation, and lead paint abatement. Administered by the Housing & Economic Development Department, UDAG funds are used for loans and investments by the Portland Development Corporation.

Expenditures

The three expenditure categories utilized by the CDBG Program are: Public Services, also referred to as Social Services, Development Activity Funding, and Program Planning and Administration. A brief description of the services provided for the 2020-2021 fiscal year under each of these categories follows. A more comprehensive source of information on these programs can be found in the 2016-2020 Consolidated Housing or the 2020-2021 Annual Action Plan issued by the Department of Housing and Economic Development. The 2016-2020 Consolidated Plan implemented the following new program goals and objectives:

- a. ***Neighborhood Investment and Infrastructure***
to create strong, safe, accessible and vibrant neighborhoods.
- b. ***Housing Availability***
to increase housing availability and affordability.
- c. ***Economic Opportunity***
to create economic opportunities to transition people out of poverty.
- d. ***Address the Needs of the Growing Homeless Population***
to prevent and reduce homelessness.

PUBLIC SERVICES (SOCIAL SERVICES)

1. Neighborhood Investment and Infrastructure includes Community Policing.
2. Economic Opportunity includes Catherine Morrill Child Care Voucher Program and Catholic Charities Immigrant Legal Advocacy Project (ILAP).
3. Address the Needs of the Growing Homeless Population includes Public Health's Mobile Medical Outreach Project, Social Services division's Long Term Stayers Community Integration & Landlord Outreach Project, Furniture Friends Basic Necessities Program, Milestone HOME Team, Preble Street's Food Programs, Teen Shelter & Women's Shelter, and the Wayside Food Programs.

DEVELOPMENT ACTIVITY FUNDING

1. Neighborhood Investment and Infrastructure includes Recreation's Riverton Elementary School ADA Inclusive Playground, Public Works Bayside Area Sidewalk and Freshman Alley Lighting, First Parish Church Accessibility Project, and Maine Irish Heritage's Front Stairway Restoration and Center Upper Sanctuary Accessibility Projects.
2. Housing Availability includes Community Housing of Maine Middle Street Apartments, Port Resources Group Home Heat Pump Project, and Portland Housing Development Corporation Washington Gardens.
3. Economic Opportunity includes Catherine Morrill Day Nursery Energy Efficiency Improvement Plan and the Nursery Life Safety Repairs Project, Economic Development division's Business Assistance Program, and CEI Portland Microenterprise Assistance Program.

PROGRAM PLANNING & ADMINISTRATION

The following are reimbursements to general operating accounts for program administration services:

1. The Department of Housing & Economic Development provides Administration, Housing & Community Development, and Citizen Participation services. The Department of Planning and Urban Development provides Planning services. These services are all reimbursable under the HCD guidelines.
2. The City receives reimbursement for a portion of the annual audit cost associated with auditing the HCD Program.
3. The City may receive reimbursement for a portion of the fringe benefits associated with the positions funded with HCD monies. However, the fringe benefit reimbursement along with all of the administrative costs must not exceed the 20% cap set by CDBG regulations.

City of Portland, Maine
Housing and Community Development Program
FY21

Programs	Yr. XXXXIV Allocation	Yr. XXXXV Request	Council Approval	Final Approval
Program Activities:				
I. Public Services (Social Services) ¹	\$669,998	\$1,190,050	\$664,250	\$664,250
II. Development Activity Funding ²	954,855	2,196,715	992,098	992,098
III. Program Planning and Administration ³	417,713	419,184	424,999	424,999
Total CDBG Budget	\$2,042,566	\$3,805,949	\$2,081,348	\$2,081,348

*Due to rounding, totals may not equal 100%

Sources of Funds:	<u>FY20</u>	<u>FY21</u>
Entitlement Grant	\$1,893,566	\$1,932,763
Program Income	9,000	8,585
Surplus Funds	0	0
TIF Revenue	120,000	120,000
Cotton Street Lot Sale Proceeds	20,000	20,000
Total Sources of Funds	\$2,042,566	\$2,081,348
HUD Administrative Cap	\$387,713	\$395,196
HUD Social Services Public Services Cap	\$649,998	\$644,347

I. Public Services (Social Services)

A. Neighborhood Investment and Infrastructure

1. Candy's Community and Organizational Incubator	\$0	\$89,040	\$0	\$0
2. City of Portland / Community Policing (Parkside, Bayside, Munjoy Hill, West End)	150,000	150,000	150,000	150,000

Total Neighborhood Investment and Infrastructure	\$150,000	\$239,040	\$150,000	\$150,000
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B. Housing Availability

	\$0	\$0	\$0	\$0
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Total Housing Availability	\$0	\$0	\$0	\$0
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C. Economic Opportunity

1. Catherine Morrill Day Nursery Child Care Voucher Program	\$75,049	\$83,755	\$48,879	\$48,879
2. Catholic Charities & Immigrant Legal Advocacy Project (ILAP)	0	93,811	84,430	84,430
3. Coastal Communities Workforce Portland Teens Work	0	149,787	0	0
4. Portland Adult Education New Mainers Resource Center Job Search Support Program	44,077	53,900	0	0

Total Economic Opportunity	\$119,126	\$381,253	\$133,309	\$133,309
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City of Portland, Maine
Housing and Community Development Program
FY21

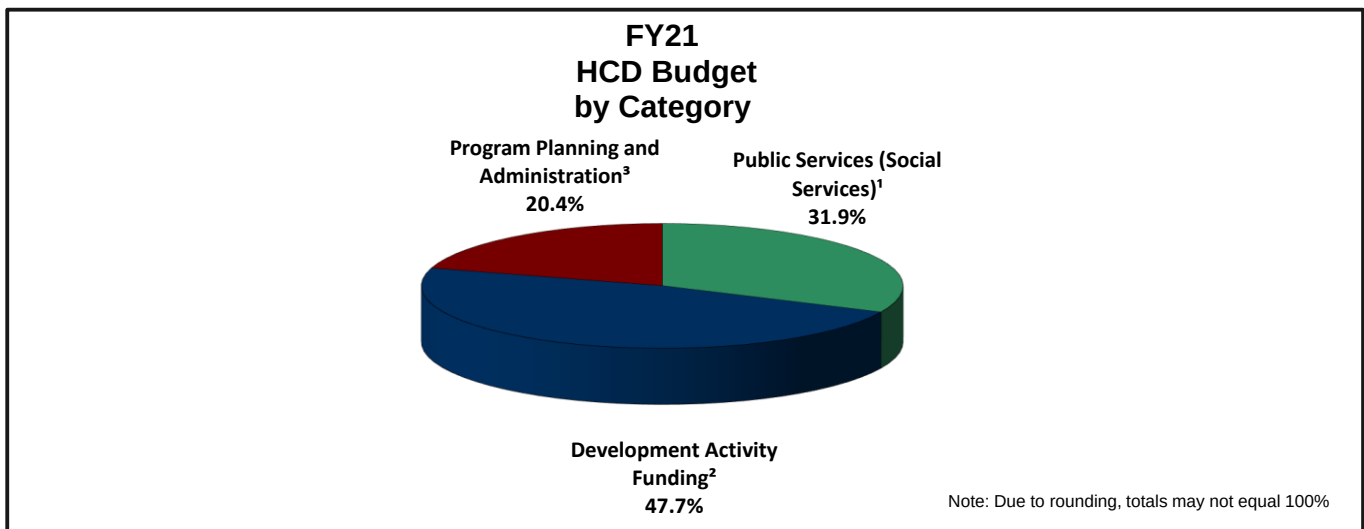
Programs	Yr. XXXXIV Allocation	Yr. XXXXV Request	Council Approval	Final Approval
D. Address the Needs of the Growing Homeless Population				
1. Amistad & Portland Downtown Peer Outreach Worker Program (POW)	\$51,264	\$125,000	\$0	\$0
2. City of Portland / Public Health Mobile Medical Outreach Project	29,944	75,000	67,500	67,500
3. City of Portland / SS Oxford Street Shelter Long Term Stayers Program	56,469	71,049	63,847	63,847
4. Furniture Friends Basic Necessities Program ¹	0	25,000	22,500	22,500
5. Hope Acts Housing Readiness Program	0	30,000	0	0
6. Milestone HOME Team	113,844	120,000	108,000	108,000
7. Preble Street Food Programs	43,496	43,568	43,568	43,568
8. Preble Street Joe Kreisler Teen Shelter	10,000	26,140	23,526	23,526
9. Preble Street Women's Shelter (Florence House)	10,000	20,000	18,000	18,000
10. Spurwink Adult Behavioral Health Opioid Treatment Program	51,915	0	0	0
11. Wayside Food Programs	33,940	34,000	34,000	34,000
Total Address the Needs of the Growing Homeless Population	\$400,872	\$569,757	\$380,941	\$380,941
Total Public Services (Social Services)	\$669,998	\$1,190,050	\$664,250	\$664,250
II. Development Activity Funding				
A. Neighborhood Investment and Infrastructure				
1. Boys & Girls Club Energy Efficiency Upgrades	\$49,935	\$0	\$0	\$0
2. City of Portland / Fire / Bramhall Station Fire Alarm System	0	40,000	0	0
3. City of Portland / Parks & Recreation / Riverton Elementary School ADA Inclusive Playground	0	40,680	40,680	40,680
4. City of Portland / Portland Downtown Bicycle Infrastructure Improvements	23,942	0	0	0
5. City of Portland / Public Works / Bayside Area Sidewalk ²	0	249,000	199,000	199,000
6. City of Portland / Public Works / Elm Street Sidewalk	312,607	0	0	0
7. City of Portland / Public Works / Freshman Alley Lighting	0	50,000	50,000	50,000
8. City of Portland / Public Works / Kennebec Street Lighting	102,869	0	0	0
9. City of Portland / Public Works / Sidewalk Curb Ramp ADA Improvements	0	50,000	0	0
10. First Parish Church "A Chruch for EveryBODY" Accessibility Project	0	75,000	50,000	50,000
11. Maine Irish Heritage Center Front Stairway Restoration	0	17,000	17,000	17,000
12. Maine Irish Heritage Center Upper Sanctuary Accessibility	0	15,000	15,000	15,000
13. Mayo Street Arts Wheelchair Access Ramp	74,904	0	0	0
14. Port Resources Group Home Rehab	16,077	0	0	0
15. Portland Museum of Art Main Entrance Accessibility Improvements	0	247,960	0	0
Total Neighborhood Investment and Infrastructure	\$580,334	\$784,640	\$371,680	\$371,680
B. Housing Availability				
1. Alpha One Critical Access Ramp Program	\$39,947	\$0	\$0	\$0
2. Community Housing of Maine Middle Street Apartments	0	200,000	200,000	200,000
3. Port Resources Group Homes Heat Pump Project	0	21,000	21,000	21,000
4. Portland Housing Authority Franklin Towers Security Upgrades	0	142,000	0	0
5. Portland Housing Development Corporation Washington Gardens	0	184,150	184,150	184,150
6. Portland Housing Development Corporation Harbor Terrace	0	155,000	0	0
Total Housing Availability	\$39,947	\$702,150	\$405,150	\$405,150

City of Portland, Maine
Housing and Community Development Program
FY21

Programs	Yr. XXXXIV Allocation	Yr. XXXXV Request	Council Approval	Final Approval
C. Economic Opportunity				
1. Bethel Kids Care Rehabilitation of the existing Childcare Building	\$0	\$180,631	\$0	\$0
2. Catherine Morrill Day Nursery Energy Efficiency Improvement Plan	0	59,724	59,724	59,724
3. Catherine Morrill Day Nursery Life Safety Repairs Project	0	30,300	30,300	30,300
4. City of Portland / Economic Development / Business Assistance Program (BAP)	204,742	205,000	77,244	77,244
5. City of Portland / Economic Development / Forest Avenue Façade	0	150,000	0	0
6. City of Portland / Office for Economic Opportunity / Hungry for Success	0	36,270	0	0
7. Coastal Enterprises, Inc. Microenterprise Assistance Program (PMAP)	47,937	48,000	48,000	48,000
8. Learning Works Renovation of Historic Education Facility	81,895	0	0	0
Total Economic Opportunity	\$334,574	\$709,925	\$215,268	\$215,268
D. Address the Needs of the Growing Homeless Population				
Total Address the Needs of the Growing Homeless Population	\$0	\$0	\$0	\$0
Total Development Activity Funding	\$954,855	\$2,196,715	\$992,098	\$992,098

III. Program Planning and Administration

1. Housing & Community Development ³	\$347,815	\$373,071	\$312,534	\$312,534
2. Planning Division	22,755	22,439	23,238	23,238
3. HCD Housing Staff	36,741	13,272	79,022	79,022
4. Citizen Participation	5,402	5,402	5,205	5,205
5. Finance Department & Audit	5,000	5,000	5,000	5,000
Total Program Planning and Administration	\$417,713	\$419,184	\$424,999	\$424,999



Notes:

¹ FY20 & FY21 Funding Sources Include \$20k from the Cotton Street Lot Land Sale Proceeds

² FY20 & FY21 Funding Sources Include \$90k from the Bayside TIF

³ FY20 & FY21 Funding Sources Include \$30k from the Bayside TIF for the Planning & Urban Development Director's Salary



Portland, Maine

Yes. Life's good here.

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City of Portland, Maine

Board of Education

Roberto Rodriguez
School Board Chair
At Large
(2022)

Abusana “Micky” Bondo
District 1
(2021)

Marnie Morrione
District 5
(2020)

Emily Figdor
District 2
(2021)

Mark Balfantz
At Large
(2020)

Adam Burk
District 3
(2022)

Sarah J. Thompson
At Large
(2021)

Timothy Atkinson
District 4
(2020)

Anna Trevorrow
At Large
(2022)

Key Revenues and Expenditures

In 2007, the State Legislature passed a bill that required both consolidation of School districts and a referendum vote on every school budget. The Portland School Department, because of its size, did not have to consolidate with any other district. Portland is, however, still required to have a referendum vote on their budget. After approval by the City Council, the FY2021 School budget was approved by the voters July 14, 2020.

Revenues

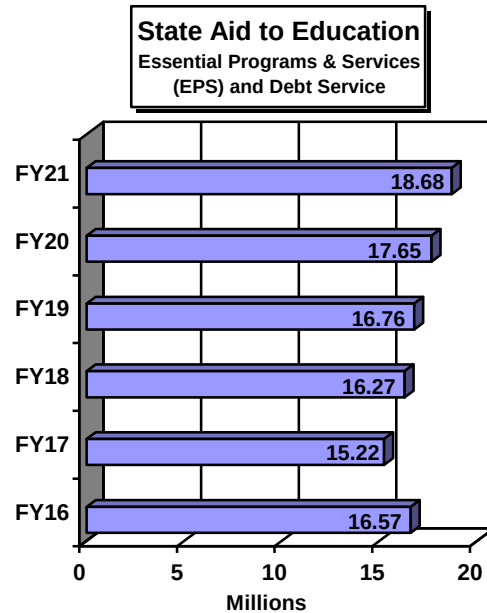
The funding sources for Education, other than Property Taxes, are summarized into four major categories - General Fund, Adult Education, Food Service, and Other Revenue. The property tax funds 78.7% of the FY21 Education budget.

State Subsidy

The second largest School-funding source is State Aid to Education. The State subsidy funding formula was amended by the Essential Programs and Services Funding Act of 2003.

The budgeted portion of State Aid for Essential Programs and Services (EPS) and debt service accounts for 15.6% of the School's FY21 Budget.

The chart represents the State Aid to Education revenue history over the past six years.



Note: FY20 and FY21 are estimated amounts

Expenditures

The City operates its educational program for grades K through 12, Adult Education, and for applied technology education under its own supervision. Article III of the City's Charter, as amended, provides that the Board of Public Education for the City be administered by a school board comprised of nine members. The Board of Public Education performs all duties and functions regarding the care and management of the public schools in the City.

For presentation in the City's Municipal Budget, the Education budget is broken down into six categories: (1) Salaries and Benefits (2) Contractual Services (3) Supplies (4) Miscellaneous (5) Debt Service and (6) Capital Equipment. For a more comprehensive report, the School Department issues an annual Education Budget Report.

City of Portland, Maine
Comparative Statement of Revenues
School Department

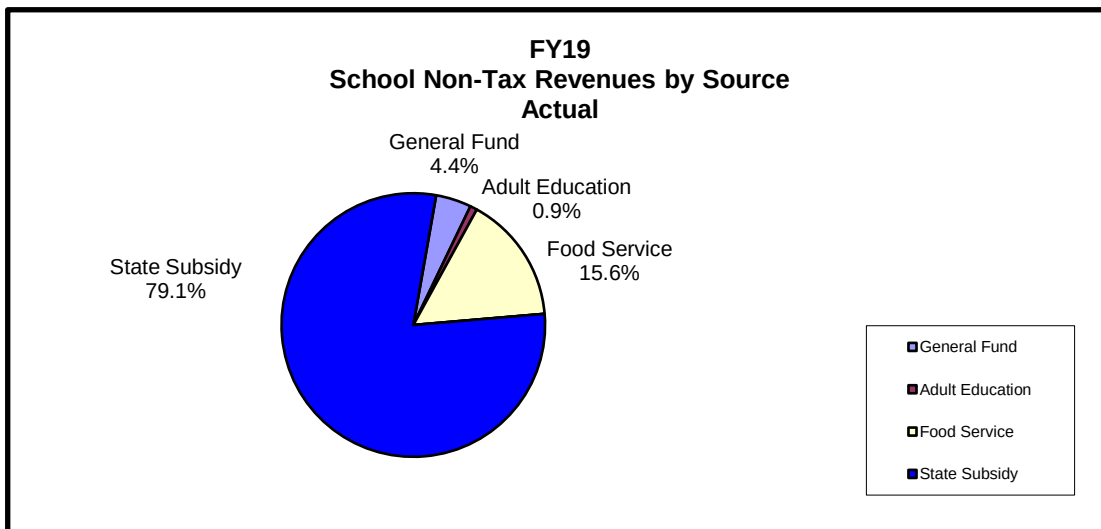
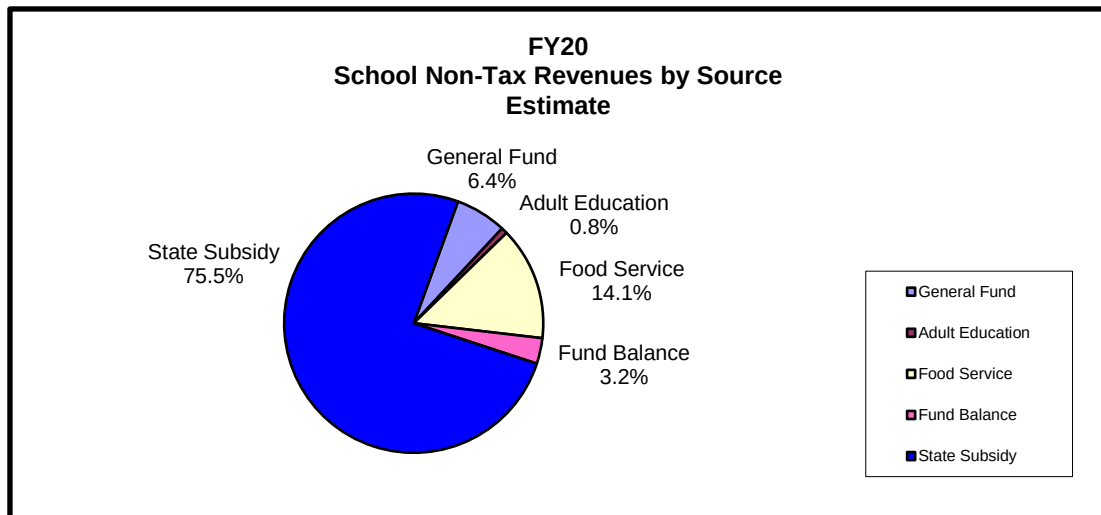
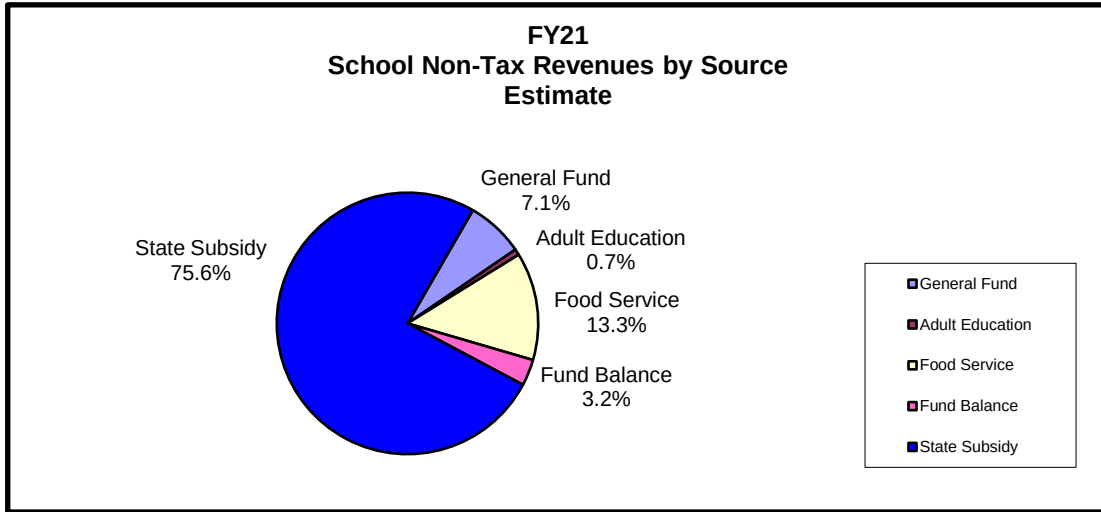
	FY19 Actual	FY20 Estimate	FY21 Estimate
General Fund			
30-1322 Tuition - Public K-8	\$127,224	\$90,000	\$140,000
30-1324 Tuition - Public 9-12 (Long Island, GBSD)	99,090	90,000	100,000
30-1363 Tuition - Summer School 9-12	10,800	10,000	10,000
30-1397 PATHS - Tuition Gov't Svc in State	14,791	-	-
30-1440 Transportation - Other Organizations	95,840	125,000	90,000
30-1510 Interest on Investments- Russell Trust Fund	3,000	3,000	3,000
30-1712 Admissions 9-12	14,316	15,000	15,000
30-1910 Custodian Service - Building Rentals	49,721	60,000	52,000
30-1960 Miscellaneous Local Revenue	9,156	10,000	10,000
30-1991 Miscellaneous Sales & Refunds	-	500	500
30-3120 State Agency Client	199,496	250,000	220,000
30-3150 Nat'l Board - Prof Teaching Salary Supplement	33,996	54,900	49,500
30-4585 MaineCare Medicaid Reimbursement	226,115	682,928	970,000
30-4810 Federal Impact Aid	64,432	45,000	55,000
30-5223 Indirect Cost Recovery	-	100,000	100,000
Total General Fund	\$947,977	\$1,536,328	\$1,815,000
Adult Education			
30-1317 Tuition - Individual / Enrichment	\$122,847	\$125,000	\$130,000
30-1319 Tuition - Individual & Voc	47,258	40,000	40,000
30-1359 Tuition - Other (Academic)	18,488	20,000	20,000
Total Adult Education	\$188,593	\$185,000	\$190,000
TOTAL GENERAL FUND REVENUE (Including Adult Education)	\$1,136,570	\$1,721,328	\$2,005,000
Food Service			
30-1611 Daily Sales - Lunch Program	\$301,301	\$270,000	\$292,063
30-1620 Daily Sales - a la Carte & Adults	114,158	125,000	104,814
30-1630 Special Functions	17,570	10,000	10,000
30-1910 Building Rentals	6,600	6,000	6,000
30-1996 Refunds - School Nutrition	6,481	2,000	3,000
30-3250 State Reimbursement - School Meal Reimbursement	40,563	44,999	51,885
30-4370 Federal Reimbursement - After School Snack	8,446	8,000	3,760
30-4380 Federal Reimbursement - Summer Food Program	49,159	50,000	154,662
30-4550 Federal Performance - Based Lunch	36,393	34,922	38,247
30-4551 Federal Reimbursement - School Lunch Regular	194,210	192,067	185,770
30-4552 Federal Reimbursement - School Lunch Reduced Rate	56,131	78,993	61,496
30-4553 Federal Reimbursement - School Lunch Free	1,266,958	1,300,000	1,251,259
30-4554 Federal Reimbursement - School Breakfast	838,878	800,000	762,368
30-4558 Federal Payments in Lieu of Commerce	199,155	199,343	198,063
30-4559 Fresh Fruits & Vegetables Grant	78,199	76,500	79,700
30-4560 Child & Adult Care Food Program (CACFP)	174,761	200,000	200,000

City of Portland, Maine
Comparative Statement of Revenues
School Department

	FY19 Actual	FY20 Estimate	FY21 Estimate
Food Service <i>Continued</i>			
30-5201 Transfer from General Fund	14,538	-	-
30-5300 Proceeds Disposal of Property	90	-	-
Total Food Service	\$3,403,589	\$3,397,824	\$3,403,087
TOTAL LOCAL REVENUE	<u>\$4,540,159</u>	<u>\$5,119,152</u>	<u>\$5,408,087</u>
Other Revenues			
30-3111 State Subsidy - EPS	\$16,764,188	\$17,645,909	\$18,676,771
30-3240 State Subsidy - Adult Education	450,823	509,788	609,742
Total State Subsidy - General Fund	\$17,215,011	\$18,155,697	\$19,286,513
30-5000 Fund Balance Carry Forward (General Fund)	\$-	\$500,000	\$500,000
30-5000 Fund Balance Carry Forward (Adult Ed)	-	19,283	19,333
30-5000 Fund Balance Carry Forward (Food Service)	-	250,000	310,000
Total Fund Balance Carry Forward	\$-	\$769,283	\$829,333
TOTAL OTHER REVENUE	<u>\$17,215,011</u>	<u>\$18,924,980</u>	<u>\$20,115,846</u>
GRAND TOTAL ALL REVENUE	<u>\$21,755,170</u>	<u>\$24,044,132</u>	<u>\$25,523,933</u>

Portland School Department

Comparison of Non-Tax Revenues by Source



Note: Due to rounding, totals may not equal 100%

City of Portland, Maine
Comparative Budget Summary
School Department

		FY19 Actual	FY20 Budget	FY21 Budget
I. SALARIES & BENEFITS				
Salaries - Regular				
* 410100	Professional Salary	\$42,437,076	\$44,735,697	\$45,977,764
410200	Instructional Aide / Asst	4,998,288	5,697,099	5,952,091
* 410400	Administrators	6,066,613	6,439,803	6,392,579
411800	Regular Support Staff	9,110,632	9,816,522	9,206,589
Total Regular Salaries		\$62,612,610	\$66,689,121	\$67,529,023
Salaries - Temporary				
* 412000	Temporary Salary	\$1,042,292	\$921,311	\$1,013,630
412100	Tutor	57,068	50,850	46,703
412300	Substitute	1,106,741	1,033,881	1,116,043
413100	Teacher Additional Pay	86,494	113,351	114,799
413200	Aide/Asst Overtime	303	-	-
413800	Regular Support Overtime	113,971	155,000	150,500
414100	Professional Sabbatical	39,400	-	-
* 415000	Stipends / Differentials	1,665,100	1,686,994	1,675,399
415010	Stipend - Retirement Sick	515,098	640,000	640,000
415900	Stipend / Other	11,360	24,720	24,720
Total Temporary Salaries		\$4,637,828	\$4,626,107	\$4,781,794
Benefits				
* 421000	Health Insurance	\$13,854,753	\$15,346,554	\$16,000,018
* 422000	Medicare	878,199	1,018,259	1,049,136
* 423000	Retirement - Teachers	2,009,568	2,292,574	2,359,087
* 423400-800	Retirement - All Other	1,192,774	1,349,365	1,261,130
* 425100	Tuition Reimbursement	193,339	200,000	210,000
427000	Workers' Compensation	564,534	661,435	599,865
* 420000 / 429000	All Other	990,456	628,905	746,478
Total Benefits		\$19,683,623	\$21,497,092	\$22,225,714
Total Salaries & Benefits		\$86,934,060	\$92,812,320	\$94,536,531
II. CONTRACTUAL SERVICES				
430000	Purchased Professional & Technical Services	\$1,389,384	\$1,502,198	\$1,441,429
432000	Contractual Pre-K	159,004	-	140,000
433000	Employee Training & Development Services	363,939	442,872	532,868
434000	Other Professional Services	17,314	20,000	15,000
434010	Security	145,772	140,427	161,067
434020	Alarms	4,050	4,325	4,325
434200	Architectural & Engineering Services	9,359	20,000	20,000
434300	Adult Ed Contracted Services	-	6,000	6,000
434400	Special Education Contracted Services	420,056	283,700	483,228
434500	Legal Services	146,265	140,000	150,000

City of Portland, Maine
Comparative Budget Summary
School Department

		FY19 Actual	FY20 Budget	FY21 Budget
II. CONTRACTUAL SERVICES <i>Continued</i>				
441100	Water	50,064	43,040	50,740
441200	Sewer	126,828	118,110	126,850
443000	Repair & Maintenance Services	1,118,024	1,217,281	1,217,466
443010	HVAC Maintenance	439,477	517,703	517,703
443020	Mowing / Plowing / Field Maintenance	577,211	610,766	610,766
443030	Asbestos / Mold Abatement Services	-	20,000	20,000
443040	Vehicle & Equipment Repair	72,594	24,500	26,000
443050	Waste Disposal Services	95,528	101,126	101,126
443060	Recycling Services	29,530	44,000	122,040
443070	Hazardous Waste Disposal Services	7,367	8,000	8,000
443080	Pest Management Services	18,670	17,850	17,850
443090	Fire Extinguisher Maintenance Services	1,865	10,000	10,000
444000	Rentals	350,458	423,035	378,230
444300	Computer Lease	326,926	240,100	239,600
444500	Leases-Not DOE Approved	34,802	5,800	-
450000	Other Purchased Services	1,092	1,450	1,450
451000	Student Transport Services	180	250	250
451400	Student Transport Purchased - Private	586,823	347,732	345,000
452000	Insurance / General Liability	404,598	433,003	521,924
453100	Postage	60,581	69,077	75,763
453200	Phone	98,671	114,448	146,652
453300	Internet Connectivity	47,809	64,390	52,426
453400	E-Books & On-Line Subscriptions	68,100	107,087	31,219
454000	Advertising	17,227	15,000	16,000
454300	Adult Ed Advertising	15,815	23,400	25,000
455100	Printing & Binding	22,223	45,602	52,252
455200	Photocopying	160,270	169,222	157,800
456100	Tuition to In-State SAU	110,182	87,710	110,550
456300	Tuition to Private Source	807,097	941,666	808,016
456500	Tuition to Post Secondary	17,996	12,500	15,000
458000	Staff Travel	163,886	239,957	235,942
458300	Adult Ed Travel - State Meeting	-	200	200
Total Contractual Services		\$8,487,037	\$8,633,527	\$8,995,732

III. SUPPLIES

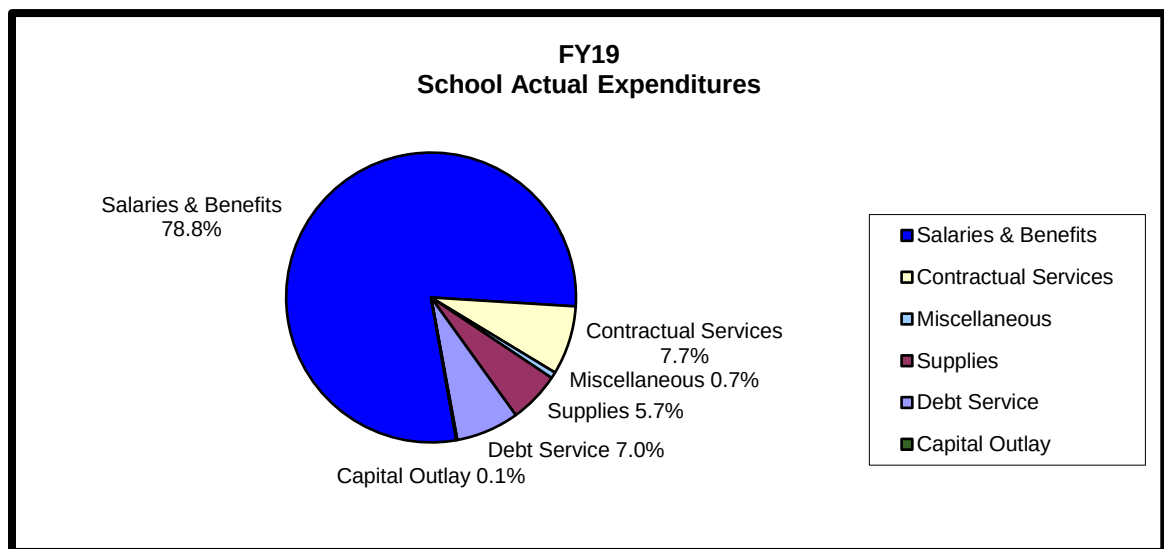
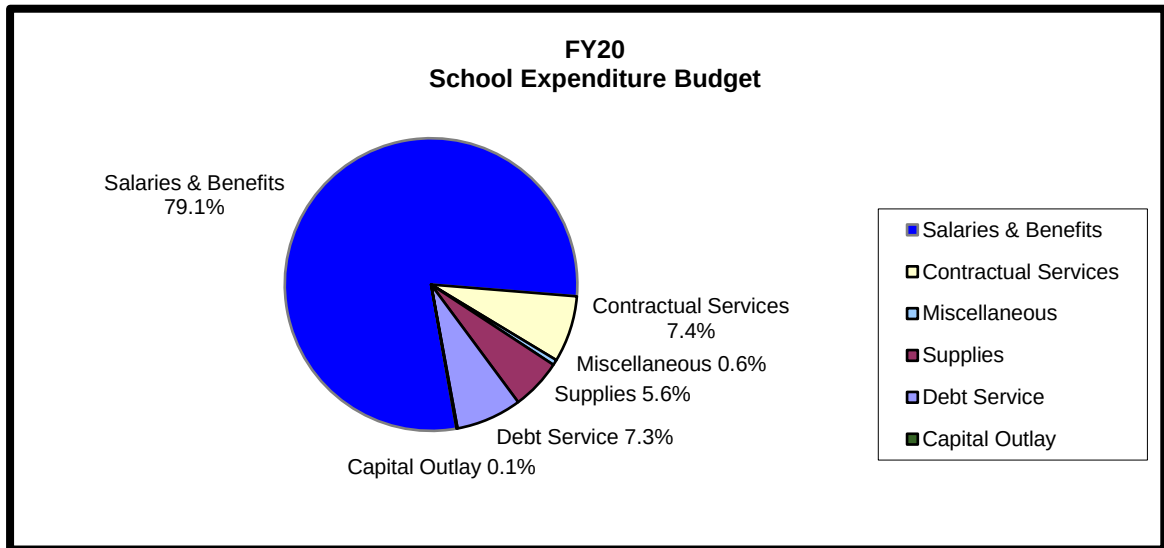
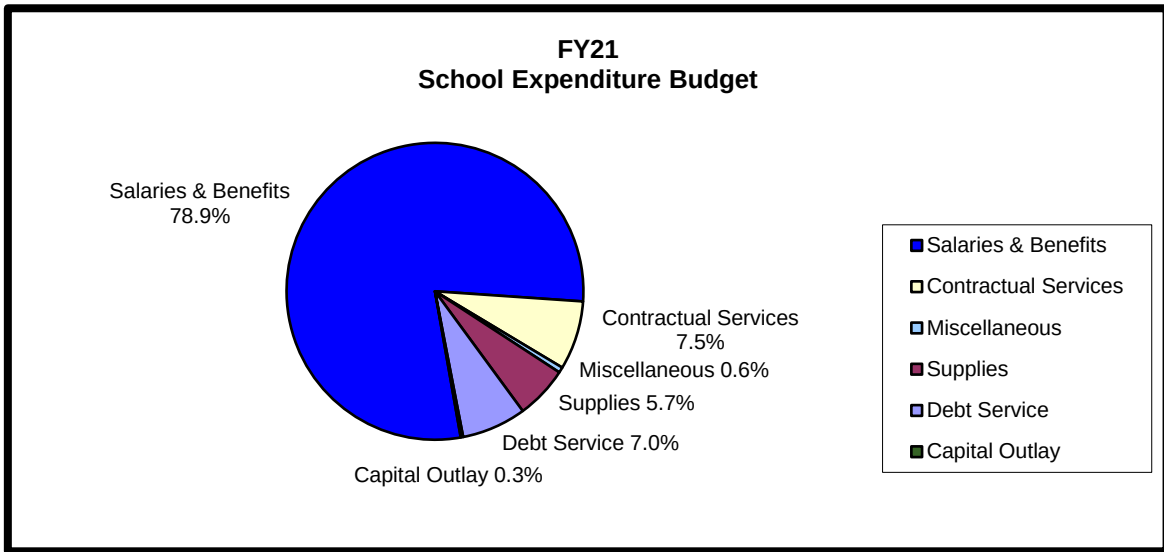
460000	General Supplies	\$667,183	\$640,526	\$698,883
460400	Custodial Supplies	233,178	247,912	240,475
461000	Instructional Supplies	684,027	710,955	658,556
462100	Natural Gas	1,074,338	960,728	1,062,000
462200	Electricity	1,055,760	957,677	1,131,060
462300	Bottled Gas	15,130	19,775	19,700
462400	Oil	61,921	69,400	67,000
462600	Gasoline	105,731	151,295	127,082
463000	Food	1,473,957	1,609,242	1,549,283
463100	Non-Food Supplies	122,057	138,398	146,077
464000	Books & Periodicals	233,709	375,018	467,014

City of Portland, Maine
Comparative Budget Summary
School Department

		FY19 Actual	FY20 Budget	FY21 Budget
III. SUPPLIES <i>Continued</i>				
465000	Tech-Related Supplies	90,125	133,585	146,770
465010	Software Licenses	463,750	560,914	548,555
466000	Audiovisual Supplies	10,836	9,600	6,745
Total Supplies		\$6,291,702	\$6,585,025	\$6,869,200
IV. MISCELLANEOUS				
481000	Dues & Fees	\$257,992	\$171,833	\$171,584
481100	Bank Fees	848	3,000	3,000
481200	Maine State Billing Fees	17,150	45,796	68,452
481400	School Board Conference Fees	326	2,000	2,000
485000	Field Trip Transportation	318,460	354,186	347,111
489000	Miscellaneous Expenditures	3,999	7,650	8,673
490000	Other Items	115,016	121,000	96,000
491000	Fund Transfers Out	57,266	-	25,000
Total Miscellaneous		\$771,055	\$705,465	\$721,820
V. CAPITAL EQUIPMENT				
473000	Equipment (Over \$10,000)	\$2,999	\$34,000	\$109,000
473010	Equipment (Under \$10,000)	17,181	11,000	11,000
473410	Tech-Related Equipment (Under \$10,000)	57,357	96,398	195,950
473600	Student Transportation Vehicles	53,703	-	-
Total Capital Equipment		\$131,240	\$141,398	\$315,950
VI. CAPITAL EQUIPMENT				
483100/200-1	Debt Service - Other	\$7,640,896	\$8,466,209	\$8,382,169
* 483100/200-2	Debt Service - Buses	102,586	31,343	30,039
483100/200-3	Debt Service - Technology	16,369	13,983	11,236
483100/200-5	Bus / Van Lease / Purchase	4,183	-	-
Total Debt Service		\$7,764,034	\$8,511,535	\$8,423,444
TOTAL SCHOOL EXPENDITURES		\$110,379,128	\$117,389,270	\$119,862,677

*Summary Total: Multiple Accounts

Portland School Department Expenditures by Category



Note: Due to rounding, totals may not equal 100%



Portland, Maine

Yes. Life's good here.

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Background Information

The City of Portland is located on the southern coast of the State of Maine in the southeastern section of the County of Cumberland, the State's most populous county. The City is approximately 108 miles north-northeast of Boston, Massachusetts and 60 miles southwest of the City of Augusta, the State's capital. Portland is bordered by the Town of Falmouth on the northeast and the City of Westbrook on the west, with the Presumpscot River forming a portion of this border. The Fore River separates Portland from the City of South Portland for a major portion of its southern border. The Atlantic Ocean forms Portland's eastern border as well as Portland Harbor and Casco Bay.

As the hub of Maine's southern region convenient access to Portland is provided by Exits 44, 45, 46, 47, and 48 of U.S. Interstate Route 95 (the Maine Turnpike) which intersects the City's western plain in a north-south direction, and the U.S. Interstate Route 295 spur which bisects the City through its interior. U.S. Route 1 follows the coastal plain of the City, also in a north-south direction. The Portland International Jetport, located in the City, provides air traffic for the region. The Casco Bay Island Transit District provides commuter and tour boat service to the major islands in Casco Bay. Bus transit, by major carriers operating two terminals in the City, provides regularly scheduled interstate and intra-state transportation. The Amtrak Downeaster passenger railroad service runs between Portland and Boston, offering additional stops along the 114-mile journey in Maine, New Hampshire and Massachusetts during the approximate 2 1/2 hour trip. The Maine Central Railroad, Boston & Maine Corporation and the St. Lawrence & Atlantic Railroad Company provides the greater Portland area with rail links to all of Maine, the continental United States and Canada.

The area embracing Portland was first settled in 1632 and called "Machigonne", the Micmac Indian name meaning "shaped like a

great knee". The area was then referred to as Casco but subsequently incorporated as Old Falmouth in 1718, formed of the area now encompassing the cities of Portland, South Portland, and Westbrook and the towns of Cape Elizabeth and Falmouth. Portland separated from Old Falmouth and incorporated as a town on July 4, 1786, taking its present name. Portland was chartered as a city on March 26, 1832, and annexed the City of Deering (formerly the Town of Stroudwater, which included the present limits of Westbrook plus Deering, Deering being further set off as a city in 1871) on February 6, 1899. Portland was the site of the 1819 Constitutional Convention when Maine broke away from the Commonwealth of Massachusetts to become a separate state in 1820. The City served as the first capital from 1820 until its removal to Augusta in 1831.

The metropolitan area is clustered on the "Peninsula" which is surrounded on its sides by Back Cove, Casco Bay and the Fore River with the Eastern and Western Promenades at its opposite ends. Once confined geographically to this narrow peninsula the City added greatly to its territory with the annexation of Deering and now consists of 19.15 square miles of land area. The sections of the City are: Brighton, Casco Bay Islands, Deering, East Deering, the Peninsula, North Deering, Riverton, Stroudwater, Woodfords and Morrills.

Portland is the largest city in Maine, the seat of government for the County of Cumberland and is the region's leading industrial, commercial and cultural center. With one of the finest deep-water harbors on the Atlantic Coast, Portland is closer to Europe than any other transatlantic port in the United States. The City enjoys numerous parks, monuments, historical sites, several hotels and restaurants. Portland is home of the University of Southern Maine, University of New England, the Portland Museum of Art, the Maine College of Art and the Cross Insurance Arena. Two major medical centers, Maine Medical Center and Mercy Hospital, are also located in the City.

Purpose of the Budget

The annual budget serves three principle purposes:

The budget serves as a tool for the City Manager and department heads in planning the work programs to be performed and the services to be provided by the departments and divisions of the City government.

The budget enables the City Council to determine the amount of available revenues and the manner in which it is to be allocated to various governmental programs in accordance with the needs of the community.

The budget serves as an instrument of control for governmental spending by making available at all times the relative position of actual expenditures to appropriated amounts of departments and divisions and the progress of work being accomplished.

The budget document is the financial plan of the City government. When adopted by the City Council, it reflects the proposed expenditures of the various departments and divisions and the method of financing these expenditures.

Phases of Budgeting

Municipal budgeting consists of three phases:

1. budget preparation
2. review and adoption
3. execution

Budget Calendar

Dec	Jan	Feb
Revenue Base Budget	Expenditure Base Budget	Budget Compilation
Mar	Apr	May
City Manager Budget Review	Finance Committee Review	City Council Deliberations, Public Hearings & Adoption

Budget Preparation

The budget is prepared in two stages -- revenue estimation and expenditure budgets.

Revenue Estimate

The City's budget process begins with revenue estimation for a very simple reason, the City can appropriate no more than it expects to have in resources. This very simple fact makes the accuracy of revenue estimates critical. Unrealistically high estimates assure that at some point in the budget year, an expenditure freeze will be required. On the other hand, with the fiscal constraints that exist in the public sector, significantly understating revenues can negatively impact the tax levy by increasing taxes unnecessarily.

Besides historical data, which is very important, factors such as inflationary and unemployment trends, interest rates, sales and general economic factors are taken into consideration by the departments.

In early November, an automated revenue package is made available to the departments. The departments must provide the following information for the revenues that are their responsibility:

1. projected collection estimates for the current fiscal year with explanations for projections substantially different from the estimate
2. an estimate for the upcoming fiscal year with the method and/or calculations behind the estimate

If a department is proposing a fee increase, a memo outlining pertinent information including action necessary to establish the fee, administrative mechanism for collections, reasonableness, and the new revenue capability is included in the submitted revenue package.

Completed revenue packages are submitted to the Budget Office by mid-December.

Expenditure Budgets

The second phase of the City's budget process begins in early January. The departments prepare their budgets from the instructions given, such as wage guidelines and target figures. Budget packages are submitted to the Budget Office in late January.

Review and Adoption

During the month of March, the City Manager reviews the budgets through a series of budget hearings with the departments. The City Manager then formulates his recommendations. Prior to April 1 of each year, the City Manager's proposed budget for the following fiscal year is then submitted to the City Council. An accurate summary of this budget is made available no later than two (2) weeks after its submission to the City Council.

The City Council then refers the City Manager's budget to the Finance Committee for review and consideration. During the month of April, the Finance Committee holds budget hearings with all the City departments and the School department. Upon completion

of these hearings, the Finance Committee formulates their recommendations and presents the budget to the City Council. The school department budget, under the school consolidation law passed in 2007, is required to conduct a referendum to approve the budget.

The City Council holds a public hearing on the City's Finance Committee's recommended budget at least ten days prior to the final passage of the appropriation resolve, which must be on or before June 30. A budget workshop is scheduled for the City Council to discuss the budget after the initial public hearing. Final action is taken by the City Council at the second reading of the budget, which as previously stated must be before June 30th.

Execution

Amounts are appropriated for general City purposes and one amount for school purposes, the total of which cannot exceed estimated revenues.

Budgets for the general fund and the enterprise funds are legally adopted each year through the passage of an appropriation resolve. Special revenue funds and capital projects funds do not have legally appropriated budgets but have adopted project budgets.

Total expenditures for the year may not exceed total appropriations for the period. The City Council may, by resolution, appropriate additional amounts only up to the amount of excess revenues and unencumbered budget surplus remaining after the purpose of the original appropriation has been satisfied. At the end of the fiscal year, all unencumbered appropriations lapse unless specifically continued by resolution of the City Council.

With the passage of the budget and appropriation resolve, the control phase of the fiscal program begins. Throughout the fiscal year, the budget acts as a control on expenditures, and on programs and activities of the City. The fact that funds are budgeted to a department and activity is not itself a final

justification for the expenditure of money; constant review and control must be maintained throughout the year. Responsibility for this control is shared by the City Manager, the department heads, and the Budget Office. Final responsibility lies with the City Manager.

No payment voucher shall be processed until the Budget Office has certified that funds are available under the proper account for the department initiating the payment request.

Accounting System

Fund Accounting: The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, reserves, fund equity / retained earnings, revenues and expenditures, or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The following funds are represented in the budget report.

Governmental Funds

General Fund: Transactions related to revenues and expenditures for delivery of those services traditionally provided by municipal governments, which are not accounted for in other funds, are accounted for in the General Fund. These services include, among others, general government, public safety, parks recreation and facilities, public works, health and human services, library, pension and employee insurance, county tax and Metro, debt service, and education.

Capital Projects Funds: Transactions related to revenues obtained and used for the acquisition, construction or improvement of

capital facilities are accounted for in Capital Projects Funds. Such resources are derived principally from proceeds of general obligation bond issues.

Special Revenue Funds: Transactions related to revenues and expenditures under certain federal and state grants and from other sources, upon which legal restrictions are imposed, are accounted for in Special Revenue Funds.

The special revenue fund presented in the budget document is the Community Development Block Grants. It accounts for grants received from the federal government under the Housing and Community Development Act of 1974, as amended. These funds are used to repair streets, sidewalks and maintain parks in neighborhoods that qualify under the regulations. Qualified external human service organizations also share in these funds.

Proprietary Funds

Enterprise Funds: Transactions related to City facilities and services which are intended to be supported primarily through user charges, or where management has decided that determination of net income is appropriate, are accounted for in Enterprise Funds.

The operations classified as Enterprise Funds are: Fish Pier, Sewer, Stormwater and Jetport.

Basis of Accounting and Budgeting

Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus.

All proprietary funds are accounted for on a flow of economic resources measurement focus.

Basis of Budgeting

The modified accrual basis of accounting is used by all governmental fund types. Under the modified accrual basis of accounting, expenditures are recorded when the related fund liability is incurred and revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available).

"Measurable" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The City considers property taxes as available if they are collected within 60 days after year-end. Revenues susceptible to accrual are property taxes, special assessments, licenses, interest revenue and charges for services. Fines, permits and parking meter revenues are not susceptible to accrual because generally they are not measurable until received in cash.

The accrual basis of accounting is utilized by proprietary fund types. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

The City follows certain accounting principles for General Fund budgetary reporting purposes that differ from GAAP; the most significant of which are encumbrances treated as expenditures for budgetary purposes, and interfund and interdepartmental transfers under generally accepted accounting principles treated as revenues and/or expenditures for budgetary reporting purposes. In addition, the City's budgetary reporting for insurance claims, compensated absences, and investment income is done in accordance with the cash basis method of accounting, as opposed to the modified accrual method required by generally accepted accounting principles.

Glossary of Terms

Ad Valorem Tax: Property taxes levied on the assessed value of real or personal property.

Administrative Services: The character code classification which includes the cost of memberships to professional organizations, literature, licenses, travel, training, and postage.

Appropriation: An authorization made by the City Council which permits the City to incur obligations and to make expenditures of resources.

Assessed Valuation: A value that is established for real and personal property for use as a basis for levying property taxes.

Assets: Property owned by a government which has a monetary value.

Authorized Positions: The approved list of positions that an organization may hire to fill.

Balanced Budget: A budget in which planned resources equal planned expenditures.

Benefits: The character code classification for employee related costs such as health insurance, pension, FICA, unemployment, cell phones, clothing and tool allowance, and medical stipends.

Bond: A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation, revenue bonds, and special improvement district bonds. These are most frequently used for construction of large capital projects such as buildings, streets and sewers.

Budget: A financial plan for a specified period of time (fiscal year).

Budget Adjustment / Transfer: A procedure to revise a budget appropriation.

Budget Calendar: The schedule of key dates that a government follows in the preparation and adoption of the budget.

Budget Document: The official written statement prepared by the Budget Office and supporting staff which presents the approved budget by the City Council.

Budget Message: The opening section of the budget which provides the City Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and recommendations made by the City Manager.

Budgetary Control: The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of authorized appropriations and available revenues.

Capital Assets: Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.

Capital Equipment: Tangible property or equipment used for operations, expected to have a service life of more than a year and a cost of more than \$10,000.

Glossary of Terms

Capital Improvements Budget: A plan of proposed capital expenditures and the means of financing them. The capital budget normally is based on a capital improvement program (CIP).

Capital Improvement Program (CIP): A plan for capital improvements to be implemented each year over a fixed period of years to meet capital needs arising from the long-term work effort. It sets forth each project or other contemplated expenditures in which the government is to have a part and specified the full resources estimated to be available to finance the projected expenditures.

Capital Outlays: The character code classification for an expenditure which results in the acquisition of or addition to fixed assets.

Cash Basis: The method of accounting under which revenues are recorded when received in cash and expenditures are recorded when paid.

Character Code: A grouping mechanism that characterizes the type of expenditure and / or revenue. The major expenditure classifications utilized by the City of Portland include Payroll, Benefits, Administrative Services, Client Expenses, Contractual Services, Maintenance & Repairs, Rentals, Insurance, Supplies, Minor Capital, Utilities, Contributions, Capital Outlay, and Debt Service. The major revenue classifications include Property & Excise Taxes, Licenses & Permits, Intergovernmental, Charges for Services, Fines Forfeits & Penalties, Uses of Money & Property, and Other Finance Resources.

Client Expenses: The character code classification generally associated with the costs of the Social Services General Assistance Program such as food, housing, prescriptions, and utility expenses.

Contingency Account: A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for.

Contractual Services: The character code classification which accounts for the purchase of services such as consulting, advertising, temporary services, and printing.

Contributions: The character code classification for monies contributed to organizations to help fund their program costs.

Debt Service: Payment of interest and repayment of principal to holders of a government's debt instruments.

Deficit: The excess of an entity's liabilities over its assets (see Fund Balance).

Delinquent Taxes: Taxes remaining unpaid on and after the date on which a late payment penalty is assessed.

Department: A segment of the account number that identifies the highest level in the formal City organization in which a specific activity is carried out.

Depreciation: 1. Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence. 2. That portion of the cost of a capital asset which is charged as an expense during a particular period.

Glossary of Terms

Division: A segment of the account number identifying the second level in the formal City organization in which a specific activity is carried out; several divisions may comprise a single department.

Encumbrance: The legal commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.

Enterprise Fund: A fund established to account for operations financed in a manner similar to a private business enterprise, i.e., where the costs of providing goods and services to the public are financed or recovered through user charges.

Estimated Revenue: The amount of projected revenue to be collected during the fiscal year.

Expenditure/Expense: This term refers to the outflow of funds paid for an asset, goods, or services obtained.

Final Allowance: The final budget amounts approved by the City Council.

Fiscal Year (FY): The time period designated by the City signifying the beginning and ending period for recording financial transactions. The City of Portland has specified July 1 to June 30 as its fiscal year.

Fixed Assets: Assets of long-term character which are intended to continue to be held or used, such as land, buildings, machinery, and other equipment.

FTE: Personnel staffing acronym for full-time equivalent based on the position's standard hours.

Function: A segment of the account number that identifies the budget category of the account. The eleven primary activity classifications used in budgeting include Education, General Government, Public Safety, Public Works, Health and Human Services, Parks and Recreation, Library, Debt Service, County Tax, Metro and the Enterprise Operations.

Fund: An accounting entity which has a set of self-balancing accounts and records all financial transactions for specific activities or government functions. Eight commonly used fund types in public accounting are: general fund, special revenue funds, debt service funds, capital project funds, enterprise funds, trust and agency funds, internal service funds, and special assessment funds.

Fund Balance: Fund balance is the excess of assets over liabilities and reserves, and is therefore also known as surplus funds.

Generally Accepted Accounting Principles (GAAP): Uniform minimum standards of / and guidelines for financial accounting and reporting. These guidelines govern the form and content of the basic financial statements of an entity. GAAP encompass the conventions, rules, and procedures necessary to define accepted accounting practices at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provides a standard by which to measure financial presentations.

Glossary of Terms

General Fund: The largest fund within the City, the general fund accounts for most of the financial resources of the government not specifically accounted for in other funds. General fund revenues include general property and other taxes, licenses and permits, fines, forfeits and penalties, use of money and property, intergovernmental charges, service charges, interdepartmental charges, and reimbursements. General Fund expenditures are categorized as general government, public safety, public works, parks recreation and facilities, health and human services, public library, county tax, metro, and debt service.

General Obligation Bonds: Bonds that finance a variety of public projects such as streets, buildings, and improvements; the repayment of these bonds is usually made from property taxes, and these bonds are backed by the full faith and credit of the issuing government.

Grant: A contribution of assets (usually cash) by one governmental unit or other organization to another. Typically, these contributions are made to local governments from the state and federal governments. Grants are usually designated for specified purposes. Grants may be classified as either categorical or block depending upon the amount of discretion allowed the grantee.

Holiday Payments: The wages paid to union employees for holidays according to the stipulations of the union contract.

Housing and Community Development Program (HCD): The Special Revenue Fund used to account for the expenditures and revenues received under the Housing and Urban Development's Community Development Block Grant (CDBG).

HUD: The abbreviation for Housing and Urban Development.

Insurance: The character code classification which accounts for insurance expenses including general liability, workers' compensation, and self-insurance.

Intergovernmental Revenue: Funds received from Federal, State and other local government sources, such as grants and shared revenues.

Liability: Debt or other legal obligations arising out of transactions in the past that must be paid or refunded at some future date, not including encumbrances.

Line-Item Budget: A budget which lists each expenditure category or object code separately (salary, materials, telephone service, travel, etc.), along with the dollar amount budgeted for each specified category.

Maintenance and Repairs: The character code classification associated with up-keep of the city's tangible assets such as buildings, equipment, and land.

Maturities: The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.

Measurement Focus: The accounting convention which determines (1) which assets and which liabilities are included on an entity's balance sheet and (2) whether its operating statement presents "financial flow" information (revenues and expenditures) or "capital maintenance" information (revenues and expenses).

Glossary of Terms

Mill: The property tax rate which is based on the valuation of property. A tax rate of one mill produces one dollar of taxes on each \$1,000 of property valuation.

Minor Capital Items: The character code classification used for tangible property or equipment used for operations having a cost of $\geq$ \$5,000 and $<$ \$10,000 per single item.

Modified Accrual Basis: The accrual basis of accounting where revenues are recognized when they become both "measurable" and "available" to finance expenditures of the current period. All governmental funds and Expandable Trust Funds are accounted for using the modified accrual basis of accounting.

Net Budget: The legally adopted budget less all interfund transactions. Those amounts in the budget representing transfers and interfund reimbursements which in effect are double counted in from the perspective of the entire budget are subtracted from the legally adopted budget amount.

Object Code: A segment of the account number identifying the specific types of expenditures and / or revenues at the most detailed level. The city's object codes, defined in the chart of accounts, are utilized across all funds as appropriate, completing the full account number designation. Object Codes are assigned a character code for budget grouping classification purposes.

Operating Budget: The portion of the budget which pertains to daily operations that provide basic governmental services. The operating budget contains appropriations for such expenditures as personnel, contractual services, maintenance and repairs, utilities, and supplies.

Operating Transfers Out: The character code classification for interfund transfers or expense activity between funds.

Ordinance: A formal legislative enactment by the governing body of a municipality having the full force and effect of law within the boundaries of the municipality to which it applies, provided it does not conflict with a higher form of law such as a state statute.

Organization Code: A short code identifying an account number's fund, department, division, and program.

Payroll: The character code classification for the cost of employees' wages including salaries, overtime, temporary help, and termination pay.

PDC: The abbreviation for the Portland Development Corporation, a local development corporation, organized by the City in 1991 for the purposes of implementation and administration of economic development programs that enhance and create business and employment opportunities, and the enhancement and coordination of the provision of services to the City's downtown business district.

PDD: The abbreviation for Portland Downtown District.

Program: A segment of the account number identifying the third level in the formal City organization in which a specific activity is carried out; several programs may comprise a single division.

Glossary of Terms

Rental: The character code classification used for rental expenses of land, buildings, vehicles and equipment.

Reserve: An account used to indicate that a portion of a fund's assets are legally restricted for a specific purpose and is, therefore, not available for general appropriation.

Resolution: An order of a legislative body requiring less legal formality than an ordinance or statute.

Revenue: Funds which the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income.

Revenue Estimate: A formal estimate of how much revenue will be earned from a specific revenue source for some future period; typically, a future fiscal year.

Risk Management: An organized attempt to protect a government's assets against accidental loss in the most economical method.

Self Insurance: The underwriting of one's own insurance instead of obtaining coverage from a private provider.

Source of Revenue: Revenues are classified according to their source or point of origin.

Special Assessment: A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

Special Revenue Fund: A fund created to account for transactions related to revenues and expenditures under certain federal and state grants and from other sources, upon which legal restrictions are imposed.

Supplies: The character code classification relating to the purchase of materials, provisions, and other tangible goods.

Tax Levy: The total amount to be raised by general property taxes.

Tax Lien: The legal method for collecting delinquent real estate taxes.

Tax Rate: The amount of taxes (mills) levied for each \$1,000 of assessed valuation.

Termination: The final wage payment for accrued vacation and sick time, if applicable, upon an employee's termination with the City.

Utilities: The character code classification which includes expenses for heating fuel, electricity, water and sewer, and telephone.

Wage Adjustment: A wage reserve account for changes which may result from scheduled union contract negotiations.

City of Portland, Maine

July 1, 2021 – June 30, 2022



Municipal Budget

City of Portland, Maine

FY22 Municipal Budget

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City of Portland, Maine

City Council

Kate Snyder
Mayor
(2023)

Belinda S. Ray
District 1
(2021)

Mark Dion
District 5
(2023)

Spencer Thibodeau
District 2
(2021)

Pious Ali
At Large
(2022)

Tae Y. Chong
District 3
(2022)

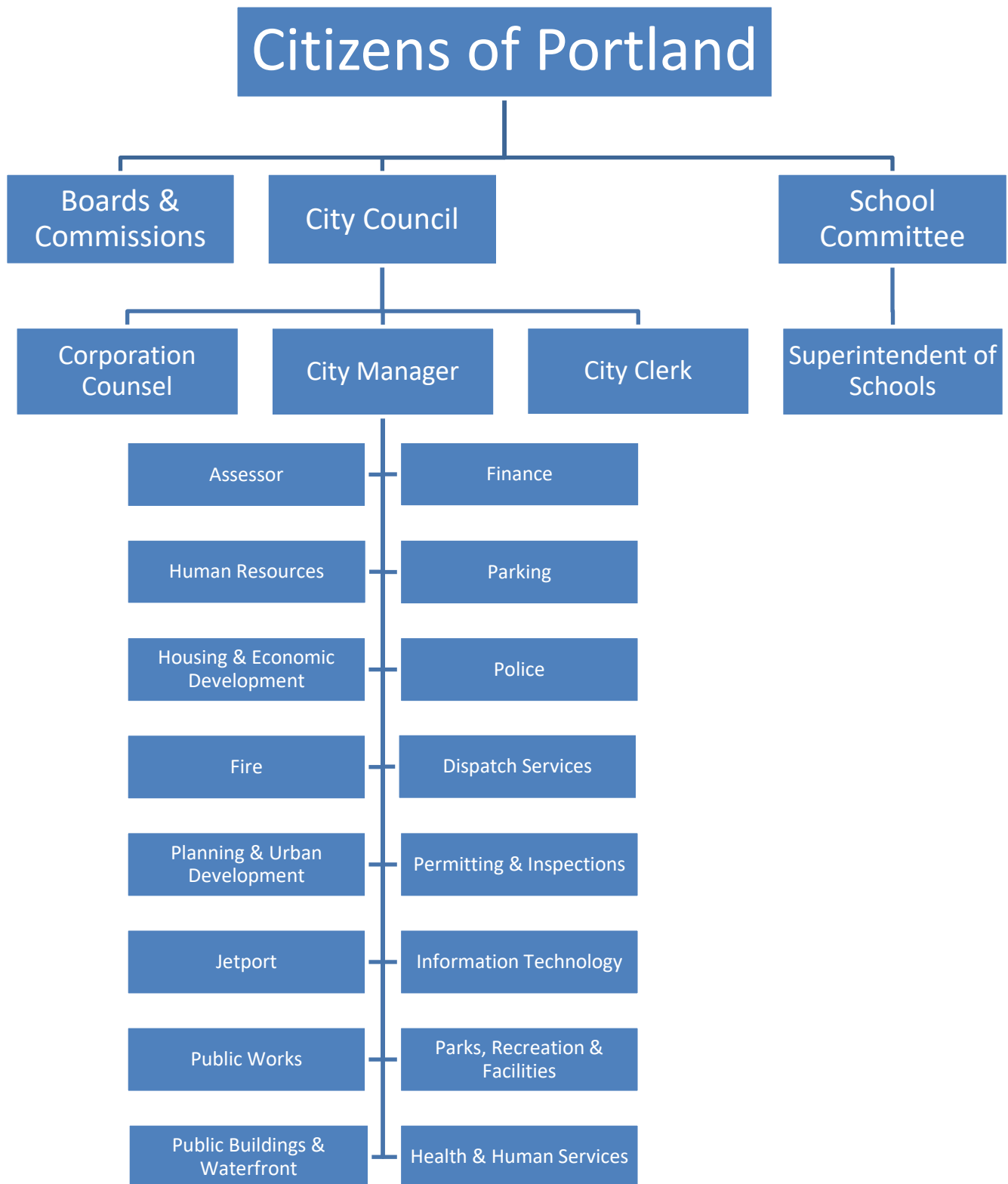
April Fournier
At Large
(2023)

Andrew Zarro
District 4
(2023)

Nicholas M. Mavodones, Jr.
At Large
(2021)

City of Portland, Maine

Organizational Chart



City of Portland, Maine

Administrative Staff

City Manager

Jon Jennings

Assistant City Manager

Vacant

Department	Department Head
Assessor	Christopher Huff
City Clerk	Katherine Jones
Finance	Brendan O'Connell
Fire	Chief Keith Gautreau
Health & Human Services	Kristen Dow
Housing & Economic Development	Vacant
Human Resources	Gina Tapp
Information Technology	Hanna Pickering
Jetport	Paul Bradbury
Legal	Danielle West-Chuhta
Parking	John Peverada
Parks, Recreation & Facilities	Ethan Hipple
Permitting & Inspections	Jessica Hanscombe
Planning & Urban Development	Christine Grimando
Police	Chief Frank Clark
Public Buildings & Waterfront	Katherine Alves
Public Works	Christopher Branch



Portland, Maine

Yes. Life's good here.

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City of Portland, Maine
Tax Rate Computation
FY22

	General Fund	Enterprise Funds	TOTAL MUNICIPAL	School Dept	GRAND TOTAL
Total Expenditures	\$212,156,884	\$56,059,417	\$268,216,301	\$126,454,700	\$394,671,001
Less: Revenues	(121,141,953)	(58,219,679)	(179,361,632)	(26,601,449)	(205,963,081)
Surplus	0	2,160,262	2,160,262	(770,000)	1,390,262
Tax Levy	\$91,014,931	\$0	\$91,014,931	\$99,083,251	\$190,098,182
Tax Levy %			47.9%	52.1%	100.0%

FY22 Official Tax Rate:

¹ **FY22 Valuation:** 14,629,000,000

FY22 Tax Rate:	\$6.22	\$0.00	\$6.22	\$6.77	\$12.99
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FY22 / FY21 Comparative Prior to FY22 Revaluation:

Valuation: 8,155,000,000

Tax Rate:

FY22	\$11.16	\$0.00	\$11.16	\$12.15	\$23.31
FY21	\$11.62	\$0.00	\$11.62	\$11.69	\$23.31
\$ Increase	(\$0.46)	\$0.00	(\$0.46)	\$0.46	\$0.00
% Increase	-4.0%	0.0%	-4.0%	3.9%	0.0%

¹ FY22 Revaluation: Official FY22 Valuation Released September 2021

² Reflects the FY22 School Department Amended Budget (07/19/21) Appropriation Increase of +\$1.3m (CO #10-21/22 through CO #13-21/22)

City of Portland, Maine
Comparative Tax Levy by Budget Category
FY22 Budget verses FY21 Budget

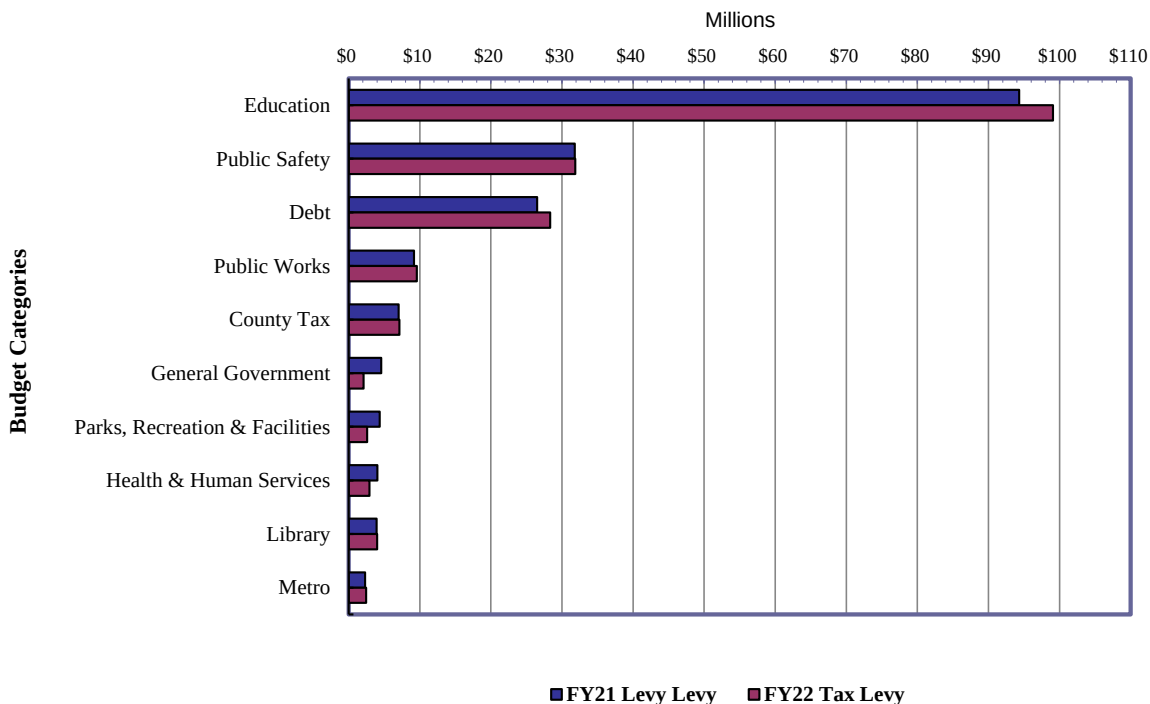
Department	FY21 Tax Levy	FY22 Tax Levy	\$ Change	% Change	FY21 Tax Rate	% of Taxes	FY22 Tax Rate	% of Taxes
Education	\$94,338,744	\$99,083,251	\$4,744,507	5.0%	\$11.69	50.2%	\$6.77	52.1%
Public Safety	\$31,808,884	\$31,869,587	\$60,703	0.2%	\$3.94	16.9%	\$2.18	16.8%
Debt	\$26,510,511	\$28,351,386	\$1,840,875	6.9%	\$3.28	14.1%	\$1.93	14.9%
Public Works	\$9,195,909	\$9,598,016	\$402,107	4.4%	\$1.14	4.9%	\$0.66	5.0%
County Tax	\$7,011,159	\$7,147,309	\$136,150	1.9%	\$0.87	3.7%	\$0.49	3.8%
General Government	\$4,579,595	\$2,084,485	(\$2,495,110)	-54.5%	\$0.57	2.4%	\$0.14	1.1%
Parks, Recreation & Facilities	\$4,374,873	\$2,595,700	(\$1,779,173)	-40.7%	\$0.54	2.3%	\$0.18	1.4%
Health & Human Services	\$4,044,904	\$2,903,692	(\$1,141,212)	-28.2%	\$0.50	2.2%	\$0.20	1.5%
Library	\$3,927,837	\$4,006,394	\$78,557	2.0%	\$0.49	2.1%	\$0.27	2.1%
Metro	\$2,301,022	\$2,458,362	\$157,340	6.8%	\$0.29	1.2%	\$0.17	1.3%
Total:	\$188,093,438	\$190,098,182	\$2,004,744	1.1%	\$23.31	100.0%	\$12.99	100.0%

Note: Due to rounding, totals may not equal 100%

Notes:

- The pension and insurance costs have been proportionately allocated to the budgets.
- Non-department specific revenues are allocated to all departments.
- Revaluation occurred in FY22.
- The FY22 budget includes American Rescue Plan (ARPA) funds of \$8.750m (a) General Government (b) Parks, Recreation & Facilities (c) HHS Barron Cent

Tax Levy By Budget Category
FY22 and FY21 Comparison
Tax Levy in Millions



CITY OF PORTLAND, MAINE
Annual Expenditure Budget
Comparative Budget Summary - General Fund and Enterprise Funds

Department		FY20 Actual	FY21 Budget	FY21 Projection	FY22 Budget
100-11-000	City Council	\$356,812	\$450,014	\$371,152	\$424,240
100-12-000	City Clerk	633,896	679,454	666,838	632,235
100-13-000	Executive	1,074,556	764,688	758,038	830,736
100-14-000	Assessor	419,865	418,620	414,620	446,739
100-15-000	Finance	1,824,451	1,865,502	1,729,100	1,892,960
100-16-000	Legal	733,069	728,821	772,582	845,052
100-17-000	Human Resources	1,107,634	1,072,530	939,201	1,157,467
100-18-000	Parking	2,055,034	2,244,853	2,047,270	2,387,748
100-19-000 ¹	Housing & Economic Development	748,948	1,220,230	1,219,860	1,277,391
100-21-000 ²	Police	17,280,472	17,195,829	15,959,561	15,049,863
100-22-000	Fire	18,016,994	17,804,366	17,824,429	18,181,140
100-23-000 ²	Dispatch Services	-	-	-	2,417,816
100-24-000 ¹	Planning & Urban Development	1,733,083	1,425,522	1,445,698	1,598,268
100-25-000	Permitting & Inspections	1,694,266	1,926,043	1,931,566	2,172,384
100-29-000	Information Technology	2,401,429	2,589,248	2,587,962	2,858,804
100-31-000	Public Works	14,133,542	13,655,734	13,689,522	14,451,623
100-33-000	Parks, Recreation & Facilities	10,168,289	9,324,469	7,885,198	9,190,984
100-35-000	Public Buildings & Waterfront	4,416,776	5,079,184	4,355,422	5,518,142
100-44-100	HHS Administration	292,938	329,165	329,165	338,515
100-44-200	Public Health	1,876,705	2,216,800	1,993,390	2,356,743
100-44-300	Social Services	14,887,201	14,623,335	19,613,761	16,714,830
100-44-400	Barron Center	15,387,530	16,112,624	14,602,253	16,537,167
100-47-000	Debt Service	43,538,947	45,700,279	39,947,696	48,355,413
100-48-000	Library	4,235,323	3,927,837	3,927,837	4,006,394
100-51-000	Pension	7,968,019	7,764,619	7,745,000	8,531,837
100-52-000	Employee Benefits	20,943,499	22,257,159	22,478,827	21,342,536
100-61-000	Contingent	273,518	250,000	250,000	250,000
100-62-000	Liability Insurance	782,436	793,128	778,260	817,034
100-63-000	County Tax	6,640,316	7,011,159	7,011,159	7,147,309
100-65-000	Memberships & Contributions	3,230,035	3,375,448	3,375,448	3,787,776
100-67-000	Wage Adjustment	-	-	-	637,738
Total General Fund Expenditures:		\$198,855,582	\$202,806,660	\$196,650,815	\$212,156,884
530-35-000	Fish Pier	\$461,079	\$423,216	\$391,624	\$421,641
570-00-000	Sewer	25,364,988	26,708,918	26,237,076	28,441,361
571-00-000	Stormwater	2,455,494	2,972,872	2,867,565	3,248,661
583-28-000	Jetport	21,091,759	24,074,754	22,050,093	23,947,754
Total Enterprise Funds:		\$49,373,321	\$54,179,760	\$51,546,358	\$56,059,417
Total General & Enterprise Funds:		\$248,228,903	\$256,986,420	\$248,197,173	\$268,216,301

*** Notes:**

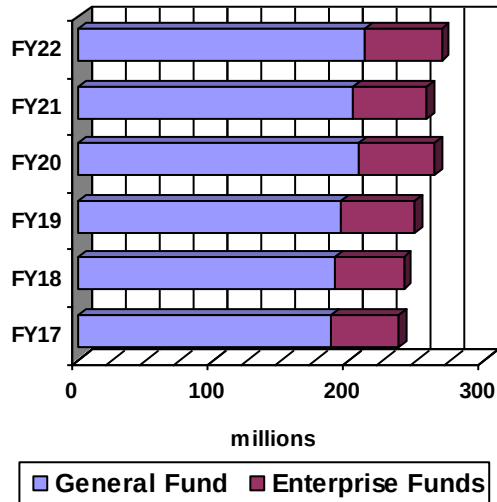
¹ Housing & Community Development division transferred from Planning & Development to Housing & Economic Development Department in FY21

² Dispatch Services division separated from Police to Dispatch Services Department in FY22

³ Covid-19 Pandemic began mid-March 2020 (FY20)

Budget Highlights

**General Fund & Enterprise Funds
FY17 - FY22**



General Fund Expenditures

The 2021-2022 General Fund budget totals \$212,156,884, an increase of \$9,350,224 or 4.6%. The FY22 budget incorporates the partial restoration of the coronavirus FY21 budget reductions; the magnitude of the pandemic began to emerge in March of 2020 (late FY20) during the City's FY21 budget preparation process. The major changes in the FY22 budget include:

Debt Service	\$ 2,655,134
City Wages	\$ 2,646,287
Social Services Client Services	\$ 1,604,790
Merrill Auditorium Roof Repair	\$ 500,000
Ambulance	\$ 280,000
Housing Trust Fund Contribution	\$ 250,000
Travel & Training	\$ 165,715
Vehicle Fuel	\$ 156,134
IT Computer Software & Maint. Contracts	\$ 149,608
METRO	\$ 143,089
County Tax	\$ 136,150
Other Contractual Misc. Services	\$ 117,889
Parking Garage Repairs	\$ 106,800
Workers' Comp Indirect Chargebacks	\$ 85,000

Race, Equity And Leadership (REAL)	\$ 80,000
Library Contribution	\$ 78,557
Traffic Pavement Markings	\$ 72,065
Planning Recode Phase II (Continued)	\$ 65,000
Historic District Housing Cost Study	\$ 65,000
Agricultural Supplies	\$ 61,586
Medical Supplies	\$ 58,800
Ecomaine	\$ 55,575
IT Human Resources Support	\$ 50,000
Interpreter Services	\$ 43,477
Computers & Technology Supplies	\$ 36,616
General Liability Insurance	\$ 33,906
Barron Center Electronic Charting System	\$ 30,400
Charter Commission (FY21)	\$ (33,048)
Voting Machine Rental	\$ (36,000)
Event Supplies	\$ (41,226)
Air Rescue M&R Vehicles	\$ (50,000)
Employee Benefits	\$ (55,473)
Food Expense	\$ (55,482)
Police Steering Committee (FY21)	\$ (75,000)
Lab & Medical Services	\$ (139,653)

Enterprise Funds Expenditures

The FY2022 Enterprise Funds budget totals \$56,059,417, an increase of \$1,879,657 or 3.5% over the 2020-2021 budget; this budget increase is largely attributed to the Sewer Fund.

The FY22 Jetport expenditure budget totals \$23,947,754, decreasing \$127,000 or 0.5% compared to FY21 (Note: the FY22 Jetport surplus is budgeted at \$0 for a second year in a row as a result of the pandemic). The more significant Jetport budgetary changes include the following:

Capital Outlay	\$ 63,291
Airfield Paint Supplies	\$ 50,000
Contractual Services Misc.	\$ (56,442)
Building Maintenance Terminal Cleaning	\$ (87,210)
Administrative Services	\$ (102,145)

The FY22 Sewer Fund expenditure budget of \$28,441,361 increased by \$1,732,443 or 6.5% compared to FY21. The budgetary changes comprise of the following:

Debt Service Division	\$ 775,349
PWD Assessment	\$ 702,280
City Wages	\$ 189,200
Sewer Flow Monitoring	\$ 120,000
Street Opening Repairs	\$ 40,625
Pan & Tilt Camera (FY21)	\$ (64,255)
Sewer Indirect Chargebacks	\$ (67,194)

The FY22 Stormwater Fund has an expenditure budget of \$3,248,661, resulting in an increase of \$275,789 or 9.3%. The more significant expenditure variances are:

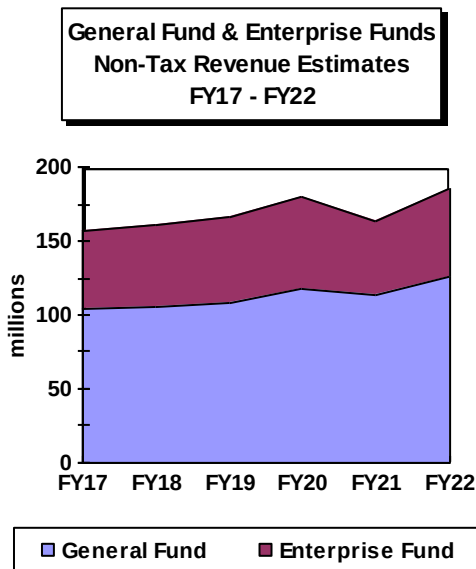
Debt Service Division	\$ 199,088
City Wages	\$ 82,475
Stormwater Project Survey Work	\$ 50,000
Benefits	\$ (41,667)

The FY22 Fish Pier Fund has an expenditure budget of \$421,641, resulting in a decrease of \$1,575 or 0.4%.

departments revenues include a FY22 allocation from the American Rescue Plan Act (ARPA) for anticipated losses in FY22 revenues based on pre-pandemic operations. The FY22 Health & Human Social Services Division's estimated revenues increased \$106,785, less than the rise in the estimated expenditures of \$2,091,495; the Social Services Division's FY22 net increase of expenditures over revenues is \$1,984,710. The FY22 / FY21 revenue changes include the following:

American Rescue Plan Act (ARPA)	\$ 8,750,000
Revenue Sharing	\$ 2,750,000
SS State of Maine Social Services	\$ 1,121,812
Debt Service School Department Charges	\$ 1,102,846
Barron Center Patient Receipts	\$ 706,137
Debt Service Enterprise Fund Chargebacks	\$ 516,602
Parking Tickets	\$ 430,000
Health Insurance Employee Reimbursement	\$ 403,962
Permitting & Inspections Business Licenses	\$ 388,682
Parking Meters	\$ 375,100
Debt Service Misc. Charges for Services	\$ 204,414
Golf Course Recreation Charges for Services	\$ 145,839
Street Openings Reimbursement.	\$ 131,569
Ocean Gateway Parking	\$ 125,000
Before & After School Program	\$ 115,665
Social Services Grant Reimbursement	\$ 109,677
Athletic Facilities Field Use	\$ 85,636
Electrical Permits	\$ 70,000
Street Occupancy	\$ 59,095
Excise Taxes	\$ (50,500)
Economic Development Misc. Reimbursement	\$ (78,508)
Parks & Recreation Rental Income	\$ (101,820)
India Street Donations	\$ (116,566)
Enterprise Fund Misc. Reimbursements	\$ (180,162)
Public Health Division Grant Reimb.	\$ (205,368)
Hourly & Monthly Parking Garages	\$ (206,932)
Enterprise Fund Benefit Chargebacks	\$ (227,166)
MEDCU Public Safety Charges for Services	\$ (300,000)
Parks & Recreation Keep ME Healthy Grant	\$ (320,853)
Social Services FEMA Emergency Housing	\$ (434,219)
Building Permits	\$ (450,000)
Interest Income	\$ (598,368)
Social Services Misc. Reimbursements	\$ (690,485)
TIF Reimbursements	\$ (874,712)

General Fund Revenues



The 2021-2022 General Fund non-tax revenues are estimated at \$126,275,476, an increase of \$12,799,987, or 11.3%, over the 2020-2021 budget. The FY22 revenue areas substantially impacted by the coronavirus pandemic include Finance, Parking, the Parks & Recreation Department, the Waterfront / Cruise Ship, and the Barron Center operations; these

Enterprise Funds Revenues

The Enterprise Funds 2021-2022 revenue estimates are \$58,219.679, an increase of \$7,994.798 or 15.9%.

The major changes in the revenue estimates include the following:

Sewer User Fees	\$ 2,402,514
Jetport Federal CARES Reimbursement	\$ 1,834,393
Jetport Landing Fees	\$ 1,273,949
Jetport Car Rental Commissions	\$ 1,038,846
Stormwater User Fees	\$ 723,727
Jetport Parking Income	\$ 633,340
Jetport Concessions	\$ 271,205
Jetport Cargo Revenues	\$ 63,977
Stormwater Interest Income	\$ (65,000)
Sewer Interest Income	\$ (165,650)

Housing & Community Development Program (HCD)

The 2021-2022 HCD program totals \$2,346,300, an increase of \$265,042, or 12.7%, from the 2020-2021 program: the Entitlement Grant increased \$15,991, Program Income decreased by \$949, and the funding from Tax Increment Financing (TIF) and the Cotton Street lot sale proceeds remain flat at \$120,000 and \$20,000 respectively. This budget also incorporates \$250,000 in new HUD Cares Act (CV) funding, with no use of Surplus Funds.

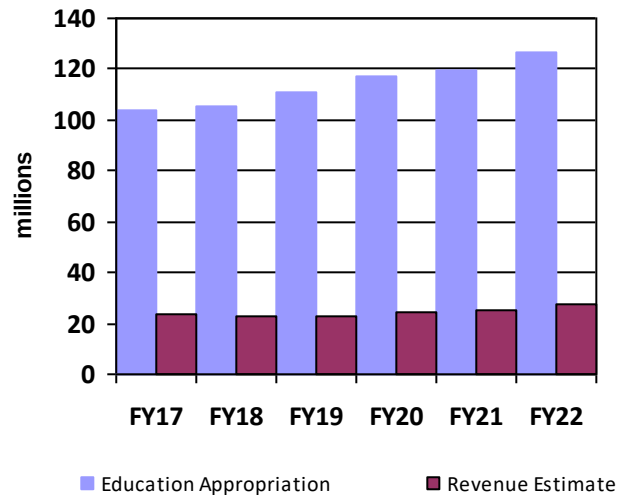
Education

The final 2021-2022 Education budget approved July 19, 2021 is \$126,454,700, an increase of \$6,592,023 or 5.5%. A summary of the more significant school expenditure changes is provided below:

School Wages	\$ 4,820,657
Debt Service	\$ 1,131,634
Benefits	\$ 1,045,276
Insurance – General Liability	\$ 81,795
HVAC Maintenance	\$ 77,811

Tuition to Private Source	\$ 35,150
Special Ed Contracted Services	\$ 30,230
Employee Training & Development Svcs	\$ (74,212)
Natural Gas	\$ (118,200)
Repair & Maintenance Services	\$ (137,704)
Capital Equipment	\$ (139,275)
Computer Lease	\$ (193,600)

Education Appropriations & Non-Tax Revenue Estimates FY17-FY22



The total non-tax revenue estimate for Education is \$27,371,449, an increase of \$1,847,516 or 7.2%. A summary of the revenue changes are as follows:

State Subsidy – EPS/Debt Service	\$ 1,941,284
MaineCare Medicaid Reimbursement	\$ 20,900
Food Service	\$ (16,079)
Adult Ed State Subsidy	\$ (16,744)
Surplus Use	\$ (59,333)

City of Portland
Authorized Employees
FY17-FY22

Department	FY17	FY18	FY19	FY20	FY21	FY22
City Council	1.0	-----	-----	-----	-----	-----
City Clerk	7.4	7.8	7.9	7.9	7.9	7.9
Executive	10.0	13.0	10.5	9.5	8.5	8.5
Assessor	5.9	5.9	5.9	5.9	5.7	5.9
Finance	24.0	25.0	25.0	25.0	24.4	25.0
Legal	6.0	6.0	7.0	7.0	7.0	8.0
Human Resources	10.5	11.0	11.0	10.5	11.3	11.5
Parking	29.6	29.6	29.6	30.0	29.0	29.2
Housing & Economic Development	5.8	5.8	7.1	7.0	16.0	16.0
Police	227.3	232.3	226.3	227.0	224.0	189.0
Fire	229.6	229.2	226.0	226.0	224.0	224.0
Dispatch Services	-----	-----	-----	-----	-----	36.0
Planning & Urban Development	21.5	24.0	24.0	24.0	17.0	17.0
Permitting & Inspections	25.0	28.0	28.0	28.5	30.8	35.0
Information Technology	17.0	17.0	17.3	16.0	16.0	15.8
Public Works	125.0	129.0	131.0	131.5	122.1	126.5
Parks, Recreation & Facilities	155.2	161.5	142.0	141.7	116.4	113.7
Public Buildings & Waterfront	-----	-----	24.5	24.5	22.0	24.0
Health & Human Services:						
HHS-Administration	5.0	5.0	5.0	4.0	4.0	4.0
Public Health	38.2	25.0	27.1	28.3	32.3	32.8
Social Services	78.3	80.1	87.8	93.5	94.5	96.2
Barron Center	260.7	263.7	244.0	246.8	237.6	245.0
<i>Total HHS:</i>	382.2	373.8	363.9	372.6	368.4	378.0
Subtotal:	1,283.0	1,298.9	1,287.0	1,294.6	1,250.4	1,271.0

***Notes:**

- Dispatch Services transferred from Police to Dispatch in FY22 (Reorg)
- Golf Course Restaurant Operations contracted in FY22
- City Hall Security / Greeter operations transferred from P&R to Public Buildings in FY22
- Housing & Community Development transferred from Planning to Housing & Economic Development in FY21 (Reorg)
- Planning Administration's CDBG/HOME/Lead Grant positions transferred to Housing & Economic Development's Housing & Community division in FY21
- Barron Center's Nutrition & Supply positions transferred to Parks Recreation & Facilities' Concessions division during FY20 (Reorg)
- Emergency Preparedness transferred from the City Manager's Office to Public Health Administration in FY20 (Reorg)
- Full-time project positions restored to the General Fund in FY20
- Full-time project positions directly charged to projects / grants in FY19 (City Manager, Planning, Public Health & Social Services: 47.6 FTEs)
- Office of Economic Opportunity transferred from City Manager to Economic Development in FY19 (Reorg)
- Public Buildings & Waterfront divisions split from Parks, Recreation & Facilities in FY19, excluding Custodial Services (FY19 new division)
- City Manager's Office of Economic Opportunity new in FY18

City of Portland
Authorized Employees
FY17-FY22

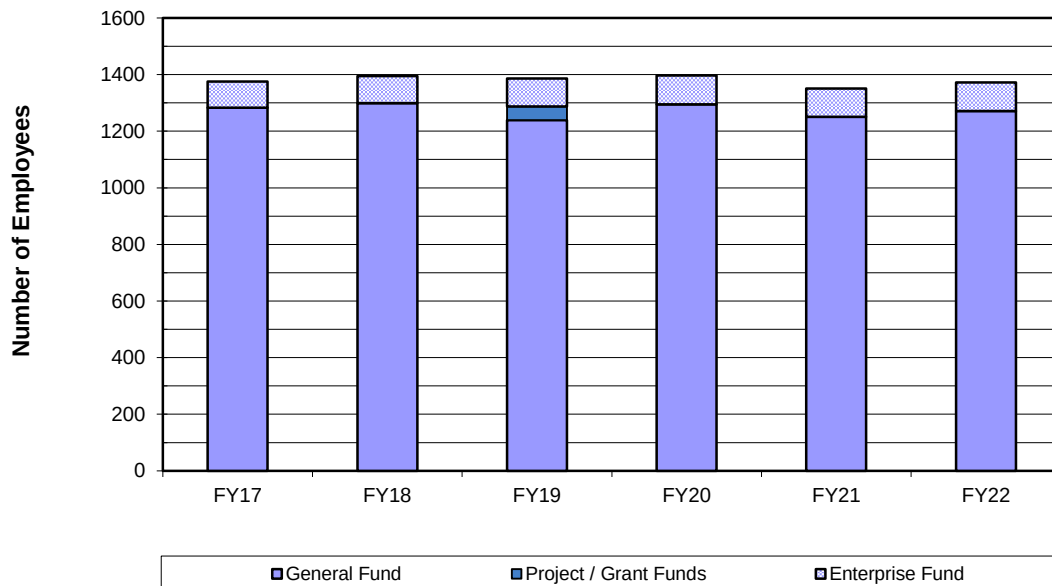
Department	FY17	FY18	FY19	FY20	FY21	FY22
Enterprise Funds:						
Sewer Fund	31.0	30.0	33.0	33.0	34.0	34.0
Stormwater Fund	11.0	13.0	10.0	10.0	9.0	10.0
Jetport	50.5	52.5	56.0	59.0	57.0	57.0
Subtotal:	92.5	95.5	99.0	102.0	100.0	101.0

***Notes:**

-FY21 Reflects 3.0 new Sewer Fund positions approved during FY21 (DEP/EPA staffing levels)

Total City Employees:	1,375.5	1,394.4	1,386.0	1,396.6	1,350.4	1,372.0
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**Total City
Authorized Employees
FY17 - FY22**



City of Portland, Maine
Approved Capital Expenditures
FY22

Department	Description	Amount	Total
GENERAL FUND:			
Fire			
	Ambulance	\$280,000	
	Total Fire		\$280,000
Parks, Recreation & Facilities			
	Cemeteries Zero Turn Mower Replacement	\$13,000	
	Total Parks, Recreation & Facilities		\$13,000
Public Buildings & Waterfront			
	Merrill Roof Repair	\$500,000	
	Other Public Buildings Pilot Public Toilet Project	50,000	
	Waterfront Portland Landing SHIP Grant Match	40,000	
	School HVAC Van Replacement	25,000	
	Total Public Buildings & Waterfront		\$615,000
Barron Center			
	BC Environmental Services Vestibule Renovations	\$36,065	
	BC Nutrition Steamer & Table	25,300	
	BC Central Supply BC I Whirlpool Tub Replacement	25,000	
	Total Barron Center		\$86,365
Total General Fund Approved Capital Expenditures:			\$994,365

City of Portland, Maine
Approved Capital Expenditures
FY22

Fund	Description	Amount	Total
ENTERPRISE FUNDS:			
Jetport			
	Field TWY A Connector (Local Share)	\$383,750	
	Terminal AC-1 Replacement	300,000	
	Parking Garage Maintenance	300,000	
	Parking CRF Renovations	250,000	
	Terminal Center Penthouse Chilling Tower Replacement	150,000	
	Terminal Building Management Controls System Replacement	125,000	
	Field Wing Set-Up (#71)	92,000	
	Terminal Baggage Carts	85,000	
	Operations Secured Apron Access Control	80,000	
	Operations CCTV Infrastructure IP Cameras	80,000	
	Terminal Exterior Steel Paint (Phase II)	75,000	
	Field Deicer Storage Tank (10,000 Gallons)	61,000	
	Field ARFF Building Bathroom Improvement Updates	60,000	
	Terminal Roadway Rehabilitation	50,000	
	Terminal Roof Repairs	50,000	
	Terminal Server & Switch Upgrades	50,000	
	Administration Vehicle Replacement	40,000	
	Field TWY A Non-AIP P-209 On Shoulders 11"	35,000	
	Terminal IDF UPS Replacement	35,000	
	Parking Scrape & Paint Beams & Columns	35,000	
	Field Stand-On Propelled Paint Machine w/ Beads	31,000	
	Field Maintenance Facility Facade Repair	30,000	
	Terminal Concrete Pick-Up / Drop-Off Lane Rehab	30,000	
	Terminal Safety Railing (Phase I: Sky Bridge, Chiller Tower & ARFF)	25,000	
	Terminal South Side Exterior Calking	25,000	
	Terminal Fire Door Replacement	25,000	
	Field Trackless Blower	20,000	
	Terminal ARFF Curb & Pavement Installation	20,000	
	Parking Garage Maintenance Design Fees	20,000	
	Field Fuel Monitoring System	18,000	
	Terminal Ticketing / Gate Podium Counter Repairs	15,000	
	Terminal Electric 35' Forklift	12,000	
	Field Walk-Behind Paint Machine w/ Beads	11,000	
	Field Paint Trailer	10,000	
	Terminal Damaged Concrete Repair & Removal (by CRF Ramp)	10,000	
	Terminal Bollard Lighting Replacement	10,000	
	Terminal DWG Updates	10,000	
	Terminal Utility DWG Updates	10,000	
	Terminal Monitor Replacements	10,000	
	Field Trackless Sweeper Attachment	9,100	
	Field Ceramic Blades (Trial)	8,200	
	Field Fuel Master System	6,000	
	Field Paint Shaker	5,500	
	Terminal Staircase Portable Lift	5,000	
	Total Jetport		\$2,712,550
Total Enterprise Funds Approved Capital Expenditures:			\$2,712,550

Key Revenues and Expenditures

Revenues

The operating budget categorizes revenues into seven distinct sources. A brief explanation of the revenue source is provided as well as significant changes in their estimates.

1. GENERAL AND OTHER EXCISE TAXES

Real Estate and Personal Property Tax

The principal tax of the City is the tax on real and personal property. A single tax applies for each fiscal year to the assessed value of the taxable real or personal property. The City's Tax Collector receives the tax commitment from the City Assessor, with assessed values as of April 1 of each year. Property taxes are collected in two installments, traditionally in September and March.

Collection of real estate taxes is ordinarily enforced in the City by the "tax lien" procedure as provided in the Maine Revised Statutes, as amended, to the collection of delinquent real estate taxes. Real Estate Tax Liens are recorded against the individual property at the County Registry of Deeds. This lien has priority over all mortgages, liens, attachments and encumbrances of any nature, subject to any paramount federal tax lien and subject to bankruptcy and insolvency laws. If the account is not satisfied within 18 months, the property becomes tax acquired and may be disposed of by the City.

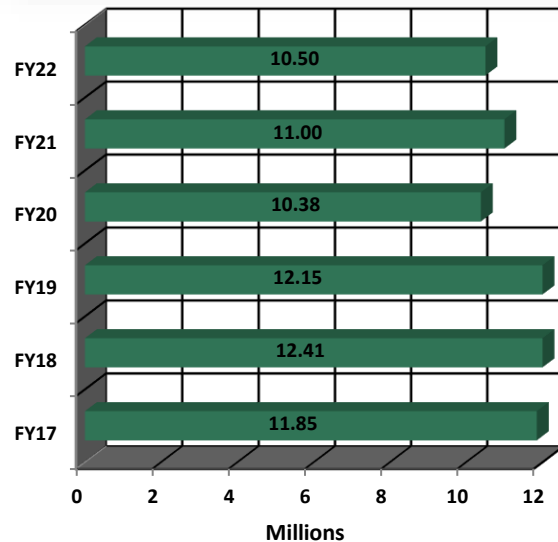
The latest revaluation occurred this year in FY22. The previous property revaluation was phased in over two years, FY2006 and FY2007, and a prior revaluation was completed in 1992.

Automobile Excise Taxes

Excise Taxes are another major revenue source in this category. Vehicles are assessed a sum equal to a stated mill rate on each dollar of the manufacturer's suggested list price. The mill rate starts at 24 mills for a current year model

and declines to 4 mills for the 6th and succeeding years.

Excise Tax Collections

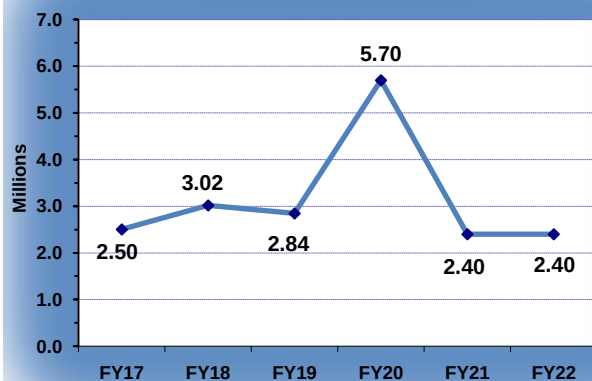


Note: FY21 and FY22 are estimated amounts.

2. LICENSES AND PERMITS

Many of the licenses and permits are established by the City Council and set forth in the Code of Ordinances. However, there are a number of fees established by the City pursuant to state law.

Building Permits



Note: FY21 and FY22 are estimated amounts.

Licenses and permits found in this category include street occupancy permits, business licenses, police & protective licenses, professional / occupational licenses, and non-business licenses. Business Licenses, Building Permits, Street Occupancy and the Cable TV Franchise are the largest sources of revenues in this category.

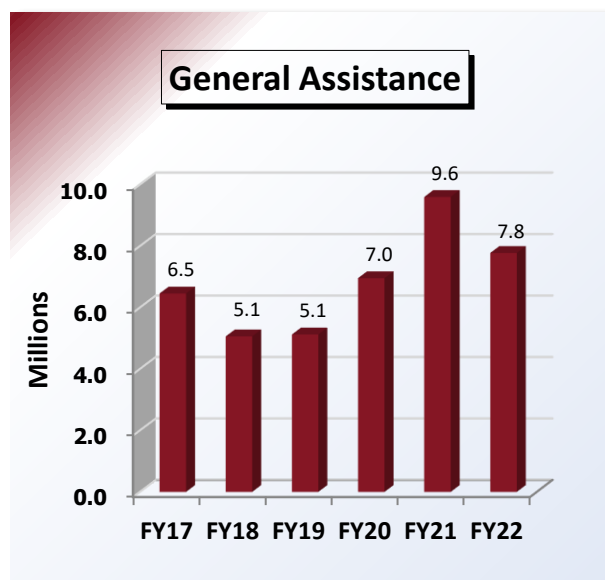
3. OTHER GOVERNMENTAL AGENCIES

Reimbursements are received from the state, other governmental agencies or individuals generally to compensate either in part or in full for services rendered by the City of Portland.

The FY22 budget incorporates \$8.750m in new American Rescue Program Act (ARPA) relief funds for the anticipated loss of City revenue during the coronavirus pandemic.

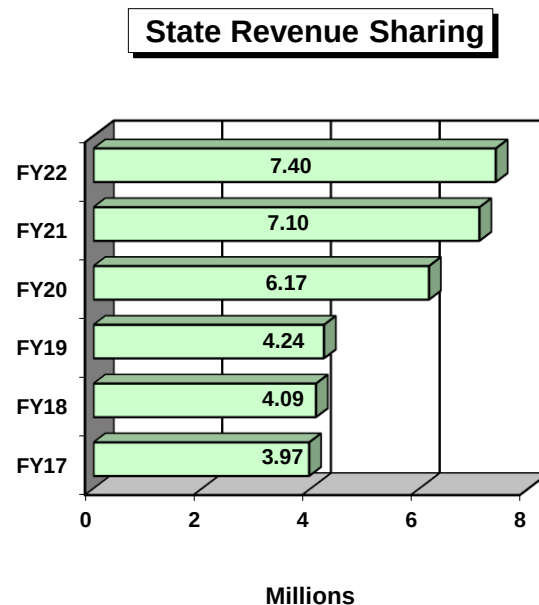
excluding certain immigrants. The FY17 revenue receipt reflects a court settlement for services provided by the City in FY15. The FY20 revenue collection and the FY21 projection reflect the increasing need for general assistance resulting from the influx of asylum seekers in the summer of FY20 and the on-going pandemic beginning in the spring of FY20. In FY22 this increased need resulting from the pandemic is anticipated to continue. Due to the need to “socially distance”, shelter capacities were reduced and local hotel utilization became necessary to provide for emergency housing. The Social Services division is continually striving to assist its clients to achieve self-sufficiency through its various programs funded by state and federal grants.

Another major source of revenue in this category is State Revenue Sharing.



Note: FY21 and FY22 are estimated amounts.

The second largest revenue in this category for FY22 is the General Assistance (GA) reimbursement. In FY16, the State of Maine GA reimbursement rate changed from a tiered percentage reimbursement rate (50% / 90%) to a flat seventy percent (70.0%) reimbursement rate based on the City's eligible program expenditures. The GA revenue collections, FY15 and forward, reflect changes by the state in the GA reimbursement eligibility guidelines,



Note: FY21 and FY22 are estimated amounts.

Traditionally the State has set aside 5% of all the sales, corporate, and personal income tax revenues it receives, creating a Revenue Sharing pool. The Revenue Sharing pool is then shared amongst 488 municipalities and unorganized townships in Maine, and distributed monthly. The total amount received by each municipality is based on two formulas: Revenue Sharing I and Rev-II.

The State's FY2016 budget, enacted June 30, 2015, temporarily reduced the Revenue Sharing distribution pool from 5.0% of all state sales, corporate, and personal income tax revenues to 2.0% for four years (FY2016 - FY2019). This reduction replaced the previous FY2014 and FY2015 reduction, which capped Revenue Sharing at \$62.5m.

With the latest newly elected governor, the State partially restores the Revenue Sharing distribution pool in FY2020 to 3.0%, which has been reduced since FY2014, with an anticipated phased in approach to restore back to the statutorily defined level of 5.0% in future years; the allocation percentage changed to 3.75% in FY2021 and 4.5% in FY2022.

Revenue Sharing I is based on the following formula:

- a) $\frac{[\text{population of town} \times \text{assessment (tax levy)}]}{\text{state valuation for municipality}} = \text{the town's computed number}$
- b) $\text{computed number} / \text{sum of all computed numbers} = \text{proportional share of REV-I distributions}$

Revenue Sharing II is based on the following formula:

- a) $\text{assessment} / \text{state valuation} = \text{mil. rate}$
- b) $(\text{mil. Rate} - .01) \times \text{population} = \text{the town's computed number}$
- c) $\text{computed number} / \text{sum of all computed numbers} = \text{proportional share of REV-II distributions}$

In FY2022, the State's Revenue Sharing projected share for Portland is 5.2% based on the most recent data.

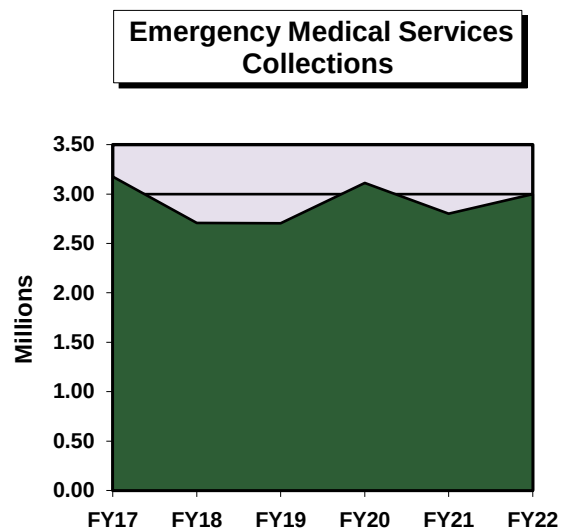
This category also includes the Local Road Assistance Program (LRAP). This state program provides equitable financial assistance to communities for improving local roads, maintaining state roads in urban areas, and assisting the State in making capital

improvements to state aid minor collector highways.

4. CHARGES FOR SERVICES

Also called user fees, these charges are voluntary payments for direct, measurable consumption of services provided by the municipality.

Major sources of revenue are derived from Patient Receipts (Barron Center), Health Insurance Reimbursements, Cultural / Recreation Services, Emergency Medical Services (EMS), and Recycling.

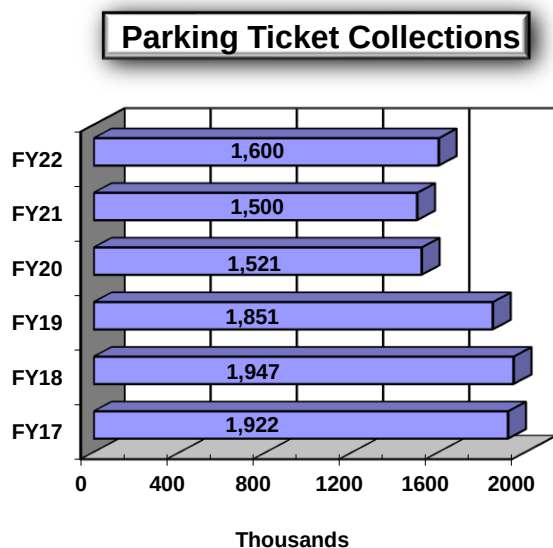


Note: FY21 and FY22 are estimated amounts.

5. FINES, FORFEITS & PENALTIES

This revenue type includes receipts from fines and penalties imposed for the commission of statutory offenses, violation of lawful administrative rules and regulations, and for neglect of official duty. Fines include district court fines and violations of local ordinance such as parking fines and building code violations.

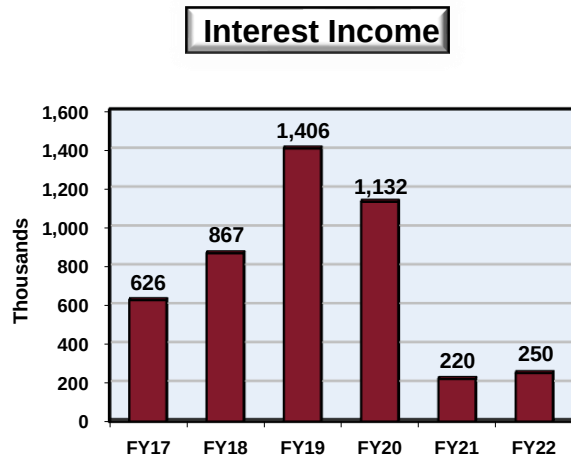
Parking violations contribute to the majority of the revenues found under Fines, Forfeits & Penalties.



Note: FY21 and FY22 are estimated amounts.

6. USE OF MONEY AND PROPERTY

This revenue type includes revenues received from parking facilities, rental income, and interest earnings.



Note: FY21 and FY22 are estimated amounts.

7. OTHER FINANCING RESOURCES

These revenues include reimbursements both from internal and external sources.

Reimbursements for expenditures incurred by staff departments, fringe benefit accounts, and departments providing direct services to the

enterprise funds, cemetery endowments, library, and School department are known as interfund charges. Other revenue includes TIF and other miscellaneous reimbursements, Other Agency Revenues, and various grant reimbursements including Housing and Community Development grants.

The biggest source of interfund revenue is the debt service chargebacks to the Enterprise Funds and School department. Other large revenue sources include chargebacks to the Enterprise Funds for benefits such as pension, workers' comp and medical insurance.

The Police and Fire departments charge the Jetport for direct services as well as administrative services provided. The direct services encompass 24-hour air rescue and security operations at the Jetport. The Jetport is also charged a minimal portion of each department's administrative cost.

The sale of City property and surplus activity are also found in this category.

Expenditures

Although the General Fund budget presents expenditure information by department, the City of Portland categorizes spending activities by nine areas. The following will provide a brief summary explanation of each of these expenditure types.

1. GENERAL GOVERNMENT

General governmental expenditures include the legislative and administrative functions for the benefit of the public and municipal agency as a whole. This includes expenditures for City Council, City Clerk, Executive, Assessor, Finance, Legal, Human Resources, Parking, Housing & Economic Development, Planning, Permitting & Inspections, Information Technology, Public Buildings & Waterfront, Pension, Insurances, Contingency, and Memberships / Other.

2. PUBLIC SAFETY

The Public Safety category includes the Police, Fire / EMS and Dispatch operations. The Public Safety function is the largest tax supported service provided by the City of Portland, aside from the School Department.

Police

The Police Department is the largest municipal law enforcement agency in the state. The department provides a complete spectrum of services, from an active and diverse patrol force to a highly trained team of Detectives providing comprehensive investigative services. The department's mission is enhanced by closely integrating field operations with community expectations through the application of the community policing philosophy. A highly trained professional workforce is supplemented by an advanced technology infrastructure. The marriage of the best people and the best tools enables high quality service in an ever more challenging police environment.

Fire

The Fire Department provides for fire suppression, emergency medical care response and transport. Additional responsibilities include Emergency Management and Homeland and Port Security oversight. Areas of unique responsibility include Hazmat/WMD Technical Response Team, Confined Space Rescue, Fire and Emergency Medical service to the Casco Bay Islands, Air Rescue Fire Fighting at the Jetport, Marine Fire Fighting for Portland Harbor, Fire Prevention, and Fire Inspection, which includes plan review and property safety inspections. The Fire Department is also responsible for a municipal fire alarm system and the maintenance of a city wide 800 MHz radio system.

The Fire Department maintains ten fire stations and the Spring Street Fire Museum. A minimum of forty-six firefighters and paramedics staff each shift on 18 pieces of apparatus, which include: five engine

companies, four ladder companies, five ambulances, one heavy rescue company, two air rescue units, and one marine unit. Each piece of apparatus is equipped with advanced life support equipment 24 hours a day, seven days a week.

Dispatch

The Dispatch Department, while remaining under the direction of the Police Department, separated into its own department in FY22.

3. PUBLIC WORKS

The Department of Public Works is responsible for providing many of the essential services to City of Portland residents throughout the year. These services include the operation of the Riverside Recycling Facility (under a contract arrangement), and a comprehensive solid waste program, which includes trash collection, residential curbside recycling, a leaf collection program, as well as a heavy item / bulky collection pick-up program. Public Works also provides for the construction and maintenance of city streets and sidewalks, the sewer system, stormwater maintenance, and technical support / engineering services for Capital Improvements Projects. Other key services include the removal of snow and ice from city streets and sidewalks, maintenance of the Portland Downtown District, maintenance and repair of all City vehicles and equipment, and traffic management, including maintenance of traffic signaling, street lights and traffic control and calming. Public Works also provides core public works services to four adjacent islands in Casco Bay.

4. HEALTH AND HUMAN SERVICES

The Department of Health and Human Services (HHS) undertakes the planning and coordination of health and human service activities in Portland. This often occurs in collaboration with non-profit agencies and the state and federal government. HHS consists of five operational divisions: HHS Administration,

Public Health, Social Services, the Barron Center and the Office of Elder Affairs.

Public Health is the state's most comprehensive local public health department. Public Health consists of six programs: Administration, Family Health, Chronic Disease Prevention, Health Equity, the India Street Clinic, and Research and Evaluation.

Social Services provides both financial assistance and support services for low-income Portland residents. Programs operated include Social Service Administration, General Assistance, the Oxford Street Shelter and the Family Shelter. Day services are available at the Oxford Street Shelter. Due to the pandemic guidelines, Social Services is required to reduce the number of available beds in the shelters. To accommodate for this occupancy reduction, the Social Services Division has secured rooms in local hotels to house individuals and families: this has resulted in a substantial increase to the client services expense lines. Social Services also provides case management, including assistance with securing housing and job placement, and representative payee services to clients.

The Barron Center is the state's second largest long-term care nursing facility. The Barron Center is a 219-bed skilled rehabilitation and nursing facility, including a 50-bed specialty unit for the care of residents with dementia. Residents of the Barron Center are able to receive speech, occupational and physical therapy services, and short- and long-term nursing care services in addition to end of life and hospice services.

The Office of Elder Affairs provides the community with an Elder Advocate. Assistance is provided in the form of senior information and referral, adult day health services, and community collaboration. Elder Affairs operates Martha's Cottage, which is the only domestic violence shelter for seniors in the country. In addition, the Office of Elder Affairs leads the Age Friendly Community Initiative for the City of Portland.

A large majority of the funding for the Public Health and Social Services divisions is derived from state and federal grants, and miscellaneous reimbursements for direct services.

5. PARKS, RECREATION AND FACILITIES

The Department of Parks, Recreation and Facilities oversees Parks, Forestry and Cemetery, recreational programs and activities including permitting of outdoor events, races and rallies, the marketing and event management venues including Merrill Auditorium, and the custodial services of the city's buildings.

The City of Portland has managed Portland's open spaces since the nineteenth century beginning with a Cemeteries and Public Grounds Committee. Parks, Recreation and Facilities is responsible for the day-to-day management and care of 1,288 acres of parks and open spaces in the City. Serving people of all ages and contributing to healthy lifestyles and leisure activities of the community, this department serves the many citizens and visitors of Portland through 67 individual parks and 8 miles of multi-use trails.

The Parks, Recreation, and Facilities Department also maintains 20,000 City trees as well as providing new plantings, and manages two active cemeteries (Evergreen and Forest City) and eleven inactive cemeteries.

Recreation offers a vast array of services and leisure activities including Community Centers, recreation programs, before and after school care, center for therapeutic recreation, three pools, special events, operations of the ice arena, golf course, and golf course restaurant, and the maintenance and scheduling of athletic fields.

6. LIBRARY

The Portland Public Library is governed by a Board of Trustees. As an independent and non-profit organization, the Library is self-supporting

through its own resources with additional grants from the City, Cumberland County and the State of Maine. The amount appropriated represents approximately 85.0% of the Library's estimated expenditures. The City also owns the land and building in which the Library operates.

The expenditures under this category are for the City's contribution to the Portland Public Library.

7. METRO

The Greater Portland Transit District, a quasi-municipal organization better known as Metro, is a shared venture to provide public transportation services, serving the Brunswick, Falmouth, Freeport, Gorham, Portland, South Portland, Westbrook, and Yarmouth communities. In April of 2009, the Town of Falmouth joined the City of Portland and the City of Westbrook as the third community assessment member. The District is managed by a Board of Directors selected by the municipal officers of each participating municipality. During early 2019, Metro began working with the communities of Brunswick, Freeport and Yarmouth to move the Metro *BREEZ* project from its pilot phase to permanence; this also entailed bringing these communities onto the Metro Board of Directors as full members who also share in covering their fair portion of the agency's fixed and overhead costs. The Board of Directors has the responsibility for budgeting and financing. The District's operating and capital expenditures, including debt service, are financed by state and federal grants received directly by the District, fares, assessments of member communities, non-member local funding, and other miscellaneous revenues.

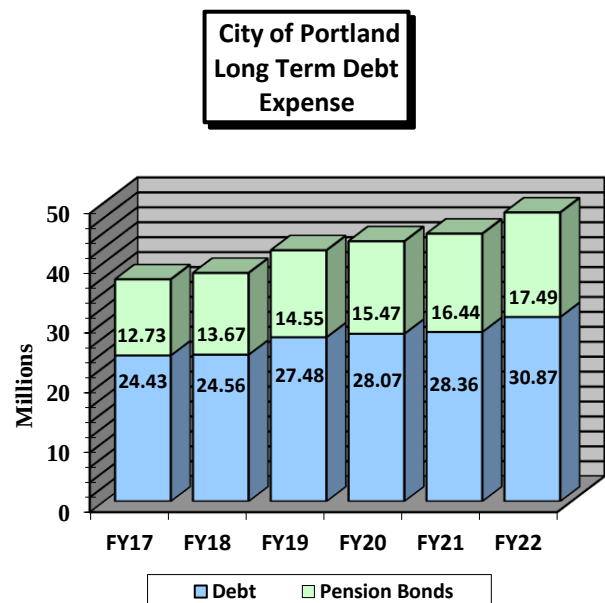
The appropriation found under this division represents the City of Portland's assessment for the upcoming fiscal year. The City's portion of the FY22 annual assessment is \$3,020,147.

8. LONG TERM DEBT

Debt Service expenditures repay principal and interest on the City's general obligation

bonds, as well as the administration cost of the current and past year bond issuances. The primary reason for borrowing funds is for financing of Capital improvements, some of which are for Schools and Enterprise Funds.

The City's debt source is the single largest item of expense in the City's budget. For fiscal year 2022, the gross debt budget is \$48,355,413 or 22.8% of the City's general fund budget; it is estimated that the Enterprise Funds and the School Department are to reimburse the general fund \$19,493,579 of this expense. The FY22 net cost of debt service to the City general fund is \$28,351,386.



Note: FY21 and FY22 are estimated amounts.

9. COUNTY TAX

This expenditure is paid to finance Portland's share of the cost of county government, including debt repayment. This is determined by the ratio of the City's equalized State Valuation to the County's total equalized State Valuation. At January 1, 2021, the City's equalized State Valuation of \$11,149,300,000 was 21.0% of the County's total equalized State Valuation of \$53.1 billion, resulting in a FY22 assessment to the City of Portland of \$7,147,309.

City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Object	Account Title	Actual Revenues FY20	Estimated Revenues FY21	Projected Revenues FY21	Estimated Revenues FY22
I. Property and Excise Taxes					
311-000	Current Tax Assessment	182,286,255	188,093,438	184,907,842	190,098,182
311-101	Homestead Tax Relief	2,128,972	-	2,786,401	-
311-201	Business Personal Property Tax Relief	2,483,273	-	3,135,148	-
311-500	Less: School Tax Allocation	(93,345,139)	(94,338,744)	(94,338,744)	(99,083,251)
311-700	Less: TIF Refunds	(4,061,276)	(4,283,523)	(4,793,558)	(4,983,523)
311-900	Less: Senior Tax Equity	(160,330)	(140,000)	(140,000)	(150,000)
312-000	Prior Year's Assessment	1,360,742	-	1,733,747	-
313-100	Automobile Excise	10,384,211	10,545,000	11,000,000	10,500,000
313-200	Boat Excise	37,152	40,000	35,000	35,000
313-300	Aircraft Excise	16,266	17,000	16,750	16,500
314-000	Payments in Lieu of Taxes	680,417	500,000	500,000	500,000
319-000	Interest & Penalties	140,710	170,000	200,000	170,000
Total Property and Excise Taxes		\$101,951,254	\$100,603,171	\$105,042,586	\$97,102,908
II. Licenses and Permits					
321-000	Street Occupancy	829,476	878,805	928,095	937,900
322-000	Business Licenses	1,662,447	2,029,287	2,417,969	2,417,969
322-100	Reinspections	11,050	7,050	1,800	1,800
323-000	Police & Protective	841	750	750	750
325-100	Solid Waste Control	26,210	26,340	32,320	29,340
326-000	Non-Business Licenses	746,439	729,921	729,921	709,921
326-030	Building Permits	5,697,873	2,850,000	2,400,000	2,400,000
326-040	Electrical Permits	81,322	70,000	70,000	140,000
326-050	Plumbing Permits	76,071	60,000	52,000	57,000
326-060	Certificate of Occupancy	15,700	20,000	20,000	20,000
326-080	Board of Appeals	13,911	10,000	10,000	10,000
326-200	Dog Agent Fees	1,704	1,700	1,100	1,300
326-210	Hunting & Fishing	320	300	156	156
326-220	Marriages	21,800	28,800	21,060	25,200
Total Licenses and Permits		\$9,185,165	\$6,712,953	\$6,685,171	\$6,751,336
III. Intergovernmental Revenue					
331-201	Federal FEMA Reimbursements	-	-	400,000	-
331-202	Federal CARES Reimbursements	479,365	-	1,287,514	-
331-203	CARES Incentive Payments (BC)	-	-	218,087	-
331-204	American Rescue Plan Act (ARPA)	-	-	-	8,750,000
335-030	State of ME SS GA	6,954,604	6,655,043	9,597,849	7,776,855
335-100	Revenue Sharing	6,171,916	4,650,000	7,100,000	7,400,000
335-200	Local Road Assistance Prgm (LRAP)	522,860	500,000	489,396	500,000
335-250	Medicaid	1,789,187	1,092,833	1,111,354	942,255
335-300	Snowmobile Registrations	1,410	1,400	-	-
335-400	Tree Growth Reimbursement	1,856	2,000	1,772	2,000
335-500	Veterans Real Estate Reimb.	33,289	35,000	33,000	35,000
Total Intergovernmental Revenue		\$15,954,487	\$12,936,276	\$20,238,972	\$25,406,110

City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Object	Account Title	Actual Revenues FY20	Estimated Revenues FY21	Projected Revenues FY21	Estimated Revenues FY22
IV. Charges for Services					
340-000	Charges for Services PDD	404,862	414,503	414,503	414,126
341-000	Misc. Charges for Services	5,505,092	4,915,032	5,456,656	5,487,616
341-030	Passports	2,710	2,000	-	1,000
341-160	Confined Space	133,000	131,800	131,800	131,800
341-350	Pre-Operational Inspection	12,300	11,250	11,250	11,250
341-370	CFPM Classes	4,215	4,085	-	1,900
341-400	Auto Registration	124,118	145,000	125,000	125,000
341-500	Program Income	66,055	67,000	42,500	54,500
341-550	Berthing Income	178,513	109,540	100,293	91,939
341-580	Passenger Fees	1,732,693	37,980	15,900	22,550
341-590	Fresh Water	41,107	1,250	-	1,250
341-800	Parking	53,939	50,000	1,950	57,000
342-000	Public Safety Miscellaneous	3,878,607	4,033,491	3,180,716	3,738,281
342-010	Witness Fees	14,436	35,325	18,950	35,325
342-020	Cruiser Use	119,078	86,750	69,245	86,750
342-100	Peer Review Reimbursement (Eng.)	128,385	175,000	115,000	175,000
342-110	Development Application Fee	183,044	173,000	173,000	173,000
342-120	Development Review (Planners)	8,108	3,000	5,000	5,000
342-130	Inspection / Review (DRC)	280,669	225,000	225,000	225,000
343-000	Recycling Program	1,643,918	1,968,083	1,868,083	1,957,742
343-200	Riverside Recycling	13,158	16,000	14,500	16,000
343-250	Heavy Item Stickers	4,720	4,080	4,080	4,080
343-300	Peaks Island Transfer Station	2,521	4,665	3,000	4,700
345-080	STD Clinic	12,250	18,000	16,475	18,000
345-650	Patient Receipts	19,323,245	18,850,205	16,365,576	19,447,679
345-660	Non-Patient Receipts	516,337	524,184	171,725	541,284
345-990	Less: Returns / Allowances	(1,759,439)	(1,289,579)	(1,241,563)	(1,030,338)
346-010	Golf Course Daily Play	473,269	471,645	639,559	550,000
346-020	Golf Course Gift Certificates	11,989	-	4,694	-
346-030	Golf Course Passholders	222,076	228,406	248,177	245,000
346-040	Golf Course Pro Shop	41,039	63,000	72,513	67,000
346-060	Golf Course Tournaments	44,981	17,290	19,389	24,480
346-070	Golf Course Lockers & Storage	2,051	4,084	4,084	4,084
346-080	Golf Course Cart Rentals	222,679	270,300	358,930	310,000
346-100	Ice Arena Vending	7,910	7,000	-	7,000
346-160	Ice Arena Advertising	9,850	8,000	5,000	10,000
346-500	Ice Rentals	484,670	515,095	208,951	504,375
346-991	Golf Course Credit Redemptions	56,048	-	3,772	-
347-000	Cultural / Recreation	130,965	89,857	13,123	71,925
347-010	Burials	171,493	186,237	152,962	177,287
347-020	Foundations	45,862	26,258	26,258	28,110
347-040	Annual Care	675	1,500	2,147	2,000
347-050	Plants	3,030	3,100	3,405	3,750
347-060	Vault Cover Placements	16,911	25,885	19,972	21,455
347-070	Lot Sales	85,029	84,959	122,352	134,702
347-080	Swimming	186,944	158,841	102,204	148,001

City of Portland, Maine
Comparative Statement of Revenues
For General Fund

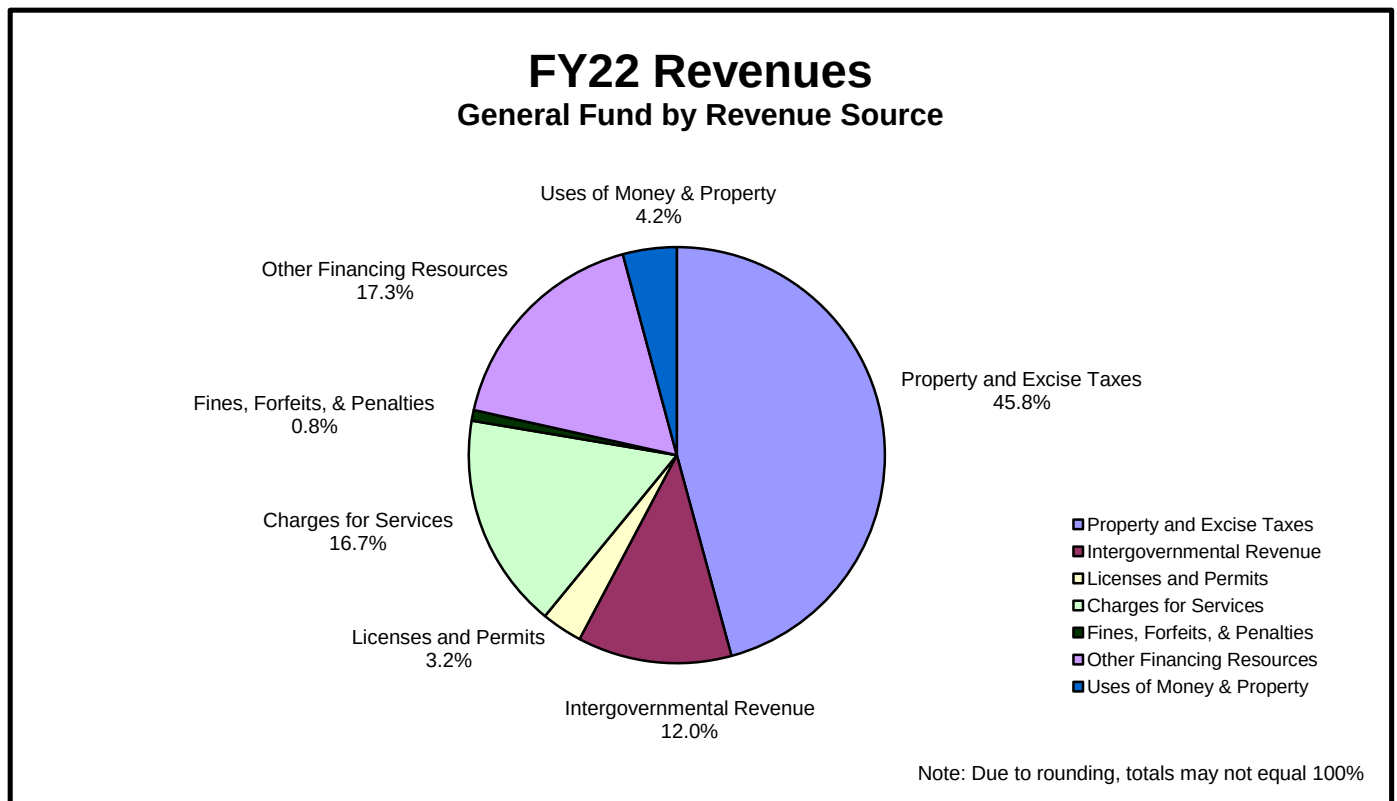
Object	Account Title	Actual Revenues FY20	Estimated Revenues FY21	Projected Revenues FY21	Estimated Revenues FY22
IV. Charges for Services <i>Continued</i>					
347-100	Camps	210,550	111,800	90,870	144,000
347-200	Before & After School Bell Program	1,028,525	832,335	675,794	948,000
347-300	East End Boat Launch	26,106	39,650	39,650	39,650
348-000	Donations	90,092	366,311	366,811	249,745
Total Charges for Services		\$36,200,384	\$34,228,197	\$30,469,256	\$35,487,998
V. Fines, Forfeits, and Penalties					
351-000	Code Violations	593,341	97,050	24,693	88,550
351-100	Denver Boot	55,300	40,000	70,000	70,000
351-200	Parking Tickets	1,521,001	1,170,000	1,500,000	1,600,000
351-360	Restaurant Reinspections	1,650	2,000	1,000	1,000
351-370	CFPM Violations	150	1,500	150	1,500
Total Fines, Forfeits, and Penalties		\$2,171,442	\$1,310,550	\$1,595,843	\$1,761,050
VI. Uses of Money & Property					
361-000	Interest Income	1,131,740	850,000	220,000	250,000
361-200	Kehoe Trust Fund	17,122	17,122	17,122	18,754
363-000	Rental Income	242,105	342,722	244,041	326,968
363-010	Primary Tenant Rental Income	338,242	326,940	203,300	351,852
363-020	Commercial Rental Income	97,938	93,025	4,117	79,610
363-030	Non-Commercial Rental Income	293,815	245,655	51,996	341,495
363-040	Food Service Rental Income	743,101	518,050	133,274	264,000
363-050	Merchandising Rental Income	6,051	5,000	400	5,000
363-070	Advertising Rental Income	38,100	17,500	25,100	20,000
363-080	Vending Rental Income	948	750	-	750
363-090	Box Office Rental Income	81,527	59,200	-	77,680
363-150	Parking Income	960	-	720	-
363-201	Restaurant Concessions	-	85,333	10,000	125,000
363-250	Ground Rent	219,808	219,756	267,525	243,876
363-330	84 Free Street Lease (Civic Center)	1,000	1,000	1,000	1,000
363-340	94 Free Street Lease	4,830	4,830	6,037	4,836
364-000	Garages, Lots, Meters	1,088,813	875,000	750,000	875,000
364-010	Hourly Parking	802,802	440,000	162,000	295,000
364-020	Monthly Parking	1,132,812	1,268,280	1,235,000	1,206,348
364-030	Library Garage Parking	11,377	7,500	5,700	7,000
364-050	Thames Street Lot	9,794	11,700	41,600	41,600
364-060	Angelos Acre Lot	93,474	70,500	70,000	80,700
364-070	Ocean Gateway Lot	416,612	275,000	300,000	400,000
364-100	Parking Meters	3,464,167	3,224,900	3,150,000	3,600,000
364-201	Parking Annual Lot Rentals	1,000	1,000	1,000	1,000
364-250	Snow Tow Lot	63,997	89,100	40,000	89,100
367-000	Cultural / Recreation	146,152	78,012	135,182	163,648
Total Uses of Money & Property		\$10,448,287	\$9,127,875	\$7,075,114	\$8,870,217

City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Object	Account Title	Actual Revenues FY20	Estimated Revenues FY21	Projected Revenues FY21	Estimated Revenues FY22
VII Other Financing Resources					
391-000	Operating Transfers In	586,411	615,637	594,233	606,034
392-000	Sale of City Property	213,531	125,000	229,155	125,000
393-000	HCD Charges	395,147	417,956	419,077	422,608
395-000	Enterprise Fund Charges	15,026,892	15,992,935	14,218,026	16,102,209
396-000	School Department Charges	9,169,367	9,831,829	9,614,575	10,896,346
397-000	Spec Rev / Endow Fd Chgs	336,144	398,473	389,945	539,942
398-000	Misc. Reimbursements	1,491,560	2,092,597	1,824,681	1,327,288
398-010	Fringe Benefits	518,834	412,333	374,640	458,322
398-020	Non-State Social Service	60,609	35,000	39,500	35,000
398-100	Other General Fund Accts	554,297	524,594	521,000	547,540
398-300	CIP Charges	425,916	314,345	325,000	316,075
398-400	Grant Reimbursements	3,747,541	4,601,972	4,465,219	3,750,646
398-500	TIF Fund Reimbursements	2,144,783	2,524,967	2,139,981	1,650,255
Total Other Financing Resources		\$34,671,032	\$37,887,638	\$35,155,032	\$36,777,265
TOTAL GENERAL FUND REVENUES:		\$210,582,050	\$202,806,660	\$206,261,974	\$212,156,884

*** Notes:**

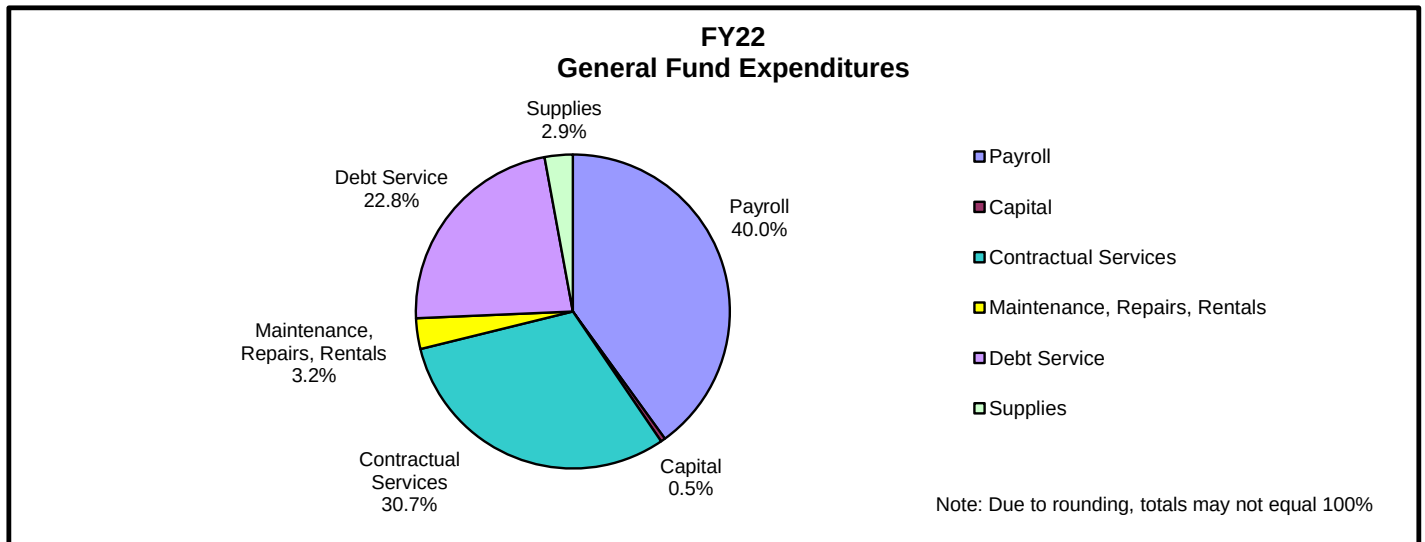
¹ Covid-19 Pandemic began mid-March 2020 (FY20): Significant Revenue Budget Impacts Include Parking, Waterfront, and Recreation Operations



**CITY OF PORTLAND, MAINE
FY22 Annual Budget**

Departmental Budget Summary By Expenditure Category

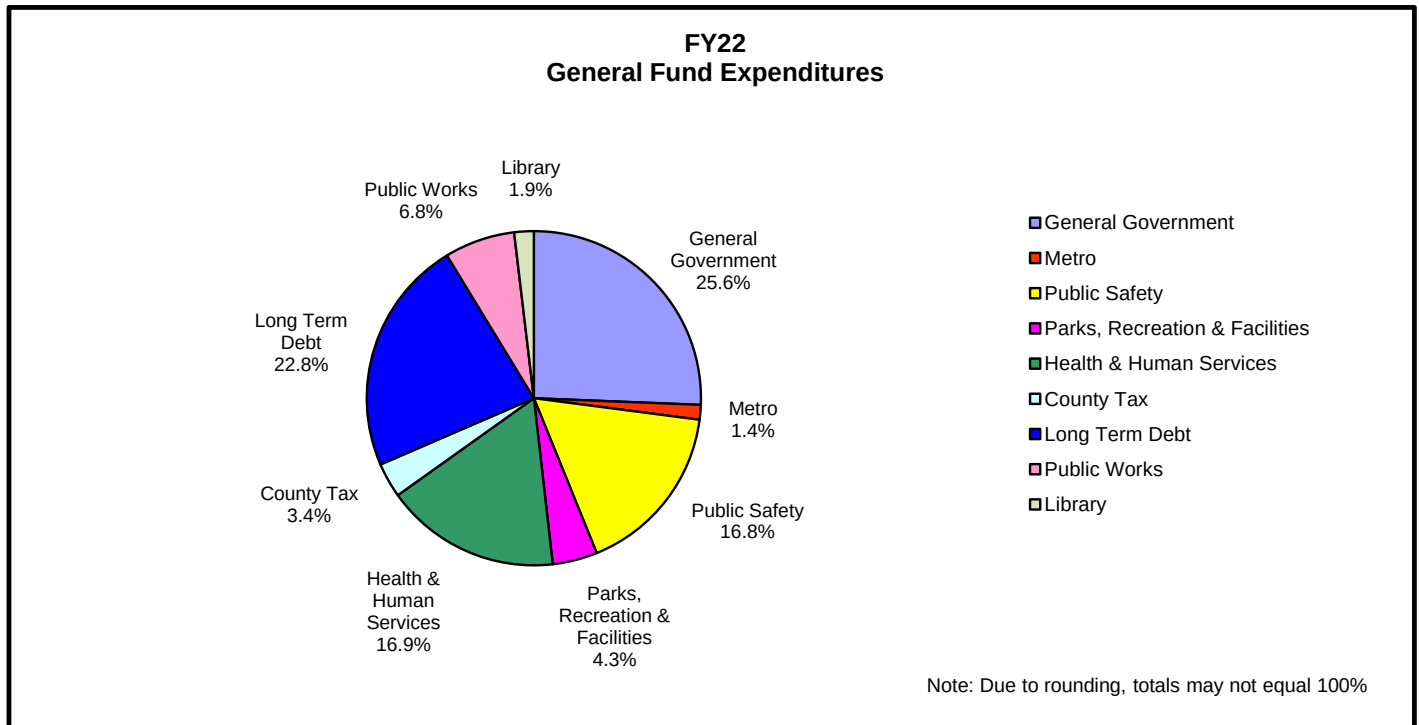
Account Number	Account Title	Payroll	Contractual Services	Maint. / Repairs & Rentals	Supplies	Capital	Total
11-00	Council	145,197	274,793	-	4,250	-	424,240
12-00	City Clerk	512,275	91,640	22,620	5,700	-	632,235
13-00	City Manager	790,566	31,670	6,500	2,000	-	830,736
14-00	Assessor	401,879	34,900	2,160	7,800	-	446,739
15-00	Finance	1,589,948	266,942	8,220	27,850	-	1,892,960
16-00	Legal	788,347	54,205	-	2,500	-	845,052
17-00	Human Resources	922,317	201,200	17,300	16,650	-	1,157,467
18-00	Parking	1,456,328	498,003	380,972	52,445	-	2,387,748
19-00	Housing & Economic Development	1,160,654	108,337	2,400	6,000	-	1,277,391
21-00	Police	14,102,511	605,158	112,101	230,093	-	15,049,863
22-00	Fire	15,598,344	1,027,061	817,250	458,485	280,000	18,181,140
23-00	Dispatch	2,318,270	59,135	14,911	25,500	-	2,417,816
24-00	Planning & Development	1,213,428	346,720	23,420	14,700	-	1,598,268
25-00	Permitting & Inspections	2,027,907	121,504	4,368	18,605	-	2,172,384
29-00	Information Technology	1,223,715	823,187	780,902	31,000	-	2,858,804
31-00	Public Works	8,269,596	2,773,745	1,841,209	1,567,073	-	14,451,623
33-00	Parks, Recreation & Facilities	6,783,631	1,056,168	422,138	916,047	13,000	9,190,984
35-00	Public Buildings & Waterfront	1,447,242	1,862,827	1,166,873	426,200	615,000	5,518,142
44-10	HHS Administration	322,335	9,180	-	7,000	-	338,515
44-20	Public Health	2,037,395	183,358	77,390	58,600	-	2,356,743
44-30	Social Services	5,917,874	9,732,692	758,665	305,599	-	16,714,830
44-40	Barron Center	12,347,828	1,917,669	235,685	1,949,620	86,365	16,537,167
48-00	Library	2,910,150	1,096,244	-	-	-	4,006,394
51-00	Pension	-	8,531,837	-	-	-	8,531,837
52-00	Employee Benefits	-	21,330,176	12,360	-	-	21,342,536
61-00	Contingent	-	250,000	-	-	-	250,000
62-00	Liability Insurance	-	817,034	-	-	-	817,034
63-00	County Tax	-	7,147,309	-	-	-	7,147,309
65-00	Memberships & Contr.	-	3,787,776	-	-	-	3,787,776
67-00	Wage Adjustment	637,738	-	-	-	-	637,738
Subtotal General Fund Expenditures:		\$84,925,475	\$65,040,470	\$6,707,444	\$6,133,717	\$994,365	\$163,801,471
47-00	Debt Service						\$48,355,413
Total General Fund Expenditures:							<u>\$212,156,884</u>



**CITY OF PORTLAND, MAINE
FY22 Annual Budget**

Categorical Budget Summary By Expenditure Category

Account Title	Payroll	Contractual Services	Maint. / Repairs & Rentals	Supplies	Capital	Total
General Government	14,317,541	36,412,604	2,428,095	615,700	615,000	54,388,940
Public Safety	32,019,125	1,691,354	944,262	714,078	280,000	35,648,819
Public Works	8,269,596	2,773,745	1,841,209	1,567,073	-	14,451,623
Parks, Recreation & Facilities	6,783,631	1,056,168	422,138	916,047	13,000	9,190,984
Health & Human Services	20,625,432	11,842,899	1,071,740	2,320,819	86,365	35,947,255
Library	2,910,150	1,096,244	-	-	-	4,006,394
County Tax	-	7,147,309	-	-	-	7,147,309
Metro	-	3,020,147	-	-	-	3,020,147
Subtotal General Fund Expenditures:	\$84,925,475	\$65,040,470	\$6,707,444	\$6,133,717	\$994,365	\$163,801,471
Long Term Debt						\$48,355,413
Total Categorical Expenditures:						<u>\$212,156,884</u>



City Council

The City of Portland operates under a charter which was last amended on November 2, 2010. The City Council is comprised of a Mayor, elected for a four-year term, five district Council members and three members elected from the registered voters of the entire City-at-Large. The Council members are elected for three-year staggered terms.

The charter grants to the City Council all powers to enact, reasonable by-laws, regulations and ordinances. The council adopts an annual budget, authorizes the issuance of debt and provides for an annual audit. The Mayor has the authority to veto the annual budget, however the veto may be overridden by six members of the City Council.

In addition to formally meeting two times each month, the Council meets frequently in subcommittees and workshops.

The City Council expenditure budget decreased \$25,774 or 5.7%. The FY22 overall department decrease relates to the one-time FY21 budget appropriation for the Racial Equity Steering Committee. The FY22 budget includes the restoration of travel and training eliminated due to the pandemic in the FY21 budget, monies for the position replacement search for the City Manager, and an increase in the FY22 wages.

Department Summary

Department: City Council

Account: 100-11

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	131,109	132,109	145,197	145,197	145,197	145,197
Benefits	1,200	1,138	1,138	1,138	1,138	1,138
Administrative Services	38,210	33,410	40,270	51,410	51,410	51,410
Contractual Services	275,245	200,245	197,245	222,245	222,245	222,245
Supplies	4,250	4,250	4,250	4,250	4,250	4,250
Total	450,014	371,152	388,100	424,240	424,240	424,240
Less Revenues	(5,000)	(5,500)	(5,000)	(5,000)	(5,000)	(5,000)
Net Department Total	445,014	365,652	383,100	419,240	419,240	419,240

City Clerk

The Department of City Clerk has three major functions: Elections, Vital Records, and City Records Maintenance. The City Clerk oversees the operation of these functions and acts as Clerk of the City Council by recording and keeping all its official acts. The Deputy City Clerk is charged with ensuring the City Clerk's Office runs in accordance with the Clerk's directives and obligations.

The Election Administrator is charged with assisting the Clerk in facilitating municipal and state elections. The City Clerk's office is responsible for all election preparation, including preparing ballots, nomination papers, training election officials, testing the election scanners to certify their accuracy, and absentee voting. The Clerk's Office is also responsible for tallying election results and securing voted ballots. Two elections are planned in FY22: the November 2021 State Referendum / Municipal Election, and the June 2022 State Primary & School Budget Validation Election. Voter Registration is part of the election process and involves maintaining voter lists, certifying election nomination papers and citizen initiative petitions, processing peoples veto papers, and generating reports from the Central Voter Registration system (CVR). The CVR is a statewide system designed to standardize and centralize voter registration. During FY22, the State will be providing (per precinct) new Election Machine tabulators; the City will incur added expenses of renting additional machines as warranted per election including the rental of a high-speed tabulator. Also, with the passage of Rank Choice Voting for all Municipal Seats in the FY20 March Referendum Election, there are new associated costs in consulting, printing and advertising fees when a ranking is needed.

The Vital Records Clerks are responsible for recording and issuing vital records such as the births, deaths and marriages that occur in Portland. An account has been created to facilitate donations for the preservation of these records, which are in poor condition; these records must be maintained forever. In addition, Clerks are responsible for performing marriages at the counter, the licensing of dogs, the sale of fish and game licenses, domestic partnership registrations, genealogy request searches, and providing Notary and Dedimus Justice services. As of FY19, a Marriage Ceremony Package is now available for couples who would like the option of a more formal / traditional style wedding ceremony; this package includes a one-hour rental of the State of Maine Room with full Notary Service vows performed by one of the City Clerk Staff members.

City record keeping involves indexing and binding Council minutes, responding to research requests, and the storage of the audio / video recordings of several boards and committees.

The City Clerk's expenditure budget has decreased \$47,219, or 6.9%, largely due to smaller election costs during this fiscal year and the absence of the FY21 one-time budgeted expenditure for the June 2021 Charter Commission. Revenues are anticipated to decrease \$8,978, or 4.8%, as a result of the anticipated decrease in marriage licenses and vital record certificates attributed to the pandemic.

Department Summary

Department: City Clerk

Account: 100-12

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	507,161	539,775	512,275	512,275	512,275	512,275
Benefits	600	600	600	600	600	600
Administrative Services	5,426	6,399	8,176	8,176	8,176	8,176
Contractual Services	104,147	76,050	82,864	82,864	82,864	82,864
Maintenance and Repair	5,660	5,660	5,660	5,660	5,660	5,660
Rentals	50,560	32,337	16,960	16,960	16,960	16,960
Supplies	5,900	6,017	5,700	5,700	5,700	5,700
Total	679,454	666,838	632,235	632,235	632,235	632,235
Less Revenues	(187,518)	(157,308)	(178,540)	(178,540)	(178,540)	(178,540)
Net Department Total	491,936	509,530	453,695	453,695	453,695	453,695

Executive

The department is responsible for the executive management of the City of Portland. Responsibilities include preparation and administration of council agendas and orders; coordination and administration of City departments, services, and programs; developing and enforcing administrative policies; handling of citizen inquiries and complaints, public relations and communication functions; community liaison efforts; local and state government liaison efforts; and the preparation of the annual Capital Improvement Plan.

This department consists of the City Manager and support staff. Appointed by the City Council, the City Manager serves as the Chief Executive Officer of the City. In addition to the City Manager, the administrative staff also includes other key staff members necessary for the success in providing high quality services. As the largest municipality in Maine, the staff works diligently toward being involved and pro-active in the Portland community, as well as in the broader local and state community.

The FY22 expenditures increased \$66,048 or 8.6%, primarily due to the addition of a new Communications Specialist position and annual wage increases. The revenue decrease of \$73,052, or 7.5%, is attributed to the reduction in the FY22 Enterprise Fund chargebacks and the anticipated lower cable franchise fee revenue associated with the new recent FCC rules governing local cable agreements.

Department Summary

Department: Executive

Account: 100-13

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	714,501	714,001	786,120	790,566	790,566	790,566
Benefits	10,600	10,600	11,200	11,200	11,200	11,200
Administrative Services	17,650	14,500	11,870	11,870	11,870	11,870
Contractual Services	7,537	7,537	8,600	8,600	8,600	8,600
Rentals	6,500	6,500	6,500	6,500	6,500	6,500
Supplies	7,900	4,900	2,000	2,000	2,000	2,000
Total	764,688	758,038	826,290	830,736	830,736	830,736
Less Revenues	(968,776)	(966,776)	(950,776)	(895,724)	(895,724)	(895,724)
Net Department Total	(204,088)	(208,738)	(124,486)	(64,988)	(64,988)	(64,988)

Assessor

The Assessor's Office is responsible for the discovery and fair and equitable valuation of all real and personal property within the City. The office maintains the ownership, mailing address, parcel and valuation data for all 24,500+ parcels, 3,100+ personal property accounts including all tax exemptions, special assessments of specific properties, and parcel tax maps. The office prepares and certifies the annual tax rolls and warrant to the City Treasurer as well as submitting the Municipal Valuation Return (MVR) to the State. The Assessor's Office works to educate property owners in understanding the appraisal process and renders decisions on annual appeals of property valuation.

The Assessor's FY22 expenditure budget increased \$28,119, or 6.7%, due to the Office Assistant's temporary hour reduction in FY21 due to the pandemic and the FY22 restoration of hours back to a full-time position, and the anticipated contractual services expenditures related to the FY22 revaluation project.

Department Summary

Department: Assessor

Account: 100-14

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	391,475	391,475	401,879	401,879	401,879	401,879
Benefits	360	360	360	360	360	360
Administrative Services	8,920	5,920	6,120	5,920	5,920	5,920
Contractual Services	7,765	6,765	42,870	28,620	28,620	28,620
Rentals	2,100	2,100	2,160	2,160	2,160	2,160
Supplies	8,000	8,000	7,800	7,800	7,800	7,800
Total	418,620	414,620	461,189	446,739	446,739	446,739
Less Revenues	(1,500)	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)
Net Department Total	417,120	413,620	460,189	445,739	445,739	445,739

Finance

The Department of Finance consists of Administration and Treasury. The Finance Director and the Deputy Finance Director oversee the efficient operations of these functions.

The FY22 department expenditures have increased \$27,458, or 1.5%. This increase is attributed to the restoration of three employees to full-time after FY21 budget hours were reduced in the pandemic cutbacks.

The department's estimated non-tax revenues increased by \$2,847,795, or 44.0%. The FY22 revenue estimate includes the restoration of the State's Revenue Share distribution pool which began in FY20, \$750,000 in American Rescue Plan Act (ARPA) funds for revenue losses during the pandemic, and a drop in interest income.

Department Summary

Department: Finance

Account: 100-15

		FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown							
Payroll		1,562,490	1,536,750	1,599,210	1,589,948	1,589,948	1,589,948
Benefits		2,016	2,000	2,016	2,016	2,016	2,016
Administrative Services		161,620	82,850	161,620	161,620	161,620	161,620
Contractual Services		103,306	74,200	103,306	103,306	103,306	103,306
Maintenance and Repair		500	500	500	500	500	500
Rentals		7,720	7,250	7,720	7,720	7,720	7,720
Supplies		27,850	25,550	27,850	27,850	27,850	27,850
Total		1,865,502	1,729,100	1,902,222	1,892,960	1,892,960	1,892,960
Summary by Division							
Finance Administration	(15-100)	1,172,963	1,091,650	1,213,521	1,204,259	1,204,259	1,204,259
Treasury	(15-200)	692,539	637,450	688,701	688,701	688,701	688,701
Total		1,865,502	1,729,100	1,902,222	1,892,960	1,892,960	1,892,960
Less Revenues		(6,473,609)	(8,495,716)	(5,853,051)	(9,321,404)	(9,321,404)	(9,321,404)
Net Department Total		(4,608,107)	(6,766,616)	(3,950,829)	(7,428,444)	(7,428,444)	(7,428,444)

Finance Administration

Finance Administration oversees all financial operations of the City.

Finance Administration responsibilities include payroll, accounts payable, grant accounting, and general and enterprise fund accounting for all City departments. Payroll processes weekly payroll for over 1,600 full-time, part-time, temporary, on-call and seasonal employees, maintains earnings and reduction records, and reports federal and state taxes and provides extensive earnings research for Maine State Retirement System. Accounts Payable processes all City requests for payments to vendors, and is responsible for sorting all incoming City Hall mail. The Accounting staff also maintains the City's general ledger.

Budget is responsible for monitoring expenditure activity for the City, providing a monthly analysis of expenditures and revenues, reviewing all payment documents, processing departmental requests for transfers between operating accounts, and administering the annual budget process.

Purchasing assists City departments in obtaining goods and services. Purchasing is responsible for issuing bids, obtaining price quotations, and resolving differences with vendors. Purchasing also works closely with the Legal Department to develop procurement contracts.

The FY22 Finance Administration expenditure increase of \$31,296, or 2.7%, is predominately due to the restoration of three positions to full-time; FY21 staff hours were reduced in response to the coronavirus outbreak. The revenue decrease of \$39,059, or 7.6%, is attributed to a reduction in the Enterprise Fund reimbursements.

Division Summary

Department: Finance	Division: Finance Administration				Account: 10015100	
	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	1,061,032	1,041,750	1,101,590	1,092,328	1,092,328	1,092,328
Benefits	2,016	2,000	2,016	2,016	2,016	2,016
Administrative Services	85,095	26,650	85,095	85,095	85,095	85,095
Contractual Services	5,000	4,200	5,000	5,000	5,000	5,000
Rentals	5,220	4,750	5,220	5,220	5,220	5,220
Supplies	14,600	12,300	14,600	14,600	14,600	14,600
Total	1,172,963	1,091,650	1,213,521	1,204,259	1,204,259	1,204,259
Less Revenues	(512,584)	(720,115)	(513,181)	(473,525)	(473,525)	(473,525)
Net Division Total	660,379	371,535	700,340	730,734	730,734	730,734

Treasury

The Treasury division is responsible for the collection of all monies into the City. This includes the collection of real estate taxes, personal property taxes, delinquent sewer user fees, and vehicle excise taxes and registration fees, as well as issuance of license plates. Treasury also collects parking ticket revenues and miscellaneous receivables, processes boat and utility trailer registrations, and issues island vehicle and golf cart registrations and Metro bus passes.

Residents may visit the Treasury Office in City Hall for these services. There are also many electronic options for residents:

(a) Treasury offers online payments through the City of Portland website:

<https://www.portlandmaine.gov/909/Pay-For>

(b) View / Print Tax Bills on-line at:

<https://www.portlandmaine.gov/217/Property-Taxes>

(c) Online options are available for residents to re-register vehicles, trailers and boats through the State of Maine website: <https://www1.maine.gov/online/bmv/rapid-renewal/>

(d) Parking tickets can be paid in Room 20 (Parking Office) as well as online through the website:

www.portlandparkingtickets.com or <https://portlandme.rmcpay.com/>

(e) Portland Senior Tax Equity Program (P-STEP) Application:

<https://www.portlandmaine.gov/DocumentCenter/View/23533/Portland-Senior-Tax-Equity-Program-P-STEP-Application> or <https://www.portlandmaine.gov/259/Tax-Relief>

The FY22 Treasury general fund expenditure decrease of \$3,838, or 0.6%, is primarily attributed to the elimination of a summer intern added in the FY20 and FY21 budgets to help provide additional assistance for the Portland Senior Tax Equity Program (P-Step), as well as other minor wage changes.

The FY22 Treasury non-tax revenue estimate increase is \$2,136,854 or 35.8%. This revenue estimate increase incorporates the restoration of the State Revenue Sharing formula funds along with a decrease in interest income due to lower rates of return.

Division Summary

Department: Finance

Division: Treasury

Account: 10015200

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	501,458	495,000	497,620	497,620	497,620	497,620
Administrative Services	76,525	56,200	76,525	76,525	76,525	76,525
Contractual Services	98,306	70,000	98,306	98,306	98,306	98,306
Maintenance and Repairs	500	500	500	500	500	500
Rentals	2,500	2,500	2,500	2,500	2,500	2,500
Supplies	13,250	13,250	13,250	13,250	13,250	13,250
Total	692,539	637,450	688,701	688,701	688,701	688,701
Less Revenues	(5,961,025)	(7,775,601)	(5,339,870)	(8,097,879)	(8,097,879)	(8,097,879)
Net Division Total	(5,268,486)	(7,138,151)	(4,651,169)	(7,409,178)	(7,409,178)	(7,409,178)

Legal

The goal of the Legal Department is to provide competent and cost-effective legal advice, services and representation to the City Council, its officials, boards and commissions, department heads and City staff. The department is under the direction of Corporate Counsel, who manages a staff of three attorneys, a risk manager, a litigation paralegal, and a paralegal / legal assistant.

The department provides a full range of legal services for the City and maintains a high level of expertise in areas of particular importance to municipal government such as tax collections, contracts, economic development, assessments, planning, zoning, Rule 80B appeals, administrative law, general assistance, construction law, transportation, personnel, municipal finance, code enforcement, liability, and statutory and ordinance drafting and interpretation. In addition, the department staffs and/or provides legal advice to all City standing and special committees and Boards.

The majority of the revenues received by the department are from charge backs for legal services provided by the attorneys for the Fish Pier, Sewer, Stormwater, and Jetport funds. The department also receives revenue for various ordinance code violations, and settlements.

The FY22 expenditure increase of \$116,231, or 15.9%, is largely attributed to the addition of one new Associate Corporate Counsel position. The FY22 revenue increase of \$41,415, or 27.3% is related to the increased Enterprise Fund chargeback funding.

Department Summary

Department: Legal

Account: 100-16

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	672,108	672,108	680,629	788,347	788,347	788,347
Benefits	840	200	840	840	840	840
Administrative Services	22,641	22,641	22,641	22,641	22,641	22,641
Contractual Services	30,732	75,200	30,724	30,724	30,724	30,724
Supplies	2,500	2,433	2,500	2,500	2,500	2,500
Total	728,821	772,582	737,334	845,052	845,052	845,052
Less Revenues	(151,525)	(150,960)	(151,525)	(192,940)	(192,940)	(192,940)
Net Department Total	577,296	621,622	585,809	652,112	652,112	652,112

Human Resources

The Department of Human Resources provides many services to all City departments, including recruitment and hiring oversight, civil service program administration, labor relations, organizational development and education, employee health and benefits administration, and safety and risk management.

The expenditures for FY22 increased \$84,937 or 7.9%. The FY22 budget includes the elimination of the FY21 furlough reduction due to the pandemic, staffing change increases, and increased funding for racial equity training. The revenues collected by this department are received from the Sewer, Stormwater and Jetport funds for services provided by the Human Resources staff.

Department Summary

Department: Human Resources

Account: 100-17

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	903,725	811,556	994,389	922,317	922,317	922,317
Benefits	3,790	4,140	3,640	3,640	3,640	3,640
Administrative Services	46,795	9,905	26,825	26,825	26,825	26,825
Contractual Services	83,770	84,100	170,735	170,735	170,735	170,735
Maintenance and Repair	1,000	200	500	500	500	500
Rentals	16,800	16,800	16,800	16,800	16,800	16,800
Supplies	16,650	12,500	30,650	16,650	16,650	16,650
Total	1,072,530	939,201	1,243,539	1,157,467	1,157,467	1,157,467
Less Revenues	(75,945)	(75,945)	(75,945)	(53,692)	(53,692)	(53,692)
Net Department Total	996,585	863,256	1,167,594	1,103,775	1,103,775	1,103,775

Parking

Parking falls under the direction of the Executive Department. The Parking Division manages both on-street and off-street parking in the City. Parking Control Officers enforce on-street signage and the City's parking ordinance to encourage turnover parking and provide public safety throughout the City. When requested, Parking Control Officers also assist the Police Department with traffic control during fire emergencies, accidents, and other matters of public safety.

The Parking Division also maintains and collects revenue from 1,648-metered spaces throughout the City, 895 of which have been converted to multi space meters that accept credit cards.

Finally, the Parking Division administers, operates, and/or oversees four parking garages and four parking lots. The division provides budgets, physical oversight, staffing, and revenue collection for these facilities.

FY22 expenditures up \$142,895 or 6.4%. Payroll increases include the reclassification of the Parking Control Officers and Supervisor, as well as a 0.2 FTE position increase of a Parking Garage Cashier. The FY22 budget also includes the reinstatement of garage building repair and maintenance projects that were postponed last year as a result of the pandemic budget reductions. The Parking Department revenues have increased by \$2,791,624 or 37.3%, including a \$2 million allocation from the American Rescue Plan Act (10.6% without ARPA funds). Parking ticket, parking meter and parking lot revenue activity are anticipated to increase over the FY21 budget appropriation, while garage hourly and monthly parking income is anticipated to be less.

Department Summary

Department: Parking

Account: 100-18

		FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown							
Payroll		1,429,371	1,301,263	1,464,100	1,456,328	1,456,328	1,456,328
Benefits		16,384	17,297	17,185	17,185	17,185	17,185
Administrative Services		37,740	32,582	45,400	45,400	45,400	45,400
Contractual Services		378,825	315,445	377,915	377,915	377,915	377,915
Maintenance and Repair		132,450	132,100	240,325	240,325	240,325	240,325
Rentals		138,293	138,233	140,647	140,647	140,647	140,647
Supplies		54,445	54,125	52,445	52,445	52,445	52,445
Utilities		55,905	54,785	56,063	56,063	56,063	56,063
Contributions		1,440	1,440	1,440	1,440	1,440	1,440
Total		2,244,853	2,047,270	2,395,520	2,387,748	2,387,748	2,387,748
Summary by Division							
Parking Administration	(18-100)	1,481,693	1,285,390	1,473,679	1,465,907	1,465,907	1,465,907
Elm Street Garage	(18-200)	250,713	281,837	301,367	301,367	301,367	301,367
Spring Street Garage	(18-300)	434,447	403,776	493,474	493,474	493,474	493,474
Temple Street Garage	(18-400)	78,000	76,267	127,000	127,000	127,000	127,000
Total		2,244,853	2,047,270	2,395,520	2,387,748	2,387,748	2,387,748
Less Revenues		(7,489,635)	(7,337,087)	(8,813,498)	(10,281,259)	(10,281,259)	(10,281,259)
Net Department Total		(5,244,782)	(5,289,817)	(6,417,978)	(7,893,511)	(7,893,511)	(7,893,511)

Parking Administration

Parking Administration includes the management of on-street parking, which includes the parking meter operation, the Parking Control Officers, and the issuance of residential parking stickers. This division also handles the administration of the Temple Street and Casco Bay parking garages.

FY22 Expenditures have decreased \$15,786, or 1.1%, largely due to the transfer of the Maintenance Worker position to the Elm Street Garage which is offset in part by the FY22 position reclassification increases of the Parking Control Officers and Supervisor.

FY22 Parking Administration revenues are estimated to increase \$999,050, or 20.4%, as the recovery from the height of the COVID-19 pandemic begins; parking ticket, parking meter and parking lot revenues are projected to improve in FY22 over FY21.

Division Summary

Department: Parking **Division:** Parking Administration **Account:** 10018100

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	985,526	829,662	967,352	959,580	959,580	959,580
Benefits	14,184	14,485	14,360	14,360	14,360	14,360
Administrative Services	9,740	6,315	18,400	18,400	18,400	18,400
Contractual Services	282,650	245,850	283,670	283,670	283,670	283,670
Maintenance and Repairs	3,700	3,500	3,700	3,700	3,700	3,700
Rentals	138,293	138,233	140,647	140,647	140,647	140,647
Supplies	45,020	44,800	42,970	42,970	42,970	42,970
Utilities	1,140	1,105	1,140	1,140	1,140	1,140
Contributions	1,440	1,440	1,440	1,440	1,440	1,440
Total	1,481,693	1,285,390	1,473,679	1,465,907	1,465,907	1,465,907
Less Revenues	(4,892,700)	(5,177,100)	(6,416,750)	(5,891,750)	(5,891,750)	(5,891,750)
Net Division Total	(3,411,007)	(3,891,710)	(4,943,071)	(4,425,843)	(4,425,843)	(4,425,843)

Elm Street Garage

The Elm Street Garage is a City-owned parking facility adjacent to Portland High School, and is operated and staffed by the Parking division. The Elm Street Garage provides hourly parking for people wishing to visit downtown businesses and the Merrill Auditorium / Portland Public Library area, as well as providing monthly parking spaces for employees of Portland High School, area businesses, some City Hall employees, and private citizens.

FY22 Expenses for the Elm Street Parking Garage are budgeted to increase \$50,654, or 20.2%, due the transfer of the Maintenance Worker position from Parking Administration and the reinstatement of garage building maintenance and repair projects that were postponed in the FY21 budget due to the pandemic. Revenues are projected to decrease \$53,440, or 10.4%, due to the continued impacts of the pandemic on the hourly and monthly parking activity.

Division Summary

Department: Parking	Division: Elm Street Garage				Account: 10018200	
	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	171,403	204,855	206,185	206,185	206,185	206,185
Benefits	1,100	1,712	1,725	1,725	1,725	1,725
Contractual Services	31,655	28,970	31,060	31,060	31,060	31,060
Maintenance and Repairs	29,280	29,200	45,125	45,125	45,125	45,125
Supplies	3,975	3,875	3,925	3,925	3,925	3,925
Utilities	13,300	13,225	13,347	13,347	13,347	13,347
Total	250,713	281,837	301,367	301,367	301,367	301,367
Less Revenues	(515,940)	(433,700)	(462,500)	(462,500)	(462,500)	(462,500)
Net Division Total	(265,227)	(151,863)	(161,133)	(161,133)	(161,133)	(161,133)

Spring Street Garage

The Spring Street Garage is a City-owned parking facility adjacent to the Cross Arena and is operated and staffed by the Parking Division. The Spring Street Garage has been used successfully as an economic development tool for downtown revitalization and provides parking for Arena events. The garage also provides hourly parking for people visiting businesses in the Congress Street / Free Street area, as well as providing monthly parking spaces for employees of area businesses and private citizens.

FY22 Expenses have increased \$59,027 or 13.6%, due to the 0.4 FTE increase of a Spring Street Parking Garage Cashier position, as well as the reinstatement of garage building maintenance and repair projects that were postponed in the FY21 budget. FY22 revenues are projected to decrease \$153,986, or 12.8%, due to the continued reduction in hourly and monthly parking activity due to the COVID-19 slowdown.

Division Summary

Department: Parking	Division: Spring Street Garage				Account: 10018300	
	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	272,442	266,746	290,563	290,563	290,563	290,563
Benefits	1,100	1,100	1,100	1,100	1,100	1,100
Contractual Services	64,520	40,625	63,185	63,185	63,185	63,185
Maintenance and Repairs	49,470	49,400	91,500	91,500	91,500	91,500
Rentals	0	0	0	0	0	0
Supplies	5,450	5,450	5,550	5,550	5,550	5,550
Utilities	41,465	40,455	41,576	41,576	41,576	41,576
Total	434,447	403,776	493,474	493,474	493,474	493,474
Less Revenues	(1,205,995)	(976,287)	(1,059,248)	(1,052,009)	(1,052,009)	(1,052,009)
Net Division Total	(771,548)	(572,511)	(565,774)	(558,535)	(558,535)	(558,535)

Temple Street Garage

The Temple Street Garage, located adjacent to the Nickelodeon Theater, is leased and managed by a private company. The Parking Division, however, oversees the operations and must approve all capital improvements in the garage. The Temple Street Garage provides hourly parking for people wishing to visit businesses in the Temple Street area, such as the Nickelodeon Theater and One City Center, as well as providing monthly parking spaces for employees of area businesses and private citizens.

The FY22 Temple Street Garage expenditures have increased \$49,000, or 62.8%; this increase is attributed to the reinstatement of the garage building maintenance and repair projects that were reduced in the FY21 budget due to Covid-19 outbreak. The FY22 budgeted revenues remain flat compared with FY21.

Division Summary

Department: Parking	Division: Temple Street Garage				Account: 10018400	
	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Administrative Services	28,000	26,267	27,000	27,000	27,000	27,000
Maintenance and Repairs	50,000	50,000	100,000	100,000	100,000	100,000
Total	78,000	76,267	127,000	127,000	127,000	127,000
Less Revenues	(875,000)	(750,000)	(875,000)	(875,000)	(875,000)	(875,000)
Net Division Total	(797,000)	(673,733)	(748,000)	(748,000)	(748,000)	(748,000)

Housing & Economic Development

The Housing and Economic Development Department is responsible for enhancing the residential and economic growth of the City and is dedicated to fostering a vibrant and healthy residential and economic climate for the benefit of all those who live and work in Portland. The Department strives to facilitate a strong and diversified tax base, an active and revitalized city and waterfront, economic and employment opportunities, residential programs, and a vital creative economy.

By leading a collaborative effort among agencies, both in advocacy and acting as a housing and business resource, the Department provides professional and knowledgeable service through quality programs and coordinated efforts to improve the well-being of Portland. The Department endeavors to keep open the lines of communication so that housing and economic development issues and opportunities are addressed in a timely, thorough, and proactive manner.

The Housing and Economic Development Department FY22 expenditures increased \$57,161, or 4.7%, attributed largely to an increase in contractual services line-item expenditures after a reduction in the FY21 budget due to the City's overall revenue loss from the Pandemic. Department expenditure increases also include a FY22 position reclassification and increased monies for interpreter services. All of the Department's positions and expenses are offset 100% by revenue reimbursement.

Department Summary

Department: Housing & Economic Development

Account: 100-19

		FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown							
Payroll		1,148,527	1,148,527	1,155,954	1,160,654	1,160,654	1,160,654
Benefits		1,620	1,300	1,620	1,620	1,620	1,620
Administrative Services		11,886	11,886	15,790	15,790	15,790	15,790
Contractual Services		50,697	50,697	90,927	90,927	90,927	90,927
Rentals		2,000	2,000	2,400	2,400	2,400	2,400
Supplies		5,500	5,450	6,000	6,000	6,000	6,000
Total		1,220,230	1,219,860	1,272,691	1,277,391	1,277,391	1,277,391
Summary by Division							
Economic Development	(19-100)	660,462	660,092	705,995	710,695	710,695	710,695
Portland Development Corporation	(19-200)	28,522	28,522	28,522	28,522	28,522	28,522
Housing & Community Dev	(19-300)	531,246	531,246	538,174	538,174	538,174	538,174
Total		1,220,230	1,219,860	1,272,691	1,277,391	1,277,391	1,277,391
Less Revenues		(1,219,867)	(1,219,860)	(1,272,691)	(1,277,391)	(1,277,391)	(1,277,391)
Net Department Total		363	0	0	0	0	0

Economic Development

Economic Development is comprised of the Housing and Economic Development Director, Waterfront Coordinator, Business Development Representative, Principal Administrative Officer, Office of Economic Opportunity Director and its Outreach & Initiatives Coordinator, and the Office of Creative Portland Director and Program Assistant. The department strives to facilitate a strong and diversified tax base, an active and revitalized city, a vital waterfront, a sustainable creative economy, and employment opportunities. Staff also endeavors to keep the lines of communication open so that economic development issues are addressed in a timely, thorough, and proactive manner.

During FY22, Economic Development will continue its programs of service and assistance to businesses during the COVID-19 Pandemic, facilitating various loan and grant programs.

The FY22 expenditures have increased \$50,233, or 7.6%, primarily related to the restoration of expenditure reductions during the pandemic, as well as a slight increase in wages due to the reclassification of the Senior Executive Assistant position and additional monies for interpreter services.

All positions in FY22 are 100% funded through various revenues sources, including Tax Increment Financing.

Division Summary

Department: Housing & Economic Development **Division:** Economic Development **Account:** 10019100

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	617,281	617,281	617,780	622,480	622,480	622,480
Benefits	1,620	1,300	1,620	1,620	1,620	1,620
Administrative Services	7,011	7,011	10,915	10,915	10,915	10,915
Contractual Services	27,800	27,800	68,030	68,030	68,030	68,030
Rentals	2,000	2,000	2,400	2,400	2,400	2,400
Supplies	4,750	4,700	5,250	5,250	5,250	5,250
Utilities	0	0	0	0	0	0
Total	660,462	660,092	705,995	710,695	710,695	710,695
Less Revenues	(660,099)	(660,092)	(705,995)	(710,695)	(710,695)	(710,695)
Net Division Total	363	0	0	0	0	0

Portland Development Corporation

The Portland Development Corporation (PDC) is a quasi-municipal non-profit corporation created in December 1990 by the City Council. The PDC offers various commercial loan and grant "gap" financing programs to support business start-up and expansion in Portland.

Due to the COVID-19 Pandemic, the PDC now offers a Rapid Response Loan program, which provides up to a \$10,000 loan with \$5,000 forgivable under certain conditions.

The Portland Development Corporation budget is fully funded by the interest income from its business loan programs; the PDC relies on this income from its business loan program to cover its operating expenses.

The FY22 expenses remain flat and are offset 100% by program revenue.

Division Summary

Department: Housing & Economic Development **Division:** Portland Development Corporation **Account:** 10019200

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Administrative Services	4,875	4,875	4,875	4,875	4,875	4,875
Contractual Services	22,897	22,897	22,897	22,897	22,897	22,897
Supplies	750	750	750	750	750	750
Total	28,522	28,522	28,522	28,522	28,522	28,522
Less Revenues	(28,522)	(28,522)	(28,522)	(28,522)	(28,522)	(28,522)
Net Division Total	0	0	0	0	0	0

Housing & Community Development

Housing and Community Development is responsible for administering federal CDBG, HOME, and ESG grants for the City. This division administers City-assisted housing development programs, as well as housing-related planning activities.

This portion of the salaries of the Housing and Community Development budget is entirely funded by the Community Development Block Grant (CDBG), Home Grant, and Housing Development Fund (program income from the CDBG loan paybacks), and Tax Increment Financing; any increase or decrease in the budget has no impact on the tax levy.

Division Summary

Department: Housing & Economic Development **Division:** Housing & Community Development **Account:** 10019300

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	531,246	531,246	538,174	538,174	538,174	538,174
Total	531,246	531,246	538,174	538,174	538,174	538,174
Less Revenues	(531,246)	(531,246)	(538,174)	(538,174)	(538,174)	(538,174)
Net Division Total	0	0	0	0	0	0

Police

The Police Department comprises of five divisions in FY22: Administration, Uniform Operations, Bureau of Investigative Services, Operations Support Services, and Jetport Security. In FY22, the Dispatch Services division moved to its own department, allowing for better comparability of the City's Police Department to other agencies around the nation. This new FY22 department is still under the oversight of the Police Department.

The Police Department's mission focuses on maintaining a safe city by working in partnership with the community to prevent and reduce crime, protect life and property, help resolve neighborhood problems, and protect the rights of all. Every decision, plan and contact made places emphasis on Service Excellence, Community Engagement and Resource Maximization. All members of the department reference the core values of Leadership, Integrity, and Service when interacting with the public.

The Police Department's overall budget was reduced by approximately 12.5% primarily due to the separation of emergency dispatch services from the Police budget. For comparability purposes, the FY22 five Police divisions increased a total of \$229,866 or 1.6%.

Exclusive of Dispatch Services, the department's expenditure increase is primarily due to the reversal of the FY21 furloughs, a FY21 effort to reduce costs during the on-going pandemic; this budgeted furlough expense restoration accounts for approximately \$156,600 of the department's budget increase over the prior year. In addition, this budget includes the addition of a new fulltime Alternative Response Liaison position to the City's Behavioral Health Unit along with other minor staffing changes. Other budget increases include the replacement purchase in minor equipment.

Also exclusive of Dispatch Services, the FY22 revenues are decreasing minimally by \$3,388 or 0.2%.

Department Summary

Department: Police

Account: 100-21

		FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown							
Payroll		16,185,772	15,077,139	16,420,781	14,102,511	14,102,511	14,102,511
Benefits		225,240	222,181	230,498	213,798	213,798	213,798
Administrative Services		172,455	74,053	190,225	178,550	178,550	178,550
Contractual Services		237,552	229,911	229,986	212,306	212,306	212,306
Maintenance and Repair		126,838	111,929	109,962	95,692	95,692	95,692
Rentals		17,050	23,326	17,050	16,409	16,409	16,409
Supplies		202,338	192,446	240,593	230,093	230,093	230,093
Minor Capital Items		15,000	15,000	15,000	0	0	0
Utilities		13,584	13,576	13,584	504	504	504
Total		17,195,829	15,959,561	17,467,679	15,049,863	15,049,863	15,049,863
Summary by Division							
Police Administration	(21-100)	1,218,444	1,177,790	1,302,585	1,302,585	1,302,585	1,302,585
Uniformed Operations Group	(21-200)	10,306,530	9,685,247	10,417,102	10,417,102	10,417,102	10,417,102
Bureau of Investigative Services	(21-300)	1,843,314	1,746,440	1,872,765	1,872,765	1,872,765	1,872,765
Operations Support Services	(21-400)	876,435	795,285	893,343	893,343	893,343	893,343
Dispatch Services	(21-500)	2,375,832	2,084,533	2,417,816	0	0	0
Jetport Security	(21-800)	575,274	470,266	564,068	564,068	564,068	564,068
Total		17,195,829	15,959,561	17,467,679	15,049,863	15,049,863	15,049,863
Less Revenues		(3,215,674)	(2,743,206)	(3,222,478)	(2,106,238)	(2,106,238)	(2,106,238)
Net Department Total		13,980,155	13,216,355	14,245,201	12,943,625	12,943,625	12,943,625

Police Administration

It is the responsibility of the Chief of Police to create policy and make resource management decisions for the Police Department's assets. The administrative staff provides support in the areas of legal assistance, fiscal management, internal standards, human resources, and the investigation of complaints filed against police officers.

The FY22 Police Administration budget is increasing \$84,141 or 6.9%, primarily in payroll expenses. The Administration's wage increase is largely due to the restoration of wages related to the FY21 furloughs budgeted during the beginning of the pandemic to reduce costs. The increase in payroll also comprises of one additional FTE from a division transfer, as well as other staffing changes as part of an organizational restructuring.

Revenues are essentially flat, increasing \$390 or 0.3%.

Division Summary

Department: Police	Division: Police Administration				Account: 10021100	
	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	1,199,746	1,160,306	1,282,507	1,282,507	1,282,507	1,282,507
Benefits	5,740	5,476	7,060	7,060	7,060	7,060
Administrative Services	8,450	7,850	8,510	8,510	8,510	8,510
Maintenance and Repairs	200	200	200	200	200	200
Rentals	2,508	2,508	2,508	2,508	2,508	2,508
Supplies	1,800	1,450	1,800	1,800	1,800	1,800
Total	1,218,444	1,177,790	1,302,585	1,302,585	1,302,585	1,302,585
Less Revenues	(147,351)	(252,321)	(147,741)	(147,741)	(147,741)	(147,741)
Net Division Total	1,071,093	925,469	1,154,844	1,154,844	1,154,844	1,154,844

Uniformed Operations Group

A Police Major heads the Uniformed Operations Group. The primary duty of this group is the protection of lives and property. This is accomplished through continuous patrol directed at the suppression of crime and the apprehension of violators. The group consists of three patrol teams broken out into twelve squads. This unique deployment structure allows the department to utilize a workload analysis to assign a proportionate number of patrol officers throughout the City. This model structure also promotes teamwork and cohesive organizational commitment within the small units. Each team is responsible for conducting routine patrol services such as responding to calls for service, traffic enforcement, building security and maintenance of public order. Directed patrol officers work closely with Community Policing Officers in each sector of the City to enhance crime prevention and streamline problem solving.

Community Policing Officers are assigned to six neighborhood sectors and the Youth Services program. These officers work closely with Portland residents, local businesses and other department and city staff to enhance problem solving. In addition to answering calls for police service, these officers attend meetings, collaborate with fellow officers, and work with the Community Policing Coordinators to facilitate efforts in their geographically assigned areas. Portland has five neighborhood-based community policing centers located in the Parkside, Bayside, East Bayside, West End, and Munjoy Hill neighborhoods. Community Policing also serves properties owned and managed by the Portland Housing Authority. In addition, this section consists of a Traffic Unit, responsible for traffic-related services and an Island Unit responsible for providing public safety services to residents of Peaks Island.

The FY22 division expenditures have increased \$110,572 or 1.1%, primarily due to increases in payroll and minor equipment expenses. The elimination of the FY21 furloughs related to the pandemic and the addition of an Alternative Response Liaison position to the department's Behavioral Health Unit, the department's only new FY22 FTE, account for the majority of the FY22 / FY21 increase.

FY22 revenues have increased slightly by \$2,746 or 0.3%. The bulk of this division's revenue stream relates to Police Officer Outside Detail and Community Policing Coordinator reimbursements.

Division Summary

Department: Police	Division: Uniformed Operations Group				Account: 10021200	
	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	9,690,716	9,106,504	9,789,676	9,789,676	9,789,676	9,789,676
Benefits	152,755	155,707	158,053	158,053	158,053	158,053
Administrative Services	40,690	16,185	43,360	43,360	43,360	43,360
Contractual Services	208,602	200,110	196,911	196,911	196,911	196,911
Maintenance and Repairs	85,993	74,875	65,073	65,073	65,073	65,073
Rentals	2,975	10,125	2,975	2,975	2,975	2,975
Supplies	124,295	121,241	160,550	160,550	160,550	160,550
Utilities	504	500	504	504	504	504
Total	10,306,530	9,685,247	10,417,102	10,417,102	10,417,102	10,417,102
Less Revenues	(963,393)	(540,902)	(966,139)	(966,139)	(966,139)	(966,139)
Net Division Total	9,343,137	9,144,345	9,450,963	9,450,963	9,450,963	9,450,963

Bureau of Investigative Services

The Bureau of Investigative Services is commanded by a newly formed Major of the Support and Investigative Services Section. Investigative Services is comprised of both a criminal investigations division and a special enforcement division, which includes drug enforcement, crime reduction, forensics, property and task force assignments. These divisions are responsible for the thorough investigation of criminal incidents referred from the rest of the department. The division also provides supervision of the Court Officer, the Criminal Process Services, and the Victim Advocacy program.

FY22 expenditures in this division have increased \$29,451, or 1.6%, primarily due to payroll expenses, which is comprised of the removal of the FY21 furloughs, offset by a position reclassification and corresponding position transfer to Police Administration in addition to minor increases in union contractual obligations.

FY22 revenues are projected to increase slightly by \$4,682, or 1.4%. The majority of the divisional revenue is comprised of the Maine Drug Enforcement Agency (MDEA) and Victim / Witness Advocate grant salary reimbursements.

Division Summary

Department: Police **Division:** Bureau of Investigative Services **Account:** 10021300

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	1,795,600	1,704,868	1,827,511	1,827,511	1,827,511	1,827,511
Benefits	27,230	21,457	25,870	25,870	25,870	25,870
Administrative Services	1,280	1,280	1,280	1,280	1,280	1,280
Contractual Services	4,100	6,381	3,000	3,000	3,000	3,000
Maintenance and Repairs	2,000	1,750	2,000	2,000	2,000	2,000
Rentals	2,704	2,704	2,704	2,704	2,704	2,704
Supplies	10,400	8,000	10,400	10,400	10,400	10,400
Total	1,843,314	1,746,440	1,872,765	1,872,765	1,872,765	1,872,765
Less Revenues	(344,720)	(334,069)	(349,402)	(349,402)	(349,402)	(349,402)
Net Division Total	1,498,594	1,412,371	1,523,363	1,523,363	1,523,363	1,523,363

Operations Support Services

The Operations Support Services Division is commanded by a newly formed Major of the Support and Investigative Services Section. This section is comprised of professional standards, training, internal affairs and records. Included in the budget are minor costs associated with the Regional Forensic Crime Laboratory.

The FY22 division expenditures have increased \$16,908, or 1.9%, primarily due to training increases, in part due the inclusion of promotional training grant funded in FY21. The FY22 budget includes training new crash reconstructionists, as well as the anticipated training and other costs related to seeking national accreditation through the Commission on Accreditation for Law Enforcement Agencies (CALEA).

The FY22 revenue projection remains flat, and consists of the forensic crime lab reimbursement from regional municipalities and the issuance of accident reports.

Division Summary

Department: Police **Division:** Operations Support Services **Account:** 10021400

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	657,433	649,576	660,212	660,212	660,212	660,212
Benefits	6,000	6,000	6,000	6,000	6,000	6,000
Administrative Services	110,410	43,199	123,950	123,950	123,950	123,950
Contractual Services	11,720	10,451	12,395	12,395	12,395	12,395
Maintenance and Repairs	30,255	29,604	28,169	28,169	28,169	28,169
Rentals	7,574	6,700	7,574	7,574	7,574	7,574
Supplies	53,043	49,755	55,043	55,043	55,043	55,043
Total	876,435	795,285	893,343	893,343	893,343	893,343
Less Revenues	(78,888)	(39,600)	(78,888)	(78,888)	(78,888)	(78,888)
Net Division Total	797,547	755,685	814,455	814,455	814,455	814,455

Dispatch Services

In FY22, Dispatch Services separated from the Police Department's budget and transferred to its own department (100-23), however, this section continues to be administered by the Police Department. This accounting structure department separation will facilitate improved comparability between the City's Police Department and other emergency services agencies around the country, as well as help isolate and appropriately allocate costs related to our shared emergency dispatch center with the other involved communities.

Division Summary

Department: Police **Division:** Dispatch Services **Account:** 10021500

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	2,288,466	2,006,082	2,318,270	0	0	0
Benefits	16,700	16,726	16,700	0	0	0
Administrative Services	10,175	4,289	11,675	0	0	0
Contractual Services	13,130	12,969	17,680	0	0	0
Maintenance and Repairs	8,140	5,250	14,270	0	0	0
Rentals	641	641	641	0	0	0
Supplies	10,500	10,500	10,500	0	0	0
Minor Capital Items	15,000	15,000	15,000	0	0	0
Utilities	13,080	13,076	13,080	0	0	0
Total	2,375,832	2,084,533	2,417,816	0	0	0
Less Revenues	(1,106,048)	(1,106,048)	(1,116,240)	0	0	0
Net Division Total	1,269,784	978,485	1,301,576	0	0	0

Jetport Security

The Sergeant assigned to the Jetport Security division serves as a direct liaison between the Police Department and the Jetport staff and Administration.

Officers assigned to the Jetport perform duties as follows: monitor security checkpoints during arrivals and departures, actively patrol the interior of the Jetport terminal, regulate activities of taxi operators utilizing the Jetport, assist in parking enforcement at the terminal, monitor activities at the baggage claim area, perform security checks of secured areas of the complex, make patrol sweeps of the parking areas including the garage, respond to all requests for police or emergency services originating at the Jetport, and process reports accordingly.

FY22 expenditures and revenues in this division have decreased \$11,206, or 1.9%, due to staff turnover. The cost for this division is entirely offset by revenues received by the Jetport.

Division Summary

Department: Police	Division: Jetport Security				Account: 10021800	
	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	553,811	449,803	542,605	542,605	542,605	542,605
Benefits	16,815	16,815	16,815	16,815	16,815	16,815
Administrative Services	1,450	1,250	1,450	1,450	1,450	1,450
Maintenance and Repairs	250	250	250	250	250	250
Rentals	648	648	648	648	648	648
Supplies	2,300	1,500	2,300	2,300	2,300	2,300
Total	575,274	470,266	564,068	564,068	564,068	564,068
Less Revenues	(575,274)	(470,266)	(564,068)	(564,068)	(564,068)	(564,068)
Net Division Total	0	0	0	0	0	0

Fire

The Fire Department consists of five divisions: Administration, Code Enforcement and Community Services, Field Operations, Operations Support Services and Jetport Air Rescue. The Fire Chief oversees the operation of these divisions.

The Fire Department's overall FY22 expenditure increase is \$376,774, or 2.1%. This budget includes a new ambulance, as well as increases in the travel & training lines associated with paramedic certification, and an Air Rescue training prop and the upcoming FY22 large mock drill. This budget also incorporates minor staffing position changes.

The FY22 revenue decrease is \$292,749, or 6.0%. The revenue projected decrease is attributed to the Medcu EMS reduced call volume activity during the pandemic. The Air Rescue Station division expenses are 100% reimbursed by the Jetport.

Department Summary

Department: Fire

Account: 100-22

		FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown							
Payroll		15,563,604	15,452,196	15,598,344	15,598,344	15,598,344	15,598,344
Benefits		199,132	258,553	250,872	198,472	198,472	198,472
Administrative Services		272,688	272,038	388,853	388,853	388,853	388,853
Contractual Services		166,084	166,144	196,634	196,634	196,634	196,634
Maintenance and Repair		444,705	459,430	404,730	404,730	404,730	404,730
Rentals		416,120	416,120	412,520	412,520	412,520	412,520
Supplies		499,485	541,569	458,485	458,485	458,485	458,485
Minor Capital Items		0	15,000	0	0	0	0
Utilities		242,548	243,379	243,102	243,102	243,102	243,102
Capital Outlay		0	0	0	280,000	280,000	280,000
Total		17,804,366	17,824,429	17,953,540	18,181,140	18,181,140	18,181,140
Summary by Division							
Fire Administration	(22-100)	625,811	640,777	647,798	647,798	647,798	647,798
Code Enforce & Community Svcs	(22-200)	238,082	149,139	177,995	177,995	177,995	177,995
Field Operations	(22-300)	14,963,356	15,034,194	15,124,504	15,352,104	15,352,104	15,352,104
Operation Support Services	(22-400)	872,768	890,095	896,043	896,043	896,043	896,043
Air Rescue Station	(22-800)	1,104,349	1,110,224	1,107,200	1,107,200	1,107,200	1,107,200
Total		17,804,366	17,824,429	17,953,540	18,181,140	18,181,140	18,181,140
Less Revenues		(4,887,080)	(4,732,455)	(4,594,331)	(4,594,331)	(4,594,331)	(4,594,331)
Net Department Total		12,917,286	13,091,974	13,359,209	13,586,809	13,586,809	13,586,809

Fire Administration

The Administration Division is responsible for the planning, organization, and day-to-day operations of all fire suppression, emergent medical care, fire prevention, disaster preparations, and terrorism responses within Portland. The policies and procedures that guide the department in carrying out its mission are established by the Fire Chief.

This division also administers the human resources activities for the department including hiring, worker compensation claims, benefits, wellness, risk management, and payroll. The division has instituted a Peer Support Team, using the Police Department model, to deliver support and services to members facing crisis. This has positively impacted leave associated with Critical Incident Stress cases.

The FY22 Fire Administration budget increased by \$21,987, or 3.5%, the majority of which is attributed to payroll contractual increases, as well as temporary help contract IT support. FY22 division revenues remain flat.

Division Summary

Department: Fire **Division:** Fire Administration **Account:** 10022100

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	572,709	585,999	594,096	594,096	594,096	594,096
Benefits	2,884	3,000	2,884	2,884	2,884	2,884
Administrative Services	18,858	18,858	18,858	18,858	18,858	18,858
Contractual Services	1,600	1,660	1,600	1,600	1,600	1,600
Rentals	2,160	2,160	2,160	2,160	2,160	2,160
Supplies	27,600	29,100	28,200	28,200	28,200	28,200
Total	625,811	640,777	647,798	647,798	647,798	647,798
Less Revenues	(99,785)	(99,785)	(99,785)	(99,785)	(99,785)	(99,785)
Net Division Total	526,026	540,992	548,013	548,013	548,013	548,013

Code Enforcement & Community Services

The division of Code Enforcement and Community Services is responsible for the review of all building permits for renovation or new construction for structures that house three or more units, and the review of all commercial buildings. Additionally, the division reviews site plans, building permits, sprinkler system permits, fire alarm system permits, as well as the installation of above ground & underground storage tanks and liquefied petroleum gas tanks.

The division administers the Fire Prevention Code, N.F.P.A 101 Life Safety Code, the State laws of the Fire Service and the National Fire Codes, food and liquor code requirements, and fuel inspections. Codes are updated throughout the year and educational seminars are conducted. This division also provides the management and oversight of company level inspections of residential and commercial properties totaling over 5,000 a year.

Code Enforcement and Community Services also comprises the public information, education and community outreach initiatives, which includes the Portland High School Program, public education materials, and public information of current events affecting the citizens of Portland.

The FY22 Code Enforcement and Community Services division's budget decrease of \$60,087, or 25.2%, is predominantly attributed to the transfer of one Fire Captain/EMT position to Field Operations. FY22 revenues, consisting of non-business licenses, most notably inspection stickers, remain flat.

Division Summary

Department: Fire	Division: Code Enforcement & Community Services				Account: 10022200	
	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	224,061	135,000	159,629	159,629	159,629	159,629
Benefits	2,976	3,051	2,976	2,976	2,976	2,976
Administrative Services	6,275	6,275	8,300	8,300	8,300	8,300
Contractual Services	770	770	1,490	1,490	1,490	1,490
Supplies	4,000	4,043	5,600	5,600	5,600	5,600
Total	238,082	149,139	177,995	177,995	177,995	177,995
Less Revenues	(34,921)	(34,921)	(34,921)	(34,921)	(34,921)	(34,921)
Net Division Total	203,161	114,218	143,074	143,074	143,074	143,074

Field Operations

The Field Operations division is responsible for providing emergency services including fire suppression, emergency medical care and transport, hazardous materials response, technical rescue response and any possible public emergency. The division supports fire and life safety programs through routine field safety inspections.

The Field Operations division is responsible for the development of skill sets for the entire department. Training evolutions are conducted daily to ensure proficiency in the delivery of Emergency Medicine and Firefighting services. Responsibilities include ensuring compliance with state mandated requirements, including EMS and basic and advanced firefighting, and encompass overseeing the medical licenses of over 200 personnel. Field EMS Operations provides advanced life support to the City's residents, and the working and visiting population of Portland. Services range from basic patient assessments and CPR, to sophisticated advanced life support intervention, such as advanced airway management and complex drug therapies. The unit provides in-service training for all fire department members as well.

Field Operations provides emergency services for the waterfront area, islands, and all marine craft associated with Portland Harbor and Casco Bay, including emergency medical transportation for the island residents, as well as training for the islands' volunteer call forces. The crew conducts fire prevention inspections of waterfront facilities and harbor patrols when threat conditions warrant. Additionally, this division provides fire protection for citizens of the Casco Bay Islands associated with the City of Portland, primarily Peaks Island, Cliff Island, Cushing Island, House Island, and Great and Little Diamond Islands. This division provides continuous seamanship and pilot training to assure competent boat handling for the navigation of the Portland Harbor and Casco Bay waters, as mandated by Fire Department operations.

The FY22 Field Operations expenditure increase is \$388,748, or 2.6%. This budget increase is largely attributed to the inclusion of a new ambulance. The division payroll increase is predominantly due to the transfer of a Fire Captain / EMT position from Fire's Code Enforcement & Community Services division.

Divisional revenues have decreased \$300,000, or 8.5%, as a result of the pandemic's reduced Medcu / EMS call volume.

Division Summary

Department: Fire	Division: Field Operations				Account: 10022300	
	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	13,935,637	13,900,000	14,014,236	14,014,236	14,014,236	14,014,236
Benefits	176,832	236,007	229,232	176,832	176,832	176,832
Administrative Services	225,400	224,750	252,040	252,040	252,040	252,040
Contractual Services	138,446	138,446	165,761	165,761	165,761	165,761
Maintenance and Repairs	119,350	128,800	118,350	118,350	118,350	118,350
Rentals	3,960	3,960	0	0	0	0
Supplies	344,775	368,275	325,375	325,375	325,375	325,375
Minor Capital Items	0	15,000	0	0	0	0
Utilities	18,956	18,956	19,510	19,510	19,510	19,510
Capital Outlay	0	0	0	280,000	280,000	280,000
Total	14,963,356	15,034,194	15,124,504	15,352,104	15,352,104	15,352,104
Less Revenues	(3,527,800)	(2,967,300)	(3,227,800)	(3,227,800)	(3,227,800)	(3,227,800)
Net Division Total	11,435,556	12,066,894	11,896,704	12,124,304	12,124,304	12,124,304

Operation Support Services

The Operations Support Services division encompasses Hydrants, Building Maintenance and Fire Alarm. The hydrant system is the backbone of the fire suppression efforts of the Fire Department. The department is charged by the Portland Water District to ensure that the 1,620 hydrants in the City are properly maintained for use with high-flow firefighting equipment. Building maintenance provides for the operation of nine of the city's fire stations and the fire museum. The division maintains station heating and plumbing systems and makes necessary building repairs, including preventive maintenance for boilers, emergency generators, and compressors. The fire alarm section maintains the City's fire alarm system and emergent and non-emergent radio systems, and supports the 911 Portland Regional Communication Center's (PRCC) core equipment.

The FY22 Operations Support Services expenditure increase of \$23,275, or 2.7%, is attributed to the increase in building maintenance expenses at nine stations around the city.

The FY22 revenue has increased \$4,400, or 3.7%. The revenue activity in this division is mainly generated from the master box alarm annual maintenance and new connection fee.

Division Summary

Department: Fire **Division:** Operation Support Services **Account:** 10022400

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Benefits	0	55	0	0	0	0
Administrative Services	1,075	1,075	1,075	1,075	1,075	1,075
Contractual Services	21,815	21,815	23,705	23,705	23,705	23,705
Maintenance and Repairs	173,630	173,630	194,655	194,655	194,655	194,655
Rentals	410,000	410,000	410,360	410,360	410,360	410,360
Supplies	58,900	75,341	58,900	58,900	58,900	58,900
Utilities	207,348	208,179	207,348	207,348	207,348	207,348
Total	872,768	890,095	896,043	896,043	896,043	896,043
Less Revenues	(120,225)	(120,225)	(124,625)	(124,625)	(124,625)	(124,625)
Net Division Total	752,543	769,870	771,418	771,418	771,418	771,418

Air Rescue Station

The Jetport Air Rescue Station Division provides aircraft rescue and firefighting for the City's airport. Efforts are also placed on fire prevention measures and fire safety at the aircraft loading areas. Air Rescue Station performance is measured according to Federal Aviation Administration standards for aircraft safety performance. Firefighting abilities are measured in accordance with N.F.P.A. 1003 Professional Qualification Standards.

The FY22 Air Rescue Station expenditure and revenue increase is \$2,851, or 0.3%. The largest increase in this budget is in the travel and training line which includes a new training prop and a FY22 scheduled large mock emergency drill, most of which is offset by other line decreases. Budget decreases include the elimination of the FY21 skid steer replacement and the maintenance and repair foam disposal expense one-time purchases.

The Air Rescue service expense is fully reimbursed through inter-fund charges to the Jetport's Enterprise Fund.

Division Summary

Department: Fire	Division: Air Rescue Station				Account: 10022800	
	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	831,197	831,197	830,383	830,383	830,383	830,383
Benefits	16,440	16,440	15,780	15,780	15,780	15,780
Administrative Services	21,080	21,080	108,580	108,580	108,580	108,580
Contractual Services	3,453	3,453	4,078	4,078	4,078	4,078
Maintenance and Repairs	151,725	157,000	91,725	91,725	91,725	91,725
Supplies	64,210	64,810	40,410	40,410	40,410	40,410
Utilities	16,244	16,244	16,244	16,244	16,244	16,244
Total	1,104,349	1,110,224	1,107,200	1,107,200	1,107,200	1,107,200
Less Revenues	(1,104,349)	(1,110,224)	(1,107,200)	(1,107,200)	(1,107,200)	(1,107,200)
Net Division Total	0	0	0	0	0	0

Dispatch Services

The Portland Regional Communications Center (PRCC) comprises Dispatch Services and is supervised by the Emergency Communications Director. Serving the Town of Cape Elizabeth and the cities of South Portland and Portland, the PRCC is responsible for receiving telephone requests for all emergency services and dispatching appropriate police, fire, and emergency medical services resources. The 2011 regional consolidation allowed all three communities to maximize their resources while emphasizing a commitment to service excellence.

In FY22, Dispatch Services separated from the Police Department's budget (100-21) and transferred to its own department, however, this section continues to be administered by the Police Department. This accounting department structure separation will facilitate improved comparability between the City's Police Department and other emergency services agencies around the country, as well as help isolate and appropriately allocate costs related to our shared emergency dispatch center with the other involved communities.

For comparability purposes, the FY22 Dispatch Services expenditures increased \$41,984, or 1.8%, primarily due to the restoration of the FY21 furlough budget wage reduction offset by FY22 staff turnover cost reductions. Less notable changes include maintenance & repair and contractual services expenditure increases.

The department revenues generated reflects the Dispatch cost share from the Town of Cape Elizabeth and South Portland.

Department Summary

Department: Dispatch Services

Account: 100-23

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	0	0	0	2,318,270	2,318,270	2,318,270
Benefits	0	0	0	16,700	16,700	16,700
Administrative Services	0	0	0	11,675	11,675	11,675
Contractual Services	0	0	0	17,680	17,680	17,680
Maintenance and Repair	0	0	0	14,270	14,270	14,270
Rentals	0	0	0	641	641	641
Supplies	0	0	0	10,500	10,500	10,500
Minor Capital Items	0	0	0	15,000	15,000	15,000
Utilities	0	0	0	13,080	13,080	13,080
Total	0	0	0	2,417,816	2,417,816	2,417,816
Less Revenues	0	0	0	(1,116,240)	(1,116,240)	(1,116,240)
Net Department Total	0	0	0	1,301,576	1,301,576	1,301,576

Department of Planning & Development

The Planning and Urban Development Department promotes and plans for the future vitality, livability and prosperity of this remarkable city and all its people; Portland is Maine's largest economic center and its largest residential community.

The Planning and Urban Development Department's work involves overseeing and directing all planning and urban development activities including: comprehensive planning; managing and improving the City's zoning site plan, subdivision and historic preservation ordinances; working with developers, neighborhoods and citizens on site plan review of larger projects; design review of developments; and transportation planning in coordination with other City departments.

The Department of Planning and Urban Development consists of two divisions: Administration and Planning.

The FY22 department expenditure budget increased \$172,746, or 12.1%. Increases in the FY22 payroll expenses include the elimination of the FY21 furlough & wage reductions in light of the pandemic, as well as FY22 union contractual wage increases. The significant department increase in contractual services includes funds for the continued City-Code Chapter 14 zoning re-write Phase II and the Historic Impact Housing Cost Study.

FY22 revenues decreased \$7,552, or 1.0%, attributed to the projected reduction in program income reviews.

Department Summary

Department: Department of Planning & Development

Account: 100-24

		FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown							
Payroll		1,148,582	1,135,451	1,218,612	1,213,428	1,213,428	1,213,428
Benefits		2,550	1,940	2,550	2,550	2,550	2,550
Administrative Services		33,320	11,920	20,320	20,320	20,320	20,320
Contractual Services		194,850	257,400	258,850	323,850	323,850	323,850
Maintenance and Repair		7,820	7,820	7,820	7,820	7,820	7,820
Rentals		15,600	10,000	15,600	15,600	15,600	15,600
Supplies		22,800	21,167	14,700	14,700	14,700	14,700
Total		1,425,522	1,445,698	1,538,452	1,598,268	1,598,268	1,598,268
Summary by Division							
Planning & Dev. Administration	(24-100)	211,863	203,386	229,214	229,214	229,214	229,214
Planning	(24-200)	1,213,659	1,242,312	1,309,238	1,369,054	1,369,054	1,369,054
Total		1,425,522	1,445,698	1,538,452	1,598,268	1,598,268	1,598,268
Less Revenues		(746,865)	(666,865)	(739,313)	(739,313)	(739,313)	(739,313)
Net Department Total		678,657	778,833	799,139	858,955	858,955	858,955

Planning & Development Administration

The Planning & Urban Development Administration division oversees all operations of the Department of Planning and Urban Development.

The FY22 expenditures have increased \$17,351, or 8.2%, largely attributed to the restoration of wages reduced in the FY21 budget in response to the pandemic slowdown.

Division Summary

Department: Planning & Urban Development **Division:** Planning & Development Administration **Account:** 10024100

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	202,313	198,182	221,164	221,164	221,164	221,164
Benefits	1,100	980	1,100	1,100	1,100	1,100
Administrative Services	5,700	1,900	4,200	4,200	4,200	4,200
Contractual Services	250	0	250	250	250	250
Supplies	2,500	2,324	2,500	2,500	2,500	2,500
Total	211,863	203,386	229,214	229,214	229,214	229,214
Less Revenues	(30,000)	(30,000)	(30,000)	(30,000)	(30,000)	(30,000)
Net Division Total	181,863	173,386	199,214	199,214	199,214	199,214

Planning

The Planning division provides comprehensive and long-range planning for the City. This division conducts development review for site plan, subdivision, historic preservation, DEP site location permits, and rezoning requests. Division services include the development and updating of the City's Comprehensive Plan (<http://www.portlandsplan.me>), neighborhood planning, implementation of plans, the City's public art program, multimodal transportation planning, and historic preservation planning. The Planning division also manages the Congress Square Park redesign and other urban design initiatives.

The FY22 Planning expenditures have increased \$155,395, or 12.8%. FY22 increases include the elimination of FY21 reduced position hours due to the pandemic, as well as funds for the City Code Chapter 14 zoning rewrite and the Historic District Impact Study. The division projected revenues have decreased \$7,552, or 1.1%.

Division Summary

Department: Planning & Urban Development **Division:** Planning **Account:** 10024200

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	946,269	937,269	997,448	992,264	992,264	992,264
Benefits	1,450	960	1,450	1,450	1,450	1,450
Administrative Services	27,620	10,020	16,120	16,120	16,120	16,120
Contractual Services	194,600	257,400	258,600	323,600	323,600	323,600
Maintenance and Repairs	7,820	7,820	7,820	7,820	7,820	7,820
Rentals	15,600	10,000	15,600	15,600	15,600	15,600
Supplies	20,300	18,843	12,200	12,200	12,200	12,200
Total	1,213,659	1,242,312	1,309,238	1,369,054	1,369,054	1,369,054
Less Revenues	(716,865)	(636,865)	(709,313)	(709,313)	(709,313)	(709,313)
Net Division Total	496,794	605,447	599,925	659,741	659,741	659,741

Permitting & Inspections

The Permitting and Inspections Department consists of four divisions: Administration, Inspections, Housing Safety, and Business Licensing. The department is responsible for issuing building permits; enforcing the City's building, plumbing, electrical, housing, and land use codes; issuing business licenses and Certificates of Occupancy; and maintaining the rental housing registration program.

The department's expenditures have increased \$246,341 or 12.8%. This FY22 increase is predominantly attributed to the new +4.25 full-time equivalent (FTE) positions: a Life Safety CEO / Plan Reviewer, a Licensing Registration Coordinator, a Licensing & Registration Assistant, a Marijuana Compliance Coordinator, and the Director of Permitting & Inspections hours to full-time status.

The department's FY22 estimated revenue has decreased \$18,753 or 0.4%. The FY22 revenue projection includes a decline in Building Permit revenue of \$450,000 and an increase in Business License revenue of \$386,643.

Department Summary

Department: Permitting & Inspections

Account: 100-25

		FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown							
Payroll		1,785,706	1,794,516	2,188,974	2,027,907	2,027,907	2,027,907
Benefits		18,384	18,134	19,484	18,884	18,884	18,884
Administrative Services		23,145	13,030	23,505	23,505	23,505	23,505
Contractual Services		74,615	75,977	79,115	79,115	79,115	79,115
Rentals		4,368	4,368	4,368	4,368	4,368	4,368
Supplies		19,825	25,541	21,705	18,605	18,605	18,605
Total		1,926,043	1,931,566	2,337,151	2,172,384	2,172,384	2,172,384
Summary by Division							
Permitting & Insp. Administration	(25-100)	156,338	102,329	278,553	179,556	179,556	179,556
Inspections	(25-200)	1,042,864	1,020,846	1,144,685	1,078,915	1,078,915	1,078,915
Housing Safety	(25-300)	481,750	533,715	591,019	591,019	591,019	591,019
Business Licensing	(25-400)	245,091	274,676	322,894	322,894	322,894	322,894
Total		1,926,043	1,931,566	2,337,151	2,172,384	2,172,384	2,172,384
Less Revenues		(5,131,172)	(5,017,719)	(5,112,419)	(5,112,419)	(5,112,419)	(5,112,419)
Net Department Total		(3,205,129)	(3,086,153)	(2,775,268)	(2,940,035)	(2,940,035)	(2,940,035)

Permitting & Inspections Administration

The Administration Division is responsible for overseeing all aspects of the Permitting and Inspections Department. This division consists of the Director of Permitting & Inspections and the Principal Administrative Officer, as well as the necessary tools to support the oversight of the department's operations.

This division's FY22 expenditure budget has increased \$23,218, or 14.9%, predominantly due to the Director of Permitting & Inspections position restore to full-time status mid-year of January 2021 (FY21).

Division Summary

Department: Permitting & Inspections **Division:** Permitting & Inspections Administration **Account:** 10025100

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	153,388	100,041	271,753	176,456	176,456	176,456
Benefits	450	200	1,200	600	600	600
Administrative Services	1,500	1,000	1,500	1,500	1,500	1,500
Contractual Services	200	100	200	200	200	200
Supplies	800	988	3,900	800	800	800
Total	156,338	102,329	278,553	179,556	179,556	179,556

Inspections

The Inspections division issues permits for the construction of all types, and acts as the enforcement agency for building, housing, plumbing, electrical, mechanical, zoning, and land use rules and regulations.

This division's expenditure budget has increased \$36,051 or 3.5%, largely due to the FY22 addition of a new full-time Life Safety CEO / Plan Reviewer 50%/50% position share with the Housing Safety Division. This division's revenue budget has decreased \$383,000, or 12.5%, predominantly due to the building permit decrease in big development post COVID.

Division Summary

Department: Permitting & Inspections

Division: Inspections

Account: 10025200

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	999,269	989,227	1,096,980	1,031,210	1,031,210	1,031,210
Benefits	9,130	9,130	9,480	9,480	9,480	9,480
Administrative Services	17,165	4,825	17,525	17,525	17,525	17,525
Contractual Services	7,000	10,982	10,000	10,000	10,000	10,000
Rentals	1,800	1,800	1,800	1,800	1,800	1,800
Supplies	8,500	4,882	8,900	8,900	8,900	8,900
Total	1,042,864	1,020,846	1,144,685	1,078,915	1,078,915	1,078,915
Less Revenues	(3,053,500)	(2,595,500)	(2,670,500)	(2,670,500)	(2,670,500)	(2,670,500)
Net Division Total	(2,010,636)	(1,574,654)	(1,525,815)	(1,591,585)	(1,591,585)	(1,591,585)

Housing Safety

The Housing Safety division administers the rental housing registration and inspection program for residential rental properties in the City of Portland, and is responsible for enforcing housing and life safety codes.

The net revenue generated from the Short-Term Rentals registration program will be contributed to the Housing Trust Fund. In FY20, the Short-Term Rental Registration program contributed approximately \$123,000 to the Housing Trust Fund.

The FY22 division's expenditure budget has increased \$109,269, or 22.7%. This increase is predominantly due to increased staffing in response to the Rent Control Ordinance. The FY22 budget incorporates the addition of 2.1 new full-time equivalent positions including a Licensing & Registration Coordinator, a 50%/50% shared full-time Life Safety CEO / Plan Reviewer with Inspections, and a 60%/40% shared full-time Licensing & Registration Assistant with Business Licensing.

This division's FY22 revenue budget has also increased \$372,893 or 58.4%. This increase is attributed to the Long-Term Rental registration fees established by the Rent Control Ordinance.

Division Summary

Department: Permitting & Inspections

Division: Housing Safety

Account: 10025300

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	432,696	469,970	540,065	540,065	540,065	540,065
Benefits	5,880	5,880	5,880	5,880	5,880	5,880
Administrative Services	3,725	5,750	3,725	3,725	3,725	3,725
Contractual Services	35,495	36,995	36,995	36,995	36,995	36,995
Rentals	504	504	504	504	504	504
Supplies	3,450	14,616	3,850	3,850	3,850	3,850
Total	481,750	533,715	591,019	591,019	591,019	591,019
Less Revenues	(638,557)	(1,007,450)	(1,011,450)	(1,011,450)	(1,011,450)	(1,011,450)
Net Division Total	(156,807)	(473,735)	(420,431)	(420,431)	(420,431)	(420,431)

Business Licensing

The Business Licensing division processes over 4,200 licenses annually as required by the City Code, including the oversight of the City's taxi licensing. The Health Inspection program is also included within this division which encompasses food service establishment inspections, and Certified Food Protection Manager (CFPM) exam administration and enforcement, as well as Fats, Oils, and Grease (FOG) maintenance inspections.

The FY22 division's expenditure budget has increased \$77,803 or 31.7%. This is predominantly related to increased staff to respond to the new Marijuana Ordinance and Citizen referendum and includes a new full time Marijuana Compliance Coordinator position and a 40%/60% shared full-time Licensing & Registration Assistant with the Housing Safety division.

The FY22 revenue budget projection has decreased \$8,646 or 0.6%, predominantly due to the decrease in division activity during the pandemic.

Division Summary

Department: Permitting & Inspections **Division:** Business Licensing **Account:** 10025400

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	200,353	235,278	280,176	280,176	280,176	280,176
Benefits	2,924	2,924	2,924	2,924	2,924	2,924
Administrative Services	755	1,455	755	755	755	755
Contractual Services	31,920	27,900	31,920	31,920	31,920	31,920
Rentals	2,064	2,064	2,064	2,064	2,064	2,064
Supplies	7,075	5,055	5,055	5,055	5,055	5,055
Total	245,091	274,676	322,894	322,894	322,894	322,894
Less Revenues	(1,439,115)	(1,414,769)	(1,430,469)	(1,430,469)	(1,430,469)	(1,430,469)
Net Division Total	(1,194,024)	(1,140,093)	(1,107,575)	(1,107,575)	(1,107,575)	(1,107,575)

Information Technologies

The City of Portland Information Technology Department (COP IT) is comprised of three teams: the Advanced Services Team, the Core Team and the Service Desk.

The Advancing Services Team is responsible for the quality of COP IT performance through IT Targeted Services Management, momentum and control of all IT projects, and advancements through user training, process improvement and new technologies. Strategically, this team is focused on assessing the quality of COP IT work and paving an easy path for better quality.

The Core Team, in addition to application support, is responsible for all foundational infrastructure and systems that applications and users rely on. This team ensures confidentiality, integrity, and availability of three major application stacks (public administration, GIS and public safety) and many other line of business applications. In addition to managing and updating these core systems, the team also processes the tier-3 and tier-4 support escalations from the IT Service Desk. Strategically, this team is focused on more reliable, cost effective, and better performing core elements to support business agility.

The IT Service Desk is responsible for direct city staff support including end-user devices. With the support of Advancing Services, the Service Desk team is developing tier-0 material (IT Self-Help information), and continues to build an emphasis on and confidence in immediate tier-1 support. This team also handles the more technical tier-2 issues, including those who need one-to-one support whether onsite or remote. Strategically, this team is focused on bringing the time to resolution closer to the customer's first moment of need.

Amid technology transformation and the ever-increasing dependency on, the department continues to focus on improved means of achieving goals including cost effectiveness and delivering good quality service.

The FY22 expenditures increased \$269,556, or 10.4%. The FY22 budget incorporates various position reclassifications with a total net decrease of 0.2 FTEs and contractual monies to support Human Resources' IT needs. In addition, this budget includes the replacement of public safety software, as well as funds for other critical software support services.

The department's revenue activity reflects the reimbursement of costs and services provided to the Enterprise Funds and external users.

Department Summary

Department: Information Technologies

Account: 100-29

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	1,164,282	1,132,920	1,240,446	1,223,715	1,223,715	1,223,715
Benefits	5,136	5,232	5,280	5,280	5,280	5,280
Administrative Services	3,950	3,950	3,950	3,950	3,950	3,950
Contractual Services	440,837	478,058	449,317	499,317	499,317	499,317
Maintenance and Repair	613,603	605,551	768,902	768,902	768,902	768,902
Rentals	12,000	12,000	12,000	12,000	12,000	12,000
Supplies	31,000	31,000	31,000	31,000	31,000	31,000
Utilities	318,440	319,251	314,640	314,640	314,640	314,640
Total	2,589,248	2,587,962	2,825,535	2,858,804	2,858,804	2,858,804
Less Revenues	(429,141)	(429,868)	(431,459)	(313,180)	(313,180)	(313,180)
Net Department Total	2,160,107	2,158,094	2,394,076	2,545,624	2,545,624	2,545,624

Public Works

The Director of Public Works oversees the operations of eleven (11) divisions within the General Fund, as well as the Street Opening, Sewer and Stormwater funds. The Director along with the Deputy Director of Public Works, division managers and administrative support staff, provide day to day supervision for these functions. The department is responsible for basic municipal services, public infrastructure management, citywide fleet management, the development and implementation of capital improvement plans, and the wastewater - stormwater utilities. Department staff supports several city committees including the Sustainability and Transportation Committee.

The FY22 Public Works General Fund expenditure budget increased by \$795,889 or 5.8%. The FY22 department payroll expenditure increases include the restoration of 3.4 full-time equivalent (FTE's) positions from the FY21 pandemic budget reductions, as well as one new FY22 full-time Island Services Maintenance Worker position. The contractual service increases include the transfer of the graffiti removal expenditure from the Police Department, increased funding for traffic line markings to include high visibility (epoxy) markings and to allow for a second round of school zone crosswalk painting. The supplies category increase is largely attributed to the price rise in vehicle fuel.

The revenue budget increase of \$120,153, or 2.3%, is predominantly a result of the projected increase in the street occupancy revenue activity. Reimbursement from other City funds also increased in FY22.

Department Summary

Department: Public Works

Account: 100-31

		FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown							
Payroll		7,918,501	7,472,263	8,269,596	8,269,596	8,269,596	8,269,596
Benefits		85,842	120,322	85,982	85,982	85,982	85,982
Administrative Services		60,954	46,700	68,590	68,590	68,590	68,590
Contractual Services		1,983,348	2,122,110	2,159,017	2,159,017	2,159,017	2,159,017
Maintenance and Repair		1,394,996	1,523,699	1,408,829	1,408,829	1,408,829	1,408,829
Rentals		406,199	406,000	432,380	432,380	432,380	432,380
Supplies		1,345,598	1,349,104	1,533,609	1,527,088	1,527,088	1,527,088
Minor Capital Items		0	0	39,985	39,985	39,985	39,985
Utilities		460,296	475,324	460,156	460,156	460,156	460,156
Capital Outlay		0	174,000	0	0	0	0
Total		13,655,734	13,689,522	14,458,144	14,451,623	14,451,623	14,451,623
Summary by Division							
Public Works Administration	(31-100)	671,793	644,567	705,111	705,111	705,111	705,111
Streets & Sidewalks	(31-202)	1,678,340	1,574,940	1,773,724	1,773,724	1,773,724	1,773,724
Solid Waste	(31-203)	2,241,470	2,421,148	2,420,448	2,413,927	2,413,927	2,413,927
Communications	(31-204)	196,098	186,475	193,926	193,926	193,926	193,926
Portland Downtown District	(31-205)	414,503	414,503	414,126	414,126	414,126	414,126
Winter Operations	(31-206)	1,329,517	1,291,550	1,383,835	1,383,835	1,383,835	1,383,835
Island Services	(31-207)	689,311	784,806	757,211	757,211	757,211	757,211
Traffic & Transportation	(31-208)	1,407,899	1,330,455	1,547,308	1,547,308	1,547,308	1,547,308
Transportation Engineering	(31-302)	438,778	461,613	441,885	441,885	441,885	441,885
Engineering	(31-303)	1,206,876	1,150,110	1,268,444	1,268,444	1,268,444	1,268,444
Fleet Services	(31-400)	3,381,149	3,429,356	3,552,126	3,552,126	3,552,126	3,552,126
Total		13,655,734	13,689,523	14,458,144	14,451,623	14,451,623	14,451,623
Less Revenues		(5,222,450)	(5,355,554)	(5,342,603)	(5,342,603)	(5,342,603)	(5,342,603)
Net Department Total		8,433,284	8,333,968	9,115,541	9,109,020	9,109,020	9,109,020

Public Works Administration

The Public Works Administration division provides strategic planning and management for the department. Accounting, payroll, human resource functions, general office support, issuance of street opening permits and street-sidewalk occupancy permits, and customer service are all integral components of this division. In addition, the department's Safety and Training program is managed through this division.

The FY22 Administration expenditure budget increased by \$33,318, or 5.0%, largely due to restoration of the Program Coordinator from a 0.5 full-time equivalent (FTE) position to full-time in FY22; this position was reduced in FY21 due to the pandemic budget decreases. The majority of this division's revenue is derived from the Sewer and Stormwater Enterprise Funds for their apportioned costs for salary reimbursements and building space.

Division Summary

Department: Public Works	Division: Public Works Administration				Account: 10031100	
	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	617,833	598,000	648,849	648,849	648,849	648,849
Benefits	2,052	1,852	2,052	2,052	2,052	2,052
Administrative Services	8,087	5,485	9,230	9,230	9,230	9,230
Contractual Services	6,280	4,530	6,280	6,280	6,280	6,280
Maintenance and Repairs	24,791	23,000	27,950	27,950	27,950	27,950
Rentals	3,000	2,750	3,000	3,000	3,000	3,000
Supplies	9,750	8,950	7,750	7,750	7,750	7,750
Total	671,793	644,567	705,111	705,111	705,111	705,111
Less Revenues	(273,335)	(275,835)	(273,895)	(273,895)	(273,895)	(273,895)
Net Division Total	398,458	368,732	431,216	431,216	431,216	431,216

Streets & Sidewalks

The Streets & Sidewalks division is a national award-winning multi-tasking Public Works maintenance program comprised of five working crews. The division is responsible for maintaining each of the five Districts within the City. Each crew consists of a supervisor and a group of highly trained maintenance workers capable of performing all aspects of work as it relates to municipal street, sidewalk, and grounds maintenance, including winter sidewalk snow removal operations.

The division continues to perform the maintenance and reconstruction of brick, concrete and asphalt sidewalks, installation and repair of granite and bituminous curbing, street repair and reconstruction, and maintenance and repair of driveway aprons. Crew duties also include culvert replacement, grading and maintaining gravel roads, roadside mowing, and maintaining the general cleanliness of the City. This division participates in winter operations including plowing, sand and salt operations, snow removal, and repairing of all damage to streets, sidewalks and lawns due to winter damage. Furthermore, the division is responsible for several municipal programs, including sidewalk sweeping, spring cleanup, and weed control.

The Streets & Sidewalks budget increased \$95,384, or 5.7%. This increase is in part attributed to the FY22 restoration of a half-year worth of wages of a Maintenance Worker; this position was temporarily reduced in the FY21 budget in light of the pandemic. The FY22 budget also includes new seasonal temporary help monies. In addition, the FY22 Public Works budget increase incorporates the contracted graffiti removal services which previously resided in the Police Department's budget.

Division Summary

Department: Public Works	Division: Streets & Sidewalks				Account: 10031202	
	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	1,483,747	1,387,500	1,537,949	1,537,949	1,537,949	1,537,949
Benefits	15,630	15,130	15,630	15,630	15,630	15,630
Administrative Services	1,880	1,450	2,070	2,070	2,070	2,070
Contractual Services	23,200	23,100	59,200	59,200	59,200	59,200
Maintenance and Repairs	2,000	2,000	2,000	2,000	2,000	2,000
Rentals	14,500	14,500	14,500	14,500	14,500	14,500
Supplies	137,383	130,760	142,375	142,375	142,375	142,375
Utilities	0	500	0	0	0	0
Total	1,678,340	1,574,940	1,773,724	1,773,724	1,773,724	1,773,724
Less Revenues	(2,300)	(2,000)	(2,300)	(2,300)	(2,300)	(2,300)
Net Division Total	1,676,040	1,572,940	1,771,424	1,771,424	1,771,424	1,771,424

Solid Waste

The Solid Waste division provides weekly curbside collection of recyclables and a pay-as-you-throw trash collection system. The recycling program allows residents to commingle all of their recyclable materials in a single bin. This has allowed the department to utilize compactor trucks for recycling collection, significantly reducing the recycling fleet. The division also services 150+ trash receptacles within the Portland Downtown District, and the City's parks and open spaces, as well as over 60 solar smart trash compactor units.

City property owners may dispose up to ten qualified bulky items annually at no charge using their electronic pass (E-Card). Items such as furniture, gas grills, bicycles, yard equipment (mowers), yard waste, and up to ten gallons of household hazardous waste can be brought to the Riverside Recycling Facility. Multifamily property owners receive one card.

The Bulky Item Pick-up program was implemented in May of 2012. Residents can apply online and request stickers to attach to their approved items for disposal. Qualified small items, less than 30 pounds, which will not fit in a City trash bag and can be lifted by one person, are free of charge to residents. Ten qualified small items are allowed each year, and are picked up by city packer trucks on the same day as residential trash pick-up. A collection fee is charged to residents for qualified items over 30 pounds.

FY22 Solid Waste expenditures increased \$172,457, or 7.7%. The payroll budget includes the restoration of 1.5 full-time equivalent (FTE) positions reduced in the FY21 budget as part of the pandemic cost-saving measures, a full-time Solid Waste Manager and a half-time Maintenance Worker, as well as an increase in overtime. Other budget changes include additional monies attributed to an increase in the ecomaine tipping fees and estimated tonnage, and a reduction in contracted temporary services.

The FY22 revenues have decreased \$7,081 or 0.3%, mainly due to a slight projected decrease in bag fee revenue which accounts for the bulk of the Solid Waste revenue activity.

Division Summary

Department: Public Works	Division: Solid Waste				Account: 10031203	
	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	795,475	790,000	931,717	931,717	931,717	931,717
Benefits	10,740	49,000	10,740	10,740	10,740	10,740
Administrative Services	9,330	8,578	9,630	9,630	9,630	9,630
Contractual Services	1,407,295	1,554,940	1,440,110	1,440,110	1,440,110	1,440,110
Maintenance and Repairs	4,680	4,680	4,680	4,680	4,680	4,680
Supplies	10,770	10,770	20,091	13,570	13,570	13,570
Utilities	3,180	3,180	3,480	3,480	3,480	3,480
Total	2,241,470	2,421,148	2,420,448	2,413,927	2,413,927	2,413,927
Less Revenues	(2,168,891)	(2,070,456)	(2,161,810)	(2,161,810)	(2,161,810)	(2,161,810)
Net Division Total	72,579	350,692	258,638	252,117	252,117	252,117

Communications

The Communications section encompasses a wide variety of services, including serving as the primary point of contact for customers calling in with requests, work order database management, and daily dispatch functions. This section is involved with developing and overseeing departmental projects such as equipment logbook distribution, and communications with other departments and outside agencies. A large focus is supporting customer service throughout the department.

The Dispatch Center is staffed six days a week during the spring, summer and fall seasons for the daylight hours, and operates 24 hours a day / 7 days a week during the winter. The center participates in the "Radio Watch" program by notifying appropriate response personnel (Police, Fire and EMS) of emergency situations occurring on the streets of Portland as reported by any Public Works employees. Dispatchers track work order requests for follow up and evaluation purposes. The Dispatch Center supports the operations of the department during emergency response events.

The FY22 expenditures decreased by \$2,172, or 1.1%. This budget includes contractual wage increases for the three full-time positions and a reduction in Maintenance & Repair other equipment charges.

The Communications section receives reimbursement from other City fund accounts for the expenses of this operation.

Division Summary

Department: Public Works	Division: Communications				Account: 10031204	
	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	175,523	172,000	181,351	181,351	181,351	181,351
Benefits	1,125	1,125	1,125	1,125	1,125	1,125
Contractual Services	5,700	5,700	5,700	5,700	5,700	5,700
Maintenance and Repairs	8,500	2,500	500	500	500	500
Rentals	1,700	1,700	1,700	1,700	1,700	1,700
Supplies	3,550	3,450	3,550	3,550	3,550	3,550
Total	196,098	186,475	193,926	193,926	193,926	193,926
Less Revenues	(71,262)	(67,788)	(69,814)	(69,814)	(69,814)	(69,814)
Net Division Total	124,836	118,687	124,112	124,112	124,112	124,112

Portland Downtown District

The Portland Downtown District (PDD) is responsible for providing maintenance, cleaning services, and sidewalk snow removal to the downtown district. Expenses for this division are offset by revenue from the PDD Corporation for the services provided.

The FY22 budget remains essentially flat, a decrease of \$377. The budget changes include a new sweeper attachment and a reduction in holiday light and barrel replacement.

Division Summary

Department: Public Works **Division:** Portland Downtown District **Account:** 10031205

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	379,573	371,883	379,196	379,196	379,196	379,196
Benefits	3,450	3,450	3,450	3,450	3,450	3,450
Administrative Services	0	0	190	190	190	190
Contractual Services	50	50	50	50	50	50
Maintenance and Repairs	500	850	500	500	500	500
Rentals	360	360	360	360	360	360
Supplies	25,410	33,850	16,010	16,010	16,010	16,010
Minor Capital Items	0	0	9,710	9,710	9,710	9,710
Utilities	5,160	4,060	4,660	4,660	4,660	4,660
Total	414,503	414,503	414,126	414,126	414,126	414,126
Less Revenues	(414,503)	(414,503)	(414,126)	(414,126)	(414,126)	(414,126)
Net Division Total	0	0	0	0	0	0

Winter Operations

Winter Operations provides daily operations of sanding and salting streets, plowing, and snow and ice removal services throughout the City. Plowing city sidewalks along school routes and other designated areas helps to ensure safe mobility for pedestrians. The Public Works workforce unites to participate in Winter Operations, with the primary function being snow and ice removal during winter months to ensure the safety of the public. Winter operations actual expenses remain dependent on snowfall and severity of winter conditions.

The FY22 Winter Operations expenditures increased by \$54,318, or 4.1%. This budget includes a new snow dump guaranteed tip fee, an estimated cost increase for contracted plowing and snow removal services, and a tonnage price increase for road salt supplies. The winter payroll reduction is attributed to the estimated decrease in use of the enterprise funds' staff for winter services.

The majority of the revenue collection is attributed to the school reimbursement for snow clearing.

Division Summary

Department: Public Works	Division: Winter Operations				Account: 10031206	
	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	422,677	385,000	409,835	409,835	409,835	409,835
Administrative Services	10,900	8,600	10,900	10,900	10,900	10,900
Contractual Services	115,305	113,500	140,305	140,305	140,305	140,305
Maintenance and Repairs	5,000	2,500	5,000	5,000	5,000	5,000
Rentals	360,220	360,000	389,780	389,780	389,780	389,780
Supplies	414,635	421,000	427,235	427,235	427,235	427,235
Utilities	780	950	780	780	780	780
Total	1,329,517	1,291,550	1,383,835	1,383,835	1,383,835	1,383,835
Less Revenues	(106,450)	(95,800)	(106,450)	(106,450)	(106,450)	(106,450)
Net Division Total	1,223,067	1,195,750	1,277,385	1,277,385	1,277,385	1,277,385

Island Services

Island Services is responsible for all Public Works functions including roads, fences, earthwork, solid waste collection and normal maintenance for four islands: Cliff, Little Diamond, Great Diamond, and Peaks Island. Island Services also serves Cushing Island in a limited capacity. Island Services responds to requests from all City divisions for boat transportation and assists the Fire Department on all Portland islands.

The FY22 budget increased \$67,900, or 9.9%. This increase is largely due to the addition of one full-time island maintenance worker. The Island Services' contractual services budget increase is predominantly related to Cushing Island, including the FY22 transfer of the caretaker/security contractual monies from the Police Department.

The minor revenue activity represents the sale of scrap metal.

Division Summary

Department: Public Works

Division: Island Services

Account: 10031207

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	480,106	468,080	530,846	530,846	530,846	530,846
Benefits	4,795	4,795	5,295	5,295	5,295	5,295
Administrative Services	1,600	1,600	2,650	2,650	2,650	2,650
Contractual Services	138,900	150,000	152,020	152,020	152,020	152,020
Maintenance and Repairs	5,500	5,500	6,500	6,500	6,500	6,500
Rentals	14,379	14,400	11,000	11,000	11,000	11,000
Supplies	31,891	32,291	36,700	36,700	36,700	36,700
Utilities	12,140	12,140	12,200	12,200	12,200	12,200
Capital Outlay	0	96,000	0	0	0	0
Total	689,311	784,806	757,211	757,211	757,211	757,211
Less Revenues	(4,500)	(3,500)	(3,454)	(3,454)	(3,454)	(3,454)
Net Division Total	684,811	781,306	753,757	753,757	753,757	753,757

Traffic & Transportation

The Traffic & Transportation Operations program supports field operations, personnel, materials, systems maintenance and utility costs. Over \$400,000 is budgeted for annual electric utility costs for street lighting and traffic & pedestrian signals. This program is also responsible for the city's annual pavement marking as well as equipment, material & labor associated with regulatory and advisory traffic and parking signage throughout the city.

The FY22 expenditure budget increased \$139,409, or 9.9%. The FY22 increases include the restoration of a 0.4 full-time equivalent (FTE) Traffic Signal Repair Worker from the FY21 pandemic budget cutback measures, the addition of high visibility epoxy markings and a second round of school route crosswalk markings, an annual rise in the CMS streetlight contract, and new rectangular rapid flashing beacons (RRFB) and flashing speed sign equipment.

The School Department reimburses the City for costs related to school street light charges.

Division Summary

Department: Public Works	Division: Traffic & Transportation				Account: 10031208	
	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	517,354	425,000	537,099	537,099	537,099	537,099
Benefits	8,350	7,810	8,350	8,350	8,350	8,350
Administrative Services	3,765	4,215	4,215	4,215	4,215	4,215
Contractual Services	239,265	239,265	311,330	311,330	311,330	311,330
Maintenance and Repairs	67,675	67,375	81,549	81,549	81,549	81,549
Supplies	132,646	132,946	135,646	135,646	135,646	135,646
Minor Capital Items	0	0	30,275	30,275	30,275	30,275
Utilities	438,844	453,844	438,844	438,844	438,844	438,844
Total	1,407,899	1,330,455	1,547,308	1,547,308	1,547,308	1,547,308
Less Revenues	(10,450)	(11,750)	(10,450)	(10,450)	(10,450)	(10,450)
Net Division Total	1,397,449	1,318,705	1,536,858	1,536,858	1,536,858	1,536,858

Transportation Engineering

The Transportation Engineering team, along with the Engineering division, provides civil engineering support to the Planning & Urban Development Department, supporting an increasing volume of locally administered projects funded by the Federal Highway Program through Portland Area Comprehensive Transportation System (PACTS) and Maine DOT.

The FY22 Transportation Engineering budget remains relatively flat with an overall expenditure budget increase of \$3,107 or 0.7%, related to union contractual wage and administrative services minor increases. Revenues are targeted to increase \$90,883, or 8.7%, largely due to the current trend in street occupancy permitting.

Division Summary

Department: Public Works	Division: Transportation Engineering				Account: 10031302	
	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	400,318	392,000	401,680	401,680	401,680	401,680
Benefits	3,640	3,000	3,640	3,640	3,640	3,640
Administrative Services	11,070	6,000	12,265	12,265	12,265	12,265
Contractual Services	12,750	10,675	12,750	12,750	12,750	12,750
Maintenance and Repairs	5,000	26,588	5,000	5,000	5,000	5,000
Rentals	0	250	0	0	0	0
Supplies	6,000	23,100	6,550	6,550	6,550	6,550
Total	438,778	461,613	441,885	441,885	441,885	441,885
Less Revenues	(1,040,447)	(1,116,250)	(1,131,330)	(1,131,330)	(1,131,330)	(1,131,330)
Net Division Total	(601,669)	(654,637)	(689,445)	(689,445)	(689,445)	(689,445)

Engineering

The Engineering division is comprised of a team of professional and technical staff with Civil Engineering, GIS, and Construction Engineering expertise. The Engineering team supports the Water Resources division and numerous City Departments with several vital resources, including City Archives, survey, research, street numbering, GIS data, Right-Of-Way permitting, and construction activity inspection and enforcement. A key role of this division includes supporting the Planning & Urban Development Division with all land development proposal review and activities.

The FY22 expenditures have increased \$61,568, or 5.1%. This increase is mostly attributed to the restoration of the Construction Inspection Specialist and the Engineering Asset Management Technician positions to full-time after having been reduced to half-time during the FY21 pandemic budget reductions.

Local Road Assistance Program (LRAP) represents the largest revenue stream for the Engineering section. In addition, the FY22 Engineering revenue includes a projected increase of \$22,956, or 2.5%, in wage reimbursement from other City funds.

Division Summary

Department: Public Works

Division: Engineering

Account: 10031303

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	1,149,176	1,112,800	1,208,102	1,208,102	1,208,102	1,208,102
Benefits	3,300	3,300	3,300	3,300	3,300	3,300
Administrative Services	7,550	4,000	10,190	10,190	10,190	10,190
Contractual Services	29,748	13,850	29,750	29,750	29,750	29,750
Maintenance and Repairs	2,150	2,000	2,150	2,150	2,150	2,150
Rentals	1,560	1,560	1,560	1,560	1,560	1,560
Supplies	13,200	12,250	13,200	13,200	13,200	13,200
Utilities	192	350	192	192	192	192
Total	1,206,876	1,150,110	1,268,444	1,268,444	1,268,444	1,268,444
Less Revenues	(925,967)	(944,517)	(948,923)	(948,923)	(948,923)	(948,923)
Net Division Total	280,909	205,593	319,521	319,521	319,521	319,521

Fleet Services

The Fleet Services division purchases, repairs, and rebuilds the City-owned vehicles, and runs a preventative maintenance schedule to assure optimum equipment availability. The division serves Police, Fire, EMS, City Administration, Public Works, Parks Recreation and Facilities, and assists other users including the Fire Boat. The total number of vehicles and equipment in the fleet exceeds 800. Fleet Services provides for the cost of all parts, outside repairs, and fuel for all City equipment, supports the Fleet User Committee, and maintains the vehicle replacement program city-wide.

Fleet Services, located at Canco Road, is also responsible for housing the winter equipment. The Weld & Fabrication Shop services the Jetport, Engineering, and other City departments with two certified fabricators.

The FY22 Fleet Services budget has increased \$170,977, or 5.1%. The most notable budget change is the increased projection in the cost of fuel.

FY22 division revenues also increased, by \$15,706 or 7.7%, which is largely correlated to the higher fuel cost chargebacks to the Enterprise Funds.

Division Summary

Department: Public Works

Division: Fleet Services

Account: 10031400

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	1,496,719	1,370,000	1,502,972	1,502,972	1,502,972	1,502,972
Benefits	32,760	30,860	32,400	32,400	32,400	32,400
Administrative Services	6,772	6,772	7,250	7,250	7,250	7,250
Contractual Services	4,855	6,500	1,522	1,522	1,522	1,522
Maintenance and Repairs	1,269,500	1,386,707	1,273,000	1,273,000	1,273,000	1,273,000
Rentals	10,480	10,480	10,480	10,480	10,480	10,480
Supplies	560,063	539,737	724,502	724,502	724,502	724,502
Utilities	0	300	0	0	0	0
Capital Outlay	0	78,000	0	0	0	0
Total	3,381,149	3,429,356	3,552,126	3,552,126	3,552,126	3,552,126
Less Revenues	(204,345)	(353,155)	(220,051)	(220,051)	(220,051)	(220,051)
Net Division Total	3,176,804	3,076,201	3,332,075	3,332,075	3,332,075	3,332,075

Parks, Recreation & Facilities

The mission of Parks, Recreation and Facilities is to enhance the quality of life through people, parks and programming while creating lasting memories for Portland citizens and its visitors. This department consists of three major divisions: Parks, Recreation, and Public Assemblies. Parks oversees all parks, open spaces, trails, community gardens, playgrounds, courts, fountains, forestry & horticulture, athletic fields and cemeteries. Recreation manages four community centers, senior adult programs, and youth programs such as basketball, summer camp and before & after school care. The William B. Trough Ice Arena and Riverside Golf Course are additional recreational opportunities. The Public Assemblies is responsible for the scheduling and management of Merrill Auditorium, Hadlock Stadium, James A. Banks Exposition Building, Ocean Gateway, Maine State Pier and permitted outside events. The Public Assemblies also manages the City's Clock Tower Cafe and concessions, as well as custodial services for numerous buildings. This past year has been particularly challenging due to the state and federal restrictions on bringing people together. In FY21 there were significant department decreases and those reductions carry forward in FY22; despite these challenges, the department has been able to continue to offer safe alternatives.

The FY22 expenditure decrease is \$133,485, or 1.4%. This budget also includes the further net reduction of 2.7 FTEs and other staffing changes. The revenue increase of \$1,448,713, or 24.9%, is attributed to the FY22 ARPA \$1.5m allocation to cover the loss of revenue activity in various programs as a result of the pandemic.

Department Summary

Department: Parks, Recreation & Facilities

Account: 100-33

		FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown							
Payroll		6,796,251	5,959,085	6,825,829	6,783,631	6,783,631	6,783,631
Benefits		74,489	74,338	68,729	68,729	68,729	68,729
Administrative Services		51,409	45,195	64,266	64,266	64,266	64,266
Contractual Services		459,685	371,278	504,939	488,439	488,439	488,439
Maintenance and Repair		144,089	131,776	183,345	183,345	183,345	183,345
Rentals		272,502	267,889	248,793	238,793	238,793	238,793
Supplies		1,001,124	648,773	904,747	891,247	891,247	891,247
Minor Capital Items		90,480	10,221	24,800	24,800	24,800	24,800
Utilities		424,440	367,205	434,734	434,734	434,734	434,734
Capital Outlay		10,000	9,438	13,000	13,000	13,000	13,000
Total		9,324,469	7,885,198	9,273,182	9,190,984	9,190,984	9,190,984
Summary by Division							
Parks, Rec & Fac Administration	(33-100)	483,407	453,723	473,906	418,208	418,208	418,208
Parks	(33-202)	847,077	755,328	819,594	819,594	819,594	819,594
Forestry	(33-203)	727,060	657,271	771,079	771,079	771,079	771,079
Athletic Facilities	(33-204)	912,822	778,586	919,875	919,875	919,875	919,875
Cemeteries	(33-205)	784,163	733,975	823,303	823,303	823,303	823,303
Recreation	(33-302)	1,425,500	1,099,712	1,510,842	1,510,842	1,510,842	1,510,842
Aquatics	(33-303)	470,351	437,885	558,760	542,260	542,260	542,260
Riverside Golf Course	(33-304)	991,379	1,042,366	1,018,813	1,008,813	1,008,813	1,008,813
Golf Course Restaurant	(33-305)	227,699	167,080	19,660	19,660	19,660	19,660
Ice Arena	(33-306)	551,074	393,478	522,891	522,891	522,891	522,891
Public Assembly Facility (PAF)	(33-401)	610,039	411,911	472,515	472,515	472,515	472,515
Concessions	(33-402)	369,979	122,947	389,405	389,405	389,405	389,405
Exposition Buildings	(33-403)	0	295	0	0	0	0
Custodial Services	(33-404)	814,505	743,062	878,807	878,807	878,807	878,807
Merrill Auditorium	(33-405)	109,414	87,874	93,732	93,732	93,732	93,732
Total		9,324,469	7,885,493	9,273,182	9,190,984	9,190,984	9,190,984
Less Revenues		(5,828,980)	(3,912,583)	(5,777,693)	(7,277,693)	(7,277,693)	(7,277,693)
Net Department Total		3,495,489	3,972,615	3,495,489	1,913,291	1,913,291	1,913,291

Parks, Recreation & Facilities Administration

The Parks, Recreation and Facilities Administrative division serves a large and extremely diverse department. The Administrative division oversees the numerous activities and challenges that transpire within the department, including providing general administrative support, centralized accounting, human resources, and payroll duties.

The FY22 Administration budget decrease of \$65,199, or 13.5%, is primarily due to staffing changes including the elimination of one Administrative Associate position, and the transfer and reclass of another Administrative Associate to Forestry. Other budget changes include the addition of various software programs and additional funds for department staff in the travel and training line.

Division Summary

Department: Parks, Recreation & Facilities **Division:** Parks, Recreation & Facilities Administration **Account:** 10033100

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	454,796	424,040	415,468	373,270	373,270	373,270
Benefits	600	600	600	600	600	600
Administrative Services	12,118	13,034	15,750	15,750	15,750	15,750
Contractual Services	9,673	10,080	15,868	15,868	15,868	15,868
Rentals	2,520	2,328	2,520	2,520	2,520	2,520
Supplies	3,700	3,641	23,700	10,200	10,200	10,200
Total	483,407	453,723	473,906	418,208	418,208	418,208

Parks

The Parks section manages a park system that includes over sixty parks, seven-and-a-half miles of multi-use trails, ten community gardens, two stadiums, and dozens of athletic fields and courts all spread across 1,288 acres of land. Parks also stewards an urban forest of 20,000 inventoried trees, and maintains flowerbeds, meadows, and natural open spaces throughout the city. Our Park Rangers strive to make our parks safe for all, and our hard-working maintenance crews keep our parks beautiful in the summer and plow the city sidewalks and trails in the winter.

The Parks section aims to provide outdoor recreational opportunities for everyone during all four seasons of the year from the Portland Skatepark, to four splash pads and wading pools, two dog parks, three maintained ice-skating ponds, a sledding hill, and miles of groomed cross-country ski trails.

Parks FY22 expenditures decreased \$27,483, or 3.2%. This budget includes a decrease in payroll, largely in temporary help, and other minor reductions including utility expenses and the elimination of grant funded PPE budgeted in FY21. The FY22 budget also includes some funding for on-going turf restoration; focused areas include Fort Allen, the Western Prom, Edwards Lot and Lincoln Park.

The FY22 revenue decrease of \$52,500, or 32.5%, is attributed to the removal of the FY21 Keep Maine Healthy Grant; other revenues are expected to remain the same for our core Park functions.

Division Summary

Department: Parks, Recreation & Facilities

Division: Parks

Account: 10033202

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	613,096	547,489	589,169	589,169	589,169	589,169
Benefits	13,180	15,700	9,900	9,900	9,900	9,900
Administrative Services	2,025	1,560	2,025	2,025	2,025	2,025
Contractual Services	46,700	46,752	46,700	46,700	46,700	46,700
Rentals	24,000	24,000	24,000	24,000	24,000	24,000
Supplies	70,000	68,491	72,500	72,500	72,500	72,500
Minor Capital Items	7,500	7,501	7,500	7,500	7,500	7,500
Utilities	70,576	43,835	67,800	67,800	67,800	67,800
Total	847,077	755,328	819,594	819,594	819,594	819,594
Less Revenues	(161,680)	(106,083)	(109,180)	(109,180)	(109,180)	(109,180)
Net Division Total	685,397	649,245	710,414	710,414	710,414	710,414

Forestry

The Forestry and Horticulture section is responsible for the care of over 20,000 street trees throughout the City and nearly an equal number in the park areas. Routine maintenance is done as necessary, and Forestry employees are on-call 24 hours a day to respond to emergencies such as fallen limbs blocking streets. The Forestry and Horticulture section actively seeks grant money from the State to increase the number of city trees planted each year. Forestry also promotes the "Tree Challenge" program, where individuals and businesses may donate funds to help plant additional trees across the City. This section helps to maintain the City's status as a "Tree City USA", an award Portland has received since 1978.

Furthermore, our Horticulture crew creates and maintains beautiful display gardens including our Deering Oaks rose garden and downtown planters.

The FY22 Forestry and Horticulture expenditures increased \$44,019, or 6.1%, primarily due to the transfer and reclass of an Administrative Division position to a GIS Mapping Technician in the Forestry and Horticulture section. In addition, this budget includes funding for Brown Tail Moth, Emerald Ash and Dutch Elm disease prevention, City tree replacements, and chipper winch equipment. The FY21 Keep Maine Healthy Grant funded planters is eliminated in the FY22 budget.

Due to the FY22 budget elimination of the Keep Maine Healthy Grant, revenues are down \$25,000 or 71.6%; all other section revenues remain flat.

Division Summary

Department: Parks, Recreation & Facilities	Division: Forestry				Account: 10033203	
	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	582,615	532,080	629,349	629,349	629,349	629,349
Benefits	9,375	6,678	10,335	10,335	10,335	10,335
Administrative Services	5,505	2,394	5,505	5,505	5,505	5,505
Contractual Services	68,300	68,684	74,300	74,300	74,300	74,300
Maintenance and Repairs	1,700	1,700	1,700	1,700	1,700	1,700
Supplies	59,565	45,735	44,690	44,690	44,690	44,690
Minor Capital Items	0	0	5,200	5,200	5,200	5,200
Total	727,060	657,271	771,079	771,079	771,079	771,079
Less Revenues	(34,900)	(10,000)	(9,900)	(9,900)	(9,900)	(9,900)
Net Division Total	692,160	647,271	761,179	761,179	761,179	761,179

Athletic Facilities

Athletic Facilities is responsible for the care of all City-owned athletic facilities in Portland. This includes fourteen baseball and softball fields, two artificial surface football and soccer stadiums, fifteen multi-purpose fields, thirty playgrounds, a variety of tennis, basketball and volleyball courts, as well as ornamental water fountains.

The FY22 expenditure budget has increased minimally by \$7,053, or 0.8%. This budget includes the addition of a new Playground Technician position, offset by a reduction in temporary help and staff turnover savings, as well as additional funding for turf restoration and monies for goal equipment replacement. The FY21 porta-potty rental increase was reduced in the FY22 budget.

Revenues are expected to increase \$81,816, or 33.3%, due to increased usage of fields and fee increases.

Division Summary

Department: Parks, Recreation & Facilities

Division: Athletic Facilities

Account: 10033204

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	617,150	493,216	614,602	614,602	614,602	614,602
Benefits	8,520	18,897	8,640	8,640	8,640	8,640
Administrative Services	3,700	1,757	3,700	3,700	3,700	3,700
Contractual Services	25,550	21,220	17,750	17,750	17,750	17,750
Maintenance and Repairs	13,750	13,551	18,000	18,000	18,000	18,000
Rentals	89,952	85,293	44,484	44,484	44,484	44,484
Supplies	95,200	90,721	144,299	144,299	144,299	144,299
Minor Capital Items	0	0	9,400	9,400	9,400	9,400
Utilities	59,000	53,931	59,000	59,000	59,000	59,000
Total	912,822	778,586	919,875	919,875	919,875	919,875
Less Revenues	(245,882)	(264,577)	(327,698)	(327,698)	(327,698)	(327,698)
Net Division Total	666,940	514,009	592,177	592,177	592,177	592,177

Cemeteries

Cemeteries is responsible for the care and maintenance of Evergreen and Forest City Cemeteries, the City's two active burial grounds. The Cemetery crew also maintains the two largest inactive cemeteries in the City, Eastern and Western Cemeteries, as well as the inactive Pine Grove Cemetery which is adjacent to the grounds of Evergreen Cemetery. Overall, the Cemetery Operations is responsible for the care and maintenance of thirteen cemeteries.

In addition to the care of grounds, the section is responsible for interments and disinterments, lot sales and other funeral-related services. Wilde Memorial Chapel, located on the grounds of Evergreen Cemetery, may be rented through this division for weddings, funerals, and memorial services.

In addition to the conventional use as cemeteries, these grounds have also traditionally been used as public parks. Evergreen Cemetery, for example, is comprised of an extensive network of country lanes, paved roads, wooded trails, and greenscape which invite exploration. As the largest open space in Portland, the cemetery attracts a rich variety of avian life; the Maine Audubon utilizes Evergreen Cemetery and its undeveloped woods for annual bird watching excursions.

The FY22 Cemetery expenditure budget increased \$39,140, or 5.0%, largely due to additional funding for the Evergreen Lot development. Other minor expense increases include a maintenance position reclassification, supplies and capital outlay. The FY22 additional \$25,000 in expenditures for the Evergreen Lot development is entirely offset by revenues from the Naumann Trust. Revenues are anticipated to increase \$50,920, or 7.4%, primarily due to the estimated increase in cemetery lot sales.

Division Summary

Department: Parks, Recreation & Facilities

Division: Cemeteries

Account: 10033205

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	643,704	602,110	647,143	647,143	647,143	647,143
Benefits	5,974	4,084	5,974	5,974	5,974	5,974
Administrative Services	1,230	1,272	1,380	1,380	1,380	1,380
Contractual Services	26,622	25,506	29,172	29,172	29,172	29,172
Maintenance and Repairs	26,269	24,261	54,070	54,070	54,070	54,070
Rentals	7,350	7,448	7,350	7,350	7,350	7,350
Supplies	53,350	52,344	55,550	55,550	55,550	55,550
Minor Capital Items	2,700	2,700	2,700	2,700	2,700	2,700
Utilities	6,964	4,812	6,964	6,964	6,964	6,964
Capital Outlay	10,000	9,438	13,000	13,000	13,000	13,000
Total	784,163	733,975	823,303	823,303	823,303	823,303
Less Revenues	(691,234)	(641,877)	(742,154)	(742,154)	(742,154)	(742,154)
Net Division Total	92,929	92,098	81,149	81,149	81,149	81,149

Recreation

Recreation provides a wide range of programming, leagues and clinics for all age groups in the City and operates four community centers: Riverton, Reiche, East End, and Peaks Island. Recreation offers before-and-after school programming at all elementary schools known as the Before and After the Bell Program, as well as summer camp programs. While the City's traditional recreation programs may differ in appearance since the pandemic, the core programs continue, adapting as necessary to meet current safety standards as well as the needs of the community.

In the FY22 budget, the Recreation program will begin to bring back the popular Senior Adults program. While programming will still be modified or limited, we are excited to reconnect with this group in our community in a safe manner.

The FY22 expenditure budget has increased \$85,342, or 6.0%, due to the reinstatement of a Recreation Leader and the phased restoration of programming as permitted. Revenues are also expected to increase \$43,838, or 3.8%, largely due to the projected FY22 rise in the use of the before and after school program over the FY21 budget estimate; with children returning to school, the need for before and after care is expected to increase. The budgeted FY21 Keep Maine Healthy grant money is eliminated in this budget. Other miscellaneous program activity and associated revenue such as facility rentals continue to be behind compared to the pre-pandemic environment.

Division Summary

Department: Parks, Recreation & Facilities

Division: Recreation

Account: 10033302

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	1,239,898	1,013,159	1,277,696	1,277,696	1,277,696	1,277,696
Benefits	12,830	10,830	12,830	12,830	12,830	12,830
Administrative Services	11,460	10,186	19,910	19,910	19,910	19,910
Contractual Services	110,420	40,387	119,800	119,800	119,800	119,800
Rentals	4,160	3,638	34,660	34,660	34,660	34,660
Supplies	42,892	17,672	42,106	42,106	42,106	42,106
Utilities	3,840	3,840	3,840	3,840	3,840	3,840
Total	1,425,500	1,099,712	1,510,842	1,510,842	1,510,842	1,510,842
Less Revenues	(1,155,517)	(784,224)	(1,199,355)	(1,199,355)	(1,199,355)	(1,199,355)
Net Division Total	269,983	315,488	311,487	311,487	311,487	311,487

Aquatics

Aquatics operates two indoor pools at the Riverton and Reiche Community Centers and a seasonal outdoor pool, the Kiwanis Pool on Douglas Street. This program offers swimming lessons and aquatic programming for all ages including adult water aerobics and a Master's level program. In any given week pre-pandemic, the Aquatics section traditionally instructs over 700 people in city pools, from infants to adults.

The FY22 expenditure budget has increased \$71,909, or 15.3%, and revenues are expected to decrease \$28,644, or 10.9%. The expenditure increase is predominantly due to the reinstatement of the Aquatics Leader and contractual wage increases; other increases include pool maintenance supplies. While the revenues are expected to decrease, we're hopeful that as students return to the classroom and can safely resume aquatics sports, the City can rebuild this program and increase revenues.

Division Summary

Department: Parks, Recreation & Facilities

Division: Aquatics

Account: 10033303

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	388,910	357,498	454,849	454,849	454,849	454,849
Benefits	2,200	1,925	2,960	2,960	2,960	2,960
Administrative Services	2,191	2,017	2,691	2,691	2,691	2,691
Contractual Services	31,600	31,297	43,610	27,110	27,110	27,110
Maintenance and Repairs	1,700	1,698	2,100	2,100	2,100	2,100
Supplies	27,900	27,901	35,700	35,700	35,700	35,700
Utilities	15,850	15,549	16,850	16,850	16,850	16,850
Total	470,351	437,885	558,760	542,260	542,260	542,260
Less Revenues	(262,064)	(166,113)	(233,420)	(233,420)	(233,420)	(233,420)
Net Division Total	208,287	271,772	325,340	308,840	308,840	308,840

Riverside Golf Course

The City owned Riverside Golf Course offers 30 holes: the 18-hole North Course, the 9-hole South Course and the 3-hole practice course. Amenities include lessons and clinics and is also home to several golf tournaments each year. The 3-hole course is utilized by the golf pro to provide lessons to new golfers and golfers sharpening their short game skills.

Riverside is also a full-service winter venue with sledding hills, two ice skating ponds, and many miles of cross-country ski trails provided at no cost to participants.

FY22 expenditures increased \$17,434, or 1.8%, due to an increase in the number of seasonal employees. FY22 revenues are also expected to increase \$142,339, or 13.2%. During this past year when outdoor activities were sought out during the midst of the pandemic, the golf course saw the benefit of increased memberships and daily play. This trend is expected to continue even as people become more comfortable with moving indoors again.

Division Summary

Department: Parks, Recreation & Facilities

Division: Riverside Golf Course

Account: 10033304

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	488,511	527,001	519,631	519,631	519,631	519,631
Benefits	5,060	5,060	4,880	4,880	4,880	4,880
Administrative Services	3,145	3,145	3,145	3,145	3,145	3,145
Contractual Services	48,580	53,580	50,080	50,080	50,080	50,080
Maintenance and Repairs	42,500	40,000	42,500	42,500	42,500	42,500
Rentals	134,345	134,345	132,519	122,519	122,519	122,519
Supplies	192,378	200,772	190,128	190,128	190,128	190,128
Utilities	76,860	78,463	75,930	75,930	75,930	75,930
Total	991,379	1,042,366	1,018,813	1,008,813	1,008,813	1,008,813
Less Revenues	(1,074,725)	(1,365,532)	(1,217,064)	(1,217,064)	(1,217,064)	(1,217,064)
Net Division Total	(83,346)	(323,166)	(198,251)	(208,251)	(208,251)	(208,251)

Golf Course Restaurant

During FY21, the Riverside Grill restaurant, located at the Riverside Golf Course, made the difficult decision to close its doors as a City run restaurant. This decision opened up the opportunity for someone in our community to fill the empty space and serve our visitors at the golf course. The Club at Riverside opened its doors in June 2021.

Due to this change, the FY22 expenditure budget has decreased \$208,039, or 91.4%, which includes the reduction of two one-half time positions. All of the remaining budgeted expenditures are to maintain any City owned equipment and buildings. Revenues are also expected to decrease \$168,430, or 87.4%. While the City will collect a monthly rent and be reimbursed for utilities, the new tenant will benefit from the sales of food and drinks.

Division Summary

Department: Parks, Recreation & Facilities

Division: Golf Course Restaurant

Account: 10033305

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	110,118	82,308	0	0	0	0
Contractual Services	7,826	2,880	0	0	0	0
Maintenance and Repairs	2,770	4,995	7,500	7,500	7,500	7,500
Rentals	7,935	8,597	2,160	2,160	2,160	2,160
Supplies	90,050	59,300	1,000	1,000	1,000	1,000
Utilities	9,000	9,000	9,000	9,000	9,000	9,000
Total	227,699	167,080	19,660	19,660	19,660	19,660
Less Revenues	(192,500)	(133,274)	(24,160)	(24,160)	(24,160)	(24,160)
Net Division Total	35,199	33,806	(4,500)	(4,500)	(4,500)	(4,500)

Ice Arena

The Ice Arena is named in honor of the late William B. Trough who was instrumental in creating the rink when he served on the City Council during the 1970s-1980's. The City owned rink, located next to the James A. Banks Exposition Building and Hadlock Field, provides rental of ice time to various community users including adult leagues, high school, middle school and youth hockey organizations, and to the public. Ice-skating and figure skating lessons are offered as well.

The FY22 expenditure budget is decreasing \$28,183, or 5.1%. This reduction is primarily due to the elimination of Keep Maine Healthy grant funded in FY21, equally affecting the FY22 expenditure and revenue budgets. The FY22 budget includes the reduction of a full-time Recreation Programmer II position. Minor reductions in other expenditure lines have helped offset the FY22 increased cost of utilities with the reopening of the Ice Arena year-round after having been closed during the summer of 2020 (FY21) due to the coronavirus pandemic.

Revenues are expected to decrease \$41,720, or 7.3%, in part due to the limited number of ice rental times available in addition to the FY21 grant funding removal. With the ongoing coronavirus pandemic, rental times have been spread out to reduce the risk of groups crossing paths. As restrictions have been lifted, we are allowing more rental times which will increase revenues.

Division Summary

Department: Parks, Recreation & Facilities

Division: Ice Arena

Account: 10033306

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	287,889	191,794	262,737	262,737	262,737	262,737
Benefits	4,560	510	1,400	1,400	1,400	1,400
Administrative Services	895	695	895	895	895	895
Contractual Services	14,240	13,080	15,190	15,190	15,190	15,190
Maintenance and Repairs	28,200	18,973	25,275	25,275	25,275	25,275
Rentals	2,240	2,240	1,100	1,100	1,100	1,100
Supplies	32,300	9,263	22,544	22,544	22,544	22,544
Minor Capital Items	0	20	0	0	0	0
Utilities	180,750	156,903	193,750	193,750	193,750	193,750
Total	551,074	393,478	522,891	522,891	522,891	522,891
Less Revenues	(574,095)	(217,002)	(532,375)	(532,375)	(532,375)	(532,375)
Net Division Total	(23,021)	176,476	(9,484)	(9,484)	(9,484)	(9,484)

Public Assembly Facility (PAF)

Public Assemblies Administration supervises the general management, marketing, booking, event coordination and other miscellaneous staffing and operational needs of the department's Facilities division functions. The James A. Banks Exposition Building, Hadlock Field, Merrill Auditorium, Maine State Pier, Ocean Gateway and permitted events are included under Public Assembly Facilities. The Maine State Pier and Ocean Gateway traditionally hosts over 150 annual events with over 60,000 guests in attendance; these events include concerts, weddings, proms, non-profit fundraisers, business meetings and holiday parties. Over 600 permitted outdoor events traditionally take place within the City including road races, block parties, farmer's markets, Art Walks, and rallies.

The performing arts and sports industries have been profoundly impacted by the coronavirus pandemic. The Public Assemblies division is driven by these industries and thus has also been equally impacted.

The FY22 expenditure budget has decreased \$137,524, or 22.5%. This reduction is primarily due to the elimination of Keep Maine Healthy grant funded in FY21, equally affecting both the FY22 expenditure and revenue budgets. This budget also reflects the elimination of the FY21 budgeted Events Manager positions reduced wages which were decreased in FY21 due to the pandemic slowdown; this FY22 budget reflects a net reduction of 3.0 full-time equivalent (FTE) positions.

FY22 revenues are expected to decrease \$88,300, or 12.6%. With restrictions being lifted, we will be able to safely restart events and weddings in our facilities and thus increase revenues.

Division Summary

Department: Parks, Recreation & Facilities **Division:** Public Assembly Facility (PAF) **Account:** 10033401

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	440,084	367,056	409,665	409,665	409,665	409,665
Benefits	2,790	1,530	1,560	1,560	1,560	1,560
Administrative Services	6,025	6,205	6,150	6,150	6,150	6,150
Contractual Services	33,820	33,820	44,740	44,740	44,740	44,740
Maintenance and Repairs	600	0	600	600	600	600
Supplies	45,640	2,500	9,000	9,000	9,000	9,000
Minor Capital Items	80,280	0	0	0	0	0
Utilities	800	800	800	800	800	800
Total	610,039	411,911	472,515	472,515	472,515	472,515
Less Revenues	(698,670)	(129,483)	(610,370)	(610,370)	(610,370)	(610,370)
Net Division Total	(88,631)	282,428	(137,855)	(137,855)	(137,855)	(137,855)

Concessions

The Concessions division manages the concessions and catering operations for Merrill Auditorium, James A. Banks Exposition Building, Fitzpatrick Stadium and the Troubh Ice Arena.

The FY22 expenditures increased \$19,426, or 5.3%. This budget increase is mainly due to the restoration of the Clock Tower Cafe staff wages after having been reduced in the FY21 budget due to the temporary café closure triggered by the pandemic, offset in part by the elimination of the FY21 Keep Maine Healthy grant funds.

Revenues are expected to decrease \$51,883, or 11.7% largely due to the FY22 elimination of the Keep Maine Healthy grant funds. The Clock Tower Café reopening increased this FY22 revenue estimate while food service income at performing arts and sports venues is projected to decrease over the FY21 budget estimate. As events return to our facilities, we expect these revenues to increase.

Division Summary

Department: Parks, Recreation & Facilities

Division: Concessions

Account: 10033402

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	146,684	97,667	193,110	193,110	193,110	193,110
Benefits	1,580	1,100	1,800	1,800	1,800	1,800
Administrative Services	3,115	2,815	3,115	3,115	3,115	3,115
Contractual Services	15,280	9,043	15,680	15,680	15,680	15,680
Maintenance and Repairs	7,600	7,600	9,100	9,100	9,100	9,100
Supplies	194,920	4,650	165,800	165,800	165,800	165,800
Utilities	800	72	800	800	800	800
Total	369,979	122,947	389,405	389,405	389,405	389,405
Less Revenues	(441,633)	(10,000)	(389,750)	(389,750)	(389,750)	(389,750)
Net Division Total	(71,654)	112,947	(345)	(345)	(345)	(345)

Custodial Services

Custodial Services provides the personnel and materials for the cleaning operations of City Hall, Public Safety, Merrill Auditorium, James A. Banks Exposition Building, the Canco Road complex and Ocean Gateway, as well as other city facilities. This operation is under the direction of the Public Assemblies Division.

The Custodial Services staff became extremely valuable over the past year, with the responsibility of keeping our buildings and facilities safe for all visitors and employees during the coronavirus pandemic. The FY22 expenditures have increased \$64,302, or 7.9%, primarily due to the need for one additional full-time equivalent (FTE) position; this increase comprises of two new part-time custodial positions to assist with the cleaning and sanitizing of the buildings. This budget also includes funds for the Exposition building floor refinishing.

Division Summary

Department: Parks, Recreation & Facilities **Division:** Custodial Services **Account:** 10033404

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	708,552	659,378	748,903	748,903	748,903	748,903
Benefits	7,340	6,944	7,690	7,690	7,690	7,690
Administrative Services	0	115	0	0	0	0
Contractual Services	12,384	13,383	27,984	27,984	27,984	27,984
Maintenance and Repairs	2,000	1,998	5,500	5,500	5,500	5,500
Supplies	84,229	61,244	88,730	88,730	88,730	88,730
Total	814,505	743,062	878,807	878,807	878,807	878,807

Merrill Auditorium

This division program includes all the expenses for the venue operations at Merrill Auditorium, a 1,900 seat performing arts venue attached to City Hall. Prime Tenants include Portland Ovation, Portland Symphony Orchestra, and Friends of the Kotzschmar Organ. The theater hosts a variety of performances each year including symphonies, Broadway performances, concerts, comedians, graduations and holiday programming. Merrill Auditorium traditionally hosts approximately 125 annual events with over 148,000 patrons in attendance.

Merrill Auditorium was one of the hardest hit programs by the ongoing coronavirus pandemic. Until just recently, the performing arts industry had severe restrictions on attendance levels as well as performance staffing levels. Due to the safety restrictions that were in place, most performing arts venues including Merrill Auditorium, were operating on a virtual basis; our prime tenants designed a season of streaming shows on virtual platforms for their patrons' entertainment. With restrictions being lifted, Merrill Auditorium hosted its first live performance in July of 2021 with an audience in attendance.

The FY22 expenditure budget has decreased \$15,682, or 14.3%, largely due to the elimination of a 0.8 full-time equivalent (FTE) Assistant Technical Director position and internal operations support chargebacks. Revenues are expected to increase \$86,187, or 29.1%, because of additional in-person bookings of the venue.

Division Summary

Department: Parks, Recreation & Facilities

Division: Merrill Auditorium

Account: 10033405

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	74,244	64,289	63,507	63,507	63,507	63,507
Benefits	480	480	160	160	160	160
Contractual Services	8,690	1,566	4,065	4,065	4,065	4,065
Maintenance and Repairs	17,000	17,000	17,000	17,000	17,000	17,000
Supplies	9,000	4,539	9,000	9,000	9,000	9,000
Total	109,414	87,874	93,732	93,732	93,732	93,732
Less Revenues	(296,080)	(84,418)	(382,267)	(382,267)	(382,267)	(382,267)
Net Division Total	(186,666)	3,456	(288,535)	(288,535)	(288,535)	(288,535)

Public Buildings & Waterfront

The Public Buildings & Waterfront Department oversees the City's public buildings including the many smaller facilities, island infrastructure, trail lighting, School HVAC maintenance, and long-term planning for the Fire Department. The Public Buildings & Waterfront Department also manages and maintains the Portland waterfront piers and facilities, including cruise ship operations. This department is comprised of highly skilled staff and licensed trades workers whose tasks consists of everyday maintenance, long term facility planning, and general contracting.

The FY22 department expenditures have increased \$438,958, or 8.6%. This budget incorporates a new roof for Merrill Auditorium, two position upgrades for the School HVAC Technicians, two full-time City Hall Greeter positions, card readers for controlled access, two additional vaulted toilets for public use, and continued funding for annual trail and seawall repairs.

The department's revenue increase of \$1,974,478, or 121.8%, is directly attributed to the \$2m American Rescue Plan Act (ARPA) FY22 appropriation to cover the loss of cruise ship revenue during the pandemic's US "No Sail" order. City staff continues to work closely with our Canada NE Partners preparing for a safe return of service for arriving guests. Excluding the ARPA funding, the department's FY22 revenue decreased \$25,522 or 1.6%.

Department Summary

Department: Public Buildings & Waterfront

Account: 100-35

		FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown							
Payroll		1,358,581	1,095,277	1,364,208	1,447,242	1,447,242	1,447,242
Benefits		17,624	43,177	18,014	18,014	18,014	18,014
Administrative Services		31,090	16,890	20,290	20,290	20,290	20,290
Contractual Services		238,797	235,470	218,391	218,391	218,391	218,391
Maintenance and Repair		1,197,504	1,172,504	1,158,569	1,158,569	1,158,569	1,158,569
Rentals		10,404	8,304	8,304	8,304	8,304	8,304
Supplies		428,300	416,300	426,200	426,200	426,200	426,200
Minor Capital Items		0	0	250,000	0	0	0
Utilities		1,651,884	1,247,500	1,606,132	1,606,132	1,606,132	1,606,132
Capital Outlay		145,000	120,000	365,000	615,000	615,000	615,000
Total		5,079,184	4,355,422	5,435,108	5,518,142	5,518,142	5,518,142
Summary by Division							
Public Buildings Administration	(35-100)	392,355	390,105	412,961	412,961	412,961	412,961
Trades	(35-101)	605,385	438,498	622,623	622,623	622,623	622,623
School HVAC	(35-102)	545,883	533,399	558,036	558,036	558,036	558,036
Public Safety Buildings	(35-201)	298,405	243,005	489,905	299,905	299,905	299,905
City Hall	(35-202)	562,250	536,500	566,250	649,284	649,284	649,284
Merrill (Public Buildings)	(35-203)	170,555	151,505	173,655	673,655	673,655	673,655
Hadlock Stadium	(35-204)	323,945	198,790	267,845	267,845	267,845	267,845
Exposition Building	(35-205)	254,100	205,580	207,020	207,020	207,020	207,020
Canco Road	(35-206)	416,850	385,600	418,400	418,400	418,400	418,400
Other Public Buildings	(35-210)	275,271	225,855	272,614	272,614	272,614	272,614
Waterfront	(35-300)	1,234,185	1,046,585	1,445,799	1,135,799	1,135,799	1,135,799
Total		5,079,184	4,355,422	5,435,108	5,518,142	5,518,142	5,518,142
Less Revenues		(1,620,873)	(1,450,613)	(1,595,351)	(3,595,351)	(3,595,351)	(3,595,351)
Net Department Total		3,458,311	2,904,809	3,839,757	1,922,791	1,922,791	1,922,791

Public Buildings & Waterfront Administration

The Public Buildings and Waterfront Administration staff oversees maintenance and up-keep of various city buildings, including the Waterfront division. Functions include providing general administrative support, centralized accounting, budget preparation, CIP oversight, and payroll, as well as long term facility planning and general contracting.

The FY22 Administration budget increase of \$20,606, or 5.3%, is predominantly due to the elimination of the FY21 pandemic furlough budget reduction and FY22 computer replacements.

Division Summary

Department: Public Buildings & Waterfront **Division:** Public Buildings & Waterfront Administration **Account:** 10035100

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	379,681	378,931	391,947	391,947	391,947	391,947
Benefits	3,320	3,320	3,160	3,160	3,160	3,160
Administrative Services	2,850	2,850	2,850	2,850	2,850	2,850
Contractual Services	500	500	500	500	500	500
Rentals	3,504	3,504	3,504	3,504	3,504	3,504
Supplies	2,500	1,000	11,000	11,000	11,000	11,000
Total	392,355	390,105	412,961	412,961	412,961	412,961
Less Revenues	0	0	0	(2,000,000)	(2,000,000)	(2,000,000)
Net Division Total	392,355	390,105	412,961	(1,587,039)	(1,587,039)	(1,587,039)

Trades

The Trades budget is comprised of a highly skilled workforce that maintains, repairs, and renovates various City buildings. Services provided include carpentry, painting, electrical, plumbing, remodeling, and maintenance of the heating and ventilating systems.

The FY22 expenditure increase of \$17,238, or 2.8%, is predominantly due to the restoration of the FY21 wage furloughs and the union contractual wage agreements. The Fish Pier reimburses the General Fund for services provided by the Trade's staff; the program revenue remains flat in FY22.

Division Summary

Department: Public Buildings & Waterfront

Division: Trades

Account: 10035101

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	580,995	389,305	598,883	598,883	598,883	598,883
Benefits	8,200	33,403	8,550	8,550	8,550	8,550
Administrative Services	6,690	5,790	5,690	5,690	5,690	5,690
Supplies	9,500	10,000	9,500	9,500	9,500	9,500
Total	605,385	438,498	622,623	622,623	622,623	622,623
Less Revenues	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)
Net Division Total	580,385	413,498	597,623	597,623	597,623	597,623

School HVAC

School HVAC is responsible for heating, ventilation and air conditioning maintenance for all seventeen school buildings. All expenses are fully reimbursed by the School Department through inter-fund transfers.

The FY22 School HVAC expenditure budget increased by \$12,153, or 2.2%, due to the reclass of the two HVAC Technicians positions. The revenue reimbursement should equal the program's total expenditures.

Division Summary

Department: Public Buildings & Waterfront **Division:** School HVAC **Account:** 10035102

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	128,664	116,680	141,817	141,817	141,817	141,817
Benefits	2,030	2,030	2,030	2,030	2,030	2,030
Administrative Services	3,250	2,750	2,250	2,250	2,250	2,250
Contractual Services	12,600	12,600	12,600	12,600	12,600	12,600
Maintenance and Repairs	214,339	214,339	214,339	214,339	214,339	214,339
Supplies	160,000	160,000	160,000	160,000	160,000	160,000
Capital Outlay	25,000	25,000	25,000	25,000	25,000	25,000
Total	545,883	533,399	558,036	558,036	558,036	558,036
Less Revenues	(560,847)	(533,399)	(558,036)	(558,036)	(558,036)	(558,036)
Net Division Total	(14,964)	0	0	0	0	0

Public Safety Buildings

This program includes all expenses for maintaining the City's Public Safety building, which houses the Police Department's 24/7 operation.

The FY22 Public Safety program expenditures are increasing slightly, by \$1,500 or 0.5%. This budget includes window shades and a reduction in budgeted utility costs.

Division Summary

Department: Public Buildings & Waterfront **Division:** Public Safety Buildings **Account:** 10035201

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Contractual Services	5,900	19,000	7,600	7,600	7,600	7,600
Maintenance and Repairs	64,505	64,505	79,505	79,505	79,505	79,505
Supplies	24,500	24,500	24,500	24,500	24,500	24,500
Utilities	203,500	135,000	188,300	188,300	188,300	188,300
Capital Outlay	0	0	190,000	0	0	0
Total	298,405	243,005	489,905	299,905	299,905	299,905

City Hall

This program includes all expenses for maintaining City Hall, which houses various administrative offices.

The FY22 City Hall expenditures increase of \$87,034, or 15.5%, is attributed to the addition of two greeters at the City Hall entrances due to the pandemic. The FY22 budget also includes continued solar panels funding at the Ocean Avenue landfill.

Division Summary

Department: Public Buildings & Waterfront

Division: City Hall

Account: 10035202

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	0	0	0	83,034	83,034	83,034
Contractual Services	8,750	25,000	12,750	12,750	12,750	12,750
Maintenance and Repairs	137,500	137,500	137,500	137,500	137,500	137,500
Supplies	48,000	48,000	48,000	48,000	48,000	48,000
Utilities	368,000	326,000	368,000	368,000	368,000	368,000
Total	562,250	536,500	566,250	649,284	649,284	649,284

Merrill (Public Buildings)

This program includes facility maintenance expenses for Merrill Auditorium, a 1,900-seat performing art venue attached to City Hall.

The FY22 expenditure increase of \$503,100, or 295.0%, is predominantly attributed to the 30-year-old Merrill Auditorium roof replacement capital project.

Division Summary

Department: Public Buildings & Waterfront

Division: Merrill (Public Buildings)

Account: 10035203

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Contractual Services	2,050	1,000	5,150	5,150	5,150	5,150
Maintenance and Repairs	74,505	74,505	74,505	74,505	74,505	74,505
Supplies	14,000	6,000	14,000	14,000	14,000	14,000
Utilities	80,000	70,000	80,000	80,000	80,000	80,000
Capital Outlay	0	0	0	500,000	500,000	500,000
Total	170,555	151,505	173,655	673,655	673,655	673,655

Hadlock Stadium

This program includes all expenses for maintaining Hadlock Stadium, a 7,400-seat baseball stadium which was opened in 1994. Hadlock Stadium is home to the Portland Seadogs, an AA affiliate of the Boston Red Sox.

The FY22 expenditure budget decreased \$56,100 or 17.3%. The program revenue reflects stadium rental and reimbursement of utility costs.

Division Summary

Department: Public Buildings & Waterfront

Division: Hadlock Stadium

Account: 10035204

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Contractual Services	4,325	4,170	6,725	6,725	6,725	6,725
Maintenance and Repairs	70,120	70,120	50,120	50,120	50,120	50,120
Supplies	31,500	31,500	23,000	23,000	23,000	23,000
Utilities	198,000	73,000	188,000	188,000	188,000	188,000
Capital Outlay	20,000	20,000	0	0	0	0
Total	323,945	198,790	267,845	267,845	267,845	267,845
Less Revenues	(348,000)	(210,000)	(338,000)	(338,000)	(338,000)	(338,000)
Net Division Total	(24,055)	(11,210)	(70,155)	(70,155)	(70,155)	(70,155)

Exposition Building

The Portland Exposition Building includes the expenses for maintaining and remodeling this space, including utilities. The Portland Expo is home to Portland High School (PHS) basketball and the Maine Red Claws, a NBA development league; Expo events also include basketball games, trade shows, middle school track, and professional boxing.

The FY22 Expo expenditure budget decreased \$47,080, or 18.5%, largely due to a FY21 budgeted capital equipment purchase and a projected decrease in maintenance & repairs costs.

Division Summary

Department: Public Buildings & Waterfront

Division: Exposition Building

Account: 10035205

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Contractual Services	4,920	24,500	4,920	4,920	4,920	4,920
Maintenance and Repairs	60,080	60,080	46,000	46,000	46,000	46,000
Supplies	21,000	18,000	21,000	21,000	21,000	21,000
Utilities	143,100	103,000	135,100	135,100	135,100	135,100
Capital Outlay	25,000	0	0	0	0	0
Total	254,100	205,580	207,020	207,020	207,020	207,020

Canco Road

The Canco Road Complex includes properties at 212 Canco Road and 250 Canco Road. The Canco Road Municipal Complex houses staff and services for Public Works, Parks Recreation & Facilities, Public Buildings & Waterfront, and the Fire Department Radio Division. In addition, the Canco Road facility provides storage space for Public Safety and FEMA supplies. This budget provides for building maintenance items, small office renovations, and monthly utilities.

The FY22 expenditures increased minimally by \$1,550, or 0.4%.

Division Summary

Department: Public Buildings & Waterfront

Division: Canco Road

Account: 10035206

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Contractual Services	9,450	9,200	12,950	12,950	12,950	12,950
Maintenance and Repairs	207,000	207,000	207,000	207,000	207,000	207,000
Supplies	30,000	30,000	30,000	30,000	30,000	30,000
Utilities	170,400	139,400	168,450	168,450	168,450	168,450
Total	416,850	385,600	418,400	418,400	418,400	418,400

Other Public Buildings

Other Public Buildings includes expenses for maintaining a variety of other City-owned buildings and structures, including facilities on five islands.

The FY22 Other Public Buildings program expenditure budget has a slight decrease of \$2,657 or 1.0%.

Division Summary

Department: Public Buildings & Waterfront

Division: Other Public Buildings

Account: 10035210

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Contractual Services	11,532	9,500	15,732	15,732	15,732	15,732
Maintenance and Repairs	59,855	59,855	55,000	55,000	55,000	55,000
Supplies	40,500	40,500	40,500	40,500	40,500	40,500
Utilities	113,384	66,000	111,382	111,382	111,382	111,382
Capital Outlay	50,000	50,000	50,000	50,000	50,000	50,000
Total	275,271	225,855	272,614	272,614	272,614	272,614

Waterfront Maintenance

The Waterfront Maintenance is responsible for the repair, maintenance and operations of City-owned waterfront property which includes the Portland Ocean Terminal, Maine State Pier, Ocean Gateway and two-and-a-half miles of Seawall.

The division responsibilities include fender system replacement, pier deck repairs, and exterior wall pile cap, stringer, and trail seawalls. This division also maintains over thirty floats between the mainland and islands.

The coronavirus Conditional Sailing Order (CSO) has been in place since October 2020, replacing the original No Sail Order which suspended the cruise ship operations in mid-March 2020. The FY22 Waterfront projected revenues is decreasing \$12,711, or 1.9%, after having a FY21 budget revenue decrease of \$1,983,967, or 74.3%. The FY22 Public Buildings & Waterfront Department budget includes \$2m in American Rescue Plan Act (ARPA) funding to account for the revenue loss during the pandemic.

The FY22 division expenditures are decreasing by \$98,386 or 8.0%. Budget changes include reductions in temporary help and services, as well as other cruise ship operating lines.

Division Summary

Department: Public Buildings & Waterfront

Division: Waterfront Maintenance

Account: 10035300

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	269,241	210,361	231,561	231,561	231,561	231,561
Benefits	4,074	4,424	4,274	4,274	4,274	4,274
Administrative Services	18,300	5,500	9,500	9,500	9,500	9,500
Contractual Services	178,770	130,000	139,464	139,464	139,464	139,464
Maintenance and Repairs	309,600	284,600	294,600	294,600	294,600	294,600
Rentals	6,900	4,800	4,800	4,800	4,800	4,800
Supplies	46,800	46,800	44,700	44,700	44,700	44,700
Minor Capital Items	0	0	250,000	0	0	0
Utilities	375,500	335,100	366,900	366,900	366,900	366,900
Capital Outlay	25,000	25,000	100,000	40,000	40,000	40,000
Total	1,234,185	1,046,585	1,445,799	1,135,799	1,135,799	1,135,799
Less Revenues	(687,026)	(682,214)	(674,315)	(674,315)	(674,315)	(674,315)
Net Division Total	547,159	364,371	771,484	461,484	461,484	461,484

Health & Human Services Department

The City's Department of Health and Human Services (HHS) undertakes the planning and coordination of health and human service activities in Portland. This assignment often occurs in collaboration with non-profit agencies and the state and federal government. HHS consists of five operational divisions: HHS Administration, Public Health, Social Services, the Barron Center and the Office of Elder Affairs.

The HHS Administration division consists of four full-time positions including the Director of Health and Human Services, and administrative support staff.

FY22 HHS Administration expenditures have increased \$9,350, or 2.8%.

Department Summary

Department: HHS Administration

Account: 100-44-100

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	322,335	322,335	506,084	322,335	322,335	322,335
Benefits	1,980	1,980	3,180	3,180	3,180	3,180
Administrative Services	600	600	3,000	3,000	3,000	3,000
Contractual Services	750	750	3,000	3,000	3,000	3,000
Supplies	3,500	3,500	7,000	7,000	7,000	7,000
Total	329,165	329,165	522,264	338,515	338,515	338,515
Less Revenues	0	0	(76,031)	0	0	0
Net Department Total	329,165	329,165	446,233	338,515	338,515	338,515

HHS Public Health

Public Health, a division of the Health and Human Services (HHS) Department, is the State's most comprehensive local public health department. Public Health consists of six programs: Administration, Family Health, Chronic Disease Prevention, Health Equity, India Street Health Center, and Research and Evaluation. Public Health's specific activities include, but are not limited to, health policy development, public health research, data surveillance, health education, and analysis and communication, providing direct services to the underserved

FY22 Public Health expenditures increased \$139,943, or 6.3%, primarily due to a net allocation increase of a half-time equivalent (FTE) position and other assorted staffing changes, a contracted physician at India Street, a Public Health Board accreditation expense (once every five years), and new computers.

The FY22 Public Health revenues are projected to decrease \$321,934, or 17.7%, due a decline in grant program and India Street donation revenue.

Department Summary

Department: HHS Public Health

Account: 100-44-200

		FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown							
Payroll		1,956,944	1,750,688	1,945,520	2,037,395	2,037,395	2,037,395
Benefits		3,484	2,924	2,520	2,520	2,520	2,520
Administrative Services		17,817	5,635	28,962	28,962	28,962	28,962
Client Expenses		1,000	1,000	1,000	1,000	1,000	1,000
Contractual Services		94,496	116,821	136,956	136,956	136,956	136,956
Maintenance and Repair		2,700	1,200	2,700	2,700	2,700	2,700
Rentals		72,839	72,674	74,690	74,690	74,690	74,690
Supplies		53,600	31,524	58,600	58,600	58,600	58,600
Utilities		13,920	10,924	13,920	13,920	13,920	13,920
Total		2,216,800	1,993,390	2,264,868	2,356,743	2,356,743	2,356,743
Summary by Division							
Public Health Administration	(41-201)	294,166	278,917	316,774	408,649	408,649	408,649
Family Health	(41-202)	135,440	132,625	135,883	135,883	135,883	135,883
Chronic Disease Prevention	(41-203)	821,110	707,127	800,065	800,065	800,065	800,065
Health Equity	(41-204)	208,917	161,723	189,018	189,018	189,018	189,018
India Street Clinic	(41-205)	702,018	665,809	751,245	751,245	751,245	751,245
Research & Evaluation	(41-206)	55,149	47,189	71,883	71,883	71,883	71,883
Total		2,216,800	1,993,390	2,264,868	2,356,743	2,356,743	2,356,743
Less Revenues		(1,818,088)	(1,715,349)	(1,458,138)	(1,496,154)	(1,496,154)	(1,496,154)
Net Department Total		398,712	278,041	806,730	860,589	860,589	860,589

Public Health Administration

Public Health Administration provides support services to all programs within the Public Health division, as well as administrative support to HHS. These services include grant management, policy and procedures creation and management ensuring HIPPA confidentiality compliance, Public Health Accreditation Board requirement maintenance, payroll and reimbursement processing, supply ordering, facilities support, and liaises with the City's Finance, Legal and Information Technology departments.

FY22 Public Health Administration expenditures increased by \$114,483 or 38.9%. Public Health Administration has a net increase of one full-time equivalent position; two new staff positions, a Deputy Director of HHS and a grant funded Program Manager Resettlement Coordinator, are shared between the Public Health and Social Services divisions. This budget also includes the Public Health accreditation expense renewed every five years.

The Public Health Administration revenue estimate reflects the administrative fee received for the management and oversight of the various grants administered by Public Health. The FY22 grant revenue declined \$128,428, or 38.4%, predominantly due to the exclusion of the FY21 Keep Maine Healthy grant.

Division Summary

Department: HHS Public Health **Division:** Public Health Administration **Account:** 10044201

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	279,321	270,237	288,299	380,174	380,174	380,174
Benefits	600	500	600	600	600	600
Administrative Services	5,550	2,100	16,845	16,845	16,845	16,845
Contractual Services	2,850	400	3,350	3,350	3,350	3,350
Rentals	2,345	2,180	2,180	2,180	2,180	2,180
Supplies	3,500	3,500	5,500	5,500	5,500	5,500
Total	294,166	278,917	316,774	408,649	408,649	408,649
Less Revenues	(334,726)	(334,726)	(168,282)	(206,298)	(206,298)	(206,298)
Net Division Total	(40,560)	(55,809)	148,492	202,351	202,351	202,351

Family Health

Family Health is comprised of the Maternal & Child Health program along with housing administration for the STD clinic, Portland Community Free Clinic, the Teen Clinic and the Minority Health Program.

The Maternal and Child Health Program offers a variety of services to Portland residents including free home visits for residents who are pregnant or have a child up to age 5. Education and services include developmental assessments, healthy eating, and child safety assessments, including lead hazards. Additional services include the Maternal & Child Health Programs' playgroup to serve children ages 0-5 years as well as providing medical consulting to child care providers in Portland. COVID-19 has increased the need for the nurses to utilize PPE as well as forced them to make modifications in their service delivery that include additional required technology. These additional expenses are covered by grant revenue to the program.

FY22 Family Health program expenditures remain virtually flat, increasing by \$443 or 0.3%. Program revenues declined by \$7,291, or 8.0%, due to the FY21 one-time Keep Maine Healthy grant funding.

Division Summary

Department: HHS Public Health **Division:** Family Health **Account:** 10044202

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	125,245	125,245	125,688	125,688	125,688	125,688
Benefits	600	600	600	600	600	600
Administrative Services	2,917	1,084	2,917	2,917	2,917	2,917
Contractual Services	2,400	1,907	2,400	2,400	2,400	2,400
Rentals	808	808	808	808	808	808
Supplies	2,750	2,400	2,750	2,750	2,750	2,750
Utilities	720	581	720	720	720	720
Total	135,440	132,625	135,883	135,883	135,883	135,883
Less Revenues	(91,427)	(91,427)	(84,136)	(84,136)	(84,136)	(84,136)
Net Division Total	44,013	41,198	51,747	51,747	51,747	51,747

Chronic Disease Prevention

The City of Portland's Chronic Disease Prevention Program is dedicated to serving the residents of Portland by creating and advocating for health policies at the local and district level. Additionally, the Public Health Division staff utilize evidence-based and / or promising practices and collaborative partnerships for the implementation of initiatives aimed at improving the health of all community members. The Chronic Disease Prevention Program is presently comprised of the following: Tobacco and Lead Poisoning Prevention, Healthy Eating Active Living (HEAL), Substance Use Prevention and Harm Reduction Services (SUPHRS), and the Mobile Medical Outreach Project.

Throughout the COVID-19 pandemic, Chronic Disease Prevention programs have adapted their approaches to meet the evolving needs of community members. These adaptations have included increased outreach and technical assistance as well as virtual educational and training opportunities.

The FY22 Chronic Disease Prevention expenditures decreased by \$21,045 or 2.6% due to the elimination of a part-time staff member during FY21, a net decrease of 0.2 FTE. Revenues decreased \$72,910, or 9.4%, attributed to various grant funding changes.

Division Summary

Department: HHS Public Health

Division: Chronic Disease Prevention

Account: 10044203

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	800,501	690,707	779,098	779,098	779,098	779,098
Benefits	600	600	600	600	600	600
Administrative Services	2,000	25	2,000	2,000	2,000	2,000
Contractual Services	2,250	550	2,250	2,250	2,250	2,250
Rentals	12,383	12,383	12,741	12,741	12,741	12,741
Supplies	1,000	1,000	1,000	1,000	1,000	1,000
Utilities	2,376	1,862	2,376	2,376	2,376	2,376
Total	821,110	707,127	800,065	800,065	800,065	800,065
Less Revenues	(777,487)	(670,849)	(704,577)	(704,577)	(704,577)	(704,577)
Net Division Total	43,623	36,278	95,488	95,488	95,488	95,488

Health Equity

The Health Equity program supports the Public Health Division with services to minority populations. The Health Equity program specific activities include health education to racial and ethnic minority groups, including both direct services to community members and training to public health and health care professionals on cultural competency. This program also implements the Enhanced National Culturally and Linguistically Appropriate Services (CLAS) Standards to ensure all services provided by the Public Health Division are in compliance. COVID-19 has caused this program to refocus their attention both in FY21 and FY22. This program is built solely on responding to community needs and was able to redeploy to administer COVID-19 prevention and education services, testing and connection to treatment resources. This program is currently focusing on increasing access to vaccinations in our minority populations.

The FY22 Health Equity expenditures decreased by \$19,899 or 9.5%. This reduction is largely attributed to a reduction in staffing by 0.3 FTE as a result of combining two part-time positions into one full-time position. Program grant revenues decreased \$17,380 or 23.0%.

Division Summary

Department: HHS Public Health	Division: Health Equity				Account: 10044204	
	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	203,517	157,665	183,658	183,658	183,658	183,658
Benefits	900	900	360	360	360	360
Administrative Services	1,200	1,435	1,200	1,200	1,200	1,200
Contractual Services	2,500	1,423	3,000	3,000	3,000	3,000
Supplies	800	300	800	800	800	800
Total	208,917	161,723	189,018	189,018	189,018	189,018
Less Revenues	(75,560)	(67,307)	(58,180)	(58,180)	(58,180)	(58,180)
Net Division Total	133,357	94,416	130,838	130,838	130,838	130,838

India Street Clinic

The India Street Clinic houses Portland's Substance Use Prevention & Harm Reduction Services Program, the HIV/STD Clinic and the Portland Community Free Clinic and the Teen Clinic. Clients enrolled in the Needle Exchange Program have the opportunity to access harm reduction supplies, overdose prevention education, and Naloxone, as well as counseling, testing, and linkage to treatment for HIV/Hepatitis C. The Clinic's Patient Navigator works with clients both in the clinical and outreach setting to connect them with community-based resources, such as food, shelter, and medical services. The STD Clinic offers HIV, STD, and Hepatitis C testing and treatment services for sexually transmissible diseases both in-clinic and in outreach settings. The Portland Community Free Clinic provides a primary medical home for individuals ages 18-64 who are uninsured that earn below 250% of the Federal Poverty Level. This clinic is primarily staffed by volunteer medical providers and support staff. The Teen Clinic is physically housed at Preble Street Teen Center but is staffed and supported by the Portland Public Health Division. The India Street Clinic also houses our Public Health Laboratory which provides lab support for all of the programs housed at the clinic. COVID-19 increased clinic expenditures on account of the needed PPE and decreased projected revenue for the clinic due to lost 340B funding.

FY22 India Street expenditures increased \$49,226 or 7.0% mainly due to the added STD clinic contract physician monies, along with other minor line increases. Program revenues decreased \$102,828 or 19.8%.

Division Summary

Department: HHS Public Health

Division: India Street Clinic

Account: 10044205

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	502,145	460,619	505,304	505,304	505,304	505,304
Benefits	100	0	0	0	0	0
Administrative Services	3,650	541	3,700	3,700	3,700	3,700
Client Expenses	1,000	1,000	1,000	1,000	1,000	1,000
Contractual Services	80,646	112,541	122,106	122,106	122,106	122,106
Maintenance and Repairs	1,200	1,200	1,200	1,200	1,200	1,200
Rentals	57,303	57,303	58,961	58,961	58,961	58,961
Supplies	45,150	24,124	48,150	48,150	48,150	48,150
Utilities	10,824	8,481	10,824	10,824	10,824	10,824
Total	702,018	665,809	751,245	751,245	751,245	751,245
Less Revenues	(520,402)	(504,825)	(417,574)	(417,574)	(417,574)	(417,574)
Net Division Total	181,616	160,984	333,671	333,671	333,671	333,671

Research & Evaluation

The Research and Evaluation program serves several important functions within the Public Health Division, including research, public health surveillance, analysis and interpretation of public health data, and program evaluation. The program conducts public health research that focuses on understanding determinants of health. In addition, this program conducts program evaluation, a systematic and objective assessment of the relevance, efficiency, effectiveness, sustainability, and impact of a program or intervention. Public Health surveillance, which is the systematic collection, analysis, and interpretation of health data, is another core program function. Data used to conduct public health surveillance include city-wide survey data collected by the Research and Evaluation program, as well as data obtained from local and national sources. The Research and Evaluation program serves as a major source for Public Health data repository.

The FY22 Research & Evaluation expenditures increased \$16,734, or 30.3%. The Public Health Program Coordinator's salary is fully restored after having been reduced due to the pandemic's FY21 budget cutbacks. FY22 budgeted grant revenues increased \$6,903 or 37.3%.

Division Summary

Department: HHS Public Health	Division: Research & Evaluation				Account: 10044206	
	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	46,215	46,215	63,473	63,473	63,473	63,473
Benefits	684	324	360	360	360	360
Administrative Services	2,500	450	2,300	2,300	2,300	2,300
Contractual Services	3,850	0	3,850	3,850	3,850	3,850
Maintenance and Repairs	1,500	0	1,500	1,500	1,500	1,500
Supplies	400	200	400	400	400	400
Total	55,149	47,189	71,883	71,883	71,883	71,883
Less Revenues	(18,486)	(46,215)	(25,389)	(25,389)	(25,389)	(25,389)
Net Division Total	36,663	974	46,494	46,494	46,494	46,494

HHS Social Services

The Social Services Division provides both financial assistance and support services for low-income Portland residents. This division's purpose is to provide quality services that encourage dignity, self-respect and self-reliance in the transition from public assistance to self-sufficiency. Programs operated include General Assistance (GA), Homeless Shelters for individuals and families, Case Management and Representative Payee Services.

FY22 Social Services expenditures increased \$2,091,495, or 14.3%, predominantly due to the increased demand in the General Assistance Program client expense lines. A large majority of this increase is a result of the rising number of individuals and families that need to be placed in hotels for emergency housing. Emergency housing hotel placement began as a need to socially distance due to the COVID-19 pandemic and has continued with a growing number of families and individuals requiring emergency housing.

The FY22 Social Services staffing changes include the addition of 1.7 full-time equivalent (FTE) positions which consists of two equally shared administrative positions with Public Health, a Deputy Director and a Program Manager Resettlement Coordinator, as well as two Human Services Specialist (Project) positions related to the Rapid Re-Housing (RRH) program running through October 2021 equaling 0.7 FTE. Vacancy dollar reductions in the FY21 budget have also been restored. The City's Social Services shelters have also seen an increased need for overtime and temporary help as a result of the labor market shortage.

Other expense changes include the division's restoration of the travel & training lines, cut in the FY21 budget due to the pandemic, and a newly budgeted expense line for Oxford Street Shelter insurance.

The FY22 Social Services revenues are estimated to increase \$106,785 or 1.0%. The division's revenues are derived mainly from the State of Maine, grants, and other miscellaneous reimbursements which includes the Social Security Representative Payee Program and the Maine State Housing Authority (MSHA) incentive funding.

Department Summary

Department: HHS Social Services

Account: 100-44-300

		FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown							
Payroll		5,469,969	5,465,462	5,826,000	5,917,874	5,917,874	5,917,874
Benefits		10,400	18,783	11,600	11,600	11,600	11,600
Administrative Services		1,075	1,165	14,575	14,575	14,575	14,575
Client Expenses		7,685,653	12,873,509	9,290,443	9,290,443	9,290,443	9,290,443
Contractual Services		259,084	324,982	256,068	256,068	256,068	256,068
Maintenance and Repair		112,446	83,295	117,350	117,350	117,350	117,350
Rentals		629,502	628,198	641,315	641,315	641,315	641,315
Insurance		0	0	10,000	10,000	10,000	10,000
Supplies		308,599	99,564	305,599	305,599	305,599	305,599
Utilities		146,607	118,803	150,006	150,006	150,006	150,006
Total		14,623,335	19,613,761	16,622,956	16,714,830	16,714,830	16,714,830
Summary by Division							
Social Services Administration	(42-301)	629,070	619,771	634,217	726,091	726,091	726,091
Social Services General Assistance	(42-302)	8,457,261	13,585,427	10,084,466	10,084,466	10,084,466	10,084,466
Oxford Street Shelter	(42-304)	3,811,847	3,936,832	4,106,984	4,106,984	4,106,984	4,106,984
Family Shelter	(42-305)	1,725,157	1,471,731	1,797,289	1,797,289	1,797,289	1,797,289
Total		14,623,335	19,613,761	16,622,956	16,714,830	16,714,830	16,714,830
Less Revenues		(10,211,905)	(14,080,520)	(10,280,675)	(10,318,690)	(10,318,690)	(10,318,690)
Net Department Total		4,411,430	5,533,241	6,342,281	6,396,140	6,396,140	6,396,140

Social Services Administration

Social Services Administration is responsible for the overall general management of the Social Services programs. Services include grant management, data/statistical analysis, payroll, accounts payable, receivables, representative payee, and other operational responsibilities.

The FY22 Social Services Administration expenditures increased by \$97,021 or 15.4%. This increase is primarily attributed to the addition of a Deputy Director and a Program Manager Resettlement Coordinator, or a net of one full-time equivalent (FTE), in Social Services Administration; these two positions are equally shared in the budget with Public Health Administration. This budget also includes the restoration of travel & training funds eliminated in FY21 as part of the pandemic budget reductions.

FY22 revenues have decreased \$16,505, or 5.5%, due to the elimination of the Emergency Solutions Grants (ESG-CV) funded by the CARES Act in FY21, offset in-part by the new FY22 grant Resettlement Coordinator salary reimbursement.

Division Summary

Department: HHS Social Services **Division:** Social Services Administration **Account:** 10044301

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	538,117	533,379	538,694	630,568	630,568	630,568
Benefits	5,000	5,000	5,000	5,000	5,000	5,000
Administrative Services	1,075	1,155	5,575	5,575	5,575	5,575
Contractual Services	6,326	5,594	6,326	6,326	6,326	6,326
Maintenance and Repairs	1,000	1,000	1,000	1,000	1,000	1,000
Rentals	62,048	61,637	63,126	63,126	63,126	63,126
Supplies	8,806	7,454	8,806	8,806	8,806	8,806
Utilities	6,698	4,552	5,690	5,690	5,690	5,690
Total	629,070	619,771	634,217	726,091	726,091	726,091
Less Revenues	(300,056)	(929,801)	(245,536)	(283,551)	(283,551)	(283,551)
Net Division Total	329,014	(310,030)	388,681	442,540	442,540	442,540

Social Services General Assistance

State law requires municipalities to administer General Assistance (GA) which provides for immediate aid to individuals who meet eligibility requirements and are unable to provide basic necessities essential to maintaining themselves or their families. Maine law states that municipalities have the responsibility to provide financial assistance to all eligible residents of their municipality, as well as non-residents who intend to reside in the municipality and have no other residence. GA provides basic needs in the areas of shelter, housing costs, utilities, food, medication, disposable diapers and hygiene items. All assistance is issued in vouchers and no cash is provided.

In FY22, the GA program has continued the focus on self-sufficiency through the HIRE (Helping Individuals Regain Employment) program. The program has increased the City's partnership with local employers, education professionals, and the local Career Center in order to aid our GA recipients in finding long term employment.

The FY22 General Assistance expenditures increased by \$1,627,205, or 19.2%. This increase is primarily related to the increased expenditures for emergency housing (hotels), housing assistance, and other client services which is in part due to the need for social distancing during the Covid-19 pandemic. Seventy percent of the expense related to client services and housing are reimbursed by the state which has therefore also increased the FY22 revenue estimate. The GA total revenue estimate is increasing by \$687,593, or 12.0%. Although not reflected here, the City anticipates the remaining thirty percent of the hotel cost will be reimbursed by FEMA.

Division Summary

Department: HHS Social Services **Division:** Social Services General Assistance **Account:** 10044302

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	622,969	517,993	642,993	642,993	642,993	642,993
Benefits	600	0	600	600	600	600
Administrative Services	0	0	2,000	2,000	2,000	2,000
Client Expenses	7,589,403	12,799,264	9,191,993	9,191,993	9,191,993	9,191,993
Contractual Services	97,806	128,956	98,006	98,006	98,006	98,006
Maintenance and Repairs	2,500	2,500	2,500	2,500	2,500	2,500
Rentals	113,103	113,103	115,868	115,868	115,868	115,868
Supplies	18,000	10,655	18,000	18,000	18,000	18,000
Utilities	12,880	12,956	12,506	12,506	12,506	12,506
Total	8,457,261	13,585,427	10,084,466	10,084,466	10,084,466	10,084,466
Less Revenues	(5,751,801)	(9,694,768)	(6,439,394)	(6,439,394)	(6,439,394)	(6,439,394)
Net Division Total	2,705,460	3,890,659	3,645,072	3,645,072	3,645,072	3,645,072

Oxford Street Shelter

The Social Services Division operates the Oxford Street Shelter and Community Overflow Shelter for adults. The Oxford Street Shelter is a low barrier facility that provides access to safe overnight shelter for homeless adults (18+) 365 days a year. During FY18, the Oxford Street shelter expanded its hours of operation to 24 hours. The Oxford Street Shelter has a capacity of 154 beds.

The shelter promotes a housing culture by offering an array of services such as housing triage, housing orientation, current apartment lists and assistance with travel to apartment showings.

FY22 Oxford Street Shelter expenditures increased by \$295,137 or 7.7%. This increase is predominately due to the reinstatement of wages that were removed from the FY21 budget, the first fiscal year of the pandemic, due to vacancies. In addition, overtime and temporary services expenditures have risen due to the difficulty in hiring full-time staff. Other budget changes include the removal of the City's Preble Street Dayroom rental / service funding, discontinued during FY21, the restoration of travel & training monies, and a newly funded insurance cost.

FY22 program revenues have declined \$428,367, or 15.3%, attributed primarily to the elimination of the FY21 one-time pandemic funding of the Emergency Solutions Grant (ESG-CV) and the Keep Maine Healthy Grant.

Division Summary

Department: HHS Social Services

Division: Oxford Street Shelter

Account: 10044304

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	3,115,212	3,473,446	3,439,384	3,439,384	3,439,384	3,439,384
Benefits	1,800	1,959	1,800	1,800	1,800	1,800
Administrative Services	0	0	4,000	4,000	4,000	4,000
Client Expenses	79,450	51,774	64,950	64,950	64,950	64,950
Contractual Services	87,028	107,967	55,485	55,485	55,485	55,485
Maintenance and Repairs	68,946	34,891	68,946	68,946	68,946	68,946
Rentals	167,077	166,846	166,851	166,851	166,851	166,851
Insurance	0	0	10,000	10,000	10,000	10,000
Supplies	239,833	68,241	236,833	236,833	236,833	236,833
Utilities	52,501	31,708	58,735	58,735	58,735	58,735
Total	3,811,847	3,936,832	4,106,984	4,106,984	4,106,984	4,106,984
Less Revenues	(2,793,623)	(2,318,060)	(2,365,256)	(2,365,256)	(2,365,256)	(2,365,256)
Net Division Total	1,018,224	1,618,772	1,741,728	1,741,728	1,741,728	1,741,728

Family Shelter

The Social Services Division operates the City of Portland's Family Shelter. The administrative and support services staff are located on the first floor of 54 Chestnut Street.

The Family Shelter provides temporary housing to families with children under the age of 18. Shelter apartments are located at 54-58 Chestnut Street, including one unit to accommodate individuals with disabilities. Combined, the Family Shelter has a total capacity of 146 beds in an apartment style living environment. Apartments are shared by families and are furnished. Residents have access to telephones, cleaning supplies, transportation, and other basic needs. Each family member is assigned a case manager who works with families to develop self-sufficiency work plans in order to obtain permanent housing.

The FY22 Family Shelter expenditures increased by \$72,132, or 4.2%. Payroll changes include the addition of two full-time positions through October 2021 for the State's Temporary Rapid Rehousing (RRH) program, fully funded by the Maine State Housing Authority (MSHA), the restoration of wages due to a FY21 vacancy, and budget changes in temporary and overtime. Other budget changes include an increase in client transportation and interpreter services expenditures.

Program revenues have decreased \$135,936, or 9.9%.

Division Summary

Department: HHS Social Services

Division: Family Shelter

Account: 10044305

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	1,193,671	940,644	1,204,929	1,204,929	1,204,929	1,204,929
Benefits	3,000	11,824	4,200	4,200	4,200	4,200
Administrative Services	0	10	3,000	3,000	3,000	3,000
Client Expenses	16,800	22,471	33,500	33,500	33,500	33,500
Contractual Services	67,924	82,465	96,251	96,251	96,251	96,251
Maintenance and Repairs	40,000	44,904	44,904	44,904	44,904	44,904
Rentals	287,274	286,612	295,470	295,470	295,470	295,470
Supplies	41,960	13,214	41,960	41,960	41,960	41,960
Utilities	74,528	69,587	73,075	73,075	73,075	73,075
Total	1,725,157	1,471,731	1,797,289	1,797,289	1,797,289	1,797,289
Less Revenues	(1,366,425)	(1,137,891)	(1,230,489)	(1,230,489)	(1,230,489)	(1,230,489)
Net Division Total	358,732	333,840	566,800	566,800	566,800	566,800

Barron Center

The Barron Center, a division of the Department of Health & Human Services, is the state's second largest long-term care nursing facility. The former Portland City Hospital serves the residents of Portland and the surrounding communities. The Barron Center's three major funding sources are the MaineCare (Medicaid) Program, the Medicare Program, and private insurances. The Barron Center consists of ten programs.

The Barron Center provides comprehensive health care services to individuals in need, recognizing the unique value of each person with the purpose of preserving and enhancing the individual's quality of life. The Barron Center is a 219-bed skilled rehabilitation and nursing facility, including a 50-bed specialty unit for the care of dementia. The Center provides speech, occupational and physical therapy services, and short- and long-term nursing care services in addition to end of life and hospice services.

FY22 Barron Center expenditures increased \$424,543 or 2.6%. In FY22, this division added the Central Supply program which separated from Nutrition & Supply. The department's largest category increases are primarily in the supply and payroll lines. FY22 staffing changes include the restoration of 7.4 full-time equivalent (FTE) CNA positions reduced in the FY21 budget due to the pandemic, along with the reclassification of 17 CNA positions to Unit Assistants to assist in recruitment efforts in this competitive workforce environment. This budget also incorporates a new telephone system contract and an increase in Environmental Services maintenance & repairs.

Revenues increased by \$3,215,205, or 16.7%. This increase is largely attributed to the inclusion of \$2.5m from the American Rescue Plan Act (ARPA) to cover the decreased census and subsequent revenue loss during the pandemic, as well as the assumption of an increased patient census in FY22.

Department Summary

Department: Barron Center

Account: 107-44-400

		FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown							
Payroll		12,238,044	11,176,965	12,347,828	12,347,828	12,347,828	12,347,828
Benefits		33,880	36,753	35,405	35,405	35,405	35,405
Administrative Services		294,500	226,776	303,240	303,240	303,240	303,240
Client Expenses		7,500	15,000	9,250	9,250	9,250	9,250
Contractual Services		1,099,189	907,458	1,147,859	1,147,859	1,147,859	1,147,859
Maintenance and Repair		155,875	131,265	207,195	207,195	207,195	207,195
Rentals		31,120	17,544	28,490	28,490	28,490	28,490
Supplies		1,736,083	1,609,232	1,921,620	1,921,620	1,921,620	1,921,620
Minor Capital Items		24,500	17,814	28,000	28,000	28,000	28,000
Utilities		418,868	374,366	421,915	421,915	421,915	421,915
Capital Outlay		73,065	89,080	86,365	86,365	86,365	86,365
Total		16,112,624	14,602,253	16,537,167	16,537,167	16,537,167	16,537,167
Summary by Division							
Barron Center Administration	(43-401)	1,902,022	1,578,480	1,944,986	1,944,986	1,944,986	1,944,986
Office of Elder Affairs	(43-402)	359,717	251,492	377,954	377,954	377,954	377,954
Therapeutic Recreation	(43-403)	289,243	289,767	295,543	295,543	295,543	295,543
Nursing Administration	(43-404)	1,649,295	1,520,820	1,767,394	1,676,188	1,676,188	1,676,188
Nursing Direct Care	(43-405)	6,783,782	6,089,490	6,889,311	6,889,311	6,889,311	6,889,311
Nutrition	(43-406)	2,793,634	2,658,408	2,919,522	2,130,399	2,130,399	2,130,399
Environmental Services	(43-407)	1,123,211	1,083,266	1,156,201	1,156,201	1,156,201	1,156,201
Housekeeping	(43-408)	655,465	652,968	657,959	657,959	657,959	657,959
Laundry Services	(43-409)	556,255	477,562	528,297	528,297	528,297	528,297
Central Supply	(43-410)	0	0	0	880,329	880,329	880,329
Total		16,112,624	14,602,253	16,537,167	16,537,167	16,537,167	16,537,167
Less Revenues		(19,243,369)	(17,009,341)	(19,958,574)	(22,458,574)	(22,458,574)	(22,458,574)
Net Department Total		(3,130,745)	(2,407,088)	(3,421,407)	(5,921,407)	(5,921,407)	(5,921,407)

Barron Center Administration

Barron Center Administration is responsible for the care and management of the facility's capacity for 219 residents and 300+ full and part-time employees. The Business Office is responsible for the financial operations, which includes budgeting, payroll, accounts payable, and accounts receivable (including coordinating with the Barron Center's billing vendor).

FY22 Barron Center Administration expenditures increased by \$42,964, or 2.3%, mostly attributed to the funding of the new cloud-based phone system. An Administrative Assistant replaced a Switchboard Operator in a staffing reorganization during FY21. Other FY22 increases include the restoration of funding due to the FY21 pandemic budget cutbacks, new health administrative services costs and general contractual cost increases.

Division Summary

Department: HHS Barron Center **Division:** Barron Center Administration **Account:** 10744401

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	693,718	700,248	699,907	699,907	699,907	699,907
Benefits	4,920	4,920	4,920	4,920	4,920	4,920
Administrative Services	259,670	216,001	264,835	264,835	264,835	264,835
Contractual Services	882,284	603,007	885,164	885,164	885,164	885,164
Maintenance and Repairs	12,940	12,282	36,760	36,760	36,760	36,760
Rentals	5,340	3,764	4,500	4,500	4,500	4,500
Supplies	42,250	37,415	48,000	48,000	48,000	48,000
Utilities	900	843	900	900	900	900
Total	1,902,022	1,578,480	1,944,986	1,944,986	1,944,986	1,944,986

Office of Elder Affairs

Through the Office of Elder Affairs, the City provides the community with an Elder Advocate, who is available to work with any Portland senior who needs help. Assistance is provided in the form of senior information and referrals, adult day health services and community collaboration. Two Adult Day Programs offer supportive, daytime care that enables older adults living alone or with family to remain at home. One program specializes in the care of individuals with Alzheimer's disease or related dementias. Both adult day programs provide much needed respite for family caregivers.

The Office of Elder Affairs also collaborates with the Elder Abuse Institute of Maine to provide transitional housing and support services for elderly victims of abuse through the Martha's Cottage Project. The Office of Elder Affairs also leads the Age Friendly Community Initiative for the City of Portland.

The FY22 Office of Elder Affairs expenditures increased by \$18,237 or 5.1%. This increase is related to returning operating expenditures to the pre-pandemic amounts, including the restoration of a 0.4 full-time equivalent (FTE) CNA position.

Division Summary

Department: HHS Barron Center	Division: Office of Elder Affairs				Account: 10744402	
	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	330,632	240,165	341,759	341,759	341,759	341,759
Administrative Services	3,010	445	3,010	3,010	3,010	3,010
Contractual Services	900	1,331	2,970	2,970	2,970	2,970
Supplies	24,875	9,551	29,915	29,915	29,915	29,915
Utilities	300	0	300	300	300	300
Total	359,717	251,492	377,954	377,954	377,954	377,954
Less Revenues	(248,400)	(98,690)	(259,200)	(259,200)	(259,200)	(259,200)
Net Division Total	111,317	152,802	118,754	118,754	118,754	118,754

Therapeutic Recreation

Therapeutic Recreation provides a broad variety of individual and group recreational activities for all residents, and in addition oversees the 150-member volunteer program.

FY22 Therapeutic Recreation expenditures increased by \$6,300, or 2.2%, largely in the payroll and supply lines, including a new laptop for the BC II recreation program and table replacement.

Division Summary

Department: HHS Barron Center

Division: Therapeutic Recreation

Account: 10744403

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	268,068	273,701	270,493	270,493	270,493	270,493
Administrative Services	325	405	950	950	950	950
Contractual Services	11,600	7,006	11,600	11,600	11,600	11,600
Supplies	9,250	8,655	12,500	12,500	12,500	12,500
Total	289,243	289,767	295,543	295,543	295,543	295,543

Nursing Administration

Nursing Administration is responsible for the supervision and management of the Nursing Direct Care division in two buildings 24-hours per day, seven days a week. The division's 19.2 positions provide clinical nursing supervision and direction to the Barron Center's nursing staff on the five nursing units in the main building and the fifty bed Alzheimer's unit (Barron Center II). Staffing patterns on the six units are continually adjusted to meet the changing needs of the resident population and to meet State of Maine mandated minimum staffing ratios.

The FY22 Nursing Administration expenditures increased by \$26,893, or 1.6%. Many of the category line decreases are the result of the internal reorganization / transfer of expenses to the new FY22 Central Supply program. The FY22 Nursing Administration increases include the transfer of an LPN position from Nursing Direct Care, an electronic medical record charting system upgrade and a new minor capital equipment item.

Division Summary

Department: HHS Barron Center **Division:** Nursing Administration **Account:** 10744404

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	1,458,239	1,291,506	1,484,138	1,484,138	1,484,138	1,484,138
Benefits	11,000	5,883	11,000	0	0	0
Administrative Services	27,770	7,500	30,370	26,870	26,870	26,870
Contractual Services	79,640	175,251	117,680	117,680	117,680	117,680
Rentals	1,680	1,680	1,740	0	0	0
Supplies	45,966	39,000	87,466	37,500	37,500	37,500
Minor Capital Items	0	0	10,000	10,000	10,000	10,000
Capital Outlay	25,000	0	25,000	0	0	0
Total	1,649,295	1,520,820	1,767,394	1,676,188	1,676,188	1,676,188

Nursing Direct Care

Nursing Direct Care is comprised of six nursing units: Zolov, 2 North, 2 South, 3 North, 3 South, and Barron Center (BC) II. Each nursing unit focuses in a specialized form of care:

- The Zolov Unit, located on the main floor of the facility, is a 25-bed unit for short-term rehabilitation and more intensive-care residents.
- 2 North is a 36-bed unit located on the second floor. The majority of these patients have long-term skilled nursing needs requiring higher levels of professional staff to meet their clinical needs.
- 2 South is a 36-bed unit located on the second floor. The dementia residents (continuing care dementia) on this unit are the most labor intensive, and are often completely dependent on nursing care services as a result of their specific disease process.
- 3 North and 3 South are both 36-bed units located on the third floor, which are traditional long-term care units.
- BC II is a 50-bed unit, managed as five 10-bed "neighborhoods", which provides Alzheimer related services. BC II residents are highly mobile and require unique staffing considerations.

FY22 Nursing Direct Care personnel expenditures increased \$105,529 or 1.6%. Seven full-time equivalent (FTE) CNA positions are restored in this budget, attributed to the FY21 temporary staffing reduction in response to the lower resident census and the limited new patient intake during the pandemic. Other staffing changes include the transfer of one LPN position to Nursing Administration and the reclass of seventeen CNA positions to Unit Assistants to aid in the recruitment of personnel during the tight labor market for these skilled caregivers.

Division Summary

Department: HHS Barron Center **Division:** Nursing Direct Care **Account:** 10744405

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	6,783,782	6,079,376	6,889,311	6,889,311	6,889,311	6,889,311
Benefits	0	10,114	0	0	0	0
Total	6,783,782	6,089,490	6,889,311	6,889,311	6,889,311	6,889,311

Nutrition

Nutrition (formally Nutrition and Supply) consists of Resident Nutrition, Cafeteria and Catering. The Resident Nutrition program is responsible for the therapeutic and nutritional needs of the residents. The Cafeteria / Catering program provides food services for employees, residents, families, and visitors. Catering services are also provided for City functions, receptions, and celebrations.

FY22 Nutrition expenditures decreased by \$663,235, or 23.7%, over the FY21 budget. This program was formerly Nutrition and Supply and in FY22 this program split into two with the creation of a new program entitled Central Supply. The transferred expenditure allocations include one full-time equivalent (FTE) Material Manager position. The FY22 remaining Nutrition expenditure increases comprise of new equipment purchases, additional food expense, and a new preventive kitchen equipment maintenance contract.

Division Summary

Department: HHS Barron Center **Division:** Nutrition **Account:** 10744406

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	1,290,327	1,247,229	1,286,663	1,238,634	1,238,634	1,238,634
Benefits	11,120	11,084	12,545	12,545	12,545	12,545
Administrative Services	2,225	1,975	2,575	2,575	2,575	2,575
Client Expenses	7,500	15,000	9,250	0	0	0
Contractual Services	45,470	41,210	48,150	48,150	48,150	48,150
Maintenance and Repairs	12,595	10,000	16,595	16,595	16,595	16,595
Rentals	24,100	12,100	22,250	0	0	0
Supplies	1,376,797	1,302,996	1,491,194	781,600	781,600	781,600
Minor Capital Items	23,500	16,814	5,000	5,000	5,000	5,000
Capital Outlay	0	0	25,300	25,300	25,300	25,300
Total	2,793,634	2,658,408	2,919,522	2,130,399	2,130,399	2,130,399

Environmental Services

The Barron Center's Environmental Services program is composed of six employees who are responsible for the maintenance of the twelve-acre Brighton Avenue facility. The maintenance division keeps the building in repair and working order through completing projects in-house or arranging for outside vendors. Maintenance is also responsible for snow removal, landscaping, and conducting facility fire drills.

FY22 Environmental Services expenditures increased by \$32,990, or 2.9%, attributed to the needed maintenance and repairs of the facility.

Division Summary

Department: HHS Barron Center

Division: Environmental Services

Account: 10744407

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	387,568	382,890	391,051	391,051	391,051	391,051
Benefits	4,440	1,000	3,040	3,040	3,040	3,040
Administrative Services	1,250	450	1,250	1,250	1,250	1,250
Contractual Services	75,935	75,935	78,595	78,595	78,595	78,595
Maintenance and Repairs	117,930	99,333	141,430	141,430	141,430	141,430
Supplies	70,355	61,055	72,055	72,055	72,055	72,055
Minor Capital Items	0	0	12,000	12,000	12,000	12,000
Utilities	417,668	373,523	420,715	420,715	420,715	420,715
Capital Outlay	48,065	89,080	36,065	36,065	36,065	36,065
Total	1,123,211	1,083,266	1,156,201	1,156,201	1,156,201	1,156,201

Housekeeping

The Barron Center's Housekeeping staff is responsible for providing a clean and appealing environment for all residents of the Barron Center.

FY22 Housekeeping expenditures increased minimally by \$2,494, or 0.4%. Supply expenses for replacement bedroom setups have been restored to pre-pandemic levels and is offset by an adjustment in current wages.

Division Summary

Department: HHS Barron Center

Division: Housekeeping

Account: 10744408

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	538,910	546,334	526,189	526,189	526,189	526,189
Benefits	1,200	2,000	2,175	2,175	2,175	2,175
Contractual Services	3,360	3,718	3,700	3,700	3,700	3,700
Maintenance and Repairs	2,360	2,000	2,360	2,360	2,360	2,360
Supplies	108,635	97,916	122,535	122,535	122,535	122,535
Minor Capital Items	1,000	1,000	1,000	1,000	1,000	1,000
Total	655,465	652,968	657,959	657,959	657,959	657,959

Laundry Services

The Barron Center Laundry provides a clean and adequate supply of laundry to the residents. Personal laundry services are provided to nearly all of the residents. Laundry services are also provided to the City's Oxford Street Shelter.

FY22 Laundry Services expenditures decreased by \$27,958, or 5.0%, and is attributed to an adjustment in current staffing wages.

Division Summary

Department: HHS Barron Center **Division:** Laundry Services **Account:** 10744409

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	486,800	415,516	458,317	458,317	458,317	458,317
Benefits	1,200	1,752	1,725	1,725	1,725	1,725
Administrative Services	250	0	250	250	250	250
Maintenance and Repairs	10,050	7,650	10,050	10,050	10,050	10,050
Supplies	57,955	52,644	57,955	57,955	57,955	57,955
Total	556,255	477,562	528,297	528,297	528,297	528,297

Central Supply

In FY22 Nutrition and Supply was divided into two separate programs. This newly created Central Medical Supply program purchases, receives, stores and distributes routine medical supplies, over-the-counter drugs and other supplies for the various programs within the Barron Center. In addition, selected related expenditures also transferred from Nursing Administration. This program is staffed by the Materials Manager.

Division Summary

Department: HHS Barron Center **Division:** Central Supply **Account:** 10744410

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	0	0	0	48,029	48,029	48,029
Benefits	0	0	0	11,000	11,000	11,000
Administrative Services	0	0	0	3,500	3,500	3,500
Client Expenses	0	0	0	9,250	9,250	9,250
Rentals	0	0	0	23,990	23,990	23,990
Supplies	0	0	0	759,560	759,560	759,560
Capital Outlay	0	0	0	25,000	25,000	25,000
Total	0	0	0	880,329	880,329	880,329

Debt Service

The Debt Service account provides for the payment of the principal and interest on the City's outstanding General Obligation Bonds, as well as the cost for the current-year bond issuance. Department revenue is from reimbursed bond costs, primarily from the City's enterprise funds and the School Department.

The FY22 Debt Service expenditure increase is \$2,655,134 or 5.8%, and the revenue increase is \$814,259 or 4.2%. The FY22 Debt Service expenditure increase is attributed in-part to the 2001 pension obligation bonds which is scheduled to rise annually until reaching final maturity in FY26. The Debt Service received TIF Fund monies in FY20 and in FY21 which has been removed in the FY22 budget to rebuild TIF balances.

Department Summary

Department: Debt Service

Account: 100-47

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Contractual Services	760,000	594,375	615,000	615,000	615,000	615,000
Debt Service	44,940,279	44,209,816	47,476,413	47,740,413	47,740,413	47,740,413
Total	45,700,279	44,804,191	48,091,413	48,355,413	48,355,413	48,355,413
Less Revenues	(19,189,768)	(19,262,417)	(20,725,027)	(20,004,027)	(20,004,027)	(20,004,027)
Net Department Total	26,510,511	25,541,774	27,366,386	28,351,386	28,351,386	28,351,386

Public Library

Portland Public Library is a general-purpose library system that serves Portland and the surrounding region. Portland Public Library (PPL) provides a wide array of collections, programs, and services to 80,000 patrons through four locations, the book mobile, and the outreach service to low-mobility community members, as well as 24/7 access through the “virtual branch” on its website.

The Portland Public Library is a trusted educational leader and multifaceted community resource in Portland, PPL welcomes everyone, and provides exciting and meaningful opportunities to children and families, and to teens and adults as lifelong learners. PPL is also frequently accessed by those on the margins – the economically challenged, those in recovery or newly released from incarceration, new Mainers, our aging population, and others in transition. In addition to collections of over 360,000 and more extensive online resources, the Library offers over 1,000 programs each year for citizens to engage in education, entertainment, important conversations about issues in the community, tutoring, training in workforce skills, and other opportunities for growth.

Portland Public Library is an independent 501(c)(3) non-profit organization, governed by a Board of Trustees. PPL finances all of its collections, programs, and outreach through an Annual Campaign, operational grants, fees, and endowment income. The City of Portland owns the land buildings in which the Library operates its public locations. Municipal support from the City of Portland, Cumberland County, and the Maine State Library is directed solely to the infrastructure needs of these buildings and the salaries and benefits of Library staff.

Due to the on-going pandemic, the Library is offering limited services and hours of operations; Library hours and services will be extended as further public health guidance permits.

This budget reflects the City's contribution to the Library; the FY22 budget increased \$78,557 or 2.0%.

Department Summary

Department: Public Library

Account: 100-48

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	2,804,154	2,804,154	2,910,150	2,910,150	2,910,150	2,910,150
Benefits	537,000	537,000	540,000	540,000	540,000	540,000
Contributions	586,683	586,683	556,244	556,244	556,244	556,244
Total	3,927,837	3,927,837	4,006,394	4,006,394	4,006,394	4,006,394

Pension

The City makes contributions for the future retirement of employees and disability payments.

The City has two separate defined benefit pension plans. Full retirement benefits are available to non-Public Safety employees with 25 years of service at age 60 (or at age 65 after July 1, 2014), and Public Safety employees with 25 years of service. Contributions to the Maine Public Employees Retirement System (MainePERS) are made by both the employee and the City. Generally, participants are vested after five creditable years of service.

Employees also have the choice of an International City Management Association Retirement Corporation (ICMA RC) 401(a) defined contribution plan.

The City gross budgets employee benefits; the pension revenues include reimbursements from other City funds such as the Enterprise Funds, the School Department, and grants based on employee pay allocations.

The FY22 Pension expenditure budget increased \$767,218, or 9.9%. This budget incorporates an upgraded pension plan for the Public Safety group beginning in January 2022; this incentive is one strategy leading the efforts to successfully recruit and retain employees in a competitive labor market felt at the local, state and national levels.

Department Summary

Department: Pension

Account: 100-51

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Benefits	7,764,619	7,745,000	8,048,120	8,531,837	8,531,837	8,531,837
Total	7,764,619	7,745,000	8,048,120	8,531,837	8,531,837	8,531,837
Less Revenues	(1,159,691)	(1,116,868)	(1,041,086)	(1,041,086)	(1,041,086)	(1,041,086)
Net Department Total	6,604,928	6,628,132	7,007,034	7,490,751	7,490,751	7,490,751

Employee Benefits

The Employee Benefits account consists of the following divisions: Health Insurance Program, Workers' Compensation, FICA, Group Life Insurance, and Unemployment. Since all benefit costs for the City are budgeted for in one account, this budget is considered a non-departmental budget. The Department of Human Resources has oversight responsibility.

The FY22 Employee Benefits expenditure budget estimate decreased \$914,623, or 4.1%. This decrease is primarily attributed to the expected expenditure decrease in Health Insurance, 1st year fee reduction for the new health administrator fee, and drop in workers' comp medical costs.

The FY22 department revenue estimate increased \$412,457, or 6.6%, largely due to employee reimbursements for non-covered City paid health insurance premiums.

Department Summary

Department: Employee Benefits

Account: 100-52

		FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown							
Benefits		19,566,577	19,274,674	18,943,580	18,943,580	18,943,580	18,943,580
Administrative Services		682,826	695,903	651,884	568,132	568,132	568,132
Contractual Services		959,900	1,325,250	784,000	784,000	784,000	784,000
Rentals		12,000	0	12,360	12,360	12,360	12,360
Insurance		907,400	1,056,000	906,000	906,000	906,000	906,000
Utilities		1,464	0	1,464	1,464	1,464	1,464
Contributions		126,992	127,000	127,000	127,000	127,000	127,000
Total		22,257,159	22,478,827	21,426,288	21,342,536	21,342,536	21,342,536
Summary by Division							
Health Insurance Program	(52-200)	18,741,418	18,216,059	18,078,388	17,994,636	17,994,636	17,994,636
Workers' Compensation	(52-300)	1,810,292	2,368,250	1,692,000	1,692,000	1,692,000	1,692,000
FICA	(52-400)	1,393,538	1,164,518	1,325,660	1,325,660	1,325,660	1,325,660
Group Life Insurance	(52-500)	211,911	230,000	230,240	230,240	230,240	230,240
Unemployment	(52-600)	100,000	500,000	100,000	100,000	100,000	100,000
Total		22,257,159	22,478,827	21,426,288	21,342,536	21,342,536	21,342,536
Less Revenues		(6,251,267)	(4,939,451)	(6,663,724)	(6,663,724)	(6,663,724)	(6,663,724)
Net Department Total		16,005,892	17,539,376	14,762,564	14,678,812	14,678,812	14,678,812

Health Insurance Program

The Health Insurance Account provides funding for the City's self-insured health plan. The City picks up the full cost of medical individual and family coverage for full-time grandfathered employees. For all remaining full-time employees, the City picks up 85% of employee only costs, 72% of employee and child(ren) costs, 69% of employee and adult costs and 65% of family costs.

During FY17, the City introduced a new voluntary wellness program, aimed at improving health and well-being of employees by achieving healthier living. Participation in the program's five wellness activities provides an incentive at the beginning of each plan year for employees to reduce or eliminate the employee only 15% share of costs.

Claim payments are made by a third-party administrator.

The FY22 Health Insurance expenditure budget is decreasing \$746,782, or 4.0%, largely due to anticipated lower Health Insurance line expenditures as well as a 1st year savings with the City's new 3rd party health insurance administrator. Health Insurance division revenues are estimated to increase \$479,861, or 8.2%, which is primarily due to the increased reimbursement estimate for the employee's share of health premiums.

Division Summary

Department: Employee Benefits **Division:** Health Insurance Program **Account:** 10052200

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Benefits	17,861,128	17,380,156	17,287,680	17,287,680	17,287,680	17,287,680
Administrative Services	866,826	835,903	776,884	693,132	693,132	693,132
Rentals	12,000	0	12,360	12,360	12,360	12,360
Utilities	1,464	0	1,464	1,464	1,464	1,464
Total	18,741,418	18,216,059	18,078,388	17,994,636	17,994,636	17,994,636
Less Revenues	(5,883,684)	(4,655,129)	(6,363,545)	(6,363,545)	(6,363,545)	(6,363,545)
Net Division Total	12,857,734	13,560,930	11,714,843	11,631,091	11,631,091	11,631,091

Workers' Compensation

The City is self-insured under the provisions of the Maine Workers' Compensation Act. Our third-party administrator, Maine Municipal Association, processes all claims and maintains files and provides WC Board filing of notices. Monthly reports are received from MMA outlining payments made for medical, legal, indemnity and other expenditures on open claims. This account includes all the aforementioned payments as well as administration fees charged based on claims activity. When applicable, this account also carries the debt payments on bonds purchased for the settlement of on-going WC claims. The Risk Prevention line, which funds the City's Drug and Alcohol Testing program, is also a function of this budget.

The FY22 Workers' Compensation (WC) expenditures is decreasing \$118,292, or 6.5%, largely due to a decrease in anticipated WC medical expenses, and other WC service fees. Enterprise Fund and School Department reimbursements are also decreasing, by \$60,000 or 26.7%.

Division Summary

Department: Employee Benefits	Division: Workers' Compensation				Account: 10052300	
	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Administrative Services	(184,000)	(140,000)	(125,000)	(125,000)	(125,000)	(125,000)
Contractual Services	959,900	1,325,250	784,000	784,000	784,000	784,000
Insurance	907,400	1,056,000	906,000	906,000	906,000	906,000
Contributions	126,992	127,000	127,000	127,000	127,000	127,000
Total	1,810,292	2,368,250	1,692,000	1,692,000	1,692,000	1,692,000
Less Revenues	(225,000)	(165,000)	(165,000)	(165,000)	(165,000)	(165,000)
Net Division Total	1,585,292	2,203,250	1,527,000	1,527,000	1,527,000	1,527,000

FICA

In 1986, the Internal Revenue Service began requiring employees covered by pension plans other than Social Security to contribute to Medicare. Therefore, employees hired after April 1, 1986, are required to contribute a percentage of their annual wages for Medicare coverage. The City must also make a matching contribution. The current rate is 1.45%.

The FY22 FICA expenditures are estimated to decrease \$67,878, or 4.9%. Revenues are projected to decrease \$8,242, or 6.1%.

Division Summary

Department: Employee Benefits	Division: FICA				Account: 10052400	
	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Benefits	1,393,538	1,164,518	1,325,660	1,325,660	1,325,660	1,325,660
Total	1,393,538	1,164,518	1,325,660	1,325,660	1,325,660	1,325,660
Less Revenues	(135,495)	(112,522)	(127,253)	(127,253)	(127,253)	(127,253)
Net Division Total	1,258,043	1,051,996	1,198,407	1,198,407	1,198,407	1,198,407

Group Life Insurance

The Group Life Insurance account pays the full cost of this insurance for qualified retirees, Police, Fire and EMS. The City's contributions are based on the employee's actual wages. The wages are multiplied by the applicable insurance rate per \$1,000. This program is administered by the Maine Public Employees Retirement System (MainePERS).

All other City employees pay the entire cost of life insurance.

The revenues received are from inter-fund transfers to the Jetport for the cost of the group life insurance contributions paid on the public safety employees assigned to the Air Rescue Station and Jetport Security forces.

Division Summary

Department: Employee Benefits	Division: Group Life Insurance				Account: 10052500	
	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Benefits	211,911	230,000	230,240	230,240	230,240	230,240
Total	211,911	230,000	230,240	230,240	230,240	230,240
Less Revenues	(7,088)	(6,800)	(7,926)	(7,926)	(7,926)	(7,926)
Net Division Total	204,823	223,200	222,314	222,314	222,314	222,314

Unemployment

The Unemployment Insurance Program is mandated by state and federal law. The City is self-insured and reimburses the state for all benefits paid to eligible recipients as determined by the Maine Unemployment Security Commission.

Division Summary

Department: Employee Benefits **Division:** Unemployment **Account:** 10052600

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Benefits	100,000	500,000	100,000	100,000	100,000	100,000
Total	100,000	500,000	100,000	100,000	100,000	100,000

Contingency

The Contingency account provides funds which are set aside as a necessary provision for meeting unforeseen contingencies and emergencies which may arise during the year. Expenditures for contingencies arising in the implementation of the policies and work programs established by the City Council are authorized by the City Manager.

Department Summary

Department:	Contingency					Account:	100-61
	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance	
Classification Breakdown							
Administrative Services	925	925	925	925	925	925	
Contractual Services	249,075	249,075	249,075	249,075	249,075	249,075	
Total	250,000	250,000	250,000	250,000	250,000	250,000	

General Liability Insurance

This account funds the City's self-insurance program, including the defense and/or settlement of claims against the City, and repair of damage to City property. In addition, the City purchases insurance policies to cover property and liability exposures with limits set forth in the Maine Tort Claims Act. Claims are processed in-house in the legal department through Maine Municipal Association's (MMA) property and casualty pool.

Insurance premiums are charged to enterprise funds for buildings and contents, boiler, crime bond, airport and marine coverage. Revenue is also derived through subrogation to third parties for damage to City property.

Department Summary

Department: General Liability Insurance

Account: 100-62

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Administrative Services	5,700	3,000	5,700	5,700	5,700	5,700
Contractual Services	5,000	2,500	5,000	5,000	5,000	5,000
Insurance	782,428	772,760	806,334	806,334	806,334	806,334
Total	793,128	778,260	817,034	817,034	817,034	817,034
Less Revenues	(189,275)	(186,564)	(197,138)	(197,138)	(197,138)	(197,138)
Net Department Total	603,853	591,696	619,896	619,896	619,896	619,896

County Tax

County tax is assessed to each municipality by the county in which it resides. Distribution of the tax burden is made on the basis of the valuation of a municipality as determined by the State Board of Equalization.

Portland's share of Cumberland County tax in FY22 has increased by \$136,150 or 1.9%.

	2020 State Certified Valuation	2020 Tax	2021 State Certified Valuation	2021 Tax	% Tax Change
Baldwin	\$181,600,000	\$121,180	\$194,350,000	\$124,590	2.81%
Bridgeton	1,106,700,000	738,484	1,205,750,000	772,951	4.67%
Brunswick	2,509,500,000	1,674,551	2,595,900,000	1,664,113	-0.62%
Cape Elizabeth	2,275,600,000	1,518,473	2,427,750,000	1,556,320	2.49%
Casco	707,700,000	472,237	757,400,000	485,535	2.82%
Chebeague Island	237,100,000	158,213	253,150,000	162,283	2.57%
Cumberland	1,406,550,000	938,569	1,503,000,000	963,505	2.66%
Falmouth	2,726,900,000	1,819,618	2,887,550,000	1,851,077	1.73%
Freeport	1,863,700,000	1,243,618	2,006,100,000	1,286,019	3.41%
Frye Island	175,100,000	116,842	185,950,000	119,204	2.02%
Gorham	1,992,000,000	1,329,231	2,152,750,000	1,380,030	3.82%
Gray	1,133,450,000	756,334	1,173,400,000	752,213	-0.54%
Harpswell	1,992,700,000	1,329,698	2,101,500,000	1,347,176	1.31%
Harrison	545,700,000	364,137	602,950,000	386,524	6.15%
Long Island	179,800,000	119,978	188,900,000	121,095	0.93%
Naples	850,150,000	567,292	859,900,000	551,243	-2.83%
New Gloucester	588,450,000	392,664	611,050,000	391,716	-0.24%
North Yarmouth	570,400,000	380,619	617,650,000	395,947	4.03%
Portland	10,507,000,000	7,011,159	11,149,300,000	7,147,309	1.94%
Pownal	267,550,000	178,532	284,200,000	182,188	2.05%
Raymond	1,175,550,000	784,426	1,206,850,000	773,657	-1.37%
Scarborough	4,778,350,000	3,188,519	4,807,600,000	3,081,933	-3.34%
Sebago	420,650,000	280,693	463,600,000	297,193	5.88%
South Portland	4,622,350,000	3,084,423	4,866,700,000	3,119,820	1.15%
Standish	1,198,800,000	799,941	1,215,150,000	778,977	-2.62%
Westbrook	2,268,700,000	1,513,868	2,420,050,000	1,551,384	2.48%
Windham	2,272,500,000	1,516,404	2,441,900,000	1,565,391	3.23%
Yarmouth	1,863,100,000	1,243,218	1,958,950,000	1,255,794	1.01%
	\$50,417,650,000	\$33,642,919	\$53,139,300,000	\$34,065,186	1.26%

Department Summary

Department: County Tax

Account: 100-63

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Contributions	7,011,159	7,011,159	7,147,309	7,147,309	7,147,309	7,147,309
Total	7,011,159	7,011,159	7,147,309	7,147,309	7,147,309	7,147,309

Memberships/Other

The Memberships account provides for City membership in various professional and governmental organizations whose purpose is to provide services and information to the City. A significant portion of this budget is comprised of the Metro subsidy.

Membership expenditures increased \$412,328 or 12.2%. This increase is attributed primarily to the addition of the FY22 Housing Trust Fund contribution, as well as an increase in the Metro Assessment.

The FY22 department revenue reflects a Downtown TIF Fund Metro reimbursement and FY22 Metro CARES Act monies.

Department Summary

Department: Memberships/Other

Account: 100-65

		FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown							
Contractual Services		50,000	50,000	50,000	50,000	50,000	50,000
Contributions		3,325,448	3,325,448	3,482,776	3,737,776	3,737,776	3,737,776
Total		3,375,448	3,375,448	3,532,776	3,787,776	3,787,776	3,787,776
Summary by Division							
Transit District	(65-200)	2,877,058	2,877,058	3,020,147	3,020,147	3,020,147	3,020,147
Regional Transportation	(65-300)	78,480	78,480	78,480	78,480	78,480	78,480
Memberships - Miscellaneous	(65-400)	419,910	419,910	434,149	689,149	689,149	689,149
Total		3,375,448	3,375,448	3,532,776	3,787,776	3,787,776	3,787,776
Less Revenues		(654,516)	(262,513)	(640,265)	(640,265)	(640,265)	(640,265)
Net Department Total		2,720,932	3,112,935	2,892,511	3,147,511	3,147,511	3,147,511

Transit District

The Transit District account provides subsidy support to the Greater Portland Transit District (GPTD), better known as Metro.

The Greater Portland Transit District is a shared venture to provide public transportation services to the residents of the municipalities it serves, serving the communities of Brunswick, Falmouth, Freeport, Gorham, Portland, South Portland, Westbrook, and Yarmouth. Metro works with the Portland Area Comprehensive Transportation System (PACTS), the Greater Portland Council of Governments (GPCOG), multiple partner transit agencies, and member communities to implement a coordinated regional transit system.

A Board of Directors manages the transit district. The Board of Directors has responsibility for budgeting and financing. During the course of early 2019, Metro worked with the communities of Brunswick, Freeport and Yarmouth to move the Metro BREEZ project from its pilot phase to permanence. This also entailed bringing these communities onto the Metro Board of Directors as full members who also contribute their fair portion of the agency's fixed and overhead costs. The district's operating and capital expenditures, including debt service, are financed by state and federal grants received directly by the district, fares, and assessments of member communities.

The FY22 City's Metro budget has increased by \$143,089 or 5.0%. The FY22 revenue represents estimated Downtown TIF and the Coronavirus Aid, Relief, and Economic Security (CARES) Act reimbursements.

Division Summary

Department: Memberships/Other	Division: Transit District				Account: 10065200	
	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Contributions	2,877,058	2,877,058	3,020,147	3,020,147	3,020,147	3,020,147
Total	2,877,058	2,877,058	3,020,147	3,020,147	3,020,147	3,020,147
Less Revenues	(654,516)	(262,513)	(640,265)	(640,265)	(640,265)	(640,265)
Net Division Total	2,222,542	2,614,545	2,379,882	2,379,882	2,379,882	2,379,882

Regional Transportation

The Regional Transportation Program (RTP) provides para-transit services to the City on a contractual basis, for individuals unable to use public transportation (METRO), in accordance with the American with Disabilities Act (ADA). RTP services the cities of Portland, South Portland, Falmouth, and Westbrook, with the cost apportioned based on ridership.

Division Summary

Department: Memberships/Other **Division:** Regional Transportation **Account:** 10065300

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Contributions	78,480	78,480	78,480	78,480	78,480	78,480
Total	78,480	78,480	78,480	78,480	78,480	78,480

Memberships - Miscellaneous

The Memberships Miscellaneous division provides for City membership in various professional and governmental organizations whose purpose is to provide services and information to the City. This year's budget includes funding for the Housing Trust Fund, Greater Portland Council of Governments, Community Television Network, the Maine Municipal Association, the Board of Harbor Commissioners, the HOME Team, and Community Counseling for TIP Program.

The division's expenditures have increased \$269,239, or 64.1%, attributed in large part to the FY22 addition of the Housing Trust Fund contribution.

Division Summary

Department: Memberships/Other **Division:** Memberships - Miscellaneous **Account:** 10065400

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Contractual Services	50,000	50,000	50,000	50,000	50,000	50,000
Contributions	369,910	369,910	384,149	639,149	639,149	639,149
Total	419,910	419,910	434,149	689,149	689,149	689,149

Wage Adjustment

The Wage Adjustment account provides a wage reserve, which may result from scheduled union contract negotiations or other personnel compensation agreements. This account may also be used for anticipated wage savings not reflected in the department budgets.

Department Summary

Department: Wage Adjustment

Account: 100-67

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	0	0	637,738	637,738	637,738	637,738
Total	0	0	637,738	637,738	637,738	637,738

Key Revenues and Expenses

Revenues

FISH PIER

The Fish Pier Authority is a segregated budget that maintains the Portland Fish Pier and keeps its own fund balance. Administered by the Fish Pier Authority board, this fund receives revenues from leases and parking on the pier. Revenue generated by fish pier operations is required to be used to support the pier maintenance and capital improvements, as well as supporting the Portland Fish Exchange auction.

SEWER FUND

100% of the revenues generated by the Sewer Fund are from sewer user fees. The Portland Water District bills the City's residents and businesses for water and sewer. The sewer portion is based upon water volume.

On July 1, 2021, the FY22 sewer user fee increases to \$11.80 per hundred cubic feet (hcf). This is an increase of \$0.65 over the FY21 rate of \$11.15 per hcf, an increase of 5.8%.

In FY22, approximately 79.8% of the Sewer Fund budget is allocated for debt service and assessment fees to the Water District.

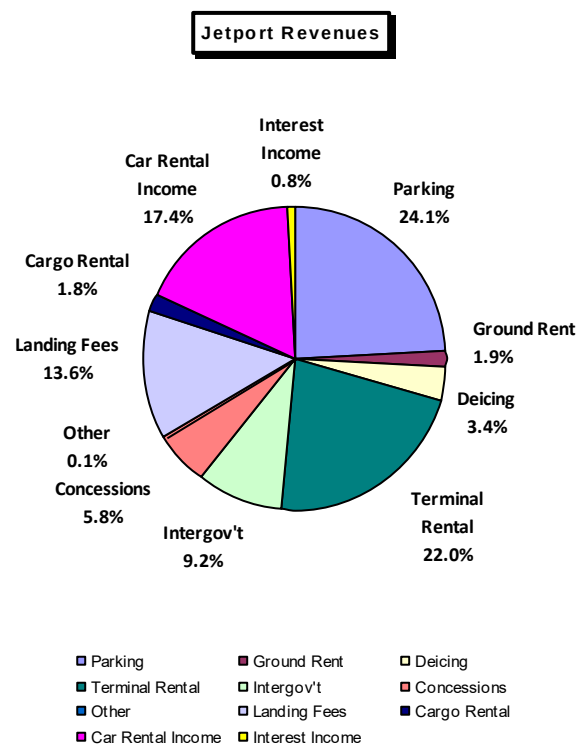
STORMWATER FUND

The Stormwater program / rate began mid-year FY16 on January 1, 2016; Stormwater related services separated from the Sewer Fund as part of an effort to achieve greater fairness in paying stormwater costs among its' users, allowing more equitable distribution of user costs which are based on impervious area.

The FY22 stormwater service charge increases to \$7.00/month per 1,200 square feet of impervious surface as of July, 1, 2021, an increase of \$0.25 or 3.7%. The City maintains the Stormwater billing system.

The collected funds from the sewer user fees and stormwater service charges are used to maintain and improve the City's infrastructure, and to fund projects related to the Department of Environmental Protection's ("DEP") mandated Combined Sewer Overflow ("CSO") requirements. The capital cost estimate of these projects totals several hundred million over an approximate 20-year time period.

JETPORT



Note: Due to rounding, totals may not equal 100%

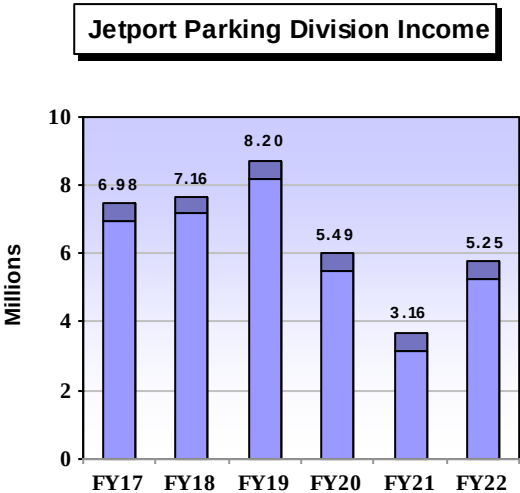
The Jetport is ranked by the Federal Aviation Administration as the 101st largest airport in the United States based on enplanements as of calendar year 2020. The Jetport served 792,571 passengers in calendar year 2020, the year that the coronavirus pandemic began and which reduced the use of air travel worldwide. Despite these reductions, the Jetport has seen a strong recovery; in the final month of FY21, June of 2021, the Jetport passenger volumes marked the third busiest June in the Jetport's history due to a surge in leisure travel resulting from pent up demand

combined with direct service from several new destinations.

The Jetport is served by four major airlines operating year-round: American Airlines, Delta Airlines, Southwest Airlines, and United Airlines, along with their regional partners. Additional seasonal service is provided by Elite Airways, Frontier, JetBlue and Sun Country.

Airlines pay terminal rental and landing fees based on Jetport cost center expenses. Airline revenues account for approximately 34% of the Jetport’s total FY22 revenue estimate, with parking, rental cars, concessions, ground rent, and miscellaneous revenue providing the other 66%.

Rental cars are provided on-site by Alamo, Avis, Budget, Dollar, Enterprise, Hertz, and National. Each agency pays a fee for parking ready spaces, counter space, and commission on gross sales to the Jetport. In FY22, car rental agency income is expected to draw 26% of the non-airline revenue. Parking, representing 36% of non-airline revenue, is contracted out to a private management company, which remits the net revenues generated by the parking operations on a monthly basis. Although lower air travel is anticipated to continue compared to the pre-pandemic levels, there are signs of recovery as noted in the increased budget estimates in regards to parking income, airline revenues and car rental revenue.



Note: FY21 and FY22 are estimated amounts

The Airfield Deicing Facility is a net zero cost operation, with all costs initially paid by the Jetport and then reimbursed by airlines for services rendered.

All revenues generated by the Jetport are dedicated, meaning that any excess of revenue after expenses have been paid at year-end must remain in the Jetport fund to be used for future expansion or major capital improvement needs.

Expenditures

Enterprise Fund accounting is used to account for operations that are financed and operated in a manner similar to private business enterprises. The intent of the governing body is that the costs of providing goods and services to the public be financed primarily through user charges. There are four enterprise funds administered by three departments of the City. A brief description of each of these operations follows.

FISH PIER

The Fish Pier Authority is a segregated budget that maintains the Portland Fish Pier and keeps its own fund balance. The Fish Pier falls under the direction of the Public Buildings and Waterfront department. The Pier was deeded to the City in 1984 by the State to use in support of commercial fishing activities.

SEWER FUND

The principal function of the Sewer Fund is to account for the sewer services to the City residents and business establishments. The City is also served by the Portland Water District (PWD), a wholly separate quasi-municipal entity, whose operations are not part of the City for treatment of its wastewater. The City owns and maintains the infrastructure sewer lines and is responsible for the cost of their maintenance, improvements and expansion. The PWD owns and operates a treatment plant for sewage delivered to the plant by the City, for which the City pays a monthly fee. The City is responsible for the entire debt service required to finance the PWD's treatment plant in Portland.

STORMWATER FUND

The principal function of the Stormwater fund is to account for operating, maintaining, and meeting the capital costs requirements of the City of Portland stormwater and combined sewer infrastructure systems. The City of Portland maintains 129 miles of stormwater infrastructure, 141 miles of combined sewer systems, 96 miles of sanitary sewer, 9 sewer-pumping stations, and approximately 15,000 other structures that help to move and treat stormwater.

The city is also responsible for the capital costs necessary to maintain the system and the development and redevelopment of properties within the city and for meeting State and Federal mandates regarding the quality of streams and tidal waters within its jurisdiction.

JETPORT

The Jetport Fund is responsible for the operation and maintenance of the Portland International Jetport. The Jetport serves as a vital transportation link to the City of Portland and the entire southern region of Maine.

The Jetport's major expenses include the terminal building, operation of the Jetport Parking division, and maintenance of the Airfield runways, taxiways and aprons. Other central expenses include security, administrative, and marketing costs.

City of Portland, Maine
Comparative Statement of Revenues
For Enterprise Funds

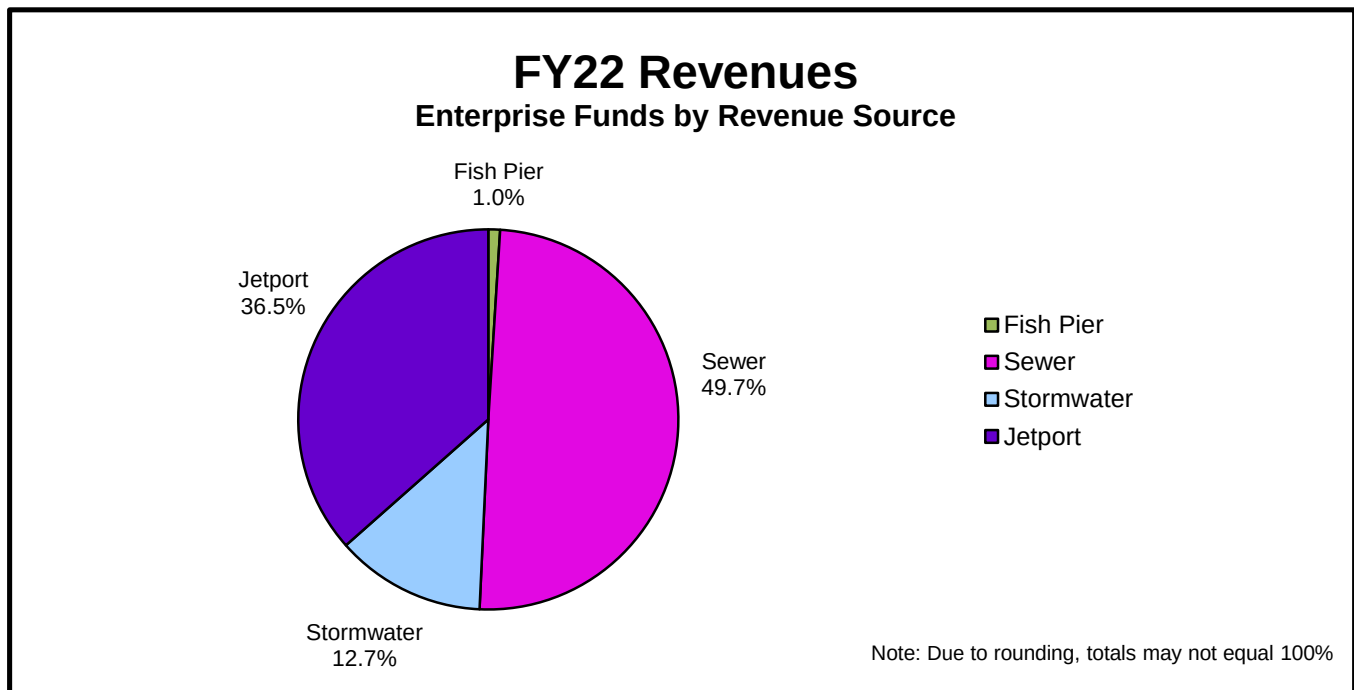
Object	Account Title	Actual Revenues FY20	Estimated Revenues FY21	Projected Revenues FY21	Estimated Revenues FY22
Fish Pier Authority Fund:					
341-000	Misc. Charges for Services	10,729	16,820	10,604	14,395
341-550	Berthing Income	31,357	29,376	29,376	29,376
361-000	Interest Income	28,730	-	4,050	-
363-150	Parking Income	375,370	348,856	286,810	336,670
363-250	Ground Rent	181,553	186,252	175,400	199,833
394-000	Fund Balance Appropriation	-	(158,088)	(114,616)	(158,633)
Total Fish Pier Authority Fund:		\$627,739	\$423,216	\$391,624	\$421,641
Sewer Utility Fund:					
321-040	Sewer Connects	4,850	13,000	4,500	9,500
327-000	Misc. Licenses & Permits	-	4,950	150	3,100
341-000	Misc. Charges for Services	15,380	15,000	5,500	15,000
341-700	Lien & Foreclosure Cost	8,915	12,930	11,594	11,594
344-100	Residential Sewer User Fees	14,690,066	14,437,405	16,361,016	17,601,848
344-200	Commercial Sewer User Fees	8,253,533	8,873,613	7,704,953	8,347,733
344-300	Industrial Sewer User Fees	1,421,985	1,474,341	1,343,417	1,417,929
344-400	Governmental Sewer User Fees	751,685	842,473	681,505	737,736
344-500	Commercial Surcharge User Fees	150,176	162,600	138,800	138,800
344-600	Industrial Surcharge User Fees	182,822	210,500	159,400	159,400
361-000	Interest Income	209,492	225,000	60,000	60,000
361-300	Interest / Penalty Delinquencies	6,468	10,000	9,350	9,350
394-000	Fund Balance Appropriation	-	(6,323)	(660,106)	(516,090)
395-000	Enterprise Fund Charges	247,667	301,097	301,097	318,386
398-000	Misc. Reimbursements	21,719	36,432	20,000	27,324
398-010	Fringe Benefits	90,671	95,900	95,900	99,751
Total Sewer Utility Fund:		\$26,055,427	\$26,708,918	\$26,237,076	\$28,441,361
Stormwater Fund:					
341-000	Misc. Charges for Services	20	-	-	-
344-650	Stormwater User Fees	6,280,014	6,651,893	7,353,790	7,375,620
361-000	Interest Income	149,993	100,000	35,000	35,000
394-000	Fund Balance Appropriation	-	(3,788,556)	(4,521,225)	(4,169,110)
398-000	Misc. Reimbursements	4,152	9,535	-	7,151
Total Stormwater Fund:		\$6,434,178	\$2,972,872	\$2,867,565	\$3,248,661
Jetport Fund:					
331-200	Federal Pass Thru Grants	110,344	116,660	99,845	116,660
331-202	Federal CARES Reimbursements	1,980,069	-	8,400,000	1,834,393
341-000	Misc. Charges for Services	675,304	772,000	650,474	753,250
361-000	Interest Income	432,260	161,600	49,464	161,600

City of Portland, Maine
Comparative Statement of Revenues
For Enterprise Funds

Object	Account Title	Actual Revenues FY20	Estimated Revenues FY21	Projected Revenues FY21	Estimated Revenues FY22
Jetport Fund <i>Continued</i>					
363-150	Parking Income	5,355,687	4,492,769	3,035,234	5,126,109
363-200	Concessions	1,374,506	951,895	585,224	1,223,100
363-250	Ground Rent	460,658	405,700	395,399	405,700
363-300	Landing Fees	2,631,405	1,624,488	1,341,767	2,898,437
363-350	Terminal Rental	5,299,389	4,677,460	4,126,246	4,677,775
363-400	Commissions - Car Rentals	4,546,894	2,494,411	2,760,772	3,533,257
363-450	Car-Service Facility	33,799	33,921	33,921	33,921
363-470	Car Rental - Terminal Use	139,159	123,238	123,238	123,238
363-480	Cargo Revenue	336,730	312,766	321,467	376,743
394-000	Fund Balance Appropriation	-	7,907,846	127,042	2,683,571
398-000	Misc. Reimbursements	26,381	-	-	-
Total Jetport Fund:		\$23,402,586	\$24,074,754	\$22,050,093	\$23,947,754
TOTAL ENTERPRISE FUND REVENUES:		\$56,519,931	\$54,179,760	\$51,546,358	\$56,059,417

*** Notes:**

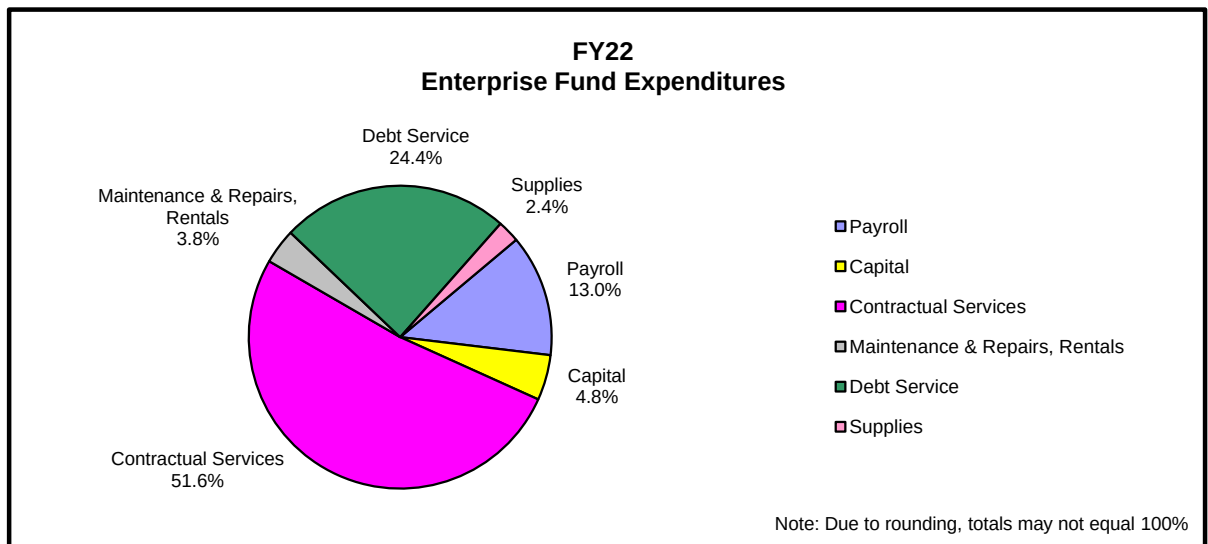
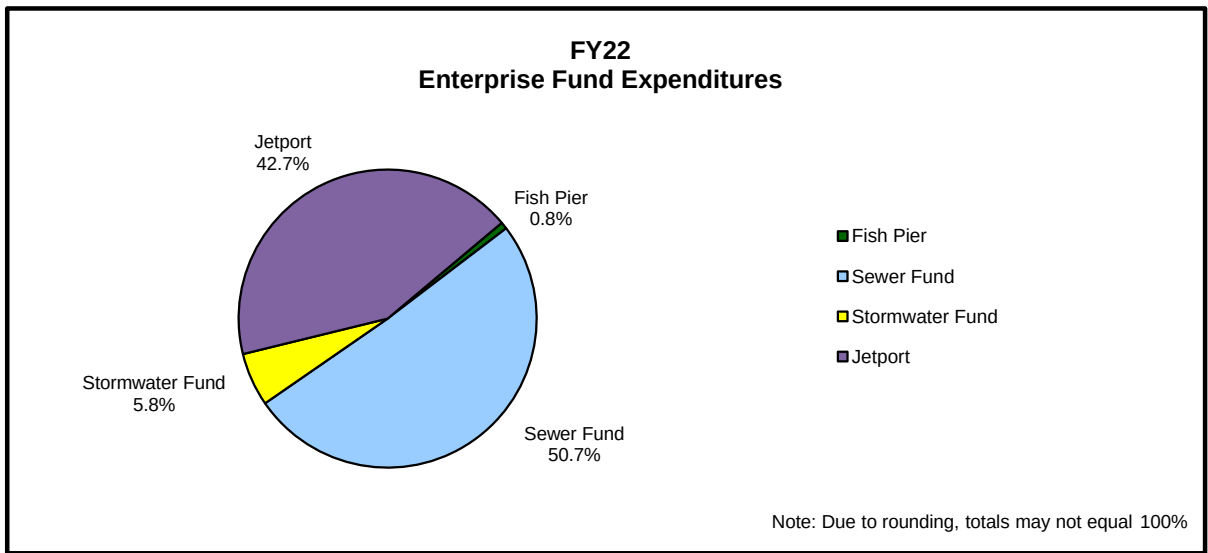
¹ Covid-19 Pandemic began mid-March 2020 (FY20): Significant Revenue Budget Impacts Include Jetport Operations



**CITY OF PORTLAND, MAINE
FY22 Annual Budget**

Departmental Budget Summary By Expenditure Category

Account Number	Account Title	Payroll	Contractual Services	Maint. / Repairs & Rentals	Supplies	Capital	Debt Service	Total
530	Fish Pier	70,646	100,883	225,000	13,500	-	11,612	421,641
570	Sewer Fund	2,455,398	16,724,958	382,355	258,533	-	8,620,117	28,441,361
571	Stormwater Fund	1,090,090	945,544	132,618	145,300	-	935,109	3,248,661
583	Jetport	3,681,688	11,160,486	1,365,548	905,087	2,712,550	4,122,395	23,947,754
Total Enterprise Funds:		\$7,297,822	\$28,931,871	\$2,105,521	\$1,322,420	\$2,712,550	\$13,689,233	\$56,059,417



Fish Pier Authority

The Fish Pier Authority, a quasi-municipal corporation, was created in 1989 to operate the eighteen-acre site. The pier is home to the City owned Portland Fish Exchange, the first public auction site for fresh seafood in the nation.

The bylaws of the Fish Pier Authority require that all revenue generated from the Fish Pier operations must stay with the Authority.

As an Enterprise Fund, expenditures and revenues net to zero.

The FY22 expenditure budget has decreased slightly, by \$1,575, or 0.4%. Excluding projected surplus (revenues over expenditures), the FY22 Fish Pier revenue estimate is anticipated to decrease \$1,030, or 0.2%. The Fish Pier revenue is largely comprised of parking income, along with ground rent income.

Department Summary

Department: Public Buildings & Waterfront

Account: 530-35

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	74,647	49,000	28,000	70,646	70,646	70,646
Benefits	11,805	11,805	0	13,446	13,446	13,446
Administrative Services	14,594	14,594	14,594	11,468	11,468	11,468
Contractual Services	42,476	39,476	46,600	46,600	46,600	46,600
Maintenance and Repair	225,000	225,000	225,000	225,000	225,000	225,000
Insurance	14,195	11,250	14,369	14,369	14,369	14,369
Supplies	13,500	13,500	13,500	13,500	13,500	13,500
Utilities	15,000	15,000	15,000	15,000	15,000	15,000
Debt Service	11,999	11,999	11,612	11,612	11,612	11,612
Total	423,216	391,624	368,675	421,641	421,641	421,641
Less Revenues	(423,216)	(391,624)	(368,675)	(421,641)	(421,641)	(421,641)
Net Department Total	0	0	0	0	0	0

Sewer Fund

The principal function of the Sewer Fund Enterprise is to account for the sewer services provided to City residents and business establishments. The Portland Water District, not a city department, owns and operates the wastewater treatment plant for which the Sewer Fund pays a monthly fee. The City owns and maintains the infrastructure sewer lines and is responsible for the costs of maintenance, improvements, and expansion.

All users of the system pay monthly, quarterly or annual fees, based upon water volume, to support the expenses of the fund.

As an Enterprise Fund, expenditures and revenues net to zero. Revenues in excess of expenditures are recorded in the fund balance line.

The FY22 Sewer Fund budgeted expenditures increased \$1,732,443 or 6.5%. This increase is largely attributed to Debt Service, the Portland Water District Assessment, the FY22 salary restoration after the FY21 pandemic budget reductions, and sewer flow monitoring funding.

The FY22 Sewer Fund revenue estimate, excluding projected surplus, is anticipated to increase \$2,242,210 or 8.4%; this increase incorporates both the FY21 and FY22 user fee increases. The City continues to fund projects related to the Department of Environmental Protection (DEP) and the Environmental Protection Agency (EPA) mandated Combined Sewer Overflow (CSO) requirements. The City is progressing on the Tier III approved projects including the Back Cove South and West storage conduit projects.

Department Summary

Department: Sewer Finance / Public Works

Account: 570

		FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown							
Payroll		2,326,110	2,097,634	2,446,019	2,455,398	2,455,398	2,455,398
Benefits		1,034,894	926,627	1,037,354	1,037,354	1,037,354	1,037,354
Administrative Services		13,766,194	13,269,030	14,530,400	14,448,206	14,448,206	14,448,206
Contractual Services		912,045	1,108,450	1,461,948	1,121,948	1,121,948	1,121,948
Maintenance and Repair		278,460	363,446	283,990	283,990	283,990	283,990
Rentals		98,154	100,104	98,365	98,365	98,365	98,365
Insurance		790	20,783	24,540	24,540	24,540	24,540
Supplies		256,860	248,692	263,533	258,533	258,533	258,533
Utilities		92,910	104,065	92,910	92,910	92,910	92,910
Capital Outlay		64,255	120,000	30,000	0	0	0
Debt Service		7,878,246	7,878,246	8,580,617	8,620,117	8,620,117	8,620,117
Total		26,708,918	26,237,077	28,849,676	28,441,361	28,441,361	28,441,361
Summary by Division							
Sewer Finance	(15-300)	104,356	8,450	98,104	98,104	98,104	98,104
Sewer Public Works Administration	(31-100)	741,301	707,547	752,715	747,715	747,715	747,715
Sewer Districting	(31-202)	2,555,803	2,839,543	3,096,260	2,725,639	2,725,639	2,725,639
Sewer Communications	(31-204)	65,378	62,197	64,034	64,034	64,034	64,034
Sewer Engineering	(31-303)	512,695	496,619	625,541	620,541	620,541	620,541
Sewer Debt Service	(31-600)	8,029,746	8,029,746	8,765,595	8,805,095	8,805,095	8,805,095
Sewer Fringe Benefits	(31-700)	1,522,494	1,436,179	1,568,002	1,500,808	1,500,808	1,500,808
Sewer PWD Assessment	(31-800)	13,177,145	12,656,796	13,879,425	13,879,425	13,879,425	13,879,425
Total		26,708,918	26,237,077	28,849,676	28,441,361	28,441,361	28,441,361
Less Revenues		(26,708,918)	(26,237,077)	(28,849,676)	(28,441,361)	(28,441,361)	(28,441,361)
Net Department Total		0	0	0	0	0	0

Sewer Finance

This division's services are provided by the City's Finance Department. Finance provides billing and collection services, as well as lien processing for delinquent accounts. The Finance Department also maintains the financial records for the Sewer Fund and the computer network system.

The FY22 Sewer Finance division's decrease of \$6,252, or 6.0%, is related to the anticipated reduction in lien processing expenditures.

Division Summary

Department: Finance **Division:** Sewer Finance **Account:** 57015300

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	81,246	0	82,089	82,089	82,089	82,089
Administrative Services	5,135	2,100	3,765	3,765	3,765	3,765
Contractual Services	15,125	4,500	9,400	9,400	9,400	9,400
Supplies	2,850	1,850	2,850	2,850	2,850	2,850
Total	104,356	8,450	98,104	98,104	98,104	98,104

Sewer Public Works Administration

This Sewer Administration division accounts for the associated costs incurred by the Department of Public Works administrative staff for sewer related activities.

The FY22 Administration expenditures increased \$6,414, or 0.9%. This minor increase is due to the addition of ITpipes mobile web implementation, Blue Portland web hosting fees, and pipeline assessment NASSCO training.

Division Summary

Department: Public Works **Division:** Sewer Public Works Administration **Account:** 57031100

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	606,495	576,000	604,309	604,309	604,309	604,309
Benefits	3,192	2,700	3,192	3,192	3,192	3,192
Administrative Services	19,570	17,950	28,921	23,921	23,921	23,921
Contractual Services	26,720	24,700	19,220	19,220	19,220	19,220
Maintenance and Repairs	57,897	57,150	66,096	66,096	66,096	66,096
Rentals	19,677	19,677	19,677	19,677	19,677	19,677
Supplies	7,750	9,370	11,300	11,300	11,300	11,300
Total	741,301	707,547	752,715	747,715	747,715	747,715

Sewer Districting

Sewer Districting is responsible for the maintenance and repair of the City's sanitary sewer and stormwater systems including pump station operations and maintenance, catch basin cleaning, right of way inspections and maintenance, and sewer inspections and investigations.

FY22 program expenditures have increased \$169,836, or 6.6%. This increase includes monies to restore FY21 wages due to the pandemic budget reductions and an increase in permanent pavement restoration fees.

Division Summary

Department: Public Works

Division: Sewer Districting

Account: 57031202

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	1,212,558	1,109,655	1,321,129	1,330,508	1,330,508	1,330,508
Benefits	25,407	24,000	27,847	27,847	27,847	27,847
Administrative Services	37,250	66,750	83,095	78,095	78,095	78,095
Contractual Services	591,552	802,300	1,001,200	661,200	661,200	661,200
Maintenance and Repairs	216,834	304,500	216,834	216,834	216,834	216,834
Rentals	77,160	79,160	77,372	77,372	77,372	77,372
Supplies	237,877	229,113	245,873	240,873	240,873	240,873
Utilities	92,910	104,065	92,910	92,910	92,910	92,910
Capital Outlay	64,255	120,000	30,000	0	0	0
Total	2,555,803	2,839,543	3,096,260	2,725,639	2,725,639	2,725,639

Sewer Communications

Public Works Sewer Communications accounts for the costs incurred for sewer related functions; these services include service requests, street flooding and Dig Safe requests.

The Sewer Communications expenditures are budgeted at one third of the General Fund Communication program costs. The expenditures for this program have decreased \$1,344 or 2.1%.

Division Summary

Department: Public Works **Division:** Sewer Communications **Account:** 57031204

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	58,519	57,345	59,845	59,845	59,845	59,845
Benefits	375	375	375	375	375	375
Contractual Services	1,900	1,900	1,900	1,900	1,900	1,900
Maintenance and Repairs	2,834	801	165	165	165	165
Rentals	567	567	566	566	566	566
Supplies	1,183	1,209	1,183	1,183	1,183	1,183
Total	65,378	62,197	64,034	64,034	64,034	64,034

Sewer Engineering

The environmental engineering component of the Engineering division concentrates on sewer and storm water systems and compliance programs. Services include sanitary sewer and storm water system construction and rehabilitation, separation of sewage and storm water systems, investigation of drainage complaints and system failures, various environmental permitting, and enforcement of City ordinances and technical standards for sewage, stormwater and industrial waste discharge. This group is also responsible for the implementation of the Combined Sewer Overflow (CSO) abatement program and the industrial pretreatment program, both federally mandated by the Clean Water Act.

The FY22 divisional budget reflects an increase of \$107,846, or 21.0%, and is largely attributed to the additional funding for sewer flow monitoring. This additional budget funding is related to the phase 1 of I/I rehabilitation which recommends and requires flow monitoring to assess flow reduction.

Division Summary

Department: Public Works **Division:** Sewer Engineering **Account:** 57031303

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	367,292	354,634	356,909	356,909	356,909	356,909
Benefits	2,600	2,540	2,600	2,600	2,600	2,600
Administrative Services	8,710	7,050	16,810	11,810	11,810	11,810
Contractual Services	125,248	123,550	245,250	245,250	245,250	245,250
Maintenance and Repairs	895	995	895	895	895	895
Rentals	750	700	750	750	750	750
Supplies	7,200	7,150	2,327	2,327	2,327	2,327
Total	512,695	496,619	625,541	620,541	620,541	620,541

Sewer Debt Service

The Sewer Debt Service account provides for the sewer fund's portion of the principal and interest on the City's outstanding general obligation bonds.

The FY22 Sewer Fund Debt Service expenditures have increased \$775,349 or 9.7%.

Division Summary

Department: Public Works

Division: Sewer Debt Service

Account: 57031600

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Contractual Services	151,500	151,500	184,978	184,978	184,978	184,978
Debt Service	7,878,246	7,878,246	8,580,617	8,620,117	8,620,117	8,620,117
Total	8,029,746	8,029,746	8,765,595	8,805,095	8,805,095	8,805,095

Sewer Fringe Benefits

The Fringe Benefits account provides for the sewer fund's portion of the employees' fringe benefit costs as well as its share of the administrative services provided by the City's General Fund staff departments.

The FY22 Sewer Fringe Benefits expenditures are projected to decreased \$21,686 or 1.4%.

Division Summary

Department: Public Works **Division:** Sewer Fringe Benefits **Account:** 57031700

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	0	0	21,738	21,738	21,738	21,738
Benefits	1,003,320	897,012	1,003,340	1,003,340	1,003,340	1,003,340
Administrative Services	518,384	518,384	518,384	451,190	451,190	451,190
Insurance	790	20,783	24,540	24,540	24,540	24,540
Total	1,522,494	1,436,179	1,568,002	1,500,808	1,500,808	1,500,808

Sewer PWD Assessment

This account provides for the Portland Water District's (PWD) monthly assessment to the City for the filtration plant operations.

The FY22 PWD Assessment's increase is projected at \$702,280 or 5.3%.

Division Summary

Department: Public Works

Division: Sewer PWD Assessment

Account: 57031800

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Administrative Services	13,177,145	12,656,796	13,879,425	13,879,425	13,879,425	13,879,425
Total	13,177,145	12,656,796	13,879,425	13,879,425	13,879,425	13,879,425

Stormwater Fund

The Stormwater Fund supports the expenditures needed to operate and maintain this critical infrastructure system, preventing pollutants from entering valued waterways as mandated by the federal Clean Water Act (CWA). The stormwater fee, implemented in January of 2016 and separating from the Sewer Fund, was designed to disperse the program costs to all City property owners who benefit from the positive impacts of this investment. The stormwater fee is based on the impervious area on a property.

The FY22 budgeted expenditures increased \$275,789, or 9.3%, and is largely attributed to the projected increase in the debt service costs. Other FY22 budget changes include the reinstatement of one full-time Stormwater Coordinator position and an increase in project survey funding for drainage repairs, both reduced in FY21 as part of the pandemic budget reductions.

The FY22 Stormwater Fund revenue estimate, excluding projected surplus, is anticipated to increase \$656,343 or 9.7%; this increase incorporates both the FY21 and FY22 Stormwater user fee increases. The City continues to fund projects related to the Department of Environmental Protection (DEP) and the Environmental Protection Agency (EPA) mandated Combined Sewer Overflow (CSO) requirements.

Department Summary

Department: Stormwater Finance / Public Works

Account: 571

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	1,007,615	958,690	1,085,400	1,090,090	1,090,090	1,090,090
Benefits	335,296	260,587	293,629	293,629	293,629	293,629
Administrative Services	153,915	139,472	150,180	134,915	134,915	134,915
Contractual Services	484,440	532,400	525,000	515,000	515,000	515,000
Maintenance and Repair	61,500	61,500	87,001	87,001	87,001	87,001
Rentals	50,617	45,617	50,617	45,617	45,617	45,617
Insurance	2,000	2,000	2,000	2,000	2,000	2,000
Supplies	130,340	120,150	145,300	145,300	145,300	145,300
Debt Service	747,149	747,149	895,609	935,109	935,109	935,109
Total	2,972,872	2,867,565	3,234,736	3,248,661	3,248,661	3,248,661
Summary by Division						
Stormwater Finance Administration (15-100)	266,228	214,730	253,389	253,389	253,389	253,389
Stormwater Management (31-500)	1,548,607	1,568,257	1,698,401	1,685,091	1,685,091	1,685,091
Stormwater Debt Service (31-600)	754,949	754,999	914,537	954,037	954,037	954,037
Stormwater Fringe Benefits (31-700)	403,088	329,579	368,409	356,144	356,144	356,144
Total	2,972,872	2,867,565	3,234,736	3,248,661	3,248,661	3,248,661
Less Revenues	(2,972,872)	(2,867,565)	(3,234,736)	(3,248,661)	(3,248,661)	(3,248,661)
Net Department Total	0	0	0	0	0	0

Stormwater Finance Administration

The Stormwater Finance division provides billing, collection and customer service to all property owners in the City of Portland.

The FY22 Stormwater Finance division's expenditures have decreased \$12,839, or 4.8%, primarily due to reductions in the billing and collection processing fees, as well as financial software implementation fees.

Division Summary

Department: Finance **Division:** Stormwater Finance Administration **Account:** 57115100

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	171,005	160,000	173,966	173,966	173,966	173,966
Administrative Services	44,953	31,580	37,453	37,453	37,453	37,453
Contractual Services	45,120	20,500	36,820	36,820	36,820	36,820
Supplies	5,150	2,650	5,150	5,150	5,150	5,150
Total	266,228	214,730	253,389	253,389	253,389	253,389

Stormwater Management

The Stormwater Management division budget represents the costs to operate and maintain this critical infrastructure system, and to meet or exceed the Stormwater Management requirements of the Clean Water Act. The activities supported by this budget include proportional amounts of catch basin cleaning, ditch clearing, drainage system maintenance, materials disposal, fleet maintenance, and minor structural system repairs that are attributed to the stormwater versus the sewer system. This budget also includes the personnel and consulting service costs for "Small Municipal Separate Storm Sewer System" (MS4) compliance program development and administration, as well as the ongoing participation in the regional Interlocal Stormwater Working Group (ISWG) and anticipated payments towards the Long Creek Watershed Management Plan.

The Sweeping division removes materials such as litter, winter sand, leaves, debris and small particles from City streets. The Sweeping division performs street flushing, and clean up after special events (parades, New Year's celebration, etc.); their efforts promote cleanliness and help the City comply with stormwater quality regulations. Most Sweeping personnel work from 11:00 PM to 7:00 AM. The division provides for daytime sweeping in Parkside, in addition to the longstanding daytime operations on Munjoy Hill.

The FY22 expenditures increased by \$136,484, or 8.8%. The FY22 changes include the restoration of a full-time Stormwater Coordinator position and contracted drainage project survey work reduced due to the pandemic FY21 budget cutbacks. This budget also incorporates a portion of the Cityworks annual maintenance fee and other minor staffing changes.

Division Summary

Department: Public Works	Division: Stormwater Management				Account: 57131500	
	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	836,610	798,690	904,446	909,136	909,136	909,136
Benefits	3,060	1,860	3,060	3,060	3,060	3,060
Administrative Services	40,110	39,040	43,875	40,875	40,875	40,875
Contractual Services	431,520	504,050	469,252	459,252	459,252	459,252
Maintenance and Repairs	61,500	61,500	87,001	87,001	87,001	87,001
Rentals	50,617	45,617	50,617	45,617	45,617	45,617
Supplies	125,190	117,500	140,150	140,150	140,150	140,150
Total	1,548,607	1,568,257	1,698,401	1,685,091	1,685,091	1,685,091

Stormwater Debt Service

The Debt Service account provides for the stormwater fund's portion of the principal and interest on the City's outstanding general obligation bonds.

The FY22 Stormwater Debt Service projected increase is \$199,088 or 26.4%.

Division Summary

Department: Public Works

Division: Stormwater Debt Service

Account: 57131600

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Contractual Services	7,800	7,850	18,928	18,928	18,928	18,928
Debt Service	747,149	747,149	895,609	935,109	935,109	935,109
Total	754,949	754,999	914,537	954,037	954,037	954,037

Stormwater Fringe Benefits

The Fringe Benefits account provides for the stormwater fund's portion of the employees' fringe benefit costs as well as its share of the administrative services provided by the City's staff departments.

The FY22 Stormwater Fringe Benefits budgeted expenditures decreased \$46,944 or 11.6%.

Division Summary

Department: Public Works **Division:** Stormwater Fringe Benefits **Account:** 57131700

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	0	0	6,988	6,988	6,988	6,988
Benefits	332,236	258,727	290,569	290,569	290,569	290,569
Administrative Services	68,852	68,852	68,852	56,587	56,587	56,587
Insurance	2,000	2,000	2,000	2,000	2,000	2,000
Total	403,088	329,579	368,409	356,144	356,144	356,144

Jetport Fund

The Portland International Jetport provides commercial air service (over two million passengers a year pre-pandemic), general aviation facilities via two fixed base operators (FBOs) for private aircraft, and an air cargo facility. The Jetport is a dedicated fund which means all revenues generated remain with the airport to fund both normal airport operations as well as capital improvements. No local tax dollars are used to support the Jetport. In order to balance the fund for budgetary purposes, the projected revenue excess over projected expenditures is normally budgeted under Administrative Services as the anticipated surplus; due to the covid air travel restrictions in place since March of 2020, FY21 and FY22 budgeted expenditures have been projected to be in excess of revenues and is displayed under the use of Jetport Fund Balance revenue classification.

The Jetport completed its most recent Airport Master Plan in 2016. The master plan sets the Jetport's priorities in spending for infrastructure improvements, major equipment purchases, and asset management for the short (years 1-6), intermediate (years 7-11), and long term (years 12-20) planning horizons.

The pandemic continues to have an impact on the Jetport as COVID-19 travel restrictions have reduced the use of air travel worldwide. The Jetport's overall FY22 expenditure budget has decreased \$127,000 or 0.5%. Without the use of fund balance, the FY22 projected revenues have increased by \$5,097,275 or 31.5%; the anticipated FY22 Federal CARES reimbursement accounts for roughly 36.0% of this total revenue increase. Airline and Parking revenue are the Jetport's largest revenue streams, followed by car rental commissions.

Department Summary

Department: Jetport

Account: 583-28

		FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown							
Payroll		3,637,790	3,199,071	3,547,299	3,681,688	3,681,688	3,681,688
Benefits		2,416,394	2,134,094	2,404,488	2,404,488	2,404,488	2,404,488
Administrative Services		866,611	706,254	885,656	764,466	764,466	764,466
Contractual Services		4,810,423	4,085,424	4,665,771	4,665,771	4,665,771	4,665,771
Maintenance and Repair		1,285,775	1,259,565	1,334,540	1,334,540	1,334,540	1,334,540
Rentals		19,208	19,776	31,008	31,008	31,008	31,008
Insurance		182,485	165,910	163,706	163,706	163,706	163,706
Supplies		921,528	725,849	905,087	905,087	905,087	905,087
Utilities		1,298,831	1,241,210	1,268,422	1,268,422	1,268,422	1,268,422
Contributions		1,861,955	1,813,539	1,893,633	1,893,633	1,893,633	1,893,633
Capital Outlay		2,649,259	2,574,906	2,712,550	2,712,550	2,712,550	2,712,550
Debt Service		4,124,495	4,124,495	4,122,395	4,122,395	4,122,395	4,122,395
Total		24,074,754	22,050,093	23,934,555	23,947,754	23,947,754	23,947,754
Summary by Division							
Jetport Administration	(28-101)	1,145,365	864,009	1,094,140	1,094,140	1,094,140	1,094,140
Jetport Marketing	(28-102)	411,140	316,591	417,390	417,390	417,390	417,390
Jetport Fringe and Indirect Costs	(28-103)	4,288,163	3,954,345	4,329,518	4,208,328	4,208,328	4,208,328
Jetport Field	(28-200)	4,220,698	3,600,942	4,190,153	4,235,206	4,235,206	4,235,206
Jetport General Aviation	(28-300)	17,168	15,623	17,168	17,168	17,168	17,168
Jetport Operations	(28-400)	2,363,263	2,139,812	2,395,207	2,439,490	2,439,490	2,439,490
Jetport Terminal Division	(28-500)	6,396,682	5,940,222	6,340,058	6,385,111	6,385,111	6,385,111
Jetport Parking Division	(28-600)	4,557,244	4,551,317	4,475,890	4,475,890	4,475,890	4,475,890
Jetport Airfield Deicing Facility	(28-700)	675,031	667,232	675,031	675,031	675,031	675,031
Jetport Surplus	(28-900)	0	0	0	0	0	0
Total		24,074,754	22,050,093	23,934,555	23,947,754	23,947,754	23,947,754
Less Revenues		(24,074,754)	(22,050,093)	(23,934,555)	(23,947,754)	(23,947,754)	(23,947,754)
Net Department Total		0	0	0	0	0	0

Jetport Administration

Jetport Administration is responsible for the day-to-day management of the Jetport and for planning future operations. Administration services include property management, payroll, accounts payable and accounts receivable, budgeting and human resources functions.

The FY22 Administration budget decreased by \$51,225, or 4.5%. FY22 Budget changes include partial funding for the Convention and Visitor's Bureau (CVB) informational transportation desk due to the pandemic travel restrictions and an administrative replacement vehicle.

Division Summary

Department: Jetport **Division:** Jetport Administration **Account:** 58328101

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	798,880	721,183	806,082	806,082	806,082	806,082
Benefits	3,688	3,119	3,016	3,016	3,016	3,016
Administrative Services	90,378	22,628	86,823	86,823	86,823	86,823
Contractual Services	162,450	87,262	96,450	96,450	96,450	96,450
Maintenance and Repairs	8,646	7,421	8,646	8,646	8,646	8,646
Rentals	4,200	3,323	6,000	6,000	6,000	6,000
Supplies	61,463	12,586	31,463	31,463	31,463	31,463
Utilities	15,660	6,487	15,660	15,660	15,660	15,660
Capital Outlay	0	0	40,000	40,000	40,000	40,000
Total	1,145,365	864,009	1,094,140	1,094,140	1,094,140	1,094,140

Jetport Marketing

Jetport Marketing, a program under the Jetport Administration Division, coordinates marketing, advertising, promotional and public relation services for the Jetport.

The FY22 budget expenditures increased by \$6,250 or 1.5%.

Division Summary

Department: Jetport

Division: Jetport Marketing

Account: 58328102

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	6,750	0	0	0	0	0
Administrative Services	119,890	83,648	138,390	138,390	138,390	138,390
Contractual Services	277,000	232,760	267,000	267,000	267,000	267,000
Supplies	7,500	183	12,000	12,000	12,000	12,000
Total	411,140	316,591	417,390	417,390	417,390	417,390

Jetport Fringe and Indirect Costs

The Jetport's Fringe and Indirect Costs, a program under the Jetport Administration Division, reimburses the City's General Fund for expenses incurred for their services including employee benefits, general liability insurance, the Fire Department's Air Rescue Station and Medcu services, and chargebacks for City-provided departmental services including Executive, Finance, Legal, Human Resources and Information Technology. This budget also incorporates the Jetport wage adjustment account.

For FY22 budgeted expenditures decreased by \$79,835, or 1.9%, and is largely attributed to the reduction in the indirect cost chargebacks.

Division Summary

Department: Jetport **Division:** Jetport Fringe and Indirect Costs **Account:** 58328103

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	0	0	53,182	53,182	53,182	53,182
Benefits	2,347,918	2,096,205	2,336,684	2,336,684	2,336,684	2,336,684
Administrative Services	570,411	552,452	570,411	449,221	449,221	449,221
Insurance	182,485	165,910	163,706	163,706	163,706	163,706
Contributions	1,187,349	1,139,778	1,205,535	1,205,535	1,205,535	1,205,535
Total	4,288,163	3,954,345	4,329,518	4,208,328	4,208,328	4,208,328

Jetport Field

The Jetport Field Division maintains the runways, taxiways and all other surfaces inside the security fence at the airport, keeping them safe for arriving and departing aircraft. Division responsibilities include mowing, snow removal and fleet maintenance.

The FY22 expenditures have increased by \$14,509, or 0.3%. The FY22 budget incorporates position reclasses, an increase in airfield paint supplies, new capital improvement projects, and other fundamental operating expenditure items.

Division Summary

Department: Jetport **Division:** Jetport Field **Account:** 58328200

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	1,019,284	873,929	989,669	1,034,722	1,034,722	1,034,722
Benefits	41,748	18,640	41,748	41,748	41,748	41,748
Administrative Services	10,115	15,999	24,215	24,215	24,215	24,215
Contractual Services	957,678	845,421	977,236	977,236	977,236	977,236
Maintenance and Repairs	544,647	480,299	544,647	544,647	544,647	544,647
Rentals	7,008	5,130	17,008	17,008	17,008	17,008
Supplies	635,541	547,219	665,350	665,350	665,350	665,350
Utilities	132,677	129,430	149,730	149,730	149,730	149,730
Capital Outlay	872,000	684,875	780,550	780,550	780,550	780,550
Total	4,220,698	3,600,942	4,190,153	4,235,206	4,235,206	4,235,206

Jetport General Aviation

The Jetport General Aviation Division (GA) includes the maintenance of the Jetport field area designed for use by private pilots, including the pavement and surrounding fencing. The General Aviation division collects landing fees from the aircraft that use the GA area, similar to the fees charged to the commercial airlines.

The FY22 General Aviation expenditures remain flat, and the landing fee revenues are projected to increase \$11,070, or 5.2%.

Division Summary

Department: Jetport	Division: Jetport General Aviation				Account: 58328300	
	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	500	0	500	500	500	500
Contractual Services	15,168	15,623	15,168	15,168	15,168	15,168
Maintenance and Repairs	1,500	0	1,500	1,500	1,500	1,500
Total	17,168	15,623	17,168	17,168	17,168	17,168
Less Revenues	(212,680)	0	(223,750)	(223,750)	(223,750)	(223,750)
Net Division Total	(195,512)	15,623	(206,582)	(206,582)	(206,582)	(206,582)

Jetport Operations

The Jetport Operations Division performs all administrative and operational activities related to security and operations at the Jetport. These activities include observing all federally mandated TSA security and FAA operations regulations. The division oversees the maintenance of all security related equipment including cameras and monitors, computer equipment, and security doors and gates. The division is also responsible for processing employee background checks and issuing employee ID badges. The Operations Center provides communications, technical, and operations support to all areas of the airport, as well as monitoring flight information and providing a point of contact for the public, the airlines, and the airport businesses on property. The costs of the police officers that serve at the Jetport are also paid from this division.

The FY22 Operations division's expenditure budget has increased by \$76,226, or 3.2%. This budget incorporates four staffing reclasses and an increase in capital outlay. Miscellaneous revenue is anticipated to decrease \$18,750 or 50.0%.

Division Summary

Department: Jetport **Division:** Jetport Operations **Account:** 58328400

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	921,948	792,633	877,719	922,002	922,002	922,002
Benefits	14,680	10,908	14,680	14,680	14,680	14,680
Administrative Services	46,305	12,704	39,305	39,305	39,305	39,305
Contractual Services	511,617	437,609	512,617	512,617	512,617	512,617
Maintenance and Repairs	62,000	63,682	65,000	65,000	65,000	65,000
Supplies	44,088	26,606	33,588	33,588	33,588	33,588
Utilities	8,760	8,547	4,200	4,200	4,200	4,200
Contributions	674,606	673,761	688,098	688,098	688,098	688,098
Capital Outlay	79,259	113,362	160,000	160,000	160,000	160,000
Total	2,363,263	2,139,812	2,395,207	2,439,490	2,439,490	2,439,490
Less Revenues	(37,500)	(9,925)	(18,750)	(18,750)	(18,750)	(18,750)
Net Division Total	2,325,763	2,129,887	2,376,457	2,420,740	2,420,740	2,420,740

Jetport Terminal Division

The Terminal division oversees all of the activities involving the supervision of the passenger terminal, including the interior and exterior terminal cleaning and maintenance. The terminal division's engineering section is responsible for the planning, design and management of major terminal improvements.

The FY22 expenditures are projected to decrease by \$11,571, or 0.2%. This budget includes the reorganization of one staff position, a reduction in terminal cleaning services and utilities, an equipment maintenance contract, and building cooling improvements.

Division Summary

Department: Jetport **Division:** Jetport Terminal Division **Account:** 58328500

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	873,928	800,159	803,647	848,700	848,700	848,700
Benefits	8,360	5,222	8,360	8,360	8,360	8,360
Administrative Services	28,352	18,423	25,352	25,352	25,352	25,352
Contractual Services	2,126,784	1,742,755	2,036,574	2,036,574	2,036,574	2,036,574
Maintenance and Repairs	558,303	604,163	601,428	601,428	601,428	601,428
Rentals	7,500	11,073	7,500	7,500	7,500	7,500
Supplies	152,572	133,062	142,322	142,322	142,322	142,322
Utilities	1,136,538	1,091,550	1,088,530	1,088,530	1,088,530	1,088,530
Capital Outlay	1,005,000	1,034,470	1,127,000	1,127,000	1,127,000	1,127,000
Debt Service	499,345	499,345	499,345	499,345	499,345	499,345
Total	6,396,682	5,940,222	6,340,058	6,385,111	6,385,111	6,385,111

Jetport Parking Division

The Parking division oversees the parking maintenance and operations of the Jetport's parking garage and surface parking lots. The Jetport contracts with a parking management company, and receives parking revenues net of the company's operational costs and management fee.

The FY22 Jetport Parking division expenditures have decreased by \$81,354, or 1.8%, largely due to the decrease in budgeted capital expenses. Jetport parking revenues are projected to increase by \$633,340, or 13.7%, due to the rise in passenger activity as pandemic air travel restrictions are lifted.

Division Summary

Department: Jetport **Division:** Jetport Parking Division **Account:** 58328600

	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	14,500	11,167	14,500	14,500	14,500	14,500
Administrative Services	1,160	400	1,160	1,160	1,160	1,160
Contractual Services	97,020	61,288	98,020	98,020	98,020	98,020
Maintenance and Repairs	101,729	100,849	104,369	104,369	104,369	104,369
Rentals	500	250	500	500	500	500
Supplies	18,989	4,818	18,989	18,989	18,989	18,989
Utilities	5,196	5,196	10,302	10,302	10,302	10,302
Capital Outlay	693,000	742,199	605,000	605,000	605,000	605,000
Debt Service	3,625,150	3,625,150	3,623,050	3,623,050	3,623,050	3,623,050
Total	4,557,244	4,551,317	4,475,890	4,475,890	4,475,890	4,475,890
Less Revenues	(4,616,007)	(3,158,472)	(5,249,347)	(5,249,347)	(5,249,347)	(5,249,347)
Net Division Total	(58,763)	1,392,845	(773,457)	(773,457)	(773,457)	(773,457)

Jetport Airfield Deicing Facility

The Airfield Deicing Facility allows for the collection and recycling of the used deicing fluid by a contracted vendor, thus preventing these chemicals from seeping into the ground. The Jetport pays the costs of this operation and receives revenue from the airlines to offset the expenditures incurred.

Division Summary

Department: Jetport	Division: Jetport Airfield Deicing Facility				Account: 58328700	
	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Payroll	2,000	0	2,000	2,000	2,000	2,000
Contractual Services	662,706	662,706	662,706	662,706	662,706	662,706
Maintenance and Repairs	8,950	3,151	8,950	8,950	8,950	8,950
Supplies	1,375	1,375	1,375	1,375	1,375	1,375
Total	675,031	667,232	675,031	675,031	675,031	675,031
Less Revenues	(732,000)	(639,656)	(732,000)	(732,000)	(732,000)	(732,000)
Net Division Total	(56,969)	27,576	(56,969)	(56,969)	(56,969)	(56,969)

Jetport Surplus

The Jetport surplus is determined annually by calculating total revenues minus total expenses, including capital purchases. As an enterprise fund, this entity is self-supporting and under normal operating conditions displays a varying operating budget annual surplus. In FY21 and FY22 however, due to the coronavirus pandemic outbreak and the restrictions imposed on air travel worldwide, the Jetport's budgeted expenditures exceeded the budgeted revenues.

In the FY21 and FY22 budgets, the difference between the excess of expenses over revenues is balanced by the use of surplus to reflect an overall net zero budget for the Jetport Fund (displayed under revenues); under typical operating conditions, the surplus of revenue over expenditures is displayed under the Administrative Services expenditure category.

Division Summary

Department: Jetport	Division: Jetport Surplus				Account: 58328900	
	FY21 Approp.	FY21 Projected Expend.	FY22 Department Submission	FY22 Manager's Recomm.	FY22 Finance Comm.	FY22 Final Allowance
Classification Breakdown						
Administrative Services	0	0	0	0	0	0
Total	0	0	0	0	0	0
Less Revenues	(7,907,846)	(127,042)	(2,670,372)	(2,683,571)	(2,683,571)	(2,683,571)
Net Division Total	(7,907,846)	(127,042)	(2,670,372)	(2,683,571)	(2,683,571)	(2,683,571)

City of Portland, Maine

Board of Education

Emily Figdor
School Board Chair
District 2
(2021)

Abusana “Micky” Bondo
District 1
(2021)

Roberto Rodriguez
At Large
(2022)

Adam Burk
District 3
(2022)

Sarah Jordan Thompson
At Large
(2021)

Aura Russell-Bedder
District 4
(2023)

Anna Trevorrow
At Large
(2022)

Jeffrey Irish
District 5
(2023)

Yusuf Yusuf
At Large
(2023)

Key Revenues and Expenditures

In 2007, the State Legislature passed a bill that required both consolidation of School districts and a referendum vote on every school budget. The Portland School Department, because of its size, did not have to consolidate with any other district. Portland is, however, still required to have a referendum vote on their budget. After approval by the City Council, the FY2022 School budget was approved by the voters June 8, 2021, and subsequently amended by the City Council July 19, 2021, increasing the FY2022 School appropriation by \$1.3m.

Revenues

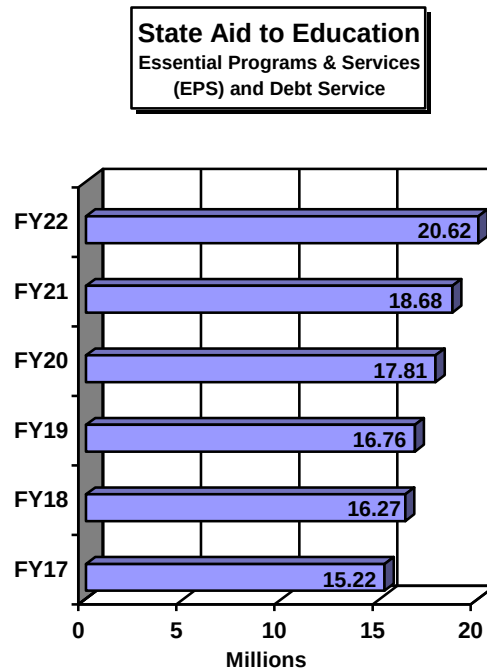
The funding sources for Education, other than Property Taxes, are summarized into four major categories - General Fund, Adult Education, Food Service, and Other Revenue. The property tax funds 78.4% of the FY2022 Education budget.

State Subsidy

The second largest School-funding source is State Aid to Education. The State subsidy funding formula was amended by the Essential Programs and Services Funding Act of 2003.

The budgeted portion of State Aid for Essential Programs and Services (EPS) and debt service accounts for 16.3% of the School's FY2022 Budget.

The chart represents the State Aid to Education revenue history over the past six years.



Note: FY21 and FY22 are estimated amounts

Expenditures

The City operates its educational program for grades K through 12, Adult Education, and for applied technology education under its own supervision. Article III of the City's Charter, as amended, provides that the Board of Public Education for the City be administered by a school board comprised of nine members. The Board of Public Education performs all duties and functions regarding the care and management of the public schools in the City.

For presentation in the City's Municipal Budget, the Education budget is broken down into six categories: (1) Salaries and Benefits (2) Contractual Services (3) Supplies (4) Miscellaneous (5) Debt Service and (6) Capital Equipment. For a more comprehensive report, the School Department issues an annual Education Budget Report.

City of Portland, Maine
Comparative Statement of Revenues
School Department

	FY20 Actual	FY21 Estimate	FY22 Original Estimate	FY22 Amended Estimate
General Fund				
30-1322 Tuition - Public K-8	\$142,796	\$140,000	\$140,000	\$140,000
30-1324 Tuition - Public 9-12 (Long Island, GBSD)	102,871	100,000	100,000	100,000
30-1363 Tuition - Summer School 9-12	9,540	10,000	10,000	10,000
30-1440 Transportation Fees Private	75,035	90,000	90,000	90,000
30-1510 Interest on Investments- Russell Trust Fund	3,000	3,000	3,000	3,000
30-1712 Admissions 9-12	8,040	15,000	15,000	15,000
30-1910 Custodian Service - Building Rentals	45,083	52,000	52,000	52,000
30-1960 Miscellaneous Local Revenue	1,896	10,000	10,000	10,000
30-1964 SPED Revenue / Other Local Gov't Unit	80,064	-	-	-
30-1991 Miscellaneous Sales & Refunds	20	500	500	500
30-3120 State Agency Client	192,475	220,000	220,000	220,000
30-3150 Nat'l Board - Prof Teaching Salary Supplement	35,904	49,500	42,747	42,747
30-4585 MaineCare Medicaid Reimbursement	428,198	970,000	990,900	990,900
30-4810 Federal Impact Aid	49,347	55,000	50,000	50,000
30-5223 Indirect Cost Recovery	-	100,000	100,000	100,000
30-5300 Proceeds Disposal of Property	2,000	-	-	-
Total General Fund	\$1,176,269	\$1,815,000	\$1,824,147	\$1,824,147
Adult Education				
30-1317 Tuition - Individual / Enrichment	\$58,316	\$130,000	\$119,241	\$119,241
30-1319 Tuition - Individual & Voc	29,561	40,000	40,000	40,000
30-1359 Tuition - Other (Academic)	28,498	20,000	20,000	20,000
Total Adult Education	\$116,374	\$190,000	\$179,241	\$179,241
TOTAL GENERAL FUND REVENUE (Including Adult Education)	\$1,292,643	\$2,005,000	\$2,003,388	\$2,003,388

Food Service

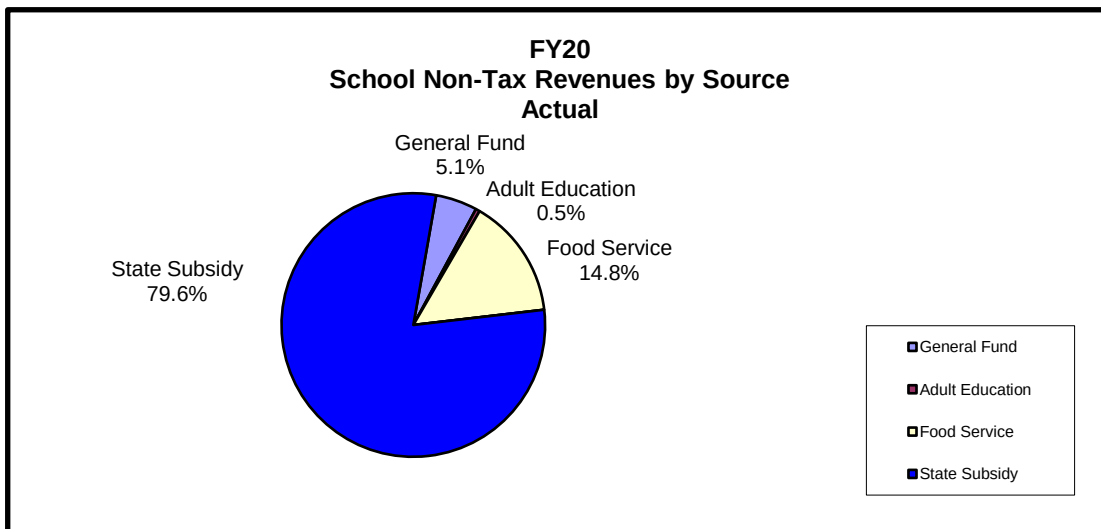
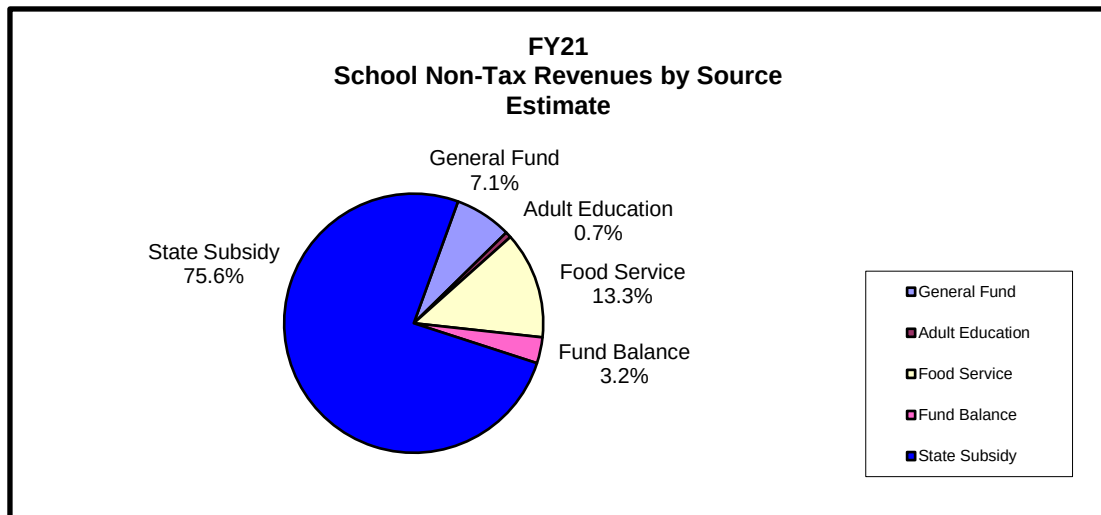
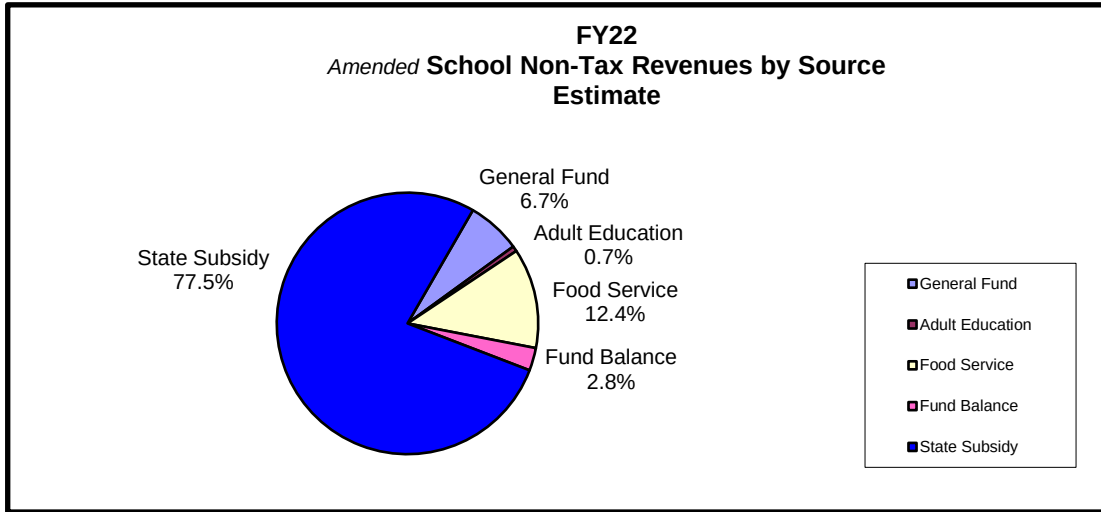
30-1611 Daily Sales - Lunch Program	\$229,823	\$292,063	\$274,517	\$274,517
30-1620 Daily Sales - a la Carte & Adults (Non-Reimb Prgm)	78,259	104,814	100,000	100,000
30-1630 Special Functions	35,505	10,000	10,000	10,000
30-1910 Building Rentals	6,000	6,000	6,000	6,000
30-1996 Refunds - School Nutrition	2,134	3,000	3,000	3,000
30-3250 State Reimbursement - School Meal Reimbursement	49,549	51,885	51,885	51,885
30-4370 Federal Reimbursement - After School Snack	3,388	3,760	1,920	1,920
30-4380 Federal Reimbursement - Summer Food Program	456,237	154,662	100,000	100,000
30-4550 Federal Performance - Based Lunch	25,175	38,247	38,247	38,247
30-4551 Federal Reimbursement - School Lunch Regular	122,279	185,770	191,233	191,233
30-4552 Federal Reimbursement - School Lunch Reduced Rate	45,778	61,496	63,553	63,553
30-4553 Federal Reimbursement - School Lunch Free	812,908	1,251,259	1,287,703	1,287,703
30-4554 Federal Reimbursement - School Breakfast	501,786	762,368	784,339	784,339
30-4558 Federal Payments in Lieu of Commerce	182,566	198,063	202,161	202,161
30-4559 Fresh Fruits & Vegetables Grant	50,813	79,700	72,450	72,450
30-4560 Child & Adult Care Food Program (CACFP)	124,600	200,000	200,000	200,000

City of Portland, Maine
Comparative Statement of Revenues
School Department

	FY20 Actual	FY21 Estimate	FY22 Original Estimate	FY22 Amended Estimate
Food Service <i>Continued</i>				
30-5201 Transfer from General Fund	672,394	-	-	-
30-5300 Proceeds Disposal of Property	27	-	-	-
Total Food Service	\$3,399,223	\$3,403,087	\$3,387,008	\$3,387,008
TOTAL LOCAL REVENUE	\$4,691,866	\$5,408,087	\$5,390,396	\$5,390,396
Other Revenues				
30-3111 State Subsidy - EPS	\$17,811,896	\$18,676,771	\$17,818,900	\$20,618,055
30-3240 State Subsidy - Adult Education	526,687	609,742	592,998	592,998
Total State Subsidy - General Fund	\$18,338,582	\$19,286,513	\$18,411,898	\$21,211,053
30-5000 Fund Balance Carry Forward (General Fund)	\$-	\$500,000	\$500,000	\$500,000
30-5000 Fund Balance Carry Forward (Adult Ed)	-	19,333	20,000	20,000
30-5000 Fund Balance Carry Forward (Food Service)	-	310,000	250,000	250,000
Total Fund Balance Carry Forward	\$-	\$829,333	\$770,000	\$770,000
TOTAL OTHER REVENUE	\$18,338,582	\$20,115,846	\$19,181,898	\$21,981,053
GRAND TOTAL ALL REVENUE	\$23,030,449	\$25,523,933	\$24,572,294	\$27,371,449

FY22 School Department **Amended** Budget (07/19/21): Council Order #10-21/22 through Council Order #13-21/22

Portland School Department Comparison of Non-Tax Revenues by Source



Note: Due to rounding, totals may not equal 100%

City of Portland, Maine
Comparative Budget Summary
School Department

		FY20 Actual	FY21 Budget	FY22 Original Budget	FY22 Amended Budget
I. SALARIES & BENEFITS					
Salaries - Regular					
* 410100	Professional Salary	\$44,270,984	\$45,977,764	\$48,341,267	\$48,341,267
410200	Instructional Aide / Asst	5,617,192	5,952,091	6,326,005	6,326,005
* 410400/600	Administrators	6,326,005	6,392,579	7,107,530	7,107,530
411800	Regular Support Staff	9,739,885	9,206,589	9,528,504	10,462,213
Total Regular Salaries		\$65,954,066	\$67,529,023	\$71,303,306	\$72,237,015
Salaries - Temporary					
* 412000	Temporary Salary	\$837,446	\$1,013,630	\$1,001,528	\$1,001,528
412100	Tutor	30,529	46,703	48,104	48,104
412300	Substitute	1,120,363	1,116,043	1,116,043	1,116,043
413100	Teacher Additional Pay	69,095	114,799	96,331	96,331
413200	Aide/Asst Overtime	277	-	-	-
413800	Regular Support Overtime	267,433	150,500	150,550	150,550
* 415000/100/600	Stipends / Differentials	1,558,884	1,675,399	1,817,183	1,817,183
415010	Stipend - Retirement Sick	677,863	640,000	640,000	640,000
415900	Stipend / Other	13,408	24,720	24,720	24,720
Total Temporary Salaries		\$4,575,298	\$4,781,794	\$4,894,459	\$4,894,459
Benefits					
* 421000	Health Insurance	\$15,473,475	\$16,000,018	\$16,411,807	\$16,669,316
* 422000	Medicare	970,082	1,049,136	1,108,500	1,121,438
* 423000-300	Retirement - Teachers	2,209,795	2,359,087	2,286,132	2,286,132
* 423400-800	Retirement - All Other	1,302,386	1,261,130	1,390,264	1,476,134
* 425000	Tuition Reimbursement	225,064	210,000	269,520	269,520
427000	Workers' Compensation	509,058	599,865	599,865	599,865
* 420000/429000	All Other	686,907	746,478	838,611	848,585
Total Benefits		\$21,376,767	\$22,225,714	\$22,904,699	\$23,270,990
Total Salaries & Benefits		\$91,906,131	\$94,536,531	\$99,102,464	\$100,402,464
II. CONTRACTUAL SERVICES					
430000	Purchased Professional & Technical Services	\$1,400,344	\$1,441,429	\$1,451,483	\$1,451,483
432000	Contractual Pre-K	75,000	140,000	140,000	140,000
433000	Employee Training & Development Services	348,774	532,868	458,656	458,656
434000	Other Professional Services	10,636	15,000	17,000	17,000
434010	Security	104,239	161,067	161,067	161,067
434020	Alarms	4,050	4,325	4,325	4,325
434200	Architectural & Engineering Services	22,682	20,000	20,000	20,000
434300	Adult Ed Contracted Services	230	6,000	6,000	6,000
434400	Special Education Contracted Services	464,391	483,228	513,458	513,458
434500	Legal Services	150,212	150,000	150,000	150,000

City of Portland, Maine
Comparative Budget Summary
School Department

		FY20 Actual	FY21 Budget	FY22 Original Budget	FY22 Amended Budget
II. CONTRACTUAL SERVICES <i>Continued</i>					
441100	Water	41,302	50,740	55,624	55,624
441200	Sewer	89,788	126,850	141,606	141,606
443000	Repair & Maintenance Services	1,059,913	1,217,466	1,079,762	1,079,762
443010	HVAC Maintenance	534,024	517,703	595,514	595,514
443020	Mowing / Plowing / Field Maintenance	566,297	610,766	610,766	610,766
443030	Asbestos / Mold Abatement Services	15,379	20,000	20,000	20,000
443040	Vehicle & Equipment Repair	25,979	26,000	31,000	31,000
443050	Waste Disposal Services	106,366	101,126	114,242	114,242
443060	Recycling Services	111,676	122,040	122,040	122,040
443070	Hazardous Waste Disposal Services	-	8,000	8,000	8,000
443080	Pest Management Services	16,157	17,850	17,850	17,850
443090	Fire Extinguisher Maintenance Services	10,162	10,000	10,000	10,000
444000	Rentals	322,805	378,230	381,630	381,630
444300	Computer Lease	238,533	239,600	46,000	46,000
444500	Leases-Not DOE Approved	5,800	-	-	-
450000	Other Purchased Services	953	1,450	1,360	1,360
451000	Student Transport Services	-	250	250	250
451400	Student Transport Purchased - Private	185,366	345,000	345,000	345,000
452000	Insurance / General Liability	436,532	521,924	603,719	603,719
453100	Postage	60,756	75,763	71,279	71,279
453200	Phone	173,369	146,652	158,052	158,052
453300	Internet Connectivity	51,576	52,426	52,426	52,426
453400	E-Books & On-Line Subscriptions	32,811	31,219	37,634	37,634
454000	Advertising	4,524	16,000	15,750	15,750
454300	Adult Ed Advertising	15,395	25,000	25,000	25,000
455100	Printing & Binding	27,150	52,252	57,743	57,743
455200	Photocopying	136,809	157,800	157,800	157,800
456100	Tuition to In-State SAU	125,940	110,550	122,510	122,510
456300	Tuition to Private Source	607,594	808,016	843,166	843,166
456500	Tuition to Post Secondary	15,265	15,000	15,000	15,000
458000	Staff Travel	146,840	235,942	220,408	220,408
458300	Adult Ed Travel - State Meeting	-	200	200	200
Total Contractual Services		\$7,745,615	\$8,995,732	\$8,883,320	\$8,883,320

III. SUPPLIES

460000	General Supplies	\$626,855	\$698,883	\$689,814	\$689,814
460400	Custodial Supplies	281,375	240,475	240,475	240,475
461000	Instructional Supplies	604,542	658,556	677,483	677,483
462100	Natural Gas	910,323	1,062,000	943,800	943,800
462200	Electricity	891,162	1,131,060	1,117,062	1,117,062
462300	Bottled Gas	9,632	19,700	19,700	19,700
462400	Oil	43,516	67,000	67,000	67,000
462600	Gasoline	58,523	127,082	127,082	127,082
463000	Food	1,171,600	1,549,283	1,549,283	1,549,283
463100	Non-Food Supplies	124,036	146,077	146,077	146,077
464000	Books & Periodicals	394,892	467,014	456,594	456,594

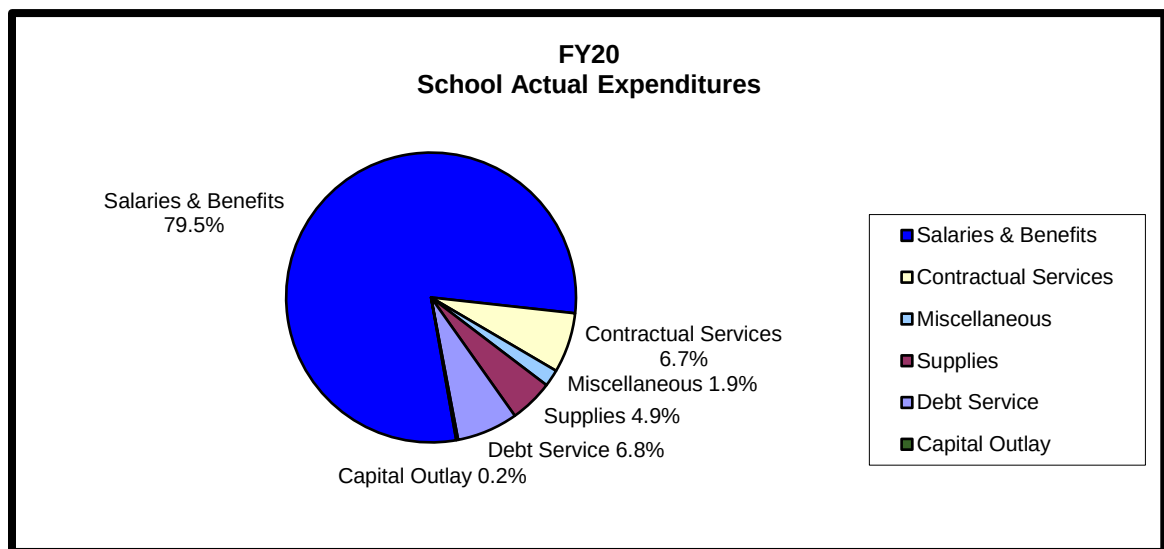
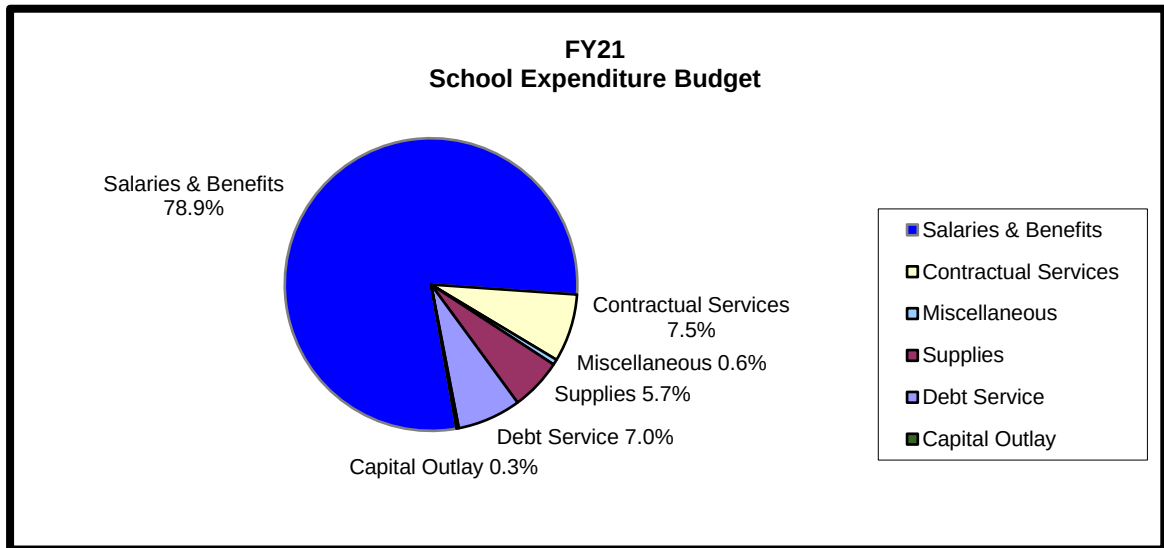
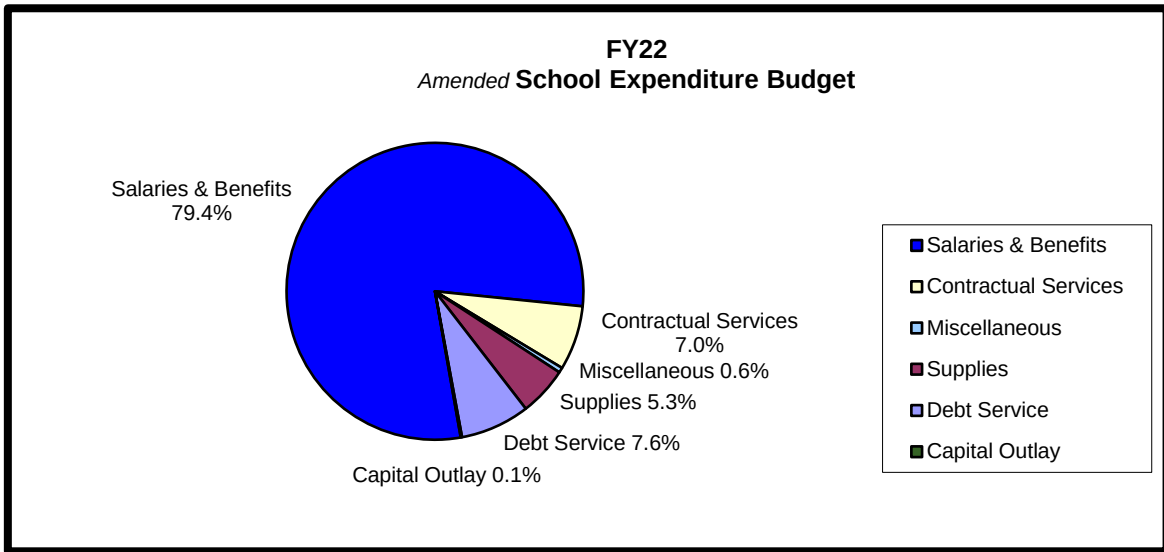
City of Portland, Maine
Comparative Budget Summary
School Department

		FY20 Actual	FY21 Budget	FY22 Original Budget	FY22 Amended Budget
III. SUPPLIES <i>Continued</i>					
465000	Tech-Related Supplies	72,533	146,770	131,380	131,380
465010	Software Licenses	423,926	548,555	566,925	566,925
466000	Audiovisual Supplies	1,097	6,745	4,895	4,895
Total Supplies		\$5,614,014	\$6,869,200	\$6,737,570	\$6,737,570
IV. MISCELLANEOUS					
481000	Dues & Fees	\$137,283	\$171,584	\$188,670	\$188,670
481100	Bank Fees	639	3,000	2,000	2,000
481200	Maine State Billing Fees	31,555	68,452	68,452	68,452
481400	School Board Conference Fees	-	2,000	2,000	2,000
481900	Bad Debt	5,466	-	-	-
485000	Field Trip Transportation	264,705	347,111	334,921	334,921
489000	Miscellaneous Expenditures	1,364	8,673	7,550	7,550
490000	Other Items	9,030	96,000	96,000	96,000
491000	Fund Transfers Out	1,740,602	25,000	-	-
Total Miscellaneous		\$2,190,642	\$721,820	\$699,593	\$699,593
V. CAPITAL EQUIPMENT					
473000	Equipment (Over \$10,000)	\$67,381	\$109,000	\$39,000	\$39,000
473010	Equipment (Under \$10,000)	-	11,000	10,000	10,000
473410	Tech-Related Equipment (Under \$10,000)	82,621	195,950	127,675	127,675
473600	Student Transportation Vehicles	91,000	-	-	-
Total Capital Equipment		\$241,002	\$315,950	\$176,675	\$176,675
VI. DEBT SERVICE					
* 483100/200	Debt Service - Other	\$7,834,449	\$8,382,169	\$9,200,132	\$9,200,132
* 483100/200	Debt Service - Buses	31,343	30,039	21,388	21,388
* 483100/200	Debt Service - Technology	13,983	11,236	8,558	8,558
483300	Bond Issuance	-	-	325,000	325,000
Total Debt Service		\$7,879,775	\$8,423,444	\$9,555,078	\$9,555,078
TOTAL SCHOOL EXPENDITURES		\$115,577,179	\$119,862,677	\$125,154,700	\$126,454,700

*Summary Total: Multiple Accounts

FY22 School Department **Amended** Budget (07/19/21) Appropriation Increase of +\$1.3m (Council Order #10-21/22 through Council Order #13-21/22)

Portland School Department Expenditures by Category



Note: Due to rounding, totals may not equal 100%



Portland, Maine

Yes. Life's good here.

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Background Information

The City of Portland is located on the southern coast of the State of Maine in the southeastern section of the County of Cumberland, the State's most populous county. The City is approximately 108 miles north-northeast of Boston, Massachusetts and 60 miles southwest of the City of Augusta, the State's capital. Portland is bordered by the Town of Falmouth on the northeast and the City of Westbrook on the west, with the Presumpscot River forming a portion of this border. The Fore River separates Portland from the City of South Portland for a major portion of its southern border. The Atlantic Ocean forms Portland's eastern border as well as Portland Harbor and Casco Bay.

As the hub of Maine's southern region convenient access to Portland is provided by Exits 44, 45, 46, 47, and 48 of U.S. Interstate Route 95 (the Maine Turnpike) which intersects the City's western plain in a north-south direction, and the U.S. Interstate Route 295 spur which bisects the City through its interior. U.S. Route 1 follows the coastal plain of the City, also in a north-south direction. The Portland International Jetport, located in the City, provides air traffic for the region. The Casco Bay Island Transit District provides commuter and tour boat service to the major islands in Casco Bay. Bus transit, by major carriers operating two terminals in the City, provides regularly scheduled interstate and intra-state transportation. The Amtrak Downeaster passenger railroad service runs between Portland and Boston, offering additional stops along the 114-mile journey in Maine, New Hampshire and Massachusetts during the approximate 2 1/2 hour trip. The Maine Central Railroad, Boston & Maine Corporation and the St. Lawrence & Atlantic Railroad Company provides the greater Portland area with rail links to all of Maine, the continental United States and Canada.

The area embracing Portland was first settled in 1632 and called "Machigonne", the Micmac Indian name meaning "shaped like a

great knee". The area was then referred to as Casco but subsequently incorporated as Old Falmouth in 1718, formed of the area now encompassing the cities of Portland, South Portland, and Westbrook and the towns of Cape Elizabeth and Falmouth. Portland separated from Old Falmouth and incorporated as a town on July 4, 1786, taking its present name. Portland was chartered as a city on March 26, 1832, and annexed the City of Deering (formerly the Town of Stroudwater, which included the present limits of Westbrook plus Deering, Deering being further set off as a city in 1871) on February 6, 1899. Portland was the site of the 1819 Constitutional Convention when Maine broke away from the Commonwealth of Massachusetts to become a separate state in 1820. The City served as the first capital from 1820 until its removal to Augusta in 1831.

The metropolitan area is clustered on the "Peninsula" which is surrounded on its sides by Back Cove, Casco Bay and the Fore River with the Eastern and Western Promenades at its opposite ends. Once confined geographically to this narrow peninsula the City added greatly to its territory with the annexation of Deering and now consists of 19.15 square miles of land area. The sections of the City are: Brighton, Casco Bay Islands, Deering, East Deering, the Peninsula, North Deering, Riverton, Stroudwater, Woodfords and Morrills.

Portland is the largest city in Maine, the seat of government for the County of Cumberland and is the region's leading industrial, commercial and cultural center. With one of the finest deep-water harbors on the Atlantic Coast, Portland is closer to Europe than any other transatlantic port in the United States. The City enjoys numerous parks, monuments, historical sites, several hotels and restaurants. Portland is home of the University of Southern Maine, University of New England, the Portland Museum of Art, the Maine College of Art and the Cross Insurance Arena. Two major medical centers, Maine Medical Center and Northern Light Mercy Hospital, are also located in the City.

Purpose of the Budget

The annual budget serves three principle purposes:

The budget serves as a tool for the City Manager and department heads in planning the work programs to be performed and the services to be provided by the departments and divisions of the City government.

The budget enables the City Council to determine the amount of available revenues and the manner in which it is to be allocated to various governmental programs in accordance with the needs of the community.

The budget serves as an instrument of control for governmental spending by making available at all times the relative position of actual expenditures to appropriated amounts of departments and divisions and the progress of work being accomplished.

The budget document is the financial plan of the City government. When adopted by the City Council, it reflects the proposed expenditures of the various departments and divisions and the method of financing these expenditures.

Phases of Budgeting

Municipal budgeting consists of three phases:

1. budget preparation
2. review and adoption
3. execution

Budget Calendar

Dec	Jan	Feb
Revenue Base Budget	Expenditure Base Budget	Budget Compilation
Mar	Apr	May
City Manager Budget Review	Finance Committee Review	City Council Deliberations, Public Hearings & Adoption

Budget Preparation

The budget is prepared in two stages -- revenue estimation and expenditure budgets.

Revenue Estimate

The City's budget process begins with revenue estimation for a very simple reason, the City can appropriate no more than it expects to have in resources. This very simple fact makes the accuracy of revenue estimates critical. Unrealistically high estimates assure that at some point in the budget year, an expenditure freeze will be required. On the other hand, with the fiscal constraints that exist in the public sector, significantly understating revenues can negatively impact the tax levy by increasing taxes unnecessarily.

Besides historical data, which is very important, factors such as inflationary and unemployment trends, interest rates, sales and general economic factors are taken into consideration by the departments.

In early November, an automated revenue package is made available to the departments. The departments must provide the following information for the revenues that are their responsibility:

1. projected collection estimates for the current fiscal year with explanations for projections substantially different from the estimate
2. an estimate for the upcoming fiscal year with the method and/or calculations behind the estimate

If a department is proposing a fee increase, a memo outlining pertinent information including action necessary to establish the fee, administrative mechanism for collections, reasonableness, and the new revenue capability is included in the submitted revenue package.

Completed revenue packages are submitted to the Budget Office by mid-December.

Expenditure Budgets

The second phase of the City's budget process begins in early January. The departments prepare their budgets from the instructions given, such as wage guidelines and target figures. Budget packages are submitted to the Budget Office in late January.

Review and Adoption

During the month of March, the City Manager reviews the budgets through a series of budget hearings with the departments. The City Manager then formulates his recommendations. Prior to April 1 of each year, the City Manager's proposed budget for the following fiscal year is then submitted to the City Council. An accurate summary of this budget is made available no later than two (2) weeks after its submission to the City Council.

The City Council then refers the City Manager's budget to the Finance Committee for review and consideration. During the month of April, the Finance Committee holds budget hearings with all the City departments and the School department. Upon completion

of these hearings, the Finance Committee formulates their recommendations and presents the budget to the City Council. The school department budget, under the school consolidation law passed in 2007, is required to conduct a referendum to approve the budget.

The City Council holds a public hearing on the City's Finance Committee's recommended budget at least ten days prior to the final passage of the appropriation resolve, which must be on or before June 30. A budget workshop is scheduled for the City Council to discuss the budget after the initial public hearing. Final action is taken by the City Council at the second reading of the budget, which as previously stated must be before June 30th.

Execution

Amounts are appropriated for general City purposes and one amount for school purposes, the total of which cannot exceed estimated revenues.

Budgets for the general fund and the enterprise funds are legally adopted each year through the passage of an appropriation resolve. Special revenue funds and capital projects funds do not have legally appropriated budgets but have adopted project budgets.

Total expenditures for the year may not exceed total appropriations for the period. The City Council may, by resolution, appropriate additional amounts only up to the amount of excess revenues and unencumbered budget surplus remaining after the purpose of the original appropriation has been satisfied. At the end of the fiscal year, all unencumbered appropriations lapse unless specifically continued by resolution of the City Council.

With the passage of the budget and appropriation resolve, the control phase of the fiscal program begins. Throughout the fiscal year, the budget acts as a control on expenditures, and on programs and activities of the City. The fact that funds are budgeted to a department and activity is not itself a final

justification for the expenditure of money; constant review and control must be maintained throughout the year. Responsibility for this control is shared by the City Manager, the department heads, and the Budget Office. Final responsibility lies with the City Manager.

No payment voucher shall be processed until the Budget Office has certified that funds are available under the proper account for the department initiating the payment request.

Accounting System

Fund Accounting: The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, reserves, fund equity / retained earnings, revenues and expenditures, or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The following funds are represented in the budget report.

Governmental Funds

General Fund: Transactions related to revenues and expenditures for delivery of those services traditionally provided by municipal governments, which are not accounted for in other funds, are accounted for in the General Fund. These services include, among others, general government, public safety, parks recreation and facilities, public works, health and human services, library, pension and employee insurance, county tax and Metro, debt service, and education.

Capital Projects Funds: Transactions related to revenues obtained and used for the acquisition, construction or improvement of

capital facilities are accounted for in Capital Projects Funds. Such resources are derived principally from proceeds of general obligation bond issues.

Special Revenue Funds: Transactions related to revenues and expenditures under certain federal and state grants and from other sources, upon which legal restrictions are imposed, are accounted for in Special Revenue Funds.

The special revenue fund presented in the budget document is the Community Development Block Grants. It accounts for grants received from the federal government under the Housing and Community Development Act of 1974, as amended. These funds are used to repair streets, sidewalks and maintain parks in neighborhoods that qualify under the regulations. Qualified external human service organizations also share in these funds.

Proprietary Funds

Enterprise Funds: Transactions related to City facilities and services which are intended to be supported primarily through user charges, or where management has decided that determination of net income is appropriate, are accounted for in Enterprise Funds.

The operations classified as Enterprise Funds are: Fish Pier, Sewer, Stormwater and Jetport.

Basis of Accounting and Budgeting

Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus.

All proprietary funds are accounted for on a flow of economic resources measurement focus.

Basis of Budgeting

The modified accrual basis of accounting is used by all governmental fund types. Under the modified accrual basis of accounting, expenditures are recorded when the related fund liability is incurred and revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available).

"Measurable" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The City considers property taxes as available if they are collected within 60 days after year-end. Revenues susceptible to accrual are property taxes, special assessments, licenses, interest revenue and charges for services. Fines, permits and parking meter revenues are not susceptible to accrual because generally they are not measurable until received in cash.

The accrual basis of accounting is utilized by proprietary fund types. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

The City follows certain accounting principles for General Fund budgetary reporting purposes that differ from GAAP; the most significant of which are encumbrances treated as expenditures for budgetary purposes, and interfund and interdepartmental transfers under generally accepted accounting principles treated as revenues and/or expenditures for budgetary reporting purposes. In addition, the City's budgetary reporting for insurance claims, compensated absences, and investment income is done in accordance with the cash basis method of accounting, as opposed to the modified accrual method required by generally accepted accounting principles.

Ad Valorem Tax: Property taxes levied on the assessed value of real or personal property.

Administrative Services: The character code classification which includes the cost of memberships to professional organizations, literature, licenses, travel, training, and postage.

Appropriation: An authorization made by the City Council which permits the City to incur obligations and to make expenditures of resources.

Assessed Valuation: A value that is established for real and personal property for use as a basis for levying property taxes.

Assets: Property owned by a government which has a monetary value.

Authorized Positions: The approved list of positions that an organization may hire to fill.

Balanced Budget: A budget in which planned resources equal planned expenditures.

Benefits: The character code classification for employee related costs such as health insurance, pension, FICA, unemployment, cell phones, clothing and tool allowance, and medical stipends.

Bond: A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation, revenue bonds, and special improvement district bonds. These are most frequently used for construction of large capital projects such as buildings, streets and sewers.

Budget: A financial plan for a specified period of time (fiscal year).

Budget Adjustment / Transfer: A procedure to revise a budget appropriation.

Budget Calendar: The schedule of key dates that a government follows in the preparation and adoption of the budget.

Budget Document: The official written statement prepared by the Budget Office and supporting staff which presents the approved budget by the City Council.

Budget Message: The opening section of the budget which provides the City Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and recommendations made by the City Manager.

Budgetary Control: The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of authorized appropriations and available revenues.

Capital Assets: Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.

Capital Equipment: Tangible property or equipment used for operations, expected to have a service life of more than a year and a cost of more than \$10,000.

Capital Improvements Budget: A plan of proposed capital expenditures and the means of financing them. The capital budget normally is based on a capital improvement program (CIP).

Capital Improvement Program (CIP): A plan for capital improvements to be implemented each year over a fixed period of years to meet capital needs arising from the long-term work effort. It sets forth each project or other contemplated expenditures in which the government is to have a part and specified the full resources estimated to be available to finance the projected expenditures.

Capital Outlays: The character code classification for an expenditure which results in the acquisition of or addition to fixed assets.

Cash Basis: The method of accounting under which revenues are recorded when received in cash and expenditures are recorded when paid.

Character Code: A grouping mechanism that characterizes the type of expenditure and / or revenue. The major expenditure classifications utilized by the City of Portland include Payroll, Benefits, Administrative Services, Client Expenses, Contractual Services, Maintenance & Repairs, Rentals, Insurance, Supplies, Minor Capital, Utilities, Contributions, Capital Outlay, and Debt Service. The major revenue classifications include Property & Excise Taxes, Licenses & Permits, Intergovernmental, Charges for Services, Fines Forfeits & Penalties, Uses of Money & Property, and Other Finance Resources.

Client Expenses: The character code classification generally associated with the costs of the Social Services General Assistance Program such as food, housing, prescriptions, and utility expenses.

Contingency Account: A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for.

Contractual Services: The character code classification which accounts for the purchase of services such as consulting, advertising, temporary services, and printing.

Contributions: The character code classification for monies contributed to organizations to help fund their program costs.

Debt Service: Payment of interest and repayment of principal to holders of a government's debt instruments.

Deficit: The excess of an entity's liabilities over its assets (see Fund Balance).

Delinquent Taxes: Taxes remaining unpaid on and after the date on which a late payment penalty is assessed.

Department: A segment of the account number that identifies the highest level in the formal City organization in which a specific activity is carried out.

Depreciation: 1. Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence. 2. That portion of the cost of a capital asset which is charged as an expense during a particular period.

Division: A segment of the account number identifying the second level in the formal City organization in which a specific activity is carried out; several divisions may comprise a single department.

Encumbrance: The legal commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.

Enterprise Fund: A fund established to account for operations financed in a manner similar to a private business enterprise, i.e., where the costs of providing goods and services to the public are financed or recovered through user charges.

Estimated Revenue: The amount of projected revenue to be collected during the fiscal year.

Expenditure/Expense: This term refers to the outflow of funds paid for an asset, goods, or services obtained.

Final Allowance: The final budget amounts approved by the City Council.

Fiscal Year (FY): The time period designated by the City signifying the beginning and ending period for recording financial transactions. The City of Portland has specified July 1 to June 30 as its fiscal year.

Fixed Assets: Assets of long-term character which are intended to continue to be held or used, such as land, buildings, machinery, and other equipment.

FTE: Personnel staffing acronym for full-time equivalent based on the position's standard hours.

Function: A segment of the account number that identifies the budget category of the account. The eleven primary activity classifications used in budgeting include Education, General Government, Public Safety, Public Works, Health and Human Services, Parks and Recreation, Library, Debt Service, County Tax, Metro and the Enterprise Operations.

Fund: An accounting entity which has a set of self-balancing accounts and records all financial transactions for specific activities or government functions. Eight commonly used fund types in public accounting are: general fund, special revenue funds, debt service funds, capital project funds, enterprise funds, trust and agency funds, internal service funds, and special assessment funds.

Fund Balance: Fund balance is the excess of assets over liabilities and reserves, and is therefore also known as surplus funds.

Generally Accepted Accounting Principles (GAAP): Uniform minimum standards of / and guidelines for financial accounting and reporting. These guidelines govern the form and content of the basic financial statements of an entity. GAAP encompass the conventions, rules, and procedures necessary to define accepted accounting practices at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provides a standard by which to measure financial presentations.

General Fund: The largest fund within the City, the general fund accounts for most of the financial resources of the government not specifically accounted for in other funds. General fund revenues include general property and other taxes, licenses and permits, fines, forfeits and penalties, use of money and property, intergovernmental charges, service charges, interdepartmental charges, and reimbursements. General Fund expenditures are categorized as general government, public safety, public works, parks recreation and facilities, health and human services, public library, county tax, metro, and debt service.

General Obligation Bonds: Bonds that finance a variety of public projects such as streets, buildings, and improvements; the repayment of these bonds is usually made from property taxes, and these bonds are backed by the full faith and credit of the issuing government.

Grant: A contribution of assets (usually cash) by one governmental unit or other organization to another. Typically, these contributions are made to local governments from the state and federal governments. Grants are usually designated for specified purposes. Grants may be classified as either categorical or block depending upon the amount of discretion allowed the grantee.

Holiday Payments: The wages paid to union employees for holidays according to the stipulations of the union contract.

Housing and Community Development Program (HCD): The Special Revenue Fund used to account for the expenditures and revenues received under the Housing and Urban Development's Community Development Block Grant (CDBG).

HUD: The abbreviation for Housing and Urban Development.

Insurance: The character code classification which accounts for insurance expenses including general liability, workers' compensation, and self-insurance.

Intergovernmental Revenue: Funds received from Federal, State and other local government sources, such as grants and shared revenues.

Liability: Debt or other legal obligations arising out of transactions in the past that must be paid or refunded at some future date, not including encumbrances.

Line-Item Budget: A budget which lists each expenditure category or object code separately (salary, materials, telephone service, travel, etc.), along with the dollar amount budgeted for each specified category.

Maintenance and Repairs: The character code classification associated with up-keep of the city's tangible assets such as buildings, equipment, and land.

Maturities: The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.

Measurement Focus: The accounting convention which determines (1) which assets and which liabilities are included on an entity's balance sheet and (2) whether its operating statement presents "financial flow" information (revenues and expenditures) or "capital maintenance" information (revenues and expenses).

Mill: The property tax rate which is based on the valuation of property. A tax rate of one mill produces one dollar of taxes on each \$1,000 of property valuation.

Minor Capital Items: The character code classification used for tangible property or equipment used for operations having a cost of $\geq$ \$5,000 and $<$ \$10,000 per single item.

Modified Accrual Basis: The accrual basis of accounting where revenues are recognized when they become both "measurable" and "available" to finance expenditures of the current period. All governmental funds and Expandable Trust Funds are accounted for using the modified accrual basis of accounting.

Net Budget: The legally adopted budget less all interfund transactions. Those amounts in the budget representing transfers and interfund reimbursements which in effect are double counted in from the perspective of the entire budget are subtracted from the legally adopted budget amount.

Object Code: A segment of the account number identifying the specific types of expenditures and / or revenues at the most detailed level. The city's object codes, defined in the chart of accounts, are utilized across all funds as appropriate, completing the full account number designation. Object Codes are assigned a character code for budget grouping classification purposes.

Operating Budget: The portion of the budget which pertains to daily operations that provide basic governmental services. The operating budget contains appropriations for such expenditures as personnel, contractual services, maintenance and repairs, utilities, and supplies.

Operating Transfers Out: The character code classification for interfund transfers or expense activity between funds.

Ordinance: A formal legislative enactment by the governing body of a municipality having the full force and effect of law within the boundaries of the municipality to which it applies, provided it does not conflict with a higher form of law such as a state statute.

Organization Code: A short code identifying an account number's fund, department, division, and program.

Payroll: The character code classification for the cost of employees' wages including salaries, overtime, temporary help, and termination pay.

PDC: The abbreviation for the Portland Development Corporation, a local development corporation, organized by the City in 1991 for the purposes of implementation and administration of economic development programs that enhance and create business and employment opportunities, and the enhancement and coordination of the provision of services to the City's downtown business district.

PDD: The abbreviation for Portland Downtown District.

Program: A segment of the account number identifying the third level in the formal City organization in which a specific activity is carried out; several programs may comprise a single division.

Rental: The character code classification used for rental expenses of land, buildings, vehicles and equipment.

Reserve: An account used to indicate that a portion of a fund's assets are legally restricted for a specific purpose and is, therefore, not available for general appropriation.

Resolution: An order of a legislative body requiring less legal formality than an ordinance or statute.

Revenue: Funds which the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income.

Revenue Estimate: A formal estimate of how much revenue will be earned from a specific revenue source for some future period; typically, a future fiscal year.

Risk Management: An organized attempt to protect a government's assets against accidental loss in the most economical method.

Self Insurance: The underwriting of one's own insurance instead of obtaining coverage from a private provider.

Source of Revenue: Revenues are classified according to their source or point of origin.

Special Assessment: A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

Special Revenue Fund: A fund created to account for transactions related to revenues and expenditures under certain federal and state grants and from other sources, upon which legal restrictions are imposed.

Supplies: The character code classification relating to the purchase of materials, provisions, and other tangible goods.

Tax Levy: The total amount to be raised by general property taxes.

Tax Lien: The legal method for collecting delinquent real estate taxes.

Tax Rate: The amount of taxes (mills) levied for each \$1,000 of assessed valuation.

Termination: The final wage payment for accrued vacation and sick time, if applicable, upon an employee's termination with the City.

Utilities: The character code classification which includes expenses for heating fuel, electricity, water and sewer, and telephone.

Wage Adjustment: A wage reserve account for changes which may result from scheduled union contract negotiations.

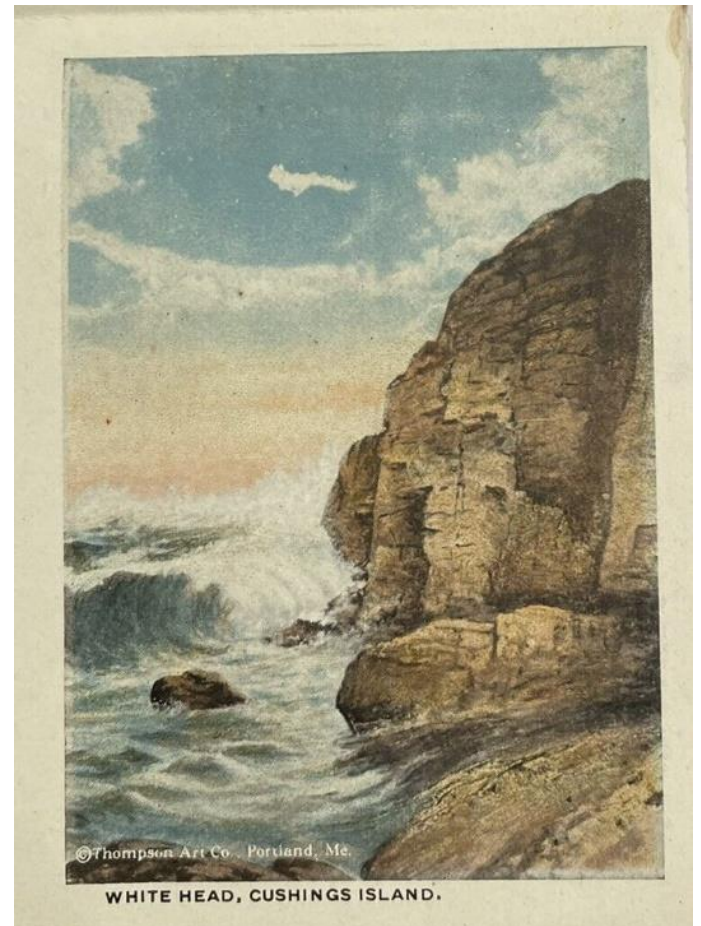
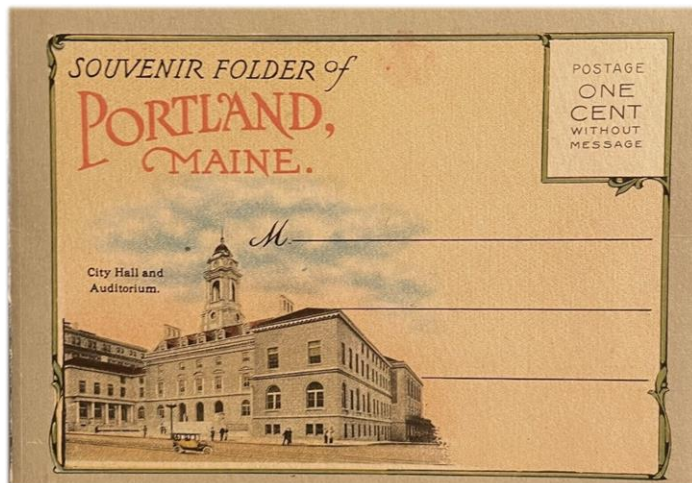


Portland, Maine

Yes. Life's good here.

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City of Portland, Maine



Municipal Budget

July 1, 2022 – June 30, 2023

City of Portland, Maine

City Council

Kate Snyder
Mayor
(2023)

Anna Trevorrow
District 1
(2024)

Mark Dion
District 5
(2023)

Victoria Pelletier
District 2
(2024)

Pious Ali
At Large
(2022)

Tae Y. Chong
District 3
(2022)

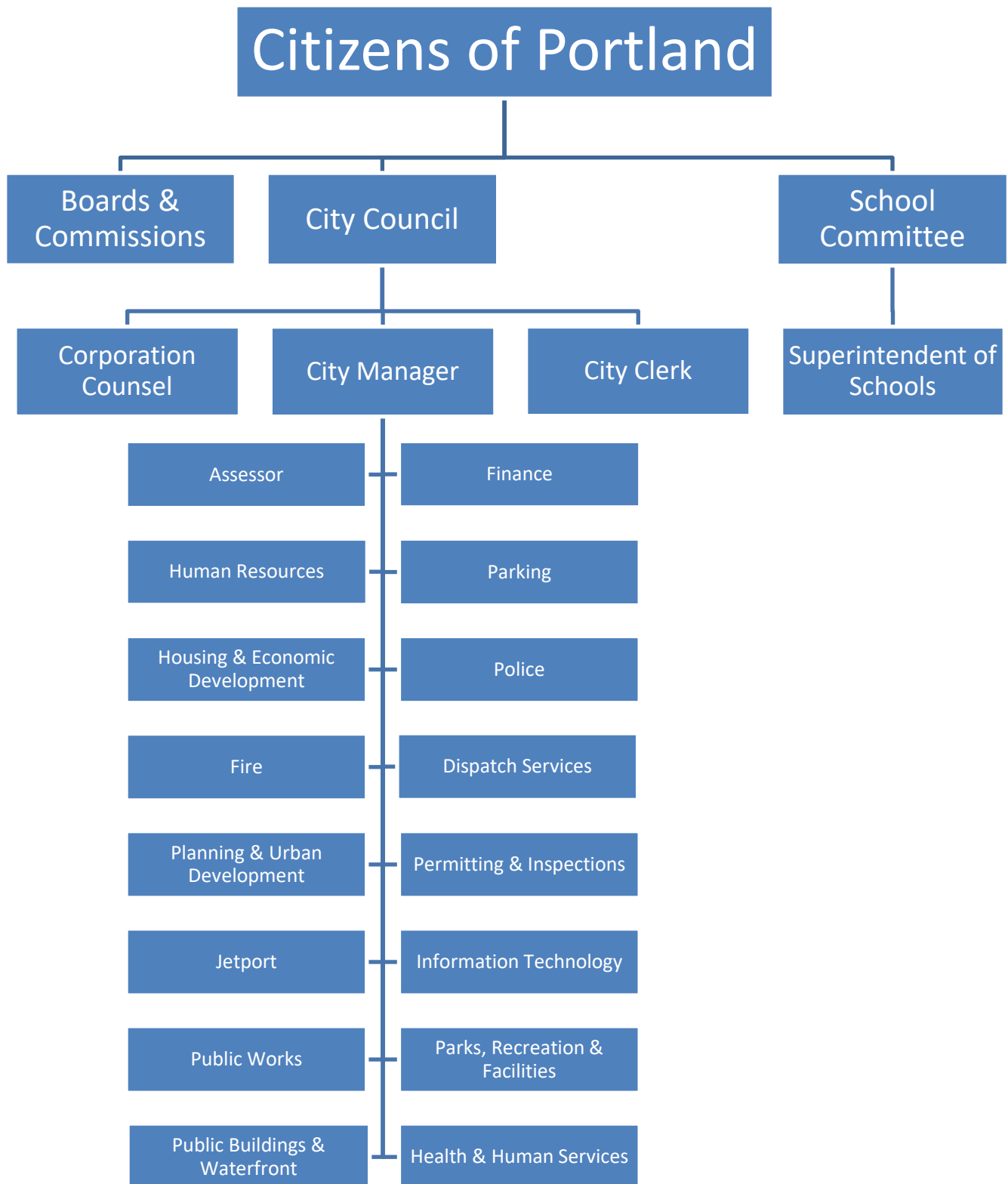
April Fournier
At Large
(2023)

Andrew Zarro
District 4
(2023)

Roberto Rodriguez
At Large
(2024)

City of Portland, Maine

Organizational Chart



City of Portland, Maine

Administrative Staff

City Manager

Danielle P. West (Interim)

Assistant City Manager

Anne McGuire

Department	Department Head
Assessor	Christopher Huff
City Clerk	Ashley Rand
Finance	Brendan O'Connell
Fire	Chief Keith Gautreau
Health & Human Services	Kristen Dow
Housing & Economic Development	Mary Davis (Interim)
Human Resources	Anne Torregrossa
Information Technology	Hanna Pickering
Jetport	Paul Bradbury
Legal	Jennifer Thompson (Interim)
Parking	John Peverada
Parks, Recreation & Facilities	Ethan Hipple
Permitting & Inspections	Jessica Hanscombe
Planning & Urban Development	Christine Grimando
Police	Chief Frank Gorham (Interim)
Public Buildings & Waterfront	Katherine Alves
Public Works	Michael Murray (Interim)

City of Portland, Maine
Tax Rate Computation
FY23

	General Fund	Enterprise Funds	TOTAL MUNICIPAL	School Dept	GRAND TOTAL
Total Expenditures	\$268,845,942	\$65,143,196	\$333,989,138	\$133,070,967	\$467,060,105
Less: Revenues	(172,259,024)	(69,036,351)	(241,295,375)	(27,039,506)	(268,334,881)
Surplus	0	3,893,155	3,893,155	(2,180,390)	1,712,765
Tax Levy	\$96,586,918	\$0	\$96,586,918	\$103,851,071	\$200,437,989
Tax Levy %			48.2%	51.8%	100.0%

Valuation	14,729,000,000
------------------	----------------

Tax Rate:

FY23	\$6.56	\$0.00	\$6.56	\$7.05	\$13.61
FY22	\$6.22	\$0.00	\$6.22	\$6.77	\$12.99
\$ Increase	\$0.34	\$0.00	\$0.34	\$0.28	\$0.62
% Increase	5.5%	0.0%	5.5%	4.1%	4.8%

City of Portland, Maine
Comparative Tax Levy by Budget Category
FY23 Budget versus FY22 Budget

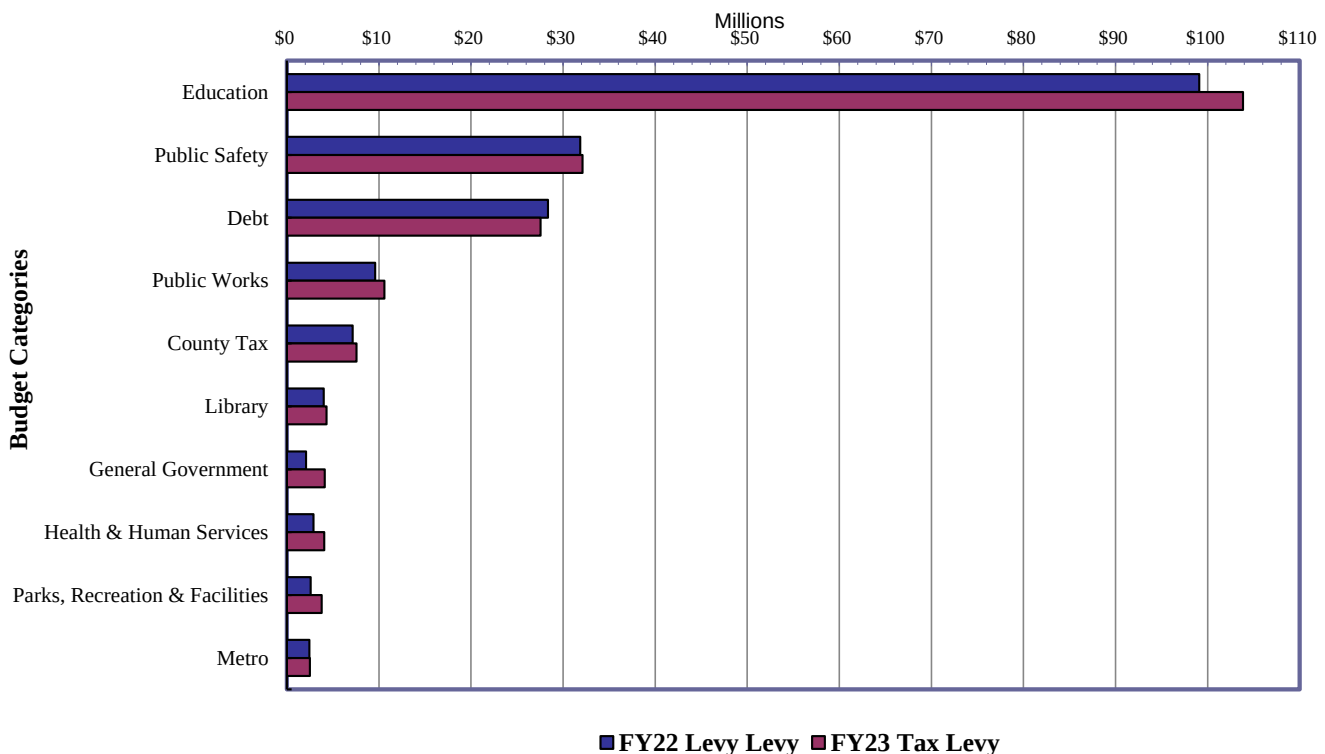
Department	FY22 Tax Levy	FY23 Tax Levy	\$ Change	% Change	FY22 Tax Rate	% of Taxes	FY23 Tax Rate	% of Taxes
Education	\$99,083,251	\$103,851,071	\$4,767,820	4.8%	\$6.77	52.1%	\$7.05	51.8%
Public Safety	\$31,869,587	\$32,104,720	\$235,133	0.7%	\$2.18	16.8%	\$2.18	16.0%
Debt	\$28,351,386	\$27,564,438	(\$786,948)	-2.8%	\$1.93	14.9%	\$1.87	13.8%
Public Works	\$9,598,016	\$10,584,819	\$986,803	10.3%	\$0.66	5.0%	\$0.72	5.3%
County Tax	\$7,147,309	\$7,563,215	\$415,906	5.8%	\$0.49	3.8%	\$0.51	3.8%
Library	\$4,006,394	\$4,312,969	\$306,575	7.7%	\$0.27	2.1%	\$0.29	2.2%
General Government	\$2,084,485	\$4,126,111	\$2,041,626	97.9%	\$0.14	1.1%	\$0.28	2.1%
Health & Human Services	\$2,903,692	\$4,049,616	\$1,145,924	39.5%	\$0.20	1.5%	\$0.28	2.0%
Parks, Recreation & Facilities	\$2,595,700	\$3,783,506	\$1,187,806	45.8%	\$0.18	1.4%	\$0.26	1.9%
Metro	\$2,458,362	\$2,497,524	\$39,162	1.6%	\$0.17	1.3%	\$0.17	1.2%
Total:	\$190,098,182	\$200,437,989	\$10,339,807	5.4%	\$12.99	100.0%	\$13.61	100.0%

Due to rounding, totals may not equal 100%

Notes:

- The pension and insurance costs have been proportionately allocated to the budgets.
- Non-department specific revenues are allocated to all departments.
- Revaluation occurred in FY22.
- The FY22 budget includes American Rescue Plan (ARPA) funds of \$8.750m (a) General Government (b) Parks, Recreation & Facilities (c) HHS Barron Center
- The FY23 budget includes American Rescue Plan (ARPA) funds of \$5.553m (a) General Government

Tax Levy By Budget Category
FY23 and FY22 Comparison
Tax Levy in Millions



CITY OF PORTLAND, MAINE
Annual Expenditure Budget
Comparative Budget Summary - General Fund and Enterprise Funds

Department		FY21 Actual	FY22 Budget	FY22 Projection	FY23 Budget
100-11-000	City Council	\$365,357	\$424,240	\$457,708	\$426,699
100-12-000	City Clerk	641,151	632,235	610,072	681,447
100-13-000	Executive	746,868	830,736	835,502	1,047,862
100-14-000	Assessor	410,662	446,739	441,419	478,268
100-15-000	Finance	1,905,535	1,892,960	1,891,239	2,052,068
100-16-000	Legal	822,954	845,052	875,081	1,050,737
100-17-000	Human Resources	1,030,496	1,157,467	1,062,962	1,261,163
100-18-000	Parking	2,027,836	2,387,748	2,273,968	2,474,187
100-19-000	Housing & Economic Development	1,232,690	1,277,391	1,127,795	1,487,084
100-21-000 ¹	Police	16,135,347	15,049,863	15,490,646	15,762,487
100-22-000	Fire	18,072,713	18,181,140	19,678,385	19,173,672
100-23-000 ¹	Dispatch Services	-	2,417,816	2,309,901	2,418,809
100-24-000	Planning & Urban Development	1,348,310	1,598,268	1,660,705	1,571,267
100-25-000	Permitting & Inspections	1,871,946	2,172,384	2,135,484	2,456,745
100-29-000	Information Technology	2,518,204	2,858,804	2,635,787	2,892,962
100-31-000	Public Works	12,395,844	14,451,623	14,373,243	16,313,403
100-33-000	Parks, Recreation & Facilities	7,910,600	9,190,984	9,377,599	10,699,133
100-35-000	Public Buildings & Waterfront	3,762,838	5,518,142	4,983,343	5,738,255
100-44-100	HHS Administration	353,839	338,515	353,661	508,407
100-44-200	Public Health	2,030,879	2,356,743	2,401,059	2,877,587
100-44-300 ²	Social Services	23,481,650	36,714,830	43,007,590	60,000,745
100-44-400	Barron Center	14,609,798	16,537,167	14,080,491	17,076,665
100-47-000	Debt Service	44,804,191	48,355,413	48,355,413	52,546,994
100-48-000	Library	3,722,265	4,006,394	4,006,394	4,312,969
100-51-000	Pension	7,831,965	8,531,837	8,723,291	9,448,120
100-52-000	Employee Benefits	23,314,554	21,342,536	21,095,052	21,507,712
100-61-000	Contingent	127,222	250,000	202,318	350,000
100-62-000	Liability Insurance	894,110	817,034	898,795	901,907
100-63-000	County Tax	7,011,159	7,147,309	7,147,309	7,563,215
100-65-000	Memberships & Contributions	3,317,691	3,787,776	3,720,594	3,915,373
100-67-000	Wage Adjustment	-	637,738	-	(150,000)
Total General Fund Expenditures:		\$204,698,674	\$232,156,884	\$236,212,806	\$268,845,942
530-35-000	Fish Pier	\$567,255	\$421,641	\$259,358	\$427,217
570-00-000	Sewer	25,740,005	28,441,361	28,601,960	29,318,982
571-00-000	Stormwater	2,779,626	3,248,661	4,625,069	5,146,546
583-28-000	Jetport	18,495,273	23,947,754	28,404,476	30,250,451
Total Enterprise Funds:		\$47,582,159	\$56,059,417	\$61,890,863	\$65,143,196
Total General & Enterprise Funds:		\$252,280,833	\$288,216,301	\$298,103,669	\$333,989,138

*** Notes:**

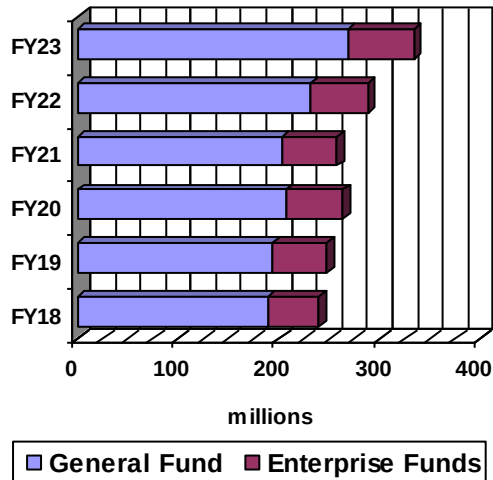
¹ Dispatch Services Division Separated from Police to Dispatch Services Department in FY22

² FY22 Social Services General Assistance Emergency Housing Mid-Year Appropriation Increase CO #199-21/22 (04/11/22): +\$20.0m

³ Covid-19 Pandemic Began Mid-March 2020 (FY20)

Budget Highlights

General Fund & Enterprise Funds FY18 - FY23



General Fund Expenditures

The 2022-2023 General Fund budget totals \$268,845,942, an increase of \$36,689,053 or 15.8% over the revised FY22 budget; the FY22 Social Services budget was appropriated an additional \$20m in April of 2022 related to the COVID pandemic requirements, the influx of asylum seekers and the rising numbers of individuals seeking assistance. This FY23 budget continues to incorporate the restoration of the coronavirus FY21 budget reductions; the magnitude of the pandemic began to emerge in March of 2020 (late FY20) during the City's FY21 budget preparation process. The major changes in the FY23 budget include:

Social Services Client Services	\$ 21,953,856
City Wages	\$ 6,832,705
Debt Service	\$ 4,191,581
Pension	\$ 916,283
Vehicle Fuel	\$ 428,730
County Tax	\$ 415,906
Library	\$ 306,575
Waterfront Border Patrol Upgrades	\$ 250,000
Health Insurance	\$ 159,571
Office of Diversity & Inclusion	\$ 149,075

Solid Waste Management Contract	\$ 145,524
METRO	\$ 117,642
Vehicle Maintenance & Repair	\$ 108,330
HHS Land & Building Rental	\$ 107,548
Workers' Comp Insurance	\$ 100,000
Temporary Services	\$ 95,979
Vehicle & Equipment Rental	\$ 88,910
Barron Center Electronic Medical Records	\$ 87,100
Fleet Fuel Dispensing System	\$ 80,000
Fleet Shop Lifts	\$ 80,000
SS GA PSRC Logan Place Contract (Restored)	\$ 73,000
City Council Audit	\$ 66,655
Fire Turnout Gear	\$ 65,104
Minor Equipment / Minor Capital	\$ 61,893
Travel & Training	\$ 60,633
Economic Development Grant Support	\$ 60,000
HR Relocate / Remodel	\$ 50,000
Fire Steven Ave & 90 Anderson Bldg Impr.	\$ 50,000
Medical Supplies	\$ 48,434
General Liability Insurance	\$ 43,129
Liability Self-Insurance Payments	\$ 41,744
Planning Cloud Upgrade	\$ 40,000
Spring Street Garage Pay on Foot Stations	\$ 40,000
Waterfront Ptld Landing Ship Grant Match	\$ (40,000)
Lab & Medical Services	\$ (47,281)
IT Human Resources Support	\$ (50,000)
Food Expense	\$ (56,997)
Planning Recode Phase II	\$ (65,000)
Historic District Housing Cost Study	\$ (65,000)
Workers' Comp Indirect Chargebacks	\$ (200,000)
Ambulance	\$ (280,000)
Merrill Roof Repair	\$ (500,000)

Enterprise Funds Expenditures

The FY2023 Enterprise Funds budget totals \$65,143,196, an increase of \$9,083,779 or 16.2% over the 2021-2022 budget; this budget increase is largely attributed to the Jetport anticipated surplus & capital outlay and the Sewer & Stormwater debt service.

The FY23 Jetport expenditure budget totals \$30,250,451, increasing \$6,302,697 or 26.3% compared to FY22 (Note: the FY22 Jetport surplus is budgeted at zero for a second year as a result of the pandemic climate). The more significant Jetport budgetary changes include the following:

Surplus	\$ 3,170,067
Capital Outlay	\$ 1,079,750
Building Contracted Cleaning Services	\$ 518,842
Payroll	\$ 269,392
Benefits	\$ 223,286
Temporary Services Security Guards Contract	\$ 178,551
Baggage Service Contract	\$ 175,000
Police Security & Air Rescue	\$ 124,313
Field Winter Snow Plow & Removal	\$ 123,385
Utilities	\$ 120,520
BHS & Jet Bridge Repair	\$ 100,000
Administrative Services	\$ 75,712
Terminal Landscaping	\$ 75,000

The FY23 Sewer Fund expenditure budget of \$29,318,982 increased by \$877,621 or 3.1% compared to FY22. The budgetary changes comprise of the following:

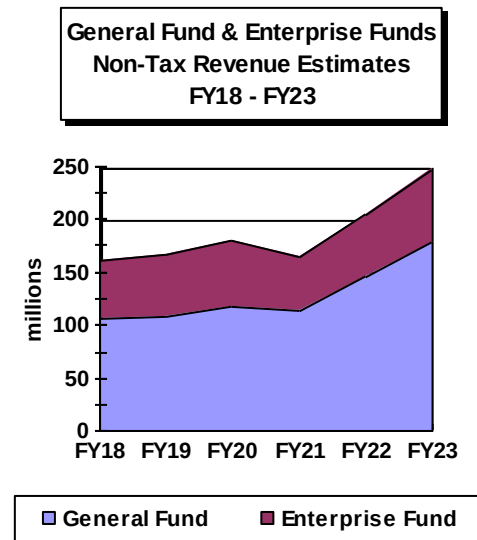
Debt Service Division	\$ 429,535
City Wages	\$ 154,574
Pest Control Contract Services	\$ 80,000
DEP Integrated Plan	\$ 75,000
Administrative Services	\$ 58,737
Utilities	\$ 32,856
District Road Paving	\$ 30,000

The FY23 Stormwater Fund has an expenditure budget of \$5,146,546, resulting in an increase of \$1,897,885 or 58.4%. The more significant expenditure variances are:

Debt Service Division	\$ 1,706,656
City Wages	\$ 143,268

The FY23 Fish Pier Fund has an expenditure budget of \$427,217, resulting in a minimal increase of \$5,576 or 1.3%.

General Fund Revenues



The 2022-2023 General Fund non-tax revenues are estimated at \$177,392,547, an increase of \$31,117,071, or 21.3%, over the 2021-2022 revised budget.

The FY23 / FY22 revenue changes include the following:

SS State of Maine General Assistance	\$ 24,617,383
Revenue Sharing	\$ 3,500,000
Debt Service Enterprise Fund Chargebacks	\$ 3,362,180
Debt Service Fund Reimbursement	\$ 1,100,000
Barron Center Patient Receipts	\$ 997,356
Social Services Misc. Reimbursements	\$ 765,803
Debt Service School Department Charges	\$ 765,728
Parking Meters	\$ 566,000
Parking Garage Hourly & Monthly	\$ 503,428
MEDCU Charges for Services	\$ 470,000
Public Health Division Grant Reimb.	\$ 465,959
Before & After School Program	\$ 443,908
Parks & Recreation Rental Income	\$ 410,278
Waterfront Cruise Ship Passenger Fees	\$ 386,749
Golf Course Recreation / Cultural Fees	\$ 301,886
Ocean Gateway Parking	\$ 253,550
Trash Bags	\$ 233,220
Parking Tickets	\$ 200,000
Finance P-Card Rebate	\$ 180,000
Street Occupancy	\$ 179,750
Enterprise Fund Misc. Reimbursements	\$ 176,687

Jetport Security & Air Rescue	\$ 173,059
TIF Reimbursements	\$ 155,202
Building Permits	\$ 150,000
Police Cruiser Use	\$ 138,250
School Chargebacks Misc.	\$ 125,386
Temple Street Garage	\$ 125,000
Cemeteries Cultural & Recreation Fees	\$ 119,600
Police Outside Jobs	\$ 96,853
Parks & Recreation Misc, Charges for Svcs	\$ 89,105
CIP Charges	\$ 63,796
Recreation Culture & Recreation Fees	\$ 59,245
Athletic Facilities Field Use	\$ 49,407
Renewable Energy Credits	\$ 45,923
Fringe Benefits	\$ 45,414
Debt Service Operating Transfers In	\$ 44,965
Confined Space Fire	\$ 44,000
Planning Dev Application & DRC Inspection	\$ (-40,000)
School Benefit Chargebacks	\$ (-44,468)
Sale of City Property	\$ (-50,000)
Health Insurance Employee Reimbursement	\$ (-91,269)
India Street Donations	\$ (-92,275)
Social Services Grant Reimbursements	\$ (99,182)
Barron Center Laundry Services	\$ (-113,866)
Special Rev / Endowments	\$ (115,055)
Debt Service Misc. Charges for Services	\$ (-204,414)
Other GF Accounts	\$ (-537,000)
American Rescue Plan Act (ARPA)	\$ (-3,197,059)
Social Services FEMA General Assistance	\$ (-6,000,000)

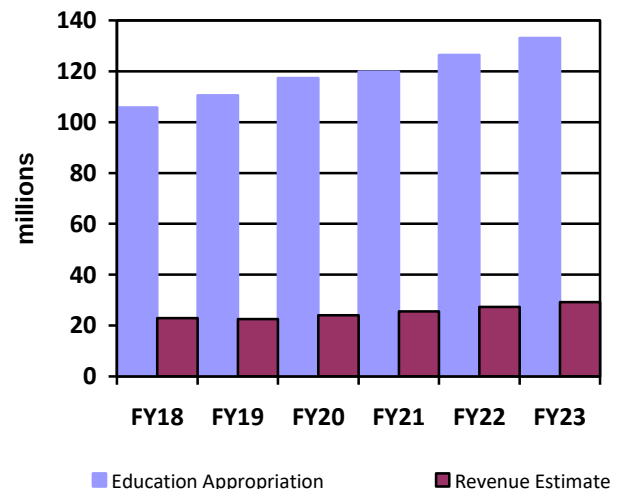
Stormwater User Fees	\$ 526,830
Jetport Cargo Revenues	\$ 128,624
Fish Pier Parking Income	\$ 63,174
Sewer Enterprise Fund Charges	\$ 44,330
Jetport Concessions	\$ 37,377
Sewer Fringe Benefits	\$ 31,081
Jetport Interest Income	\$ (-61,600)
Jetport Federal CARES Reimbursement	\$ (-1,834,393)

Housing & Community Development Program (HCD)

The 2022-2023 HCD program totals \$2,162,465, a decrease of \$183,925, or 7.8%, from the 2021-2022 program: the Entitlement Grant decreased \$102,784, Program Income increased \$1,186, HUD Cares Act (CV) funding decreased \$125,331 offset by new ESG CV funding of \$126,121, Tax Increment Financing (TIF) funding decreased \$90,000, and the Cotton Street lot sale proceeds remain flat at \$20,000. This budget also incorporates the use of \$6,883 in Surplus Funds.

Education

Education Appropriations & Non-Tax Revenue Estimates FY18-FY23



Enterprise Funds Revenues

The Enterprise Funds 2022-2023 revenue estimates are \$69,036,351, an increase of \$10,816,672 or 18.6%.

The major changes in the revenue estimates include the following:

Jetport ARPA 96 Federal Reimbursement	\$ 5,600,000
Jetport Car Rental Commissions	\$ 2,224,982
Jetport Parking Income	\$ 1,299,123
Sewer User Fees	\$ 1,173,316
Jetport Terminal Rental	\$ 857,530
Jetport Landing Fees	\$ 723,913

The final 2022-2023 Education budget approved June 14, 2022 is \$133,070,967, an increase of \$6,616,267 or 5.2% over the revised FY22 budget. A summary of the more significant school expenditure changes is provided below:

School Wages	\$ 3,429,132
Benefits	\$ 1,003,187
Software / Annual Subscription	\$ 698,222
Debt Service	\$ 665,727
Tuition to Private Source	\$ 180,294
Purchased Professional / Technical Services	\$ 177,877
Food	\$ 159,269
Software Maintenance	\$ 156,195
Student Transport Purchase Private	\$ 151,000
Insurance – General Liability	\$ 137,893
Tech-Related Supplies	\$ 128,147
Rentals	\$ 119,324
General Supplies	\$ 113,994
Legal Services	\$ 80,000
Electricity	\$ 75,338
Repair & Maintenance Services	\$ 71,860
Instructional Supplies	\$ (-110,904)
Tech-Related Equipment (Under \$10k)	\$ (-127,675)
Software Licenses (1-Time Expense)	\$ (-510,575)

The total non-tax revenue estimate for Education is \$29,219,896, an increase of \$1,848,447 or 6.8%. A summary of the revenue changes are as follows:

Surplus Use	\$ 1,410,390
State Subsidy – EPS/Debt Service	\$ 899,495
Food Service	\$ 508,544
Adult Ed Tuition - Individual Vocation	\$ 15,000
State Agency Client	\$ (-23,953)
Building Rentals	\$ (-42,500)
Adult Ed Tuition – Individual Enrichment	\$ (51,430)
Indirect Recovery Cost	\$ (-100,000)
MaineCare Medicaid Reimbursement	\$ (-781,170)

City of Portland
Authorized Employees
FY18-FY23

Department	FY18	FY19	FY20	FY21	FY22	FY23
City Council	-----	-----	-----	-----	-----	-----
City Clerk	7.8	7.9	7.9	7.9	7.9	8.6
Executive	13.0	10.5	9.5	8.5	8.5	10.5
Assessor	5.9	5.9	5.9	5.7	5.9	5.9
Finance	25.0	25.0	25.0	24.4	25.0	25.0
Legal	6.0	7.0	7.0	7.0	8.0	9.0
Human Resources	11.0	11.0	10.5	11.3	11.5	12.0
Parking	29.6	29.6	30.0	29.0	29.2	29.2
Housing & Economic Development	5.8	7.1	7.0	16.0	16.0	16.8
Police	232.3	226.3	227.0	224.0	189.0	187.0
Fire	229.2	226.0	226.0	224.0	224.0	226.0
Dispatch Services	-----	-----	-----	-----	36.0	36.0
Planning & Urban Development	24.0	24.0	24.0	17.0	17.0	17.0
Permitting & Inspections	28.0	28.0	28.5	30.8	35.0	36.0
Information Technology	17.0	17.3	16.0	16.0	15.8	16.0
Public Works	129.0	131.0	131.5	122.1	126.5	129.0
Parks, Recreation & Facilities	161.5	142.0	141.7	116.4	113.7	126.7
Public Buildings & Waterfront	-----	24.5	24.5	22.0	24.0	24.4
Health & Human Services:						
HHS-Administration	5.0	5.0	4.0	4.0	4.0	5.0
Public Health	25.0	27.1	28.3	32.3	32.8	38.4
Social Services	80.1	87.8	93.5	94.5	96.2	118.0
Barron Center	263.7	244.0	246.8	237.6	245.0	244.8
<i>Total HHS:</i>	373.8	363.9	372.6	368.4	378.0	406.2
Subtotal:	1,298.9	1,287.0	1,294.6	1,250.4	1,271.0	1,321.3

***Notes:**

- Police Legal Advisor transferred from Police to Legal in FY23 (Reorg)
- HHS Deputy Director transferred from Public Health Administration & Social Services Administration in FY23 (Reorg)
- Dispatch Services transferred from Police to Dispatch in FY22 (Reorg)
- Golf Course Restaurant Operations contracted in FY22
- City Hall Security / Greeter operations transferred from P&R to Public Buildings in FY22
- Housing & Community Development transferred from Planning to Housing & Economic Development in FY21 (Reorg)
- Planning Administration's CDBG/HOME/Lead Grant positions transferred to Housing & Economic Development's Housing & Community division in FY21
- Barron Center's Nutrition & Supply positions transferred to Parks Recreation & Facilities' Concessions division during FY20 (Reorg)
- Emergency Preparedness transferred from the City Manager's Office to Public Health Administration in FY20 (Reorg)
- Full-time project positions restored to the General Fund in FY20
- Full-time project positions directly charged to projects / grants in FY19 (City Manager, Planning, Public Health & Social Services: 47.6 FTEs)
- Office of Economic Opportunity transferred from City Manager to Economic Development in FY19 (Reorg)
- Public Buildings & Waterfront divisions split from Parks, Recreation & Facilities in FY19, excluding Custodial Services (FY19 new division)

City of Portland
Authorized Employees
FY18-FY23

Department	FY18	FY19	FY20	FY21	FY22	FY23
Enterprise Funds:						
Sewer Fund	30.0	33.0	33.0	34.0	34.0	34.0
Stormwater Fund	13.0	10.0	10.0	9.0	10.0	10.0
Jetport	52.5	56.0	59.0	57.0	57.0	58.0
Subtotal:	95.5	99.0	102.0	100.0	101.0	102.0

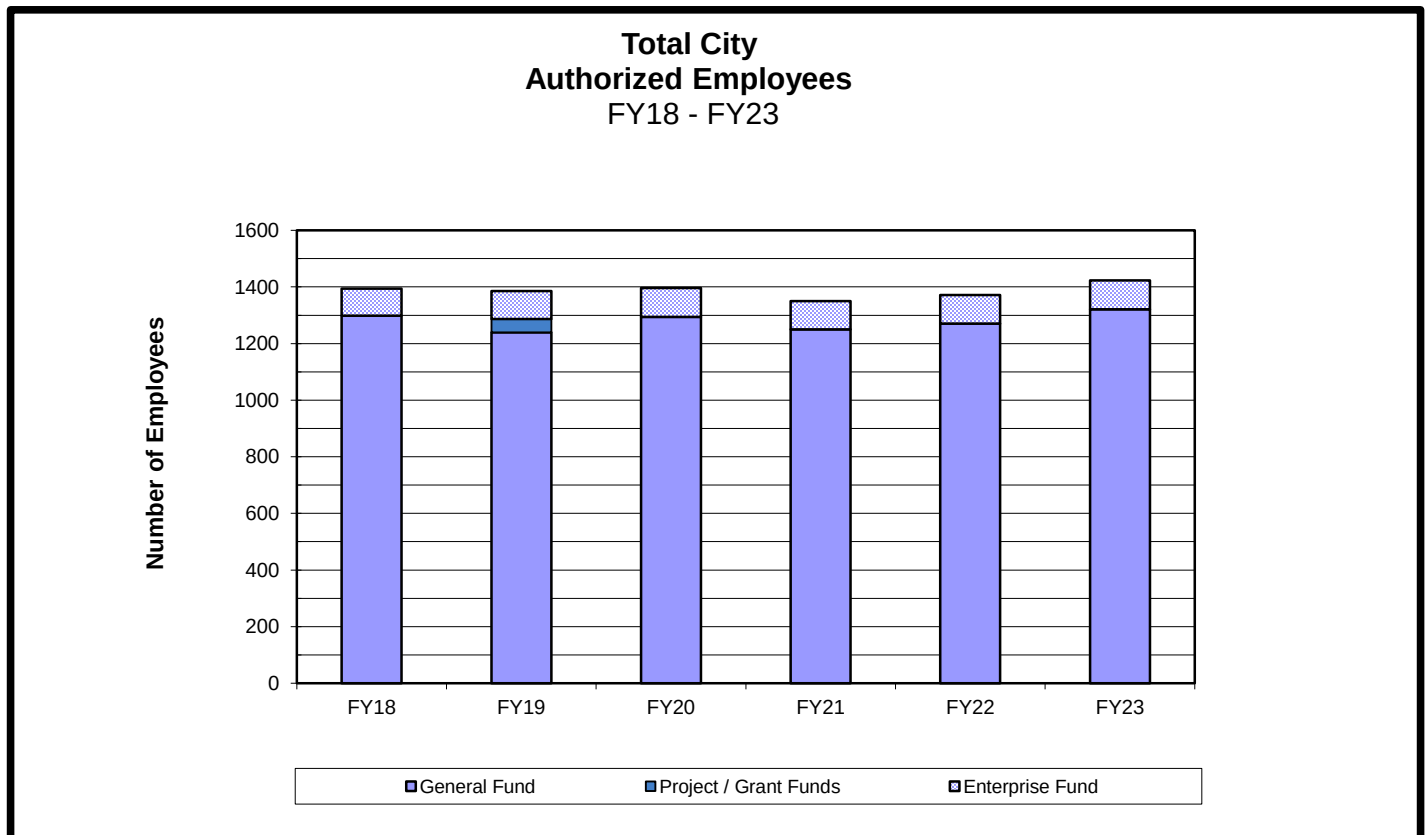
***Notes:**

-FY21 Reflects 3.0 new Sewer Fund positions approved during FY21 (DEP/EPA staffing levels)

Total City Employees:	1,394.4	1,386.0	1,396.6	1,350.4	1,372.0	1,423.3
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***Notes:**

-FY21 Covid-19 Budget Reductions



City of Portland, Maine
Approved Capital Expenditures
FY23

Department	Description	Amount	Total
GENERAL FUND:			
Parking			
	Spring Street Garage Pay-on-Foot Stations	\$40,000	
	Total Parking		\$40,000
Public Works			
	Fleet Services Keyless Fuel Dispensing System	\$80,000	
	Fleet Services Heavy Duty Shop Lift	70,000	
	Traffic & Transportation Conflict Monitor Tester	15,000	
	Fleet Services Small Engine Shop Lift	10,000	
	Total Public Works		\$175,000
Parks, Recreation & Facilities			
	Cemeteries Zero Turn Mower Replacement	\$13,000	
	Cemeteries Hydroseeding Unit	11,000	
	Golf Course Restaurant Awning Replacement	10,000	
	Total Parks, Recreation & Facilities		\$34,000
Public Buildings & Waterfront			
	Waterfront Custom Border Patrol Required Upgrades	\$250,000	
	Other Public Buildings Stevens Ave. Fire Station Restroom ADA Updates	100,000	
	City Hall Human Resources Office Remodel	50,000	
	School HVAC Van Replacement	35,000	
	Hadlock Fire Alarm Replacement	30,000	
	Total Public Buildings & Waterfront		\$465,000
Barron Center			
	BC Environmental Services Bernstein Room Renovations	\$36,065	
	BC Nursing Administration BC I Whirlpool Tub	25,000	
	Total Barron Center		\$61,065
Total General Fund Approved Capital Expenditures:			\$775,065

City of Portland, Maine
Approved Capital Expenditures
FY23

Fund	Description	Amount	Total
ENTERPRISE FUNDS:			
Sewer Utility			
	District Road Paving	\$30,000	
	Total Sewer Utility		\$30,000
Jetport			
	Field Taxiway A 5% Local Share	\$453,800	
	Parking Garage Maintenance	300,000	
	Parking Car Rental Facility Renovations	250,000	
	Terminal Trash Receptacles	175,000	
	Terminal Building Improvement Bipartisan Infrastructure Law (BIL) 5% Local Share	162,500	
	Parking Stair Tower Door Replacement	150,000	
	Parking Park N'Jet Roof Replacement	150,000	
	Field Maintenance Facility Metal Siding Completion	100,000	
	Operations Secured Apron Access Control & Equipment	100,000	
	Operations CCTV Infrastructure & Camera Equipment	100,000	
	Terminal Catch Basin Repair & Pavement	100,000	
	Terminal Outbound Baggage Handling System Controller Upgrades	100,000	
	Operations Lightweight 1/2-Ton Hybrid Option Truck	93,000	
	Field Multiple Land Improvement Projects Bipartisan Infrastructure Law (BIL) 5% Local Share	91,250	
	Terminal TSA Motorized Window Shades Blinds Lighting Fixtures	75,000	
	Terminal Fire Door 1995 Replacement	75,000	
	Terminal Access Control Network	75,000	
	Parking Building Management System Upgrade	75,000	
	Field 2 New LED Lighted Xs	60,000	
	Field Snow Equipment Bipartisan Infrastructure Law (BIL) 5% Local Share	60,000	
	Field 1-Ton Truck Replacement	55,000	
	Field Vehicle Gate 119 Removal & Relocation	52,000	
	Terminal Expansion Concrete Floor Repair	50,000	
	Terminal Restroom Cast Iron Upgrade Replacements	50,000	
	Terminal Flight Information Display System (FIDS) Monitor Replacements	50,000	
	Terminal Electric Platform Lift	50,000	
	Parking Walkway Demolition & Repair	50,000	
	Administration Pool Electric Vehicle Plug-in Hybrid	45,000	
	Field ARFF Restroom Updates	45,000	
	Parking Electric Vehicle Replacement	40,000	
	Field Taxiway A Non-AIP P-206 11' Shoulder	35,000	
	Parking Beam & Column Repainting	35,000	
	Parking 4-Door Crew Cab Pickup Truck Replacement	34,000	
	Terminal Other Equipment Bipartisan Infrastructure Law (BIL) 5% Local Share	33,750	
	Terminal Skylight Replacement	30,000	
	Terminal Stainless Steel Ticket Counter Replacement	30,000	
	Terminal Conference Room Technology Updates	30,000	
	Terminal Concourse Non-Bench Seating Upgrades	30,000	
	Parking Office, EE Lot & Long Term Cameras	30,000	
	Terminal Street Lighting Upgrades	25,000	
	Terminal South Side Exterior Caulking Phase II	25,000	
	Terminal Pet Relief Rebuild	25,000	
	Parking Construction / Parking Signage	25,000	
	Field LED Vehicle Lighted Numbers	20,000	
	Field 2 Refurbished LED Lighted Xs Upgrades	20,000	

City of Portland, Maine
Approved Capital Expenditures
FY23

Fund	Description	Amount	Total
Jetport <i>Continued</i>			
	Terminal Kid Play Areas	20,000	
	Terminal Electric Wheelchairs	20,000	
	Parking ADA Sidewalk Improvements	20,000	
	Parking Garage Maintenance Design Fees	20,000	
	Field ARFF 7 Automated External Defibrillators (AED) Replacements	15,000	
	Terminal Bollard Lighting Replacement	15,000	
	Operations Vehicle Wraps	12,000	
	Field ARFF Apparatus Bay LED Lighting	10,000	
	Total Jetport		<u>\$3,792,300</u>
Total Enterprise Funds Approved Capital Expenditures:			<u>\$3,822,300</u>

Key Revenues and Expenditures

Revenues

The operating budget categorizes revenues into seven distinct sources. A brief explanation of the revenue source is provided as well as significant changes in their estimates.

1. GENERAL AND OTHER EXCISE TAXES

Real Estate and Personal Property Tax

The principal tax of the City is the tax on real and personal property. A single tax applies for each fiscal year to the assessed value of the taxable real or personal property. The City's Tax Collector receives the tax commitment from the City Assessor, with assessed values as of April 1 of each year. Property taxes are collected in two installments, traditionally in September and March.

Collection of real estate taxes is ordinarily enforced in the City by the "tax lien" procedure as provided in the Maine Revised Statutes, as amended, to the collection of delinquent real estate taxes. Real Estate Tax Liens are recorded against the individual property at the County Registry of Deeds. This lien has priority over all mortgages, liens, attachments and encumbrances of any nature, subject to any paramount federal tax lien and subject to bankruptcy and insolvency laws. If the account is not satisfied within 18 months, the property becomes tax acquired and may be disposed of by the City.

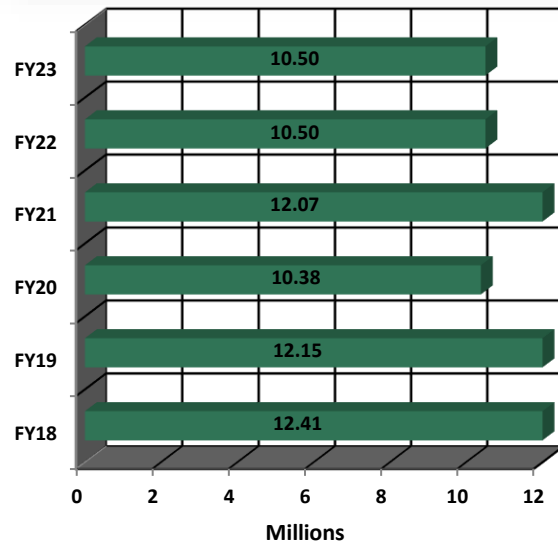
The latest revaluation occurred in FY22. The previous property revaluation was phased in over two years, FY2006 and FY2007, and a prior revaluation was completed in 1992.

Automobile Excise Taxes

Excise Taxes are another major revenue source in this category. Vehicles are assessed a sum equal to a stated mill rate on each dollar of the manufacturer's suggested list price. The mill rate starts at 24 mills for a current year model

and declines to 4 mills for the 6th and succeeding years.

Excise Tax Collections

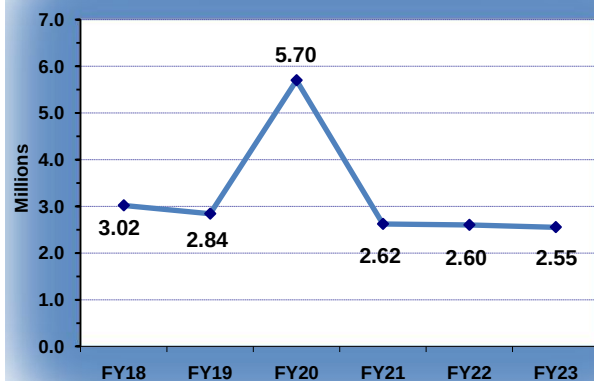


Note: FY22 and FY23 are estimated amounts.

2. LICENSES AND PERMITS

Many of the licenses and permits are established by the City Council and set forth in the Code of Ordinances. However, there are a number of fees established by the City pursuant to state law.

Building Permits



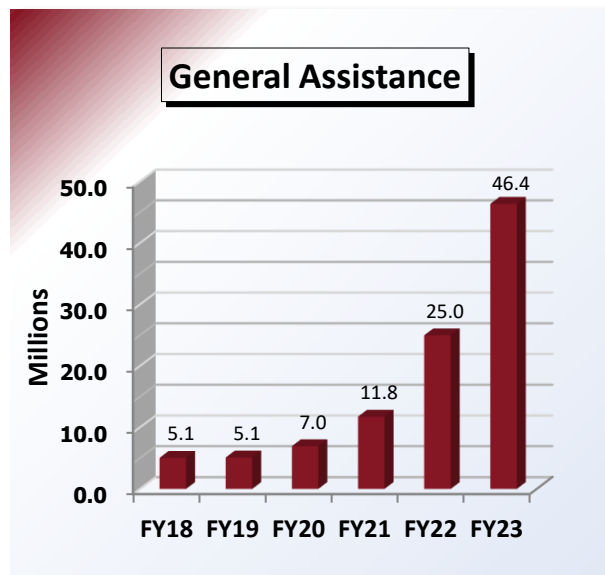
Note: FY22 and FY23 are estimated amounts.

Licenses and permits found in this category include street occupancy permits, business licenses, police & protective licenses, professional / occupational licenses, and non-business licenses. Building Permits, Business Licenses, Street Occupancy and the Cable TV Franchise are the largest sources of revenues in this category.

3. OTHER GOVERNMENTAL AGENCIES

Reimbursements are received from the state, other governmental agencies or individuals generally to compensate either in part or in full for services rendered by the City of Portland.

The FY23 budget incorporates \$5.553m in American Rescue Program Act (ARPA) relief funds to offset the anticipated loss of City revenue during the coronavirus pandemic recovery, down from the first year FY22 funding of \$8.750m.



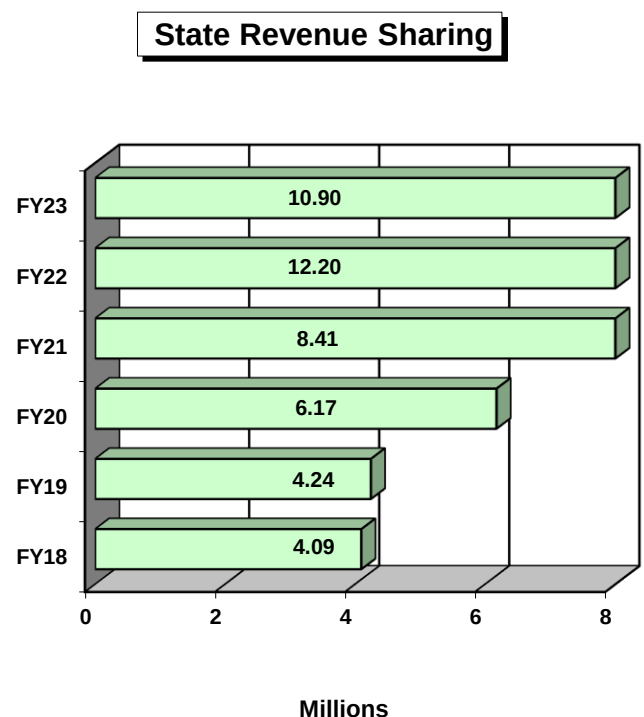
Note: FY22 and FY23 are estimated amounts.

The largest revenue in this category for FY23 is the General Assistance (GA) reimbursement. In FY16, the State of Maine GA reimbursement rate changed from a tiered percentage reimbursement rate (50% / 90%) to a flat seventy percent (70.0%) reimbursement rate based on the City's eligible program expenditures. The GA revenue collections,

FY15 and forward, reflect changes by the state in the GA reimbursement eligibility guidelines, excluding certain immigrants. This budget reflects the increasing need for general assistance resulting from the influx of asylum seekers beginning in the summer of FY20, and the start of the pandemic beginning in the spring of FY20. The increased need is anticipated to continue. Due to the need to "socially distance" during the pandemic, shelter capacities were reduced and local hotel utilization became necessary to provide for emergency housing.

During FY22 a mid-year appropriation amendment increase was approved by the City Council adding \$20m to the General Assistance expenditure budget; the revenue funding included an anticipated additional \$14m from the state and \$6m from FEMA. The Social Services division is continually striving to assist its clients to achieve self-sufficiency through its various programs funded by state and federal grants.

Another major source of revenue in this category is State Revenue Sharing.



Note: FY22 and FY23 are estimated amounts.

Traditionally the State has set aside 5% of all the sales, corporate, and personal income tax revenues it receives, creating a Revenue Sharing pool. The Revenue Sharing pool is then shared amongst 487 municipalities and unorganized townships in Maine, and distributed monthly. The total amount received by each municipality is based on two formulas: Revenue Sharing I and Rev-II.

The State's FY2016 budget, enacted June 30, 2015, temporarily reduced the Revenue Sharing distribution pool from 5.0% of all state sales, corporate, and personal income tax revenues to 2.0% for four years (FY2016 - FY2019). This reduction replaced the previous FY2014 and FY2015 reduction, which capped Revenue Sharing at \$62.5m.

The State partially restores the Revenue Sharing distribution pool in FY2020 to 3.0%, which has been reduced since FY2014, with a phased in approach to restore back to the statutorily defined level of 5.0% in future years; the allocation percentage changed to 3.75% in FY2021 and 4.5% in FY2022.

Revenue Sharing I is based on the following formula:

- a) $\frac{[\text{population of town} \times \text{assessment (tax levy)}]}{\text{state valuation for municipality}} = \text{the town's computed number}$
- b) $\text{computed number} / \text{sum of all computed numbers} = \text{proportional share of REV-I distributions}$

Revenue Sharing II is based on the following formula:

- a) $\text{assessment} / \text{state valuation} = \text{mil. rate}$
- b) $(\text{mil. Rate} - .011) \times \text{population} = \text{the town's computed number}$
- c) $\text{computed number} / \text{sum of all computed numbers} = \text{proportional share of REV-II distributions}$

*Revenue Sharing II Distributions: In fiscal year 2016, 2017, 2018, 2019, approximately 20% of funds are set aside in the Local Government Fund and a lump sum distribution of \$4 million at the end of each year.

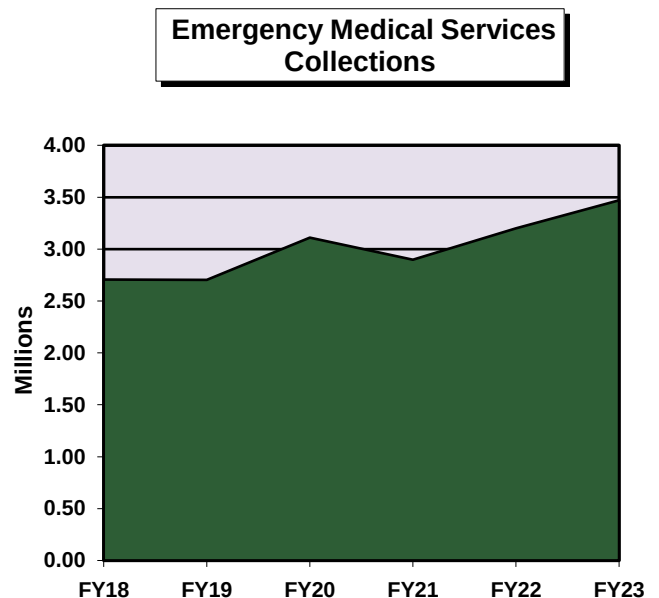
In FY2023, the State's Revenue Sharing projected share for Portland is 5.2% based on the most recent data.

This category also includes the Local Road Assistance Program (LRAP). This state program provides equitable financial assistance to communities for improving local roads, maintaining state roads in urban areas, and assisting the State in making capital improvements to state aid minor collector highways.

4. CHARGES FOR SERVICES

Also called user fees, these charges are voluntary payments for direct, measurable consumption of services provided by the municipality.

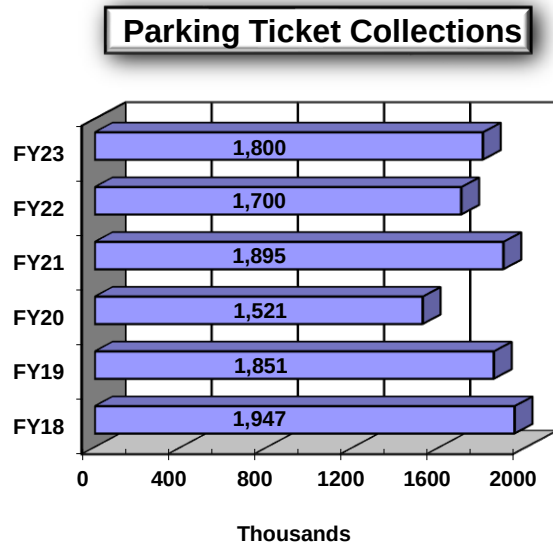
Major sources of revenue are derived from Patient Receipts (Barron Center), Cultural / Recreation Services, Health Insurance Reimbursements, Emergency Medical Services (EMS), and Recycling.



Note: FY22 and FY23 are estimated amounts.

5. FINES, FORFEITS & PENALTIES

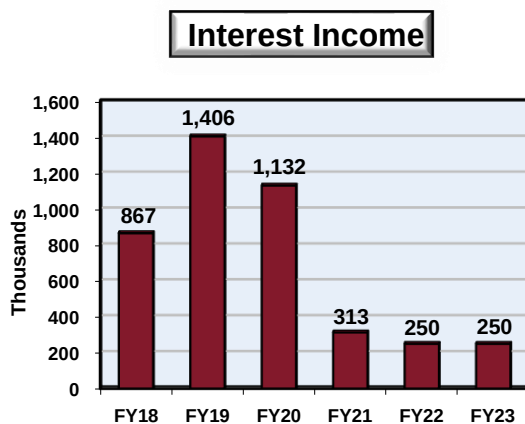
This revenue type includes receipts from fines and penalties imposed for the commission of statutory offenses, violation of lawful administrative rules and regulations, and for neglect of official duty. Fines include district court fines and violations of local ordinance such as parking fines and building code violations.



Note: FY22 and FY23 are estimated amounts.

Parking violations contribute to the majority of the revenues found under Fines, Forfeits & Penalties.

6. Use of Money and Property



Note: FY22 and FY23 are estimated amounts.

The Use of Money and Property revenue type includes revenues received from parking facilities, rental income, and interest earnings.

7. OTHER FINANCING RESOURCES

These revenues include reimbursements both from internal and external sources.

Reimbursements for expenditures incurred by staff departments, fringe benefit accounts, and departments providing direct services to the enterprise funds, school department, TIF, cemetery endowments, library, and other miscellaneous city funds are known as interfund charges. Other financing resources revenue includes various grant reimbursements including the Housing and Community Development grant and Other Agency revenues.

The biggest source of interfund revenue is the debt service chargebacks to the Enterprise Funds and School department. Other large revenue sources include chargebacks to the Enterprise Funds for employee benefits such as pension, workers' comp and medical insurance.

The Police and Fire departments charge the Jetport for direct services as well as administrative services provided. The direct services encompass 24-hour air rescue and security operations at the Jetport. The Jetport is also charged a minimal portion of each department's administrative cost.

The sale of City property and surplus activity are also found in this category.

Expenditures

Although the General Fund budget presents expenditure information by department, the City of Portland categorizes spending activities by nine areas. The following will provide a brief summary explanation of each of these expenditure types.

1. GENERAL GOVERNMENT

General governmental expenditures include the legislative and administrative functions for the benefit of the public and municipal agency as a whole. This includes expenditures for City Council, City Clerk, Executive, Assessor, Finance, Legal, Human Resources, Parking, Housing & Economic Development, Planning, Permitting & Inspections, Information Technology, Public Buildings & Waterfront, Pension, Insurances, Contingency, and Memberships / Other.

2. PUBLIC SAFETY

The Public Safety category includes the Police, Fire / EMS and Dispatch operations. The Public Safety function is the largest tax supported service provided by the City of Portland, aside from the School Department.

Police

The Police Department is the largest municipal law enforcement agency in the state. The department provides a complete spectrum of services, from an active and diverse patrol force to a highly trained team of Detectives providing comprehensive investigative services. The department's mission is enhanced by closely integrating field operations with community expectations through the application of the community policing philosophy. A highly trained professional workforce is supplemented by an advanced technology infrastructure. The marriage of the best people and the best tools enables high quality service in an ever more challenging police environment.

Fire

The Fire Department provides for fire suppression, emergency medical care response and transport. Additional responsibilities include Emergency Management and Homeland and Port Security oversight. Areas of unique responsibility include Hazmat/WMD Technical Response Team, Confined Space Rescue, Fire and Emergency Medical service to the Casco

Bay Islands, Air Rescue Fire Fighting at the Jetport, Marine Fire Fighting for Portland Harbor, Fire Prevention, and Fire Inspection, which includes plan review and property safety inspections. The Fire Department is also responsible for a municipal fire alarm system and the maintenance of a city wide 800 MHz radio system.

The Fire Department maintains ten fire stations and the Spring Street Fire Museum. A minimum of forty-six firefighters and paramedics staff each shift on 18 pieces of apparatus, which include: five engine companies, four ladder companies, five ambulances, one heavy rescue company, two air rescue units, and one marine unit. Each piece of apparatus is equipped with advanced life support equipment 24 hours a day, seven days a week.

Dispatch

The Dispatch Department, while remaining under the direction of the Police Department, separated into its own department in FY22.

3. PUBLIC WORKS

The Department of Public Works is responsible for providing many of the essential services to City of Portland residents throughout the year. These services include the operation of the Riverside Recycling Facility (under a contract arrangement), and a comprehensive solid waste program, which includes trash collection, residential curbside recycling, a leaf collection program, as well as a heavy item / bulky collection pick-up program. Public Works also provides for the construction and maintenance of city streets and sidewalks, the sewer system, stormwater maintenance, and technical support / engineering services for Capital Improvements Projects. Other key services include the removal of snow and ice from city streets and sidewalks, maintenance of the Portland Downtown District, maintenance and repair of all City vehicles and equipment, and traffic management, including maintenance of traffic signaling, street lights and traffic control and calming. Public Works also

provides core public works services to four adjacent islands in Casco Bay.

4. HEALTH AND HUMAN SERVICES

The Department of Health and Human Services (HHS) undertakes the planning and coordination of health and human service activities in Portland. This often occurs in collaboration with non-profit agencies and the state and federal government. HHS consists of five operational divisions: HHS Administration, Public Health, Social Services, the Barron Center and the Office of Elder Affairs.

Public Health is the state's most comprehensive local public health department. Public Health consists of six programs: Administration, Family Health, Chronic Disease Prevention, Health Equity, the India Street Clinic, and Public Health Research.

Social Services provides both financial assistance and support services for low-income Portland residents. Services include case management, including assistance with securing housing and job placement, and representative payee services to clients. The Social Services division includes Administration, General Assistance, the Oxford Street Shelter and the Family Shelter. Day services are available at the Oxford Street Shelter.

Social Services was required to reduce the number of available beds in the shelters due to the COVID pandemic guidelines. Due to these challenges, which began in the spring of FY20, along with extremely limited emergency shelter options, the use of hotels to house individuals and families has become a regular part of the City's Health & Human Services operations resulting in a substantial increase in the client services expense lines. In addition, the city has experienced an influx of asylum seekers. The City Council approved a mid-year FY22 budget appropriation amendment to address the needs of the record numbers seeking city emergency shelter services.

The Barron Center is the state's second largest long-term care nursing facility. The Barron Center is a 219-bed skilled rehabilitation and nursing facility, including a 50-bed specialty unit for the care of residents with dementia. Residents of the Barron Center are able to receive speech, occupational and physical therapy services, and short- and long-term nursing care services in addition to end of life and hospice services.

The Office of Elder Affairs provides the community with an Elder Advocate. Assistance is provided in the form of senior information and referral, adult day health services, and community collaboration. Elder Affairs operates Martha's Cottage, which is the only domestic violence shelter for seniors in the country. In addition, the Office of Elder Affairs leads the Age Friendly Community Initiative for the City of Portland.

A large majority of the funding for the Public Health and Social Services divisions is derived from state and federal grants, and miscellaneous reimbursements for direct services.

5. PARKS, RECREATION AND FACILITIES

The Department of Parks, Recreation and Facilities consists of four divisions: Administration, Parks, Recreation, and Facilities. The Parks division oversees Parks, Forestry & Horticulture, Athletic Facilities, and Cemeteries. The Recreation division oversees the Recreation, Aquatics, the Riverside Golf Course, Golf Course Restaurant (leased operation) and Ice Arena programs, including the permitting of outdoor events, races and rallies. The Facilities division is comprised of the Public Assemblies, Concessions, Custodial Services, and the Merrill Auditorium programs.

The City of Portland has managed Portland's open spaces since the nineteenth century beginning with a Cemeteries and Public Grounds Committee. Parks, Recreation and Facilities is responsible for the day-to-day management and

care of over 1,200 acres of parks and open spaces in the City. Serving people of all ages and contributing to healthy lifestyles and leisure activities of the community, this department serves the many citizens and visitors of Portland through 67 individual parks and 8 miles of multi-use trails.

The Parks, Recreation, and Facilities Department also oversees 20,000 City-owned trees and provides new plantings each year. Cemeteries manages two active cemeteries (Evergreen and Forest City) and eleven inactive cemeteries.

Recreation offers a vast array of services and leisure activities including Community Centers for special events, recreation programs for children and adults, before and after school care, center for therapeutic recreation, three pools, operations of the ice arena and Riverside Golf Course, and the management and scheduling of the athletic fields.

6. LIBRARY

The Portland Public Library is governed by a Board of Trustees. As an independent and non-profit organization, the Library is self-supporting through its own resources with additional grants from the City, Cumberland County and the State of Maine. The amount appropriated represents approximately 85.5% of the Library's estimated expenditures. The City also owns the land and building in which the Library operates.

The expenditures under this category are for the City's contribution to the Portland Public Library.

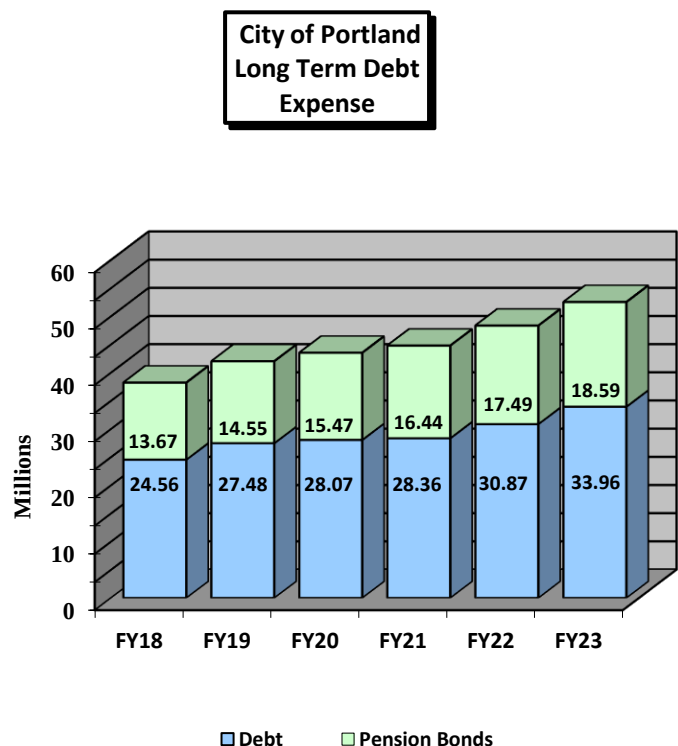
7. METRO

The Greater Portland Transit District, a quasi-municipal organization better known as Metro, is a shared venture to provide public transportation services, serving the Brunswick, Falmouth, Freeport, Gorham, Portland, South Portland, Westbrook, and Yarmouth communities. In April of 2009, the Town of Falmouth joined the City of Portland and the

City of Westbrook as the third community assessment member. The District is managed by a Board of Directors selected by the municipal officers of each participating municipality. During early 2019, Metro began working with the communities of Brunswick, Freeport and Yarmouth to move the Metro *BREEZ* project from its pilot phase to permanence; this also entailed bringing these communities onto the Metro Board of Directors as full members who also share in covering their fair portion of the agency's fixed and overhead costs. The Board of Directors has the responsibility for budgeting and financing. The District's operating and capital expenditures, including debt service, are financed by state and federal grants received directly by the District, fares, assessments of member communities, non-member local funding, and other miscellaneous revenues.

The appropriation found under this division represents the City of Portland's assessment for the upcoming fiscal year. The City's portion of the FY23 annual assessment is \$3,137,789.

8. LONG TERM DEBT



Note: FY22 and FY23 are estimated amounts.

Debt Service expenditures repay principal and interest on the City's general obligation bonds, as well as the administration cost of the current and past year bond issuances. The primary reason for borrowing funds is for financing of Capital improvements, some of which are for Schools and Enterprise Funds.

The City's debt source is the single largest item of expense in the City's budget. For fiscal year 2023, the gross debt budget is \$52,546,994 or 19.5% of the City's general fund budget; it is estimated that the Enterprise Funds and the School Department are to reimburse the general fund \$23,621,487 of this expense. The FY23 anticipated net cost of debt service to the City general fund is \$27,564,438.

9. COUNTY TAX

This expenditure is paid to finance Portland's share of the cost of county government, including debt repayment. This is determined by the ratio of the City's equalized State Valuation to the County's total equalized State Valuation. At January 1, 2022, the City's equalized State Valuation of \$12,095,550,000 was 21.4% of the County's total equalized State Valuation of \$56.6 billion, resulting in a FY23 assessment to the City of Portland of \$7,563,215.

City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Object	Account Title	Actual Revenues FY21	Estimated Revenues FY22	Projected Revenues FY22	Estimated Revenues FY23
I. Property and Excise Taxes					
311-000 ¹	Current Tax Assessment	186,097,770	190,098,182	186,260,160	200,437,989
311-101	Homestead Tax Relief	2,079,671	-	2,265,094	-
311-201	Business Personal Property Tax Relief	3,136,000	-	2,475,453	-
311-500 ¹	Less: School Tax Allocation	(94,338,744)	(99,083,251)	(99,083,251)	(103,851,071)
311-700	Less: TIF Refunds	(5,156,872)	(4,983,523)	(5,400,942)	(4,983,523)
311-900	Less: Senior Tax Equity	(150,970)	(150,000)	(150,000)	(150,000)
312-000	Prior Year's Assessment	2,072,477	-	1,334,930	-
313-100	Automobile Excise	12,067,224	10,500,000	10,500,000	10,500,000
313-200	Boat Excise	46,097	35,000	38,000	35,000
313-300	Aircraft Excise	7,154	16,500	7,000	7,000
314-000	Payments in Lieu of Taxes	691,838	500,000	500,000	500,000
319-000	Interest & Penalties	334,562	170,000	200,000	170,000
Total Property and Excise Taxes		\$106,886,207	\$97,102,908	\$98,946,444	\$102,665,395
II. Licenses and Permits					
321-000	Street Occupancy	1,219,047	937,900	1,186,044	1,117,650
322-000	Business Licenses	2,514,160	2,417,969	2,112,500	2,403,389
322-100	Reinspections	2,600	1,800	1,800	4,950
323-000	Police & Protective	754	750	2,500	10,750
325-100	Solid Waste Control	32,320	29,340	42,240	29,340
326-000	Non-Business Licenses	740,411	709,921	715,000	674,921
326-030	Building Permits	2,619,920	2,400,000	2,600,000	2,550,000
326-040	Electrical Permits	80,301	140,000	175,000	175,000
326-050	Plumbing Permits	66,030	57,000	50,000	57,000
326-060	Certificate of Occupancy	33,099	20,000	15,800	20,000
326-080	Board of Appeals	12,732	10,000	2,800	8,500
326-200	Dog Agent Fees	670	1,300	1,300	1,300
326-210	Hunting & Fishing	201	156	156	150
326-220	Marriages	30,033	25,200	25,000	27,000
Total Licenses and Permits		\$7,352,278	\$6,751,336	\$6,930,140	\$7,079,950
III. Intergovernmental Revenue					
331-201 ²	Federal FEMA Reimbursements	357,019	6,000,000	-	-
331-202	Federal CARES Reimbursements	1,984,047	-	108,305	-
331-203	CARES Incentive Payments (BC)	218,087	-	-	-
331-204	American Rescue Plan Act (ARPA)	-	8,750,000	8,750,000	5,552,941
335-030 ²	State of ME SS GA	11,761,996	21,776,855	25,002,397	46,394,238
335-100	Revenue Sharing	8,408,319	7,400,000	12,200,000	10,900,000
335-200	Local Road Assistance Prgm (LRAP)	489,396	500,000	523,332	525,000
335-202	Barron Ctr State COVID Reimb	16,032	-	21,450	-
335-250	Medicaid	1,328,103	942,255	1,069,556	983,017
335-300	Snowmobile Registrations	1,331	-	1,000	-
335-400	Tree Growth Reimbursement	1,773	2,000	2,450	2,000
335-500	Veterans Real Estate Reimb.	30,680	35,000	30,000	35,000
Total Intergovernmental Revenue		\$24,596,783	\$45,406,110	\$47,708,490	\$64,392,196

City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Object	Account Title	Actual Revenues FY21	Estimated Revenues FY22	Projected Revenues FY22	Estimated Revenues FY23
IV. Charges for Services					
340-000	Charges for Services PDD	414,503	414,126	414,126	411,055
341-000	Misc. Charges for Services	5,062,790	5,487,616	6,141,625	5,492,050
341-030	Passports	-	1,000	-	-
341-160	Confined Space	135,475	131,800	175,800	175,800
341-350	Pre-Operational Inspection	21,300	11,250	11,200	11,250
341-370	CFPM Classes	(45)	1,900	45	-
341-400	Auto Registration	143,824	125,000	125,000	125,000
341-500	Program Income	33,810	54,500	35,000	40,100
341-550	Berthing Income	109,110	91,939	140,000	120,351
341-580	Passenger Fees	25,070	22,550	72,000	409,299
341-590	Fresh Water	566	1,250	5,542	7,750
341-800	Parking	7,466	57,000	34,814	57,000
342-000	Public Safety Miscellaneous	3,415,495	3,738,281	4,046,250	4,319,759
342-010	Witness Fees	16,661	35,325	18,000	24,728
342-020	Cruiser Use	91,368	86,750	180,000	225,000
342-100	Peer Review Reimbursement (Eng.)	74,383	175,000	109,500	175,000
342-110	Development Application Fee	110,388	173,000	145,000	158,000
342-120	Development Review (Planners)	3,920	5,000	6,000	6,000
342-130	Inspection / Review (DRC)	222,044	225,000	170,000	200,000
343-000	Recycling Program	2,245,896	1,957,742	1,957,742	2,190,962
343-200	Riverside Recycling	15,020	16,000	20,000	16,000
343-250	Heavy Item Stickers	4,880	4,080	4,080	4,080
343-300	Peaks Island Transfer Station	6,681	4,700	6,500	4,700
345-080	STD Clinic	14,185	18,000	18,000	18,000
345-650	Patient Receipts	19,056,759	19,447,679	14,709,398	20,348,359
345-660	Non-Patient Receipts	131,545	541,284	864,288	437,686
345-990	Less: Returns / Allowances	(1,603,815)	(1,030,338)	(1,117,263)	(974,424)
346-010	Golf Course Daily Play	705,937	550,000	604,919	653,000
346-020	Golf Course Gift Certificates	5,308	-	1,706	-
346-030	Golf Course Passholders	355,631	245,000	325,002	357,500
346-040	Golf Course Pro Shop	92,679	67,000	83,636	85,000
346-060	Golf Course Tournaments	18,780	24,480	32,912	37,500
346-070	Golf Course Lockers & Storage	1,701	4,084	4,084	4,450
346-080	Golf Course Cart Rentals	405,073	310,000	340,821	365,000
346-100	Ice Arena Vending	-	7,000	6,246	8,000
346-160	Ice Arena Advertising	6,780	10,000	12,000	13,000
346-500	Ice Rentals	290,210	504,375	485,073	512,225
346-991	Golf Course Credit Redemptions	(3,541)	-	6,663	-
347-000	Cultural / Recreation	23,073	71,925	95,352	131,170
347-010	Burials	170,161	177,287	197,640	251,235
347-020	Foundations	36,372	28,110	30,752	28,110
347-040	Annual Care	2,647	2,000	2,000	2,000
347-050	Plants	3,405	3,750	4,800	3,750
347-060	Vault Cover Placements	16,521	21,455	21,775	22,485
347-070	Lot Sales	164,354	134,702	183,422	179,324
347-080	Swimming	122,808	148,001	171,385	151,545
347-100	Camps	127,171	144,000	206,908	282,420
347-200	Before & After School Bell Program	858,580	948,000	1,172,907	1,391,908

City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Object	Account Title	Actual Revenues FY21	Estimated Revenues FY22	Projected Revenues FY22	Estimated Revenues FY23
IV. Charges for Services <i>Continued</i>					
347-300	East End Boat Launch	50,558	39,650	52,068	56,075
348-000	Donations	384,694	249,745	249,745	157,470
Total Charges for Services		\$33,598,181	\$35,487,998	32,584,463	\$38,696,672
V. Fines, Forfeits, and Penalties					
351-000	Code Violations	19,559	88,550	75,900	93,754
351-100	Denver Boot	64,400	70,000	60,000	70,000
351-200	Parking Tickets	1,895,449	1,600,000	1,700,000	1,800,000
351-360	Restaurant Reinspections	375	1,000	1,000	1,000
351-370	CFPM Violations	-	1,500	-	1,500
Total Fines, Forfeits, and Penalties		\$1,979,783	\$1,761,050	\$1,836,900	\$1,966,254
VI. Uses of Money & Property					
361-000	Interest Income	313,474	250,000	250,000	250,000
361-200	Kehoe Trust Fund	12,477	18,754	22,819	22,819
361-800	Renewable Energy Credits	-	-	-	45,923
363-000	Rental Income	276,707	326,968	326,877	406,868
363-010	Primary Tenant Rental Income	157,320	351,852	387,731	402,660
363-020	Commercial Rental Income	14,273	79,610	61,352	84,450
363-030	Non-Commercial Rental Income	51,630	341,495	444,617	432,775
363-040	Food Service Rental Income	130,274	264,000	311,932	410,000
363-050	Merchandising Rental Income	656	5,000	5,156	5,500
363-070	Advertising Rental Income	27,600	20,000	20,000	20,000
363-080	Vending Rental Income	-	750	-	-
363-090	Box Office Rental Income	-	77,680	93,647	147,680
363-150	Parking Income	960	-	960	-
363-201	Restaurant Concessions	20,614	125,000	50,000	97,500
363-250	Ground Rent	281,125	243,876	249,571	251,905
363-330	84 Free Street Lease (Civic Center)	1,000	1,000	1,000	1,000
363-340	94 Free Street Lease	4,830	4,836	4,836	12,075
364-000	Garages, Lots, Meters	745,690	875,000	950,000	1,000,000
364-010	Hourly Parking	272,240	295,000	600,000	700,000
364-020	Monthly Parking	1,250,425	1,206,348	1,350,000	1,304,776
364-030	Library Garage Parking	5,949	7,000	5,500	5,600
364-050	Thames Street Lot	60,060	41,600	80,000	80,000
364-060	Angelos Acre Lot	70,860	80,700	71,000	73,000
364-070	Ocean Gateway Lot	424,654	400,000	659,100	653,550
364-100	Parking Meters	3,027,870	3,600,000	3,700,000	4,166,000
364-201	Parking Annual Lot Rentals	1,000	1,000	1,000	1,000
364-250	Snow Tow Lot	17,665	89,100	74,250	89,100
364-300	Electric Vehicle Charge Meters	-	-	-	5,000
367-000	Cultural / Recreation	138,209	163,648	236,316	213,055
Total Uses of Money & Property		\$7,307,562	\$8,870,217	\$9,957,664	\$10,882,236

City of Portland, Maine
Comparative Statement of Revenues
For General Fund

Object	Account Title	Actual Revenues FY21	Estimated Revenues FY22	Projected Revenues FY22	Estimated Revenues FY23
VII Other Financing Resources					
391-000	Operating Transfers In	567,316	606,034	586,928	561,069
392-000	Sale of City Property	294,182	125,000	60,000	75,000
393-000	HCD Charges	410,310	422,608	418,527	430,992
395-000	Enterprise Fund Charges	15,296,810	16,102,209	15,697,884	19,850,916
396-000	School Department Charges	9,462,387	10,896,346	10,818,993	11,742,992
397-000	Spec Rev / Endow Fd Chgs	414,731	539,942	483,430	429,887
398-000	Misc. Reimbursements	1,799,641	1,327,288	1,386,004	2,106,122
398-010	Fringe Benefits	729,133	458,322	610,835	503,736
398-020	Non-State Social Service	46,676	35,000	38,423	38,423
398-100	Other General Fund Accts	516,335	547,540	519,905	17,246
398-300	CIP Charges	381,794	316,075	275,000	379,871
398-400	Grant Reimbursements	5,584,001	3,750,646	4,100,286	4,121,528
398-500	TIF Fund Reimbursements	2,496,795	1,650,255	1,531,184	1,805,457
398-700	Debt Service Fund Reimbursement	-	-	-	1,100,000
Total Other Financing Resources		\$38,000,111	\$36,777,265	\$36,527,399	\$43,163,239
TOTAL GENERAL FUND REVENUES:		\$219,720,905	\$232,156,884	\$234,491,500	\$268,845,942

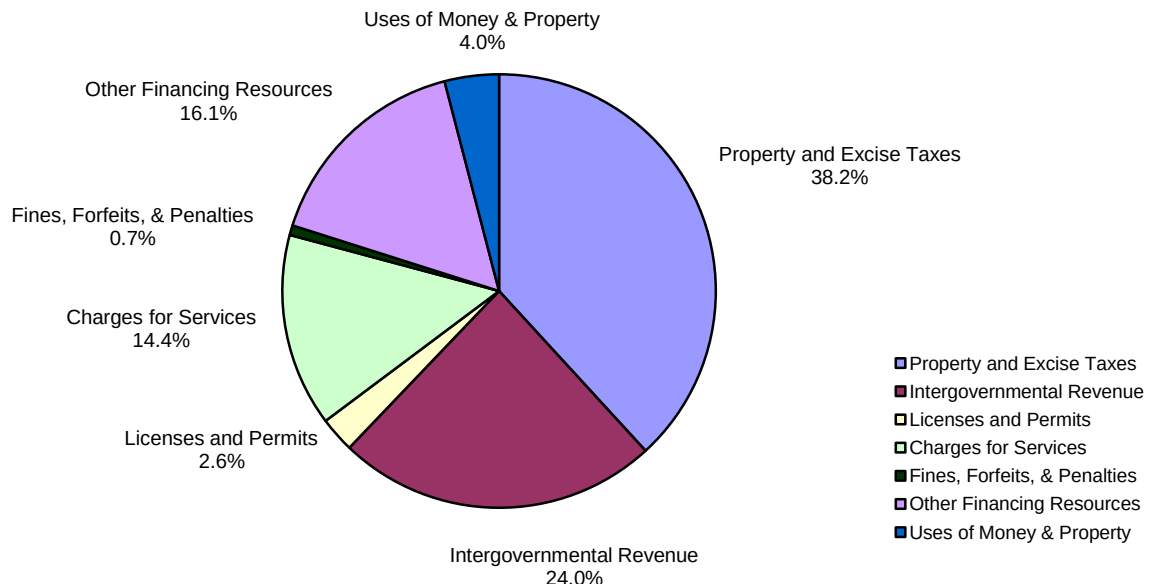
*** Notes:**

¹ Reflects FY22 School Amendment CO #10-21/22 through CO #13-21/22 (07/19/21)

² Reflects FY22 Social Services General Assistance Emergency Housing Mid-Year Appropriation Increase CO #199-21/22 (04/11/22): +\$20.0m

³ Covid-19 Pandemic Began Mid-March 2020 (FY20): Significant Revenue Budget Impacts Include Parking, Waterfront, and Recreation Operations

FY23 Revenues
General Fund by Revenue Source

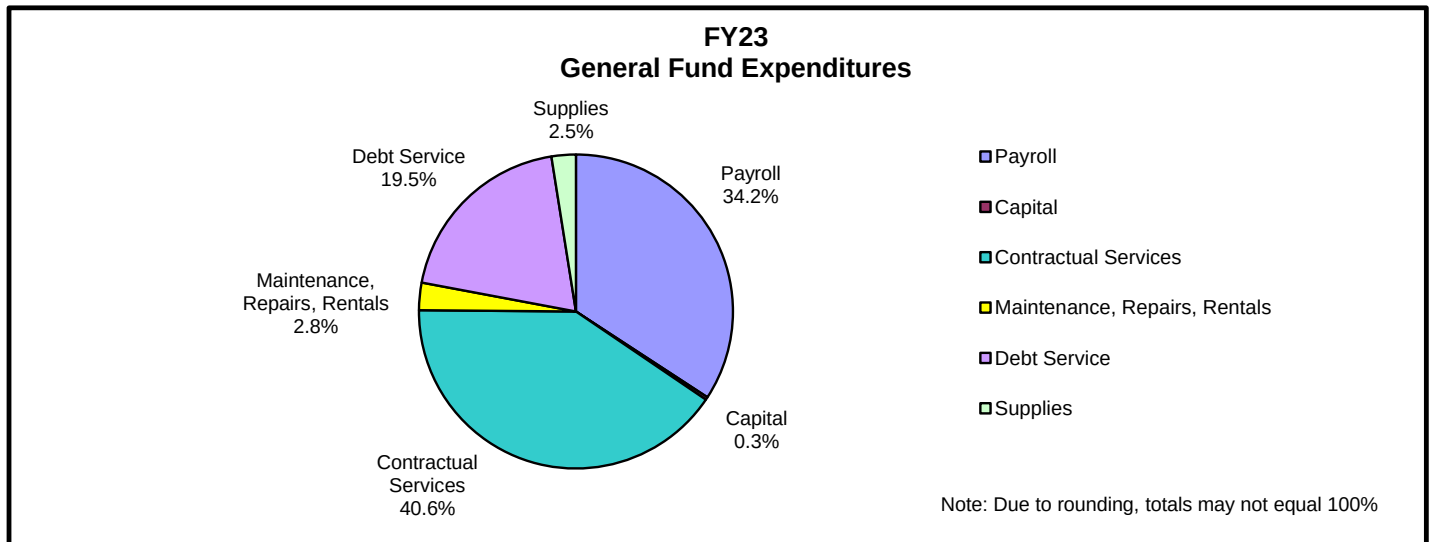


Note: Due to rounding, totals may not equal 100%

**CITY OF PORTLAND, MAINE
FY23 Annual Budget**

Departmental Budget Summary By Expenditure Category

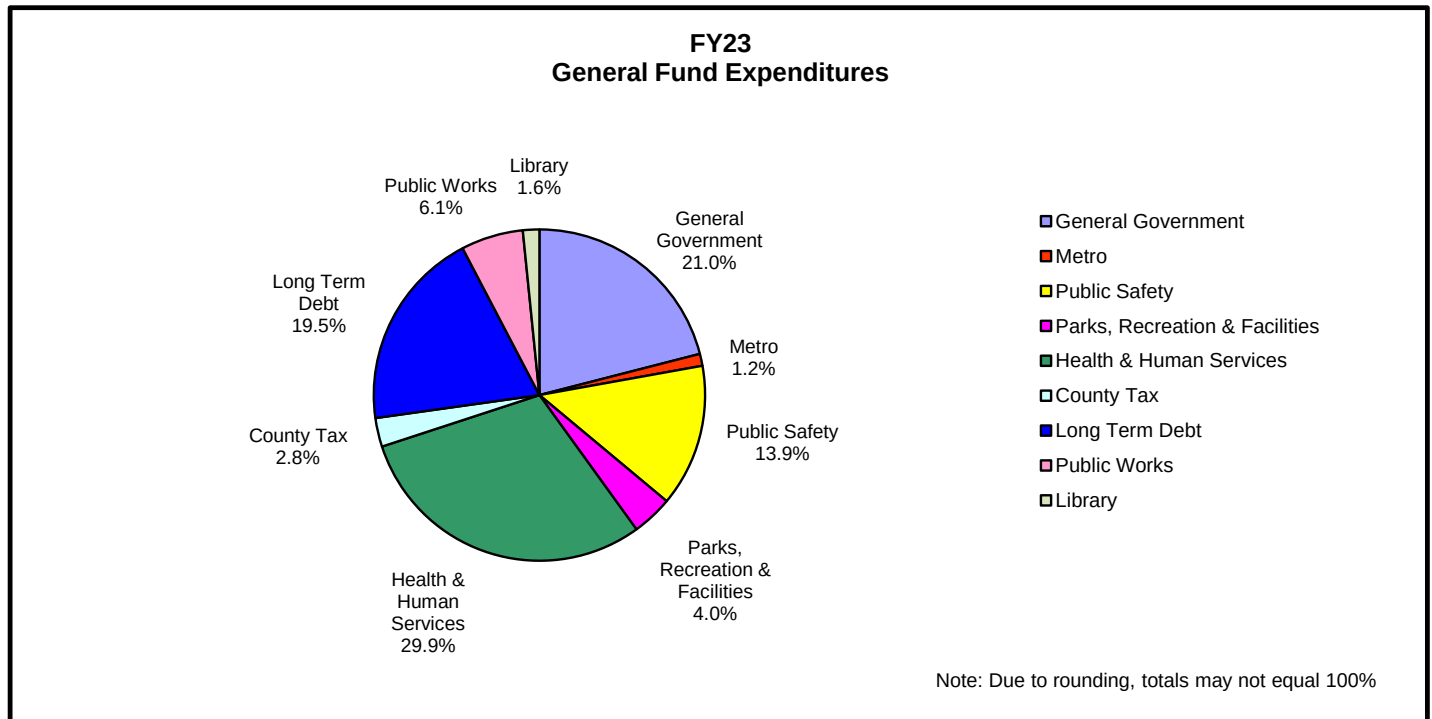
Account Number	Account Title	Payroll	Contractual Services	Maint. / Repairs & Rentals	Supplies	Capital	Total
11-00	Council	152,535	263,088	6,826	4,250	-	426,699
12-00	City Clerk	579,539	57,313	37,895	6,700	-	681,447
13-00	City Manager	962,429	70,858	7,575	7,000	-	1,047,862
14-00	Assessor	435,898	29,970	4,700	7,700	-	478,268
15-00	Finance	1,756,927	256,071	10,620	28,450	-	2,052,068
16-00	Legal	896,459	132,474	11,804	10,000	-	1,050,737
17-00	Human Resources	1,021,076	205,537	19,900	14,650	-	1,261,163
18-00	Parking	1,541,607	482,506	335,749	74,325	40,000	2,474,187
19-00	Housing & Economic Development	1,279,427	192,887	5,270	9,500	-	1,487,084
21-00	Police	14,743,421	637,892	114,610	266,564	-	15,762,487
22-00	Fire	16,685,619	990,090	1,007,928	490,035	-	19,173,672
23-00	Dispatch	2,307,362	61,975	13,097	36,375	-	2,418,809
24-00	Planning & Development	1,265,757	223,150	63,660	18,700	-	1,571,267
25-00	Permitting & Inspections	2,254,214	133,549	27,552	41,430	-	2,456,745
29-00	Information Technology	1,342,829	540,944	978,189	31,000	-	2,892,962
31-00	Public Works	8,923,143	3,143,371	2,005,297	2,066,592	175,000	16,313,403
33-00	Parks, Recreation & Facilities	8,017,221	1,196,111	478,099	973,702	34,000	10,699,133
35-00	Public Buildings & Waterfront	1,590,874	2,002,476	1,237,205	442,700	465,000	5,738,255
44-10	HHS Administration	490,727	11,180	-	6,500	-	508,407
44-20	Public Health	2,400,739	216,363	211,885	48,600	-	2,877,587
44-30	Social Services	7,249,284	51,773,421	731,218	246,822	-	60,000,745
44-40	Barron Center	13,100,943	1,758,166	261,500	1,894,991	61,065	17,076,665
48-00	Library	3,099,452	1,213,517	-	-	-	4,312,969
51-00	Pension	-	9,448,120	-	-	-	9,448,120
52-00	Employee Benefits	-	21,495,352	12,360	-	-	21,507,712
61-00	Contingent	-	350,000	-	-	-	350,000
62-00	Liability Insurance	-	901,907	-	-	-	901,907
63-00	County Tax	-	7,563,215	-	-	-	7,563,215
65-00	Memberships & Contr.	-	3,915,373	-	-	-	3,915,373
67-00	Wage Adjustment	(150,000)	-	-	-	-	(150,000)
Subtotal General Fund Expenditures:		\$91,947,482	\$109,266,876	\$7,582,939	\$6,726,586	\$775,065	\$216,298,948
47-00 Debt Service							\$52,546,994
Total General Fund Expenditures:							<u>\$268,845,942</u>



**CITY OF PORTLAND, MAINE
FY23 Annual Budget**

Categorical Budget Summary By Expenditure Category

Account Title	Payroll	Contractual Services	Maint. / Repairs & Rentals	Supplies	Capital	Total
General Government	14,929,571	37,563,786	2,759,305	696,405	505,000	56,454,067
Public Safety	33,736,402	1,689,957	1,135,635	792,974	-	37,354,968
Public Works	8,923,143	3,143,371	2,005,297	2,066,592	175,000	16,313,403
Parks, Recreation & Facilities	8,017,221	1,196,111	478,099	973,702	34,000	10,699,133
Health & Human Services	23,241,693	53,759,130	1,204,603	2,196,913	61,065	80,463,404
Library	3,099,452	1,213,517	-	-	-	4,312,969
County Tax	-	7,563,215	-	-	-	7,563,215
Metro	-	3,137,789	-	-	-	3,137,789
Subtotal General Fund Expenditures:	\$91,947,482	\$109,266,876	\$7,582,939	\$6,726,586	\$775,065	\$216,298,948
Long Term Debt						\$52,546,994
Total Categorical Expenditures:						<u>\$268,845,942</u>



Key Revenues and Expenses

Revenues

FISH PIER

The Fish Pier Authority is a segregated budget that maintains the Portland Fish Pier and keeps its own fund balance. Administered by the Fish Pier Authority board, this fund receives revenues from leases and parking on the pier. Revenue generated by fish pier operations is required to be used to support the pier maintenance and capital improvements, as well as supporting the Portland Fish Exchange auction.

SEWER FUND

100% of the revenues generated by the Sewer Fund are from sewer user fees. The Portland Water District bills the City's residents and businesses for water and sewer. The sewer portion is based upon water volume.

On July 1, 2022, the FY23 sewer user fee increases to \$12.30 per hundred cubic feet (hcf). This is an increase of \$0.50 over the FY22 rate of \$11.80 per hcf, an increase of 4.2%.

In FY23, approximately 78.8% of the Sewer Fund budget is allocated for debt service and assessment fees to the Water District.

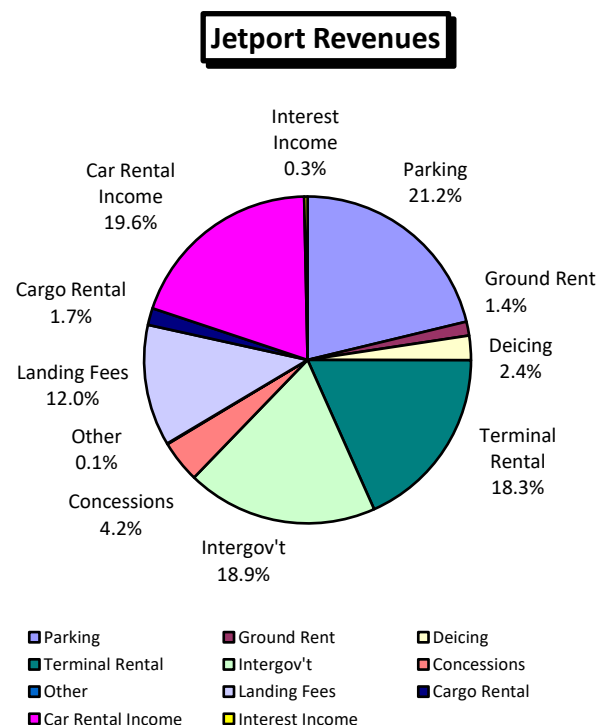
STORMWATER FUND

The Stormwater program / rate began mid-year FY16 on January 1, 2016; Stormwater related services separated from the Sewer Fund as part of an effort to achieve greater fairness in paying stormwater costs among its' users, allowing more equitable distribution of user costs which are based on impervious area.

The FY23 stormwater service charge increases to \$7.50/month per 1,200 square feet of impervious surface as of July, 1, 2022, an increase of \$0.50 or 7.1%. The City maintains the Stormwater billing system.

The collected funds from the sewer user fees and stormwater service charges are used to maintain and improve the City's infrastructure, and to fund projects related to the Department of Environmental Protection's ("DEP") mandated Combined Sewer Overflow ("CSO") requirements. The capital cost estimate of these projects totals several hundred million over an approximate 20-year time period.

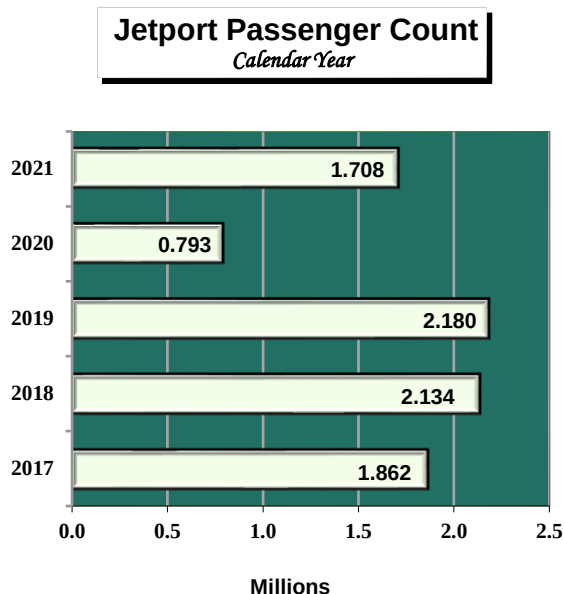
JETPORT



Note: Due to rounding, totals may not equal 100%

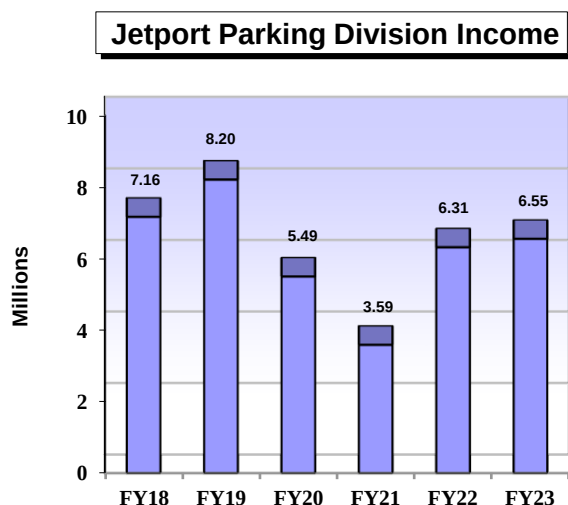
The Jetport is ranked by the Federal Aviation Administration as the 95th largest airport in the United States based on enplanements as of calendar year 2021. The Jetport passenger count rose to serving 1,707,818 passengers in calendar year 2021 almost two years after the coronavirus pandemic began which reduced the use of air travel worldwide; a rebound from the Jetport's FY21 (July 2020 - June 2021) passenger count of 968,611. Despite the coronavirus pandemic reductions, the Jetport has seen a strong recovery. In the final month of FY22, June of 2022, the Jetport passenger volumes marked the busiest June

in the Jetport's history due to a surge in leisure travel resulting from pent up demand combined with direct service from several new destinations.



The Jetport is served by four major airlines operating year-round: American Airlines, Delta Airlines, Southwest Airlines, and United Airlines, along with their regional partners. Additional seasonal service is provided by Elite Airways, Frontier, JetBlue, Sun Country, and Cape Air.

Airlines pay terminal rental and landing fees based on Jetport cost center expenses. Airline revenues account for approximately 29% of the Jetport's total FY23 revenue estimate, with parking, rental cars, concessions, ground rent, and miscellaneous revenue providing the other 71%.



Note: FY22 and FY23 are estimated amounts

Rental cars are provided on-site by Alamo, Avis, Budget, Dollar, Enterprise, Hertz, and National. Each agency pays a fee for parking ready spaces, counter space, and commission on gross sales to the Jetport. In FY23, car rental agency income is expected to draw 27% of the non-airline revenue. Parking, representing 30% of non-airline revenue, is contracted out to a private management company, which remits the net revenues generated by the parking operations on a monthly basis. Air travel is anticipated to continue to gain momentum and it is predicted the Jetport will soon achieve their pre-pandemic levels as noted in the increased budget estimates in regards to parking income, airline revenues and car rental revenue.

The Airfield Deicing Facility is a net zero cost operation, with all costs initially paid by the Jetport and then reimbursed by airlines for services rendered.

All revenues generated by the Jetport are dedicated, meaning that any excess of revenue after expenses have been paid at year-end must remain in the Jetport fund to be used for future expansion or major capital improvement needs.

Expenditures

Enterprise Fund accounting is used to account for operations that are financed and operated in a manner similar to private business enterprises. The intent of the governing body is that the costs of providing goods and services to the public be financed primarily through user charges. There are four enterprise funds administered by four departments of the City: Finance, Public Works, Parks Recreation & Facilities, and Public Buildings & Waterfront. A brief description of each of these operations follows.

FISH PIER

The Fish Pier Authority is a segregated budget that maintains the Portland Fish Pier and keeps its own fund balance. The Fish Pier falls under the direction of the Public Buildings and Waterfront department. The Pier was deeded to the City in 1984 by the State to use in support of commercial fishing activities.

SEWER FUND

The principal function of the Sewer Fund is to account for the sewer services to the City residents and business establishments. The City is also served by the Portland Water District (PWD), a wholly separate quasi-municipal entity, whose operations are not part of the City for treatment of its wastewater. The City owns and maintains the infrastructure sewer lines and is responsible for the cost of their maintenance, improvements and expansion. The PWD owns and operates a treatment plant for sewage delivered to the plant by the City, for which the City pays a monthly fee. The City is responsible for the entire debt service required to finance the PWD's treatment plant in Portland.

STORMWATER FUND

The principal function of the Stormwater fund is to account for operating, maintaining, and meeting the capital costs requirements of the City of Portland stormwater and combined sewer infrastructure systems. The City of Portland maintains 129 miles of stormwater infrastructure, 141 miles of combined sewer systems, 96 miles of sanitary sewer, 9 sewer-pumping stations, and approximately 15,000 other structures that help to move and treat stormwater.

The city is also responsible for the capital costs necessary to maintain the system and the development and redevelopment of properties within the city and for meeting State and Federal mandates regarding the quality of streams and tidal waters within its jurisdiction.

JETPORT

The Jetport Fund is responsible for the operation and maintenance of the Portland International Jetport. The Jetport serves as a vital transportation link to the City of Portland and the entire southern region of Maine.

The Jetport's major expenses include the terminal building, operation of the Jetport Parking division, and maintenance of the Airfield runways, taxiways and aprons. Other central expenses include security, administrative, and marketing costs.

City of Portland, Maine
Comparative Statement of Revenues
For Enterprise Funds

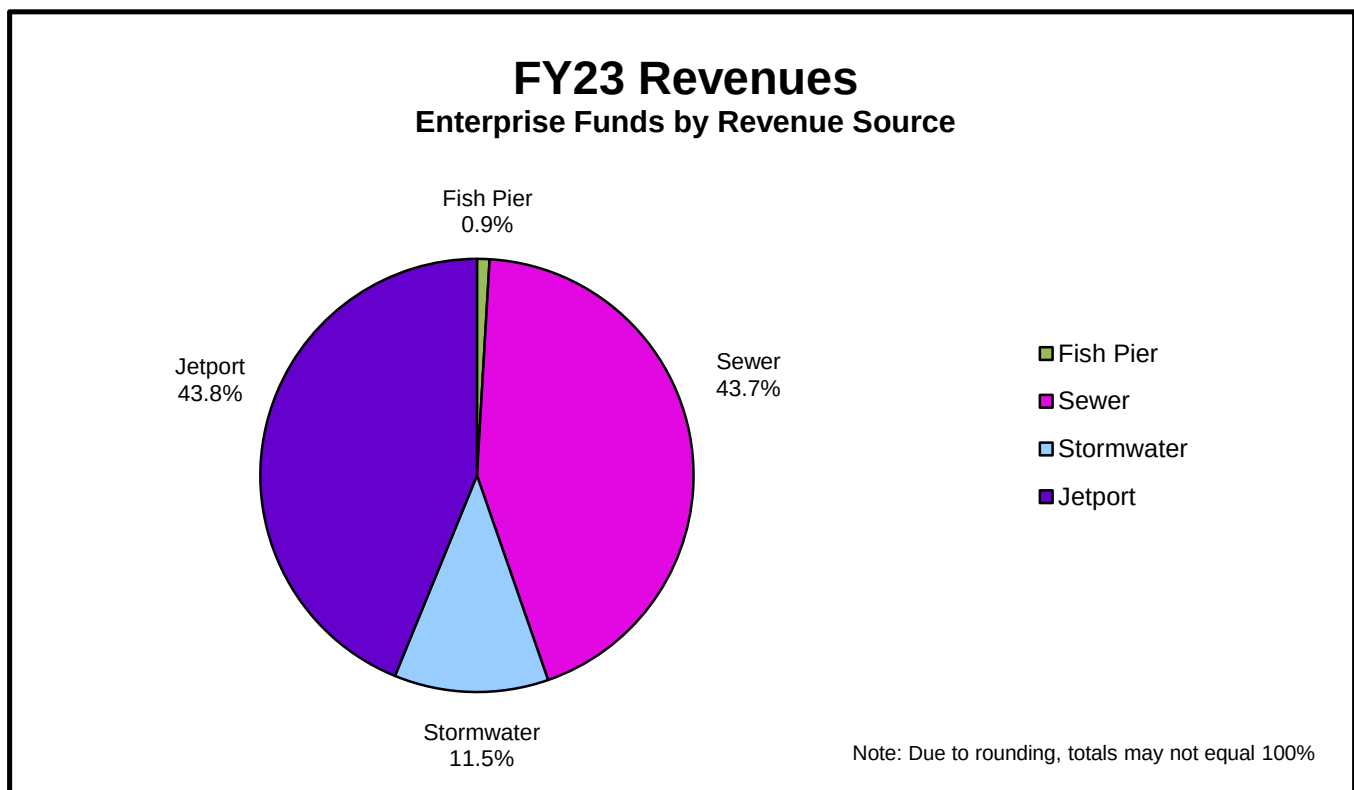
Object	Account Title	Actual Revenues FY21	Estimated Revenues FY22	Projected Revenues FY22	Estimated Revenues FY23
Fish Pier Authority Fund:					
341-000	Misc. Charges for Services	12,641	14,395	10,250	14,395
341-550	Berthing Income	29,376	29,376	25,200	29,376
361-000	Interest Income	4,038	-	1,065	-
363-150	Parking Income	347,852	336,670	342,000	399,844
363-250	Ground Rent	192,558	199,833	190,000	199,833
394-000	Fund Balance Appropriation	-	(158,633)	(309,157)	(216,231)
Total Fish Pier Authority Fund:		\$586,465	\$421,641	\$259,358	\$427,217
Sewer Utility Fund:					
321-040	Sewer Connects	7,300	9,500	5,500	7,150
327-000	Misc. Licenses & Permits	-	3,100	-	1,550
341-000	Misc. Charges for Services	7,646	15,000	4,680	15,000
341-700	Lien & Foreclosure Cost	5,736	11,594	-	11,594
344-100	Residential Sewer User Fees	16,266,830	17,601,848	16,612,721	18,347,689
344-200	Commercial Sewer User Fees	7,384,387	8,347,733	9,137,051	8,701,451
344-300	Industrial Sewer User Fees	1,403,580	1,417,929	1,567,793	1,460,426
344-400	Governmental Sewer User Fees	645,457	737,736	779,917	768,996
344-500	Commercial Surcharge User Fees	153,754	138,800	194,210	138,800
344-600	Industrial Surcharge User Fees	157,727	159,400	155,450	159,400
361-000	Interest Income	45,494	60,000	21,358	60,000
361-300	Interest / Penalty Delinquencies	7,719	9,350	7,615	9,350
394-000	Fund Balance Appropriation	-	(516,090)	(309,445)	(878,532)
395-000	Enterprise Fund Charges	301,097	318,386	317,175	362,716
398-000	Misc. Reimbursements	7,047	27,324	8,184	22,560
398-010	Fringe Benefits	95,900	99,751	99,751	130,832
Total Sewer Utility Fund:		\$26,489,674	\$28,441,361	\$28,601,960	\$29,318,982
Stormwater Fund:					
341-000	Misc. Charges for Services	-	-	4,225	-
344-650	Stormwater User Fees	6,768,581	7,375,620	7,253,607	7,902,450
344-651	Stormwater Credit	-	-	(99,895)	-
361-000	Interest Income	27,527	35,000	8,462	35,000
394-000	Fund Balance Appropriation	-	(4,169,110)	(2,542,515)	(2,798,392)
398-000	Misc. Reimbursements	1,663	7,151	1,185	7,488
Total Stormwater Fund:		\$6,797,771	\$3,248,661	\$4,625,069	\$5,146,546
Jetport Fund:					
331-200	Federal Pass Thru Grants	112,005	116,660	116,660	116,660
331-202	Federal CARES Reimbursements	7,657,972	1,834,393	1,834,393	-
331-205	Jetport CRRSAA Federal	1,952,052	-	2,536,534	-
331-207	ARPA-96 Federal Reimbursement	-	-	550,000	5,600,000
341-000	Misc. Charges for Services	644,510	753,250	832,742	753,250
361-000	Interest Income	39,276	161,600	12,912	100,000

City of Portland, Maine
Comparative Statement of Revenues
For Enterprise Funds

Object	Account Title	Actual Revenues FY21	Estimated Revenues FY22	Projected Revenues FY22	Estimated Revenues FY23
Jetport Fund <i>Continued</i>					
363-150	Parking Income	3,462,111	5,126,109	6,187,841	6,425,232
363-200	Concessions	709,418	1,223,100	1,285,373	1,260,477
363-250	Ground Rent	357,448	405,700	404,931	416,412
363-300	Landing Fees	2,299,719	2,898,437	3,524,271	3,622,350
363-350	Terminal Rental	4,054,711	4,677,775	3,507,632	5,535,305
363-400	Commissions - Car Rentals	3,655,953	3,533,257	7,046,930	5,757,848
363-450	Car-Service Facility	33,799	33,921	33,921	34,312
363-470	Car Rental - Terminal Use	123,238	123,238	123,238	123,238
363-480	Cargo Revenue	322,172	376,743	407,098	505,367
394-000	Fund Balance Appropriation	-	2,683,571	-	-
Total Jetport Fund:		\$25,424,384	\$23,947,754	\$28,404,476	\$30,250,451
TOTAL ENTERPRISE FUND REVENUES:		\$59,298,294	\$56,059,417	\$61,890,863	\$65,143,196

*** Notes:**

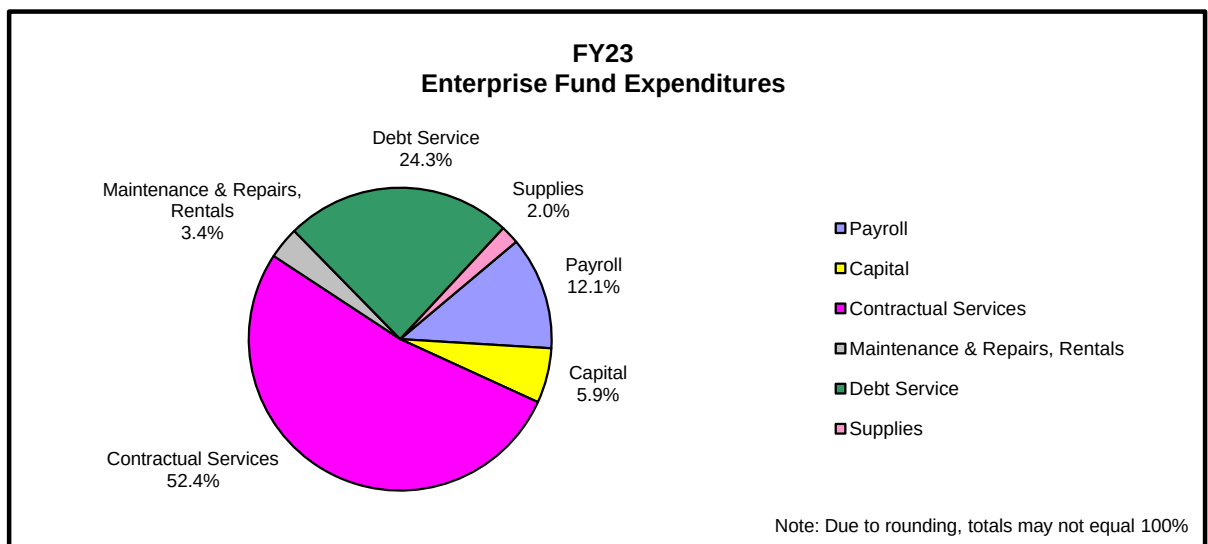
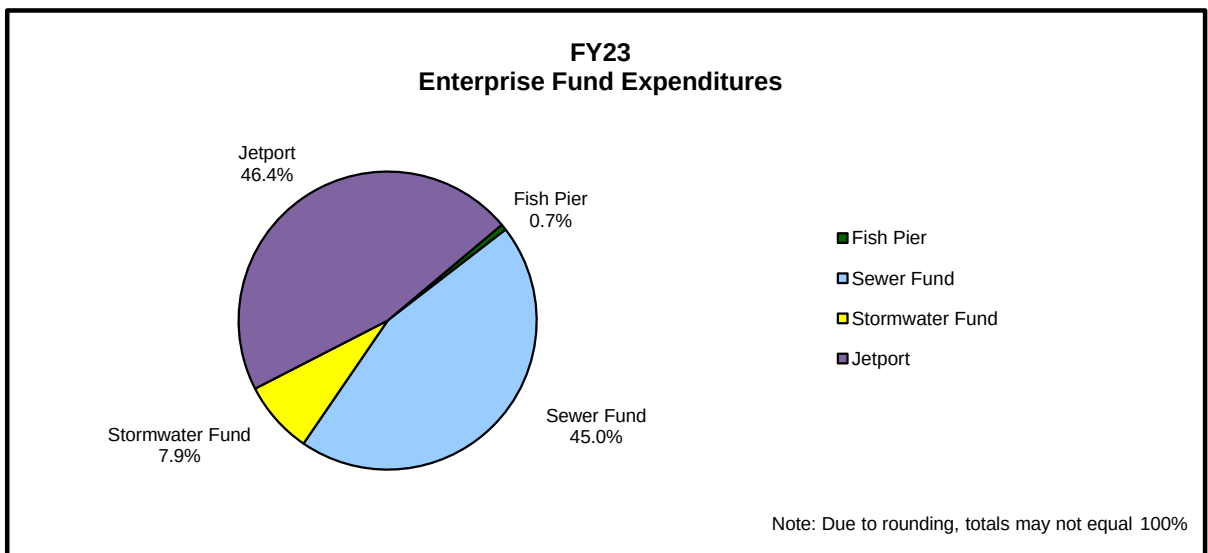
¹ Covid-19 Pandemic Began Mid-March 2020 (FY20): Significant Revenue Budget Impacts Include Jetport Operations



**CITY OF PORTLAND, MAINE
FY23 Annual Budget**

Departmental Budget Summary By Expenditure Category

Account Number	Account Title	Payroll	Contractual Services	Maint. / Repairs & Rentals	Supplies	Capital	Debt Service	Total
530	Fish Pier	71,926	103,705	227,000	13,500	-	11,086	427,217
570	Sewer Fund	2,609,972	16,930,583	418,005	280,770	30,000	9,049,652	29,318,982
571	Stormwater Fund	1,233,358	974,486	138,757	158,180	-	2,641,765	5,146,546
583	Jetport	3,951,080	16,138,841	1,438,723	834,007	3,792,300	4,095,500	30,250,451
Total Enterprise Funds:		\$7,866,336	\$34,147,615	\$2,222,485	\$1,286,457	\$3,822,300	\$15,798,003	\$65,143,196



City of Portland, Maine

Board of Education

Emily Figdor
School Board Chair
District 2
(2024)

Abusana “Micky” Bondo
District 1
(2024)

Nyalat Biliew
At Large
(2024)

Adam Burk
District 3
(2022)

Vacant
At Large
(2022)

Aura Russell-Bedder
District 4
(2023)

Vacant
At Large
(2022)

Vacant
District 5
(2023)

Yusuf Yusuf
At Large
(2023)

Key Revenues and Expenditures

In 2007, the State Legislature passed a bill that required both consolidation of School districts and a referendum vote on every school budget. The Portland School Department, because of its size, did not have to consolidate with any other district. Portland is, however, still required to have a referendum vote on their budget. After approval by the City Council, the FY2023 School budget was approved by the voters June 14, 2022.

Revenues

The funding sources for Education, other than Property Taxes, are summarized into four major categories - General Fund, Adult Education, Food Service, and Other Revenue. The property tax funds 78.0% of the FY2023 Education budget.

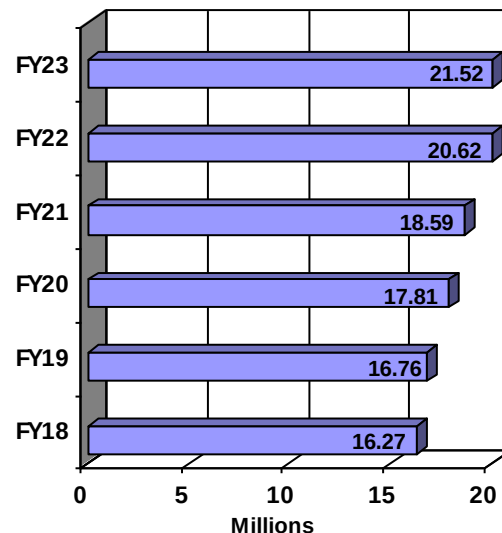
State Subsidy

The second largest School-funding source is State Aid to Education. The State subsidy funding formula was amended by the Essential Programs and Services Funding Act of 2003.

The budgeted portion of State Aid for Essential Programs and Services (EPS) and debt service accounts for 16.2% of the School's FY2023 Budget.

The chart represents the State Aid to Education revenue history over the past six years.

State Aid to Education
Essential Programs & Services
(EPS) and Debt Service



Note: FY22 and FY23 are estimated amounts

Expenditures

The City operates its educational program for grades K through 12, Adult Education, and for applied technology education under its own supervision. Article III of the City's Charter, as amended, provides that the Board of Public Education for the City be administered by a school board comprised of nine members. The Board of Public Education performs all duties and functions regarding the care and management of the public schools in the City.

For presentation in the City's Municipal Budget, the Education budget is broken down into six categories: (1) Salaries and Benefits (2) Contractual Services (3) Supplies (4) Miscellaneous (5) Capital Equipment and (6) Debt Service. For a more comprehensive report, the School Department issues an annual Education Budget Report.

City of Portland, Maine
Comparative Statement of Revenues
School Department

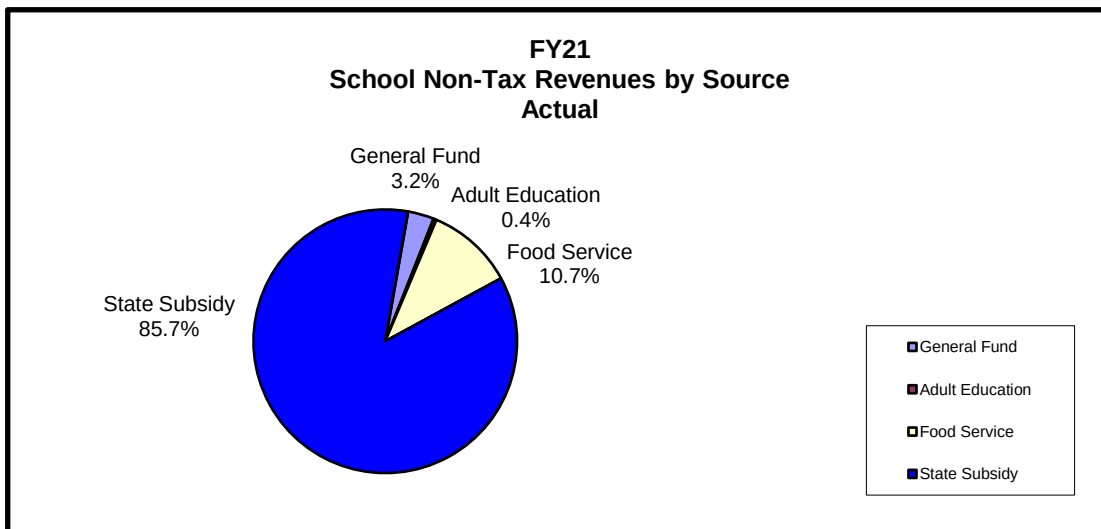
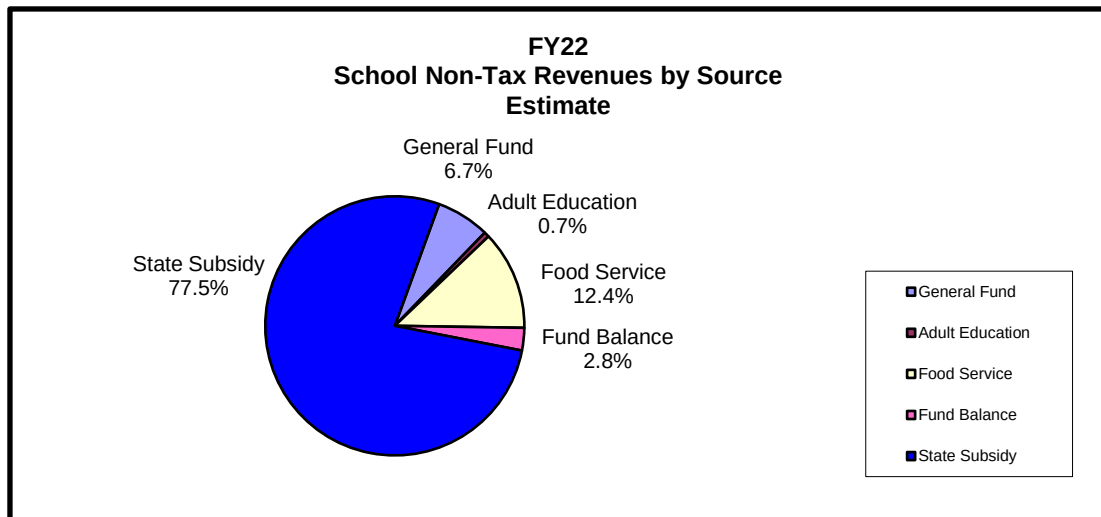
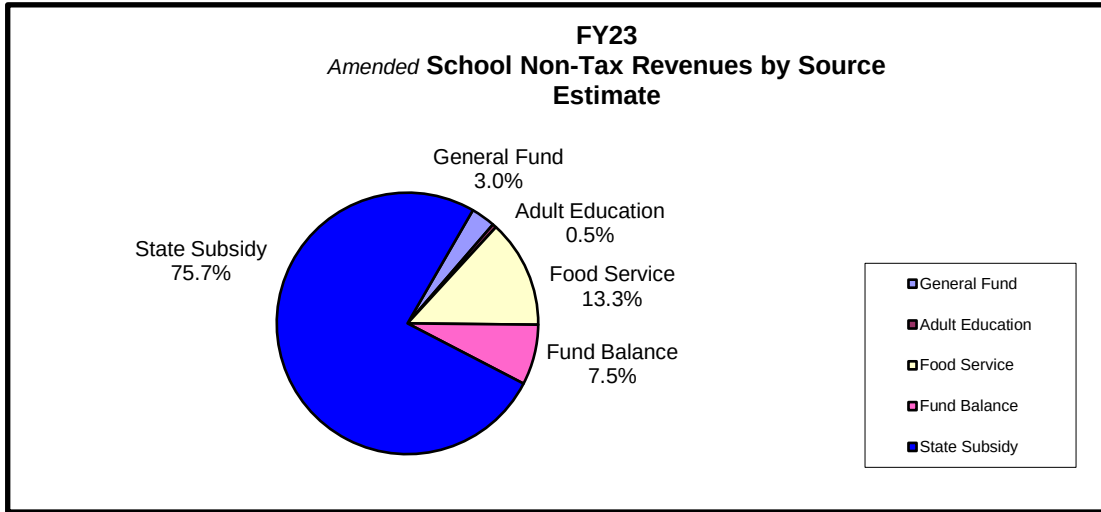
	FY21 Actual	FY22 Amended Estimate	FY23 Estimate
General Fund			
30-1322 Tuition - Public K-8	\$155,212	\$140,000	\$140,000
30-1324 Tuition - Public 9-12 (Long Island, GBSD)	100,756	100,000	100,000
30-1363 Tuition - Summer School 9-12	-	10,000	-
30-1440 Transportation Fees Private	-	90,000	90,000
30-1510 Interest on Investments- Russell Trust Fund	3,000	3,000	3,000
30-1712 Admissions 9-12	-	15,000	15,000
30-1910 Custodian Service - Building Rentals	47,928	52,000	9,500
30-1960 Miscellaneous Local Revenue	21,330	10,000	10,000
30-1988 Refund Prior Year Exp Ops / Maint	17,358	-	-
30-1991 Miscellaneous Sales & Refunds	80	500	500
30-3120 State Agency Client	105,051	220,000	196,047
30-3150 Nat'l Board - Prof Teaching Salary Supplement	39,141	42,747	53,900
30-4585 MaineCare Medicaid Reimbursement	168,809	990,900	209,730
30-4810 Federal Impact Aid	52,326	50,000	50,000
30-5223 Indirect Cost Recovery	-	100,000	-
30-5300 Proceeds Disposal of Property	3,599	-	-
Total General Fund	\$714,589.59	\$1,824,147	\$877,677
Adult Education			
30-1317 Tuition - Individual / Enrichment	\$19,427	\$119,241	\$67,811
30-1319 Tuition - Individual & Voc	55,623	40,000	55,000
30-1359 Tuition - Other Academic	10,109	20,000	20,000
Total Adult Education	\$85,159	\$179,241	\$142,811
TOTAL GENERAL FUND REVENUE (Including Adult Education)	\$799,749	\$2,003,388	\$1,020,488
Food Service			
30-1611 Daily Sales - Lunch Program	\$-	\$274,517	\$-
30-1620 Daily Sales - a la Carte & Adults (Non-Reimb Prgm)	3,318	100,000	56,000
30-1630 Special Functions	89,673	10,000	10,000
30-1910 Building Rentals	9,000	6,000	6,000
30-1996 Refunds - School Nutrition	2,377	3,000	3,000
30-3250 State Reimbursement - School Meal Reimbursement	38,812	51,885	1,306,576
30-3251 Local Produce	-	-	5,000
30-4370 Federal Reimbursement - After School Snack	-	1,920	1,095
30-4380 Federal Reimbursement - Summer Food Program	1,688,296	100,000	139,155
30-4550 Federal Performance - Based Lunch	-	38,247	40,064
30-4551 Federal Reimbursement - School Lunch Regular	216,761	191,233	211,769
30-4552 Federal Reimbursement - School Lunch Reduced Rate	-	63,553	28,028

City of Portland, Maine
Comparative Statement of Revenues
School Department

	FY21 Actual	FY22 Amended Estimate	FY23 Estimate
Food Service <i>Continued</i>			
30-4553 Federal Reimbursement - School Lunch Free	-	1,287,703	948,432
30-4554 Federal Reimbursement - School Breakfast	-	784,339	716,425
30-4557 Federal Non-Food Asst / Loc P-EBT	9,210	-	-
30-4558 Federal Payments in Lieu of Commerce	202,880	202,161	227,508
30-4559 Fresh Fruits & Vegetables Grant	40,191	72,450	76,500
30-4560 Child & Adult Care Food Program (CACFP)	103,169	200,000	120,000
Total Food Service	\$2,403,686	\$3,387,008	\$3,895,552
TOTAL LOCAL REVENUE	\$3,203,435	\$5,390,396	\$4,916,040
Other Revenues			
30-3111 State Subsidy - EPS	\$18,594,124	\$20,618,055 ¹	\$21,517,550
30-3240 State Subsidy - Adult Education	610,773	592,998	605,916
Total State Subsidy - General Fund	\$19,204,897	\$21,211,053	\$22,123,466
30-5000 Fund Balance Carry Forward (General Fund)	\$-	\$500,000	\$2,035,390
30-5000 Fund Balance Carry Forward (Adult Ed)	-	20,000	20,000
30-5000 Fund Balance Carry Forward (Food Service)	-	250,000	125,000
Total Fund Balance Carry Forward	\$-	\$770,000	\$2,180,390
TOTAL OTHER REVENUE	\$19,204,897	\$21,981,053	\$ 24,303,856
GRAND TOTAL ALL REVENUE	\$22,408,332	\$27,371,449	\$29,219,896

¹FY22 School Department **Amended** Budget (07/19/21): Council Order #10-21/22 through Council Order #13-21/22

Portland School Department Comparison of Non-Tax Revenues by Source



Note: Due to rounding, totals may not equal 100%

City of Portland, Maine
Comparative Budget Summary
School Department

		FY21 Actual	FY22 Amended Budget	FY23 Budget
I. SALARIES & BENEFITS				
Salaries - Regular				
* 410100	Professional Salary	\$45,005,471	\$48,341,267	\$50,384,275
410200	Instructional Aide / Asst	5,474,996	6,326,005	6,522,022
* 410400/600	Administrators	6,684,318	7,107,530	7,711,931
411800	Regular Support Staff	9,137,503	10,462,213	10,973,394
Total Regular Salaries		\$66,302,289	\$72,237,015	\$75,591,622
Salaries - Temporary				
* 412000	Temporary Salary	\$950,906	\$1,001,528	\$984,886
412100	Tutor	31,223	48,104	48,104
412300	Substitute	1,230,852	1,116,043	1,116,043
413100	Teacher Additional Pay	101,343	96,331	100,011
413200	Aide/Asst Overtime	13	-	-
413800	Regular Support Overtime	32,272	150,550	165,550
* 415000/100/600	Stipends / Differentials	1,578,877	1,817,183	1,914,390
415010	Stipend - Retirement Sick	580,541	640,000	640,000
415900	Stipend / Other	-	24,720	-
Total Temporary Salaries		\$4,506,027	\$4,894,459	\$4,968,984
Benefits				
* 421000	Health Insurance	\$15,296,986	\$16,669,316	\$17,385,082
* 422000	Medicare	981,159	1,121,438	1,171,268
* 423000-300	Retirement - Teachers	2,172,725	2,286,132	2,385,528
* 423400-800	Retirement - All Other	1,258,207	1,476,134	1,584,275
* 425000	Tuition Reimbursement	218,031	269,520	289,520
426800	Unemployment Regular Employees	-	-	72,500
427000	Workers' Compensation	561,520	599,865	599,865
* 420000/429000	All Other	681,179	848,585	786,139
Total Benefits		\$21,169,806	\$23,270,990	\$24,274,177
Total Salaries & Benefits		\$91,978,122	\$100,402,464	\$104,834,783

II. CONTRACTUAL SERVICES

430000	Purchased Professional & Technical Services	\$1,465,923	\$1,451,483	\$1,629,360
432000	Contractual Pre-K	87,919	140,000	175,000
433000	Employee Training & Development Services	289,559	458,656	410,773
434000	Other Professional Services	14,552	17,000	26,000
434010	Security	10,817	161,067	97,495
434020	Alarms	5,430	4,325	4,325
434200	Architectural & Engineering Services	24,960	20,000	20,000
434300	Adult Ed Contracted Services	-	6,000	6,000
434400	Special Education Contracted Services	381,269	513,458	562,316

City of Portland, Maine
Comparative Budget Summary
School Department

		FY21 Actual	FY22 Amended Budget	FY23 Budget
II. CONTRACTUAL SERVICES <i>Continued</i>				
434500	Legal Services	245,766	150,000	230,000
441100	Water	38,326	55,624	48,872
441200	Sewer	72,650	141,606	124,800
443000	Repair & Maintenance Services	1,260,245	1,079,762	1,151,622
443010	HVAC Maintenance	620,815	595,514	595,514
443020	Mowing / Plowing / Field Maintenance	395,769	610,766	672,800
443030	Asbestos / Mold Abatement Services	23,279	20,000	20,000
443040	Vehicle & Equipment Repair	36,743	31,000	31,000
443050	Waste Disposal Services	93,442	114,242	121,265
443060	Recycling Services	122,165	122,040	143,100
443070	Hazardous Waste Disposal Services	-	8,000	8,000
443080	Pest Management Services	18,262	17,850	20,350
443090	Fire Extinguisher Maintenance Services	10,664	10,000	10,000
443300	Software Maintenance	-	-	156,195
444000	Rentals	356,749	381,630	500,954
444300	Computer Lease	213,220	46,000	46,000
450000	Other Purchased Services	520	1,360	1,360
451000	Student Transport Services	-	250	250
451400	Student Transport Purchased - Private	122,275	345,000	496,000
452000	Insurance / General Liability	420,711	603,719	741,612
453100	Postage	45,996	71,279	74,303
453200	Phone	167,604	158,052	226,188
453300	Internet Connectivity	51,963	52,426	7,426
453400	E-Books & On-Line Subscriptions	96,854	37,634	49,829
453500	Software / Annual Subscription	-	-	698,222
454000	Advertising	5,781	15,750	18,000
454300	Adult Ed Advertising	10,197	25,000	20,000
455100	Printing & Binding	22,558	57,743	54,757
455200	Photocopying	110,308	157,800	157,800
456100	Tuition to In-State SAU	106,700	122,510	163,646
456300	Tuition to Private Source	765,444	843,166	1,023,460
456500	Tuition to Post Secondary	2,980	15,000	15,000
458000	Staff Travel	80,017	220,408	176,962
458300	Adult Ed Travel - State Meeting	-	200	-
Total Contractual Services		\$7,798,428	\$8,883,320	\$10,736,556

III. SUPPLIES

460000	General Supplies	\$629,294	\$689,814	\$803,808
460400	Custodial Supplies	198,888	240,475	257,645
461000	Instructional Supplies	622,447	677,483	566,579
462100	Natural Gas	995,887	943,800	929,985
462200	Electricity	793,705	1,117,062	1,192,400
462300	Bottled Gas	9,256	19,700	16,600
462400	Oil	40,608	67,000	66,400
462600	Gasoline	93,073	127,082	132,750

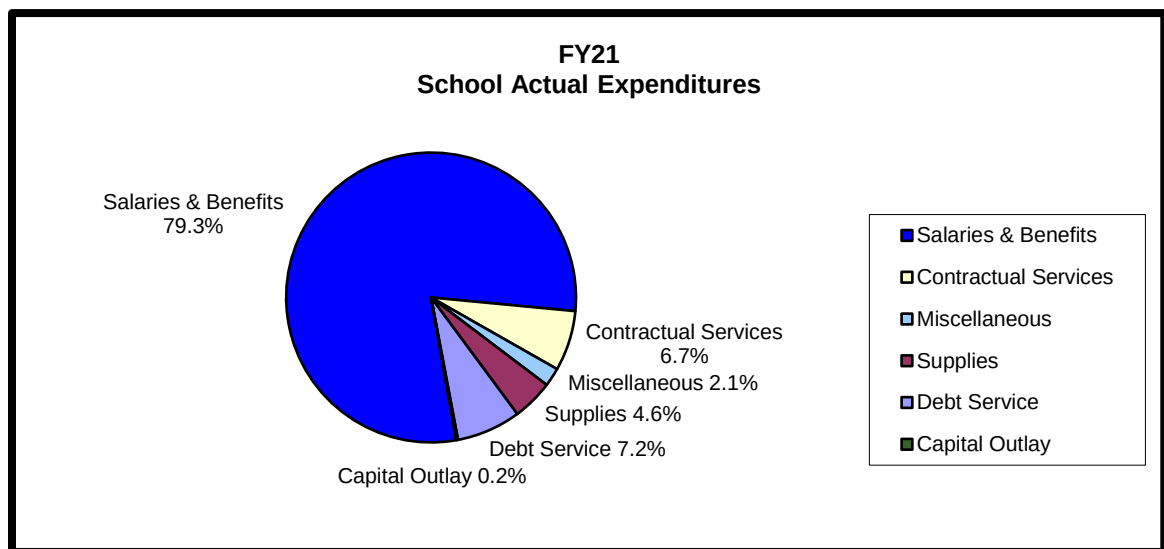
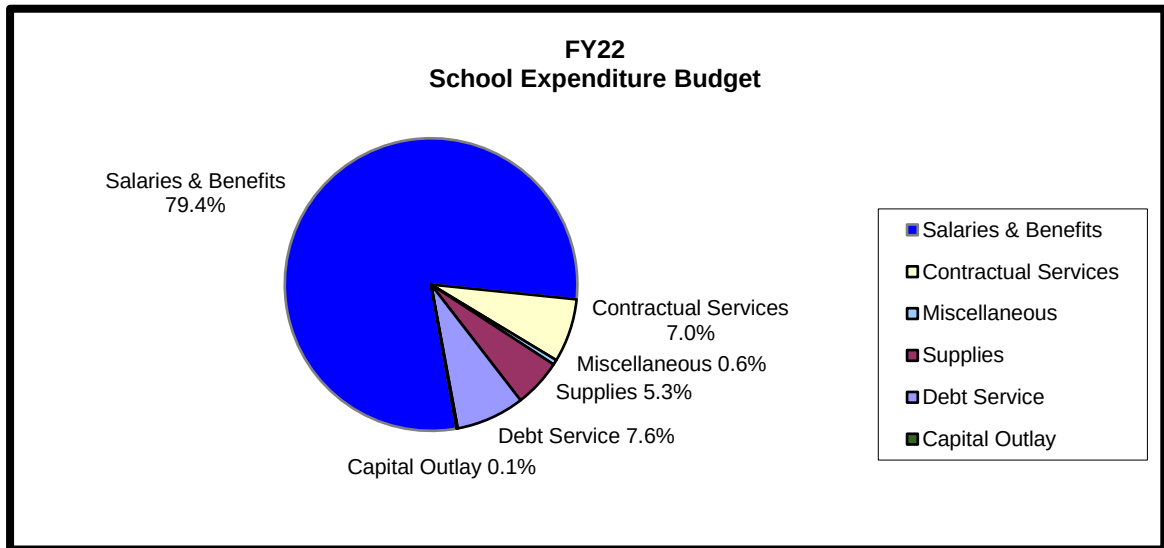
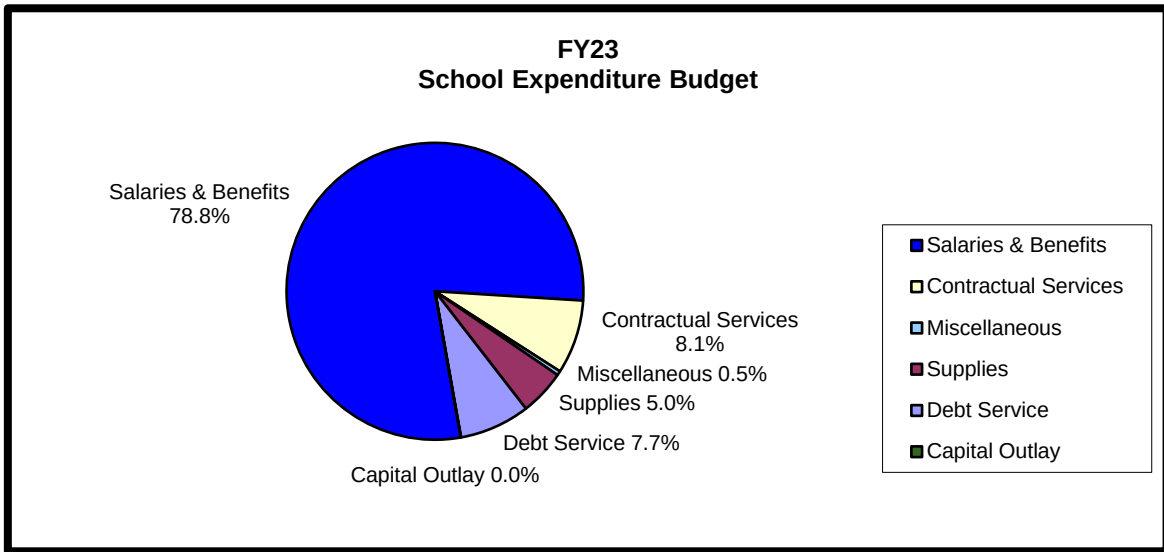
City of Portland, Maine
Comparative Budget Summary
School Department

		FY21 Actual	FY22 Amended Budget	FY23 Budget
III. SUPPLIES <i>Continued</i>				
463000	Food	887,659	1,549,283	1,708,552
463100	Non-Food Supplies	88,575	146,077	146,014
464000	Books & Periodicals	441,223	456,594	462,376
465000	Tech-Related Supplies	77,749	131,380	259,527
465010	Software One-Time Expense	405,239	566,925	56,350
466000	Audiovisual Supplies	5,686	4,895	5,970
Total Supplies		\$5,289,290	\$6,737,570	\$6,604,956
IV. MISCELLANEOUS				
481000	Dues & Fees	\$114,848	\$188,670	\$170,355
481100	Bank Fees	624	2,000	2,000
481200	Maine State Billing Fees	27,268	68,452	30,000
481400	School Board Conference Fees	755	2,000	2,000
482000	Judgements Against SAU	74,613	-	-
485000	Field Trip Transportation	54,462	334,921	308,762
489000	Miscellaneous Expenditures	2,932	7,550	11,750
490000	Other Items	11,674	96,000	106,000
491000	Fund Transfers Out	2,127,178	-	-
Total Miscellaneous		\$2,414,354.18	\$699,593	\$630,867
V. CAPITAL EQUIPMENT				
473000	Equipment (Over \$10,000)	\$43,453	\$39,000	\$-
473010	Equipment (Under \$10,000)	-	10,000	10,000
473200	Vehicles Non-Student	-	-	33,000
473410	Tech-Related Equipment (Under \$10,000)	186,314	127,675	-
Total Capital Equipment		\$229,767	\$176,675	\$43,000
VI. DEBT SERVICE				
* 483100/200	Debt Service - Other	8,264,937	\$9,200,132	10,194,114
* 483100/200	Debt Service - Buses	30,039	21,388	20,733
* 483100/200	Debt Service - Technology	11,236	8,558	5,958
483300	Bond Issuance	-	325,000	-
Total Debt Service		\$8,306,212	\$9,555,078	\$10,220,805
TOTAL SCHOOL EXPENDITURES		\$116,016,173	\$126,454,700	\$133,070,967

*Summary Total: Multiple Accounts

FY22 School Department Amended Budget (07/19/21) Appropriation Increase of +\$1.3m (Council Order #10-21/22 through Council Order #13-21/22)

Portland School Department Expenditures by Category



Note: Due to rounding, totals may not equal 100%

Budget Overview

Background Information

The City of Portland is located on the southern coast of the State of Maine in the southeastern section of the County of Cumberland, the State's most populous county. The City is approximately 108 miles north-northeast of Boston, Massachusetts and 60 miles southwest of the City of Augusta, the State's capital. Portland is bordered by the Town of Falmouth on the northeast and the City of Westbrook on the west, with the Presumpscot River forming a portion of this border. The Fore River separates Portland from the City of South Portland for a major portion of its southern border. The Atlantic Ocean forms Portland's eastern border as well as Portland Harbor and Casco Bay.

As the hub of Maine's southern region convenient access to Portland is provided by Exits 44, 45, 46, 47, and 48 of U.S. Interstate Route 95 (the Maine Turnpike) which intersects the City's western plain in a north-south direction, and the U.S. Interstate Route 295 spur which bisects the City through its interior. U.S. Route 1 follows the coastal plain of the City, also in a north-south direction. The Portland International Jetport, located in the City, provides air traffic for the region. The Casco Bay Island Transit District provides commuter and tour boat service to the major islands in Casco Bay. Bus transit, by major carriers operating two terminals in the City, provides regularly scheduled interstate and intra-state transportation. The Amtrak Downeaster passenger railroad service runs between Portland and Boston, offering additional stops along the 114-mile journey in Maine, New Hampshire and Massachusetts during the approximate 2 1/2 hour trip. The Maine Central Railroad, Boston & Maine Corporation and the St. Lawrence & Atlantic Railroad Company provides the greater Portland area with rail links to all of Maine, the continental United States and Canada.

The area embracing Portland was first settled in 1632 and called "Machigonne", the

Micmac Indian name meaning "shaped like a great knee". The area was then referred to as Casco but subsequently incorporated as Old Falmouth in 1718, formed of the area now encompassing the cities of Portland, South Portland, and Westbrook and the towns of Cape Elizabeth and Falmouth. Portland separated from Old Falmouth and incorporated as a town on July 4, 1786, taking its present name. Portland was chartered as a city on March 26, 1832, and annexed the City of Deering (formerly the Town of Stroudwater, which included the present limits of Westbrook plus Deering, Deering being further set off as a city in 1871) on February 6, 1899. Portland was the site of the 1819 Constitutional Convention when Maine broke away from the Commonwealth of Massachusetts to become a separate state in 1820. The City served as the first capital from 1820 until its removal to Augusta in 1831.

The metropolitan area is clustered on the "Peninsula" which is surrounded on its sides by Back Cove, Casco Bay and the Fore River with the Eastern and Western Promenades at its opposite ends. Once confined geographically to this narrow peninsula the City added greatly to its territory with the annexation of Deering and now consists of 19.15 square miles of land area. The sections of the City are: Brighton, Casco Bay Islands, Deering, East Deering, the Peninsula, North Deering, Riverton, Stroudwater, Woodfords and Morrills.

Portland is the largest city in Maine, the seat of government for the County of Cumberland and is the region's leading industrial, commercial and cultural center. With one of the finest deep-water harbors on the Atlantic Coast, Portland is closer to Europe than any other transatlantic port in the United States. The City enjoys numerous parks, monuments, historical sites, several hotels and restaurants. Portland is home of the University of Southern Maine, University of New England, the Portland Museum of Art, the Maine College of Art and the Cross Insurance Arena. Two major medical centers, Maine Medical Center and Northern Light Mercy Hospital, are also located in the City.

Budget Overview

Purpose of the Budget

The annual budget serves three principle purposes:

The budget serves as a tool for the City Manager and department heads in planning the work programs to be performed and the services to be provided by the departments and divisions of the City government.

The budget enables the City Council to determine the amount of available revenues and the manner in which it is to be allocated to various governmental programs in accordance with the needs of the community.

The budget serves as an instrument of control for governmental spending by making available at all times the relative position of actual expenditures to appropriated amounts of departments and divisions and the progress of work being accomplished.

The budget document is the financial plan of the City government. When adopted by the City Council, it reflects the proposed expenditures of the various departments and divisions and the method of financing these expenditures.

Phases of Budgeting

Municipal budgeting consists of three phases:

1. budget preparation
2. review and adoption
3. execution

Budget Calendar

Dec	Jan	Feb
Dept. Base Budget Preparation	Dept. Base Budget Preparation	Budget Compilation
Mar	Apr	May
City Manager Budget Review	Finance Committee Review	City Council Deliberations, Public Hearings & Adoption

Budget Preparation

The budget is prepared in two stages -- revenue estimation and expenditure budgets.

Revenue Estimate

The optimal budget process begins with revenue estimation for a very simple reason, the City can appropriate no more than it expects to have in resources. This very simple fact makes the accuracy of revenue estimates critical. Unrealistically high estimates assure that at some point in the budget year, an expenditure freeze will be required. On the other hand, with the fiscal constraints that exist in the public sector, significantly understating revenues can negatively impact the tax levy by increasing taxes unnecessarily.

Besides historical data, which is very important, factors such as inflationary and unemployment trends, interest rates, sales and general economic factors are taken into consideration by the departments.

In early December, an automated revenue package is made available to the departments. The departments must provide the following information for the revenues that are their responsibility:

Budget Overview

1. projected collection estimates for the current fiscal year with explanations for projections substantially different from the estimate
2. an estimate for the upcoming fiscal year with the method and/or calculations behind the estimate

If a department is proposing a fee increase, a memo outlining pertinent information including action necessary to establish the fee, administrative mechanism for collections, reasonableness, and the new revenue capability is included in the submitted revenue package.

Expenditure Budgets

The expenditure phase of the City's budget process also begins in early December. The departments prepare their budgets from the instructions given, such as wage guidelines and target figures. Budget packages are submitted to the Budget Office around late January or early February.

Review and Adoption

During the month of March, the City Manager reviews the budgets through a series of budget hearings with the departments. The City Manager then formulates his recommendations. Prior to April 1 of each year, the City Manager's proposed budget for the following fiscal year is then submitted to the City Council. An accurate summary of this budget is made available no later than two (2) weeks after its submission to the City Council.

The City Council then refers the City Manager's budget to the Finance Committee for review and consideration. During the month of April, the Finance Committee holds budget hearings with all the City departments and the School department. Upon completion of these hearings, the Finance Committee formulates their recommendations and presents the budget to the City Council. The

school department budget, under the school consolidation law passed in 2007, is required to conduct a referendum to approve the budget.

The City Council holds a public hearing on the City's Finance Committee's recommended budget at least ten days prior to the final passage of the appropriation resolve, which must be on or before June 30. A budget workshop is scheduled for the City Council to discuss the budget after the initial public hearing. Final action is taken by the City Council at the second reading of the budget, which as previously stated must be before June 30th.

Execution

Amounts are appropriated for general City purposes and one amount for school purposes, the total of which cannot exceed estimated revenues.

Budgets for the general fund and the enterprise funds are legally adopted each year through the passage of an appropriation resolve. Special revenue funds and capital projects funds do not have legally appropriated budgets but have adopted project budgets.

Total expenditures for the year may not exceed total appropriations for the period. The City Council may, by resolution, appropriate additional amounts only up to the amount of excess revenues and unencumbered budget surplus remaining after the purpose of the original appropriation has been satisfied. At the end of the fiscal year, all unencumbered appropriations lapse unless specifically continued by resolution of the City Council.

With the passage of the budget and appropriation resolve, the control phase of the fiscal program begins. Throughout the fiscal year, the budget acts as a control on expenditures, and on programs and activities of the City. The fact that funds are budgeted to a department and activity is not itself a final justification for the expenditure of money; constant review and control must be maintained throughout the year. Responsibility for this

Budget Overview

control is shared by the City Manager, the department heads, and the Budget Office. Final responsibility lies with the City Manager.

No payment voucher shall be processed until the Budget Office has certified that funds are available under the proper account for the department initiating the payment request.

Accounting System

Fund Accounting: The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, reserves, fund equity / retained earnings, revenues and expenditures, or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The following funds are represented in the budget report.

Governmental Funds

General Fund: Transactions related to revenues and expenditures for delivery of those services traditionally provided by municipal governments, which are not accounted for in other funds, are accounted for in the General Fund. These services include, among others, general government, public safety, parks recreation and facilities, public works, health and human services, library, pension and employee insurance, county tax and Metro, debt service, and education.

Capital Projects Funds: Transactions related to revenues obtained and used for the acquisition, construction or improvement of capital facilities are accounted for in Capital Projects Funds. Such resources are derived

principally from proceeds of general obligation bond issues.

Special Revenue Funds: Transactions related to revenues and expenditures under certain federal and state grants and from other sources, upon which legal restrictions are imposed, are accounted for in Special Revenue Funds.

The special revenue fund presented in the budget document is the Community Development Block Grants. It accounts for grants received from the federal government under the Housing and Community Development Act of 1974, as amended. These funds are used to repair streets, sidewalks and maintain parks in neighborhoods that qualify under the regulations. Qualified external human service organizations also share in these funds.

Proprietary Funds

Enterprise Funds: Transactions related to City facilities and services which are intended to be supported primarily through user charges, or where management has decided that determination of net income is appropriate, are accounted for in Enterprise Funds.

The operations classified as Enterprise Funds are: Fish Pier, Sewer, Stormwater and Jetport.

Basis of Accounting and Budgeting

Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus.

All proprietary funds are accounted for on a flow of economic resources measurement focus.

Budget Overview

The modified accrual basis of accounting is used by all governmental fund types. Under the modified accrual basis of accounting, expenditures are recorded when the related fund liability is incurred and revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available).

"Measurable" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The City considers property taxes as available if they are collected within 60 days after year-end. Revenues susceptible to accrual are property taxes, special assessments, licenses, interest revenue and charges for services. Fines, permits and parking meter revenues are not susceptible to accrual because generally they are not measurable until received in cash.

The accrual basis of accounting is utilized by proprietary fund types. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

Basis of Budgeting

The City follows certain accounting principles for General Fund budgetary reporting purposes that differ from GAAP; the most significant of which are encumbrances treated as expenditures for budgetary purposes, and interfund and interdepartmental transfers under generally accepted accounting principles treated as revenues and/or expenditures for budgetary reporting purposes. In addition, the City's budgetary reporting for insurance claims, compensated absences, and investment income is done in accordance with the cash basis method of accounting, as opposed to the modified accrual method required by generally accepted accounting principles.

Glossary of Terms

Ad Valorem Tax: Property taxes levied on the assessed value of real or personal property.

Administrative Services: The character code classification which includes the cost of memberships to professional organizations, literature, licenses, travel, training, and postage.

Appropriation: An authorization made by the City Council which permits the City to incur obligations and to make expenditures of resources.

Assessed Valuation: A value that is established for real and personal property for use as a basis for levying property taxes.

Assets: Property owned by a government which has a monetary value.

Authorized Positions: The approved list of positions that an organization may hire to fill.

Balanced Budget: A budget in which planned resources equal planned expenditures.

Benefits: The character code classification for employee related costs such as health insurance, pension, FICA, unemployment, clothing and tool allowance, and medical stipends.

Bond: A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation, revenue bonds, and special improvement district bonds. These are most frequently used for construction of large capital projects such as buildings, streets and sewers.

Budget: A financial plan for a specified period of time (fiscal year).

Budget Adjustment / Transfer: A procedure to revise a budget appropriation.

Budget Calendar: The schedule of key dates that a government follows in the preparation and adoption of the budget.

Budget Document: The official written statement prepared by the Budget Office and supporting staff which presents the approved budget by the City Council.

Budget Message: The opening section of the budget which provides the City Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and recommendations made by the City Manager.

Budgetary Control: The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of authorized appropriations and available revenues.

Capital Assets: Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.

Capital Equipment: Tangible property or equipment used for operations, expected to have a service life of more than a year and a cost of \$10,000 or greater for a single item.

Glossary of Terms

Capital Improvements Budget: A plan of proposed capital expenditures and the means of financing them. The capital budget normally is based on a capital improvement program (CIP).

Capital Improvement Program (CIP): A plan for capital improvements to be implemented each year over a fixed period of years to meet capital needs arising from the long-term work effort. It sets forth each project or other contemplated expenditures in which the government is to have a part and specified the full resources estimated to be available to finance the projected expenditures.

Capital Outlays: The character code classification for an expenditure which results in the acquisition of or addition to fixed assets.

Cash Basis: The method of accounting under which revenues are recorded when received in cash and expenditures are recorded when paid.

Character Code: A grouping mechanism that characterizes the type of expenditure and / or revenue. The major expenditure classifications utilized by the City of Portland include Payroll, Benefits, Administrative Services, Client Expenses, Contractual Services, Maintenance & Repairs, Rentals, Insurance, Supplies, Minor Capital, Utilities, Contributions, Capital Outlay, and Debt Service. The major revenue classifications include Property & Excise Taxes, Licenses & Permits, Intergovernmental, Charges for Services, Fines Forfeits & Penalties, Uses of Money & Property, and Other Finance Resources.

Client Expenses: The character code classification generally associated with the costs of the Social Services General Assistance Program such as food, housing, prescriptions, and utility expenses.

Contingency Account: A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for.

Contractual Services: The character code classification which accounts for the purchase of services such as consulting, advertising, temporary services, and program-activity expense.

Contributions: The character code classification for monies contributed to organizations to help fund their program costs.

Debt Service: Payment of interest and repayment of principal to holders of a government's debt instruments.

Deficit: The excess of an entity's liabilities over its assets (see Fund Balance).

Delinquent Taxes: Taxes remaining unpaid on and after the date on which a late payment penalty is assessed.

Department: A segment of the account number that identifies the highest level in the formal City organization in which a specific activity is carried out.

Depreciation: 1. Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence. 2. That portion of the cost of a capital asset which is charged as an expense during a particular period.

Glossary of Terms

Division: A segment of the account number identifying the second level in the formal City organization in which a specific activity is carried out; several divisions may comprise a single department.

Encumbrance: The legal commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.

Enterprise Fund: A fund established to account for operations financed in a manner similar to a private business enterprise, i.e., where the costs of providing goods and services to the public are financed or recovered through user charges.

Estimated Revenue: The amount of projected revenue to be collected during the fiscal year.

Expenditure/Expense: This term refers to the outflow of funds paid for an asset, goods, or services obtained.

Final Allowance: The final budget amounts approved by the City Council.

Fiscal Year (FY): The time period designated by the City signifying the beginning and ending period for recording financial transactions. The City of Portland has specified July 1 to June 30 as its fiscal year.

Fixed Assets: Assets of long-term character which are intended to continue to be held or used, such as land, buildings, machinery, and other equipment.

FTE: Personnel staffing acronym for full-time equivalent based on the position's standard hours.

Function: A segment of the account number that identifies the budget category of the account. The eleven primary activity classifications used in budgeting include Education, General Government, Public Safety, Public Works, Health and Human Services, Parks and Recreation, Library, Debt Service, County Tax, Metro and the Enterprise Operations.

Fund: An accounting entity which has a set of self-balancing accounts and records all financial transactions for specific activities or government functions. Eight commonly used fund types in public accounting are: general fund, special revenue funds, debt service funds, capital project funds, enterprise funds, trust and agency funds, internal service funds, and special assessment funds.

Fund Balance: Fund balance is the excess of assets over liabilities and reserves, and is therefore also known as surplus funds.

Generally Accepted Accounting Principles (GAAP): Uniform minimum standards of / and guidelines for financial accounting and reporting. These guidelines govern the form and content of the basic financial statements of an entity. GAAP encompass the conventions, rules, and procedures necessary to define accepted accounting practices at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provides a standard by which to measure financial presentations.

Glossary of Terms

General Fund: The largest fund within the City, the general fund accounts for most of the financial resources of the government not specifically accounted for in other funds. General fund revenues include general property and other taxes, licenses and permits, fines, forfeits and penalties, use of money and property, intergovernmental charges, service charges, interdepartmental charges, and reimbursements. General Fund expenditures are categorized as general government, public safety, public works, parks recreation and facilities, health and human services, public library, county tax, metro, and debt service.

General Obligation Bonds: Bonds that finance a variety of public projects such as streets, buildings, and improvements; the repayment of these bonds is usually made from property taxes, and these bonds are backed by the full faith and credit of the issuing government.

Grant: A contribution of assets (usually cash) by one governmental unit or other organization to another. Typically, these contributions are made to local governments from the state and federal governments. Grants are usually designated for specified purposes. Grants may be classified as either categorical or block depending upon the amount of discretion allowed the grantee.

Holiday Payments: The wages paid to union employees for holidays according to the stipulations of the union contract.

Housing and Community Development Program (HCD): The Special Revenue Fund used to account for the expenditures and revenues received under the Housing and Urban Development's Community Development Block Grant (CDBG).

HUD: The abbreviation for Housing and Urban Development.

Insurance: The character code classification which accounts for insurance expenses including general liability, workers' compensation, and self-insurance.

Intergovernmental Revenue: Funds received from Federal, State and other local government sources, such as grants and shared revenues.

Liability: Debt or other legal obligations arising out of transactions in the past that must be paid or refunded at some future date, not including encumbrances.

Line-Item Budget: A budget which lists in detail each expenditure category's object code separately (salaries, temporary help, overtime, etc.), along with the dollar amount budgeted for each specified line item.

Maintenance and Repairs: The character code classification associated with up-keep of the city's tangible assets such as buildings, equipment, and land.

Maturities: The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.

Measurement Focus: The accounting convention which determines (1) which assets and which liabilities are included on an entity's balance sheet and (2) whether its operating statement presents "financial flow" information (revenues and expenditures) or "capital maintenance" information (revenues and expenses).

Glossary of Terms

Mill: The property tax rate which is based on the valuation of property. A tax rate of one mill produces one dollar of taxes on each \$1,000 of property valuation.

Minor Capital Items: The character code classification used for tangible property or equipment used for operations having a cost of $\geq$ \$5,000 and $<$ \$10,000 per single item.

Modified Accrual Basis: The accrual basis of accounting where revenues are recognized when they become both "measurable" and "available" to finance expenditures of the current period. All governmental funds and Expandable Trust Funds are accounted for using the modified accrual basis of accounting.

Net Budget: The legally adopted budget less all interfund transactions. Those amounts in the budget representing transfers and interfund reimbursements which in effect are double counted in from the perspective of the entire budget are subtracted from the legally adopted budget amount.

Object Code: A segment of the account number identifying the specific types of expenditures and / or revenues at the most detailed level. The city's object codes, defined in the chart of accounts, are utilized across all funds as appropriate, completing the full account number designation. Object Codes are assigned a character code for budget grouping classification purposes.

Operating Budget: The portion of the budget which pertains to daily operations that provide basic governmental services. The operating budget contains appropriations for expenditures such as personnel, contractual services, maintenance and repairs, rentals, supplies and utilities.

Operating Transfers Out: The character code classification for interfund transfers or expense activity between funds.

Ordinance: A formal legislative enactment by the governing body of a municipality having the full force and effect of law within the boundaries of the municipality to which it applies, provided it does not conflict with a higher form of law such as a state statute.

Organization Code: A short code identifying an account number's fund, department, division, and program.

Payroll: The character code classification for the cost of employees' wages including salaries, temporary help, overtime, and termination pay.

PDC: The abbreviation for the Portland Development Corporation, a local development corporation, organized by the City in 1991 for the purposes of implementation and administration of economic development programs that enhance and create business and employment opportunities, and the enhancement and coordination of the provision of services to the City's downtown business district.

PDD: The abbreviation for Portland Downtown District.

Program: A segment of the account number identifying the third level in the formal City organization in which a specific activity is carried out; several programs may comprise a single division.

Glossary of Terms

Rental: The character code classification used for rental expenses of land, buildings, vehicles and equipment.

Reserve: An account used to indicate that a portion of a fund's assets are legally restricted for a specific purpose and is, therefore, not available for general appropriation.

Resolution: An order of a legislative body requiring less legal formality than an ordinance or statute.

Revenue: Funds which the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income.

Revenue Estimate: A formal estimate of how much revenue will be earned from a specific revenue source for some future period; typically, a future fiscal year.

Risk Management: An organized attempt to protect a government's assets against accidental loss in the most economical method.

Self Insurance: The underwriting of one's own insurance instead of obtaining coverage from a private provider.

Source of Revenue: Revenues are classified according to their source or point of origin.

Special Assessment: A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

Special Revenue Fund: A fund created to account for transactions related to revenues and expenditures under certain federal and state grants and from other sources, upon which legal restrictions are imposed.

Supplies: The character code classification relating to the purchase of materials, provisions, and other tangible goods.

Tax Levy: The total amount to be raised by general property taxes.

Tax Lien: The legal method for collecting delinquent real estate taxes.

Tax Rate: The amount of taxes (mills) levied for each \$1,000 of assessed valuation.

Termination: The final wage payment for accrued vacation and sick time, if applicable, upon an employee's termination with the City.

Utilities: The character code classification which includes expenses for heating fuel, electricity, water and sewer, and internet & data.

Wage Adjustment: A wage reserve account for changes which may result from scheduled union contract negotiations.

City of Portland, Maine

FY20 City Manager's Recommended Budget

July 1, 2019 – June 30, 2020

Public Copy

City of Portland, Maine

FY20 City Manager's Recommended Budget

Budget Summary

-Summary Information Pamphlet

GENERAL FUND

- 11-00 City Council
- 12-00 City Clerk
- 13-00 Executive
- 14-00 Assessor
- 15-00 Finance
- 16-00 Legal
- 17-00 Human Resources
- 18-00 Parking
- 19-00 Economic Development
- 21-00 Police
- 22-00 Fire
- 24-00 Planning & Development
- 25-00 Permitting & Inspections
- 29-00 Information Technology
- 31-00 Public Works
- 33-00 Parks, Recreation & Facilities
- 35-00 Public Buildings & Waterfront
- 44-10 HHS-Administration
- 44-20 HHS-Public Health
- 44-30 HHS-Social Services
- 44-40 HHS-Barron Center
- 47-00 Debt Service
- 48-00 Library
- 51-00 Pension
- 52-00 Employee Benefits
- 61-00 Contingency
- 62-00 Liability Insurance
- 63-00 County Tax
- 65-00 Memberships/Other
- 67-00 Wage Adjustment

ENTERPRISE FUNDS

- 530 Fish Pier
- 570 Sewer Fund
- 571 Stormwater Fund
- 583 Jetport

City of Portland, Maine

City Manager's Recommended Budget



FY20 Budget

July 1, 2019 – June 30, 2020

**FY2020 BUDGET
CITY MANAGER'S RECOMMENDATION**

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CITY OF PORTLAND
Executive Department
Jon P. Jennings, City Manager

April 8, 2019

To Mayor Strimling and Members of the Portland City Council:

Pursuant to Article VI, Section 5(e) and Article VII, Sections 5 and 6 of the City of Portland Charter, I am hereby submitting the City Manager's Recommended \$263.4 million FY20 Municipal Operating Budget.

As you know, my budget submission is typically shaped by guidance from Council goals along with my operational priorities. This year, however, because there were not final Council goals to guide us, and because we were facing a number of difficult operational decisions in order to remain fiscally responsible, you will see this budget submission is essentially status quo. We had many cost increases outside of our control which exceeded the regular rate of inflation / the Consumer Price Index, but I felt strongly that our budget overall should align closely to those metrics, even if it meant making very tough budget decisions. If I had recommended everything requested by our City departments this budget would reflect an 11.1% tax rate increase. However, I cut \$7.4 million from departmental requests in order to come in with a budget with less than a three percent tax rate increase. Should there be any additional priorities the Council wants to address, I felt it most appropriate for those decisions to be made by the Council before being added to the final budget.

Over my nearly four years as City Manager, I continue to be extremely proud of all we've accomplished and the progress we've made in terms of making municipal government more innovative, efficient, inclusive, and transparent. We've made good progress in addressing critical infrastructure needs that had been neglected for too long and we continue to fund as many of these projects as we can. We've continued our focus on right-sizing municipal services and improving our processes not only because it is good customer service, but because I believe the efficiencies we achieve will afford us the opportunity to tackle our long-range plans.

There's no doubt that Portland continues to be a healthy, vibrant city with diverse sectors driving its economy. We are a major center for commerce, finance, arts and entertainment, food and drink, healthcare, Information Technology, the marine industry, post-secondary education, and tourism. Our world renowned and award-winning food and drink sector economy received another high honor this year when Bon Appetit magazine named Portland the 2018 Restaurant City of the Year. While this firmly roots our city on the national food map and was cause for celebration, we're working hard at the staff level to make sure Portland is known as more than just a foodie city. One example of this is when INRIX, a global leader in mobility analytics and connected car services, selected Portland to pilot its highly autonomous vehicle mapping program. I believe that Portland can benefit from leveraging our technology and start up scene to make us an attractive city for companies to pilot additional products and services. We look forward to collaborating further with Start Up Maine this year as their annual conference will focus on the role civic tech can play in our economy.

The growth our city has seen has been very beneficial in many ways, although it's not without its challenges. While growth is a good problem for a city to have, it means our valuation has continued to rise, lowering our state revenue share and increasing our county tax.

FY19 Recap

Our Planning and Inspections Departments issued Certificates of Occupancy to approximately 317 additional units of new housing in calendar year 2018 and a total of more than 1,263 units in the last five years combined. Beyond this, more than 139 units of new housing across the city are currently in the development pipeline. At the same time, our inclusionary zoning ordinance has helped make that new development equitable, by requiring all projects larger than 10 units provide a set aside of 10% of the units for workforce housing or make a financial contribution to the Housing Trust Fund. Since the ordinance went into effect, there have been five additional projects completed or under construction, adding an additional 18 workforce homes with many more in the pipeline.

During 2018, the Planning Board approved eight Inclusionary Zoning projects with a total of 29 workforce units of rental, condo and single-family housing. The Housing Trust fund balance is currently \$1,275,820.08, with \$556,500 being collected to date. Additional funding is expected as current projects under development are completed.

Commercial development has continued at or above levels not experienced in the city in the last hundred years. In response, we've continued to update our land use regulations to help advance our economy sustainably. Highlights include:

- The Recode effort to rewrite the Zoning Code is underway with the goal of simplifying and clarifying the City's regulations for all development. In addition, work has begun on rewriting both the sign regulations and the site plan ordinance. Concurrently, the Technical Manual was recently updated to include specifications for LED street lights and improved exterior lighting for cost effective and efficient lighting.
- Portland's Impact Fee system was adopted in 2018, which assesses fees on all development based upon the anticipated infrastructure needs to serve new development. It applies to any new building or building addition that results in net new residential units, non-residential square footage, hotel rooms, or water meters.
- Another major policy initiative adopted this year is the Hotel IZ conditional use. The ordinance requires either the creation of affordable housing units or a contribution to the Housing Trust Fund for the development of new hotel rooms.

In support of our small business community, the Portland Development Corporation invested approximately \$1,082,000 in FY18 in 19 businesses and economic development projects, which leveraged more than \$5 million in private sector funds associated with creating 26 jobs and retaining 62 jobs. Fiscal year 2018 loan activity included a public to private investment ratio of 1:7. And just a few weeks ago we found out we are receiving the U.S. Conference of Mayor's 2019 Partner America Small Business Friendly Community Award. Portland has demonstrated its commitment and support of small business by creating a business friendly environment for businesses to grow and prosper.

Our transportation hub of air, rail, cruise, and shipping continues to be a vital economic driver, connecting Portland to the world. For the 2018 season, the Port of Portland had substantial growth again with 119 cruise ships and a passenger count that exceeded 170,000 and 68,000 crew. The Jetport, which once again won the customer experience award for North America among airports with fewer than 2 million passengers, is the fastest growing airport in New England with a record setting 2.1 million passengers coming through last year. On top of that, they added new direct service to Denver, Tampa, Ft. Myers and Raleigh-Durham and expanded routes to New York City, Chicago, and several destinations in Florida.

While there are many needs to balance with this growth, it is clear that Portland is an attractive place to live, work, and play.

We also continue to provide key health and human services for our people. The Office of Elder Affairs responded to approximately 750 requests from Portland senior citizens in need of services and information, and is working to implement multiple goals outlined in Portland's Age-Friendly Community initiative, in partnership with the AARP Maine. The office operates two adult day health programs at the Barron Center, licensed to accommodate 45 clients, and also provides transitional housing and support services for older victims of domestic abuse through the *Martha's Cottage Project*, in collaboration with the Elder Abuse Institute of Maine.

The Social Services' Helping Individuals Regain Employment (HIRE) Program continues to help General Assistance recipients get out of poverty and into self sufficiency by removing barriers to employment. From January 2018 through December 2018, we completed 367 intakes helping 279 eligible adults secure employment, 13 individuals successfully obtain disability benefits, 231 individuals connect to ESL classes, 15 individuals enroll in vocational rehabilitation services, assisted 46 individuals secure employment authorization, and 27 individuals enroll in certificate training programs that led to job placements.

Our emergency shelter services continue to serve unprecedented levels on a nightly basis. In spite of this, our staff works extremely hard to find permanent housing solutions for our most vulnerable populations. The Oxford Street Shelter placed 249 total clients, 29 of whom were long-term stayers, into permanent housing. The 249 clients equaled a total of 43,729 bed nights. The Family Shelter served 183 families totaling 664 individuals. Of the 183 families, 160 secured permanent housing (87%) with only two families returning for a second stay.

As I alluded to earlier, we're focused on working to make our community an innovation hub, a place where data and technology are used to improve people's lives and make interactions with city government more efficient. As part of those efforts, we've converted all of our City's streetlights to LED technology and deployed intelligent traffic signals at Morrill's Corner to improve the flow of vehicles through the intersection thereby reducing traffic congestion and the length of time vehicles idle at the signals. Preliminary reports show a 23% reduction in travel times through this intersection. We're now in the process of installing this technology at additional intersections along Forest Avenue to further improve traffic flow, and we'll be installing it along Franklin and Commercial Streets. The more we are able to use this technology along our busiest transportation nodes, the more the signals speak to each other and improve traffic flow. We're also utilizing environmental sensors to monitor air quality through a pilot project with Google.

As we look to complete our implementation of Tyler Technologies' software this year, we'll be creating an internal data governance team so we can take a look at the data we have and collect to make sure we're using it strategically to inform our decision making processes. I believe these decisions will lead to greater efficiencies in our municipal operations, allowing us to achieve savings that we can reinvest toward our long-range goals. It's our goal to then share this data with the public through an open data portal so we can better tell Portland's story through the use of data.

BUDGET GOALS & REALITIES

The goal of this budget was to bring forward a recommendation that allows us to continue moving forward on the progress we've made, but in a fiscally responsible way. Our staff goals for FY20 revolve around efficiency and innovation so we can further improve city services while reducing costs, emphasizing customer service, and fulfilling our commitment to getting things done on a timely basis. We must continue to take care of our infrastructure needs that were set aside for too long. This year I asked Department Heads to present me with the requests they felt they needed to accomplish their jobs efficiently, but not necessarily to meet each and every goal they have given the budget constraints we face.

The reality of this budget is that the roughly \$3 million increase in expenditures is driven by personnel costs, due to contractual obligations and cost of living increases.

All departments had to work extremely hard to meet the budget guidance I provided, which was to come in under a 3% tax rate increase. If I had simply recommended the budget as requested by our City Departments, without making difficult budget cuts and choices, the resulting impact would have been an 11.1% City tax rate increase. As we developed the City budget, we eliminated approximately \$7.4 million of those requests and other adjustments on the path to our 2.9% tax rate increase.

The most difficult budget reality we are facing this year is within our Social Services division. While Portland is a compassionate city, and we always will be, we simply cannot afford to continue providing all of the current services and believing this to be a sustainable path. I am asking the City Council to have a fundamental discussion about what services we can provide and what we can afford.

As you know, we dedicated \$200,000 in last year's budget to fund the Community Support Fund, which provides temporary assistance for those who are seeking asylum, but are no longer covered by General Assistance. Unfortunately, this fund was exhausted much earlier than anticipated in March 2019 given the influx in people seeking emergency shelter services.

Because the FY19 Community Support Fund was exhausted so quickly, I am proposing that the Community Support Fund support individuals who are living in the city as of July 1, 2019 and only cover rental assistance in FY20. We will utilize our other existing community partners who already offer food and other basic necessities to cover those needs. Therefore, this budget recommends reducing the Community Support Fund by \$50,000 and funding it with \$150,000. It is also my recommendation that the Council look to phase out the Community Support Fund over the next two fiscal years as individuals leave the program.

Additionally, because of the fact that there are limits to our resources, I propose eliminating the second overflow space for both the Oxford Street Shelter and the Family Shelter. This would mean that we will use space at Preble Street for overflow needs at OSS and space at the Salvation Army for overflow at the Family Shelter, but no longer allow our General Assistance offices to be used as a third overflow space given the costs in staffing this facility.

As we developed this budget, we had to make some very tough choices to keep Portland affordable while at the same time trying to maintain the level of services we provide for our residents and businesses, and address a few items within our key priorities. While this budget overall includes a net increase of six positions, four of which are for Social Services, there were several positions that were eliminated as part of departmental reorganizations.

As I said last year, I firmly believe we cannot focus on one part of government to the detriment of another. I take my responsibilities to the Council and the taxpayers of the city very seriously. As we have discussed on many occasions, we are all concerned about the affordability of the city and government can be a driver of costs that make it unaffordable to live in Portland. That is why I felt it was important for us to limit the tax impact due to the drivers outlined in the budget.

In addition to the items noted above, additional Departmental highlights include:

Public Works: This budget includes a \$372,384 increase in the Solid Waste budget due to an increase in tipping fees from ecomaine, because of a change in the recycling markets and costs for shipping and processing recyclables. Because of this, the budget includes an increase in the fees for the Pay As You Throw Bags, a 15 cent increase in the 15-gallon bags and a 30 cent increase in the 30 gallon bags. This will raise about \$215,000 in revenue. Looking ahead to FY21, we will evaluate alternative ways in which we can cover our solid waste costs beyond utilizing Pay As You Throw Bags.

Economic Development: This budget includes an additional staff person to help carry out the strategic plan for the Office of Economic Opportunity, in line with the Economic Development Committee's recent vote. It also includes the removal of Creative Portland staff, and instead the City will give them a flat \$140,000 to cover their staffing needs.

Parks, Recreation & Facilities: To balance the overall impact to the tax levy, this budget includes a 5% increase in fees at our City cemeteries, assorted fee increases on concession items at our event venues and increases in rates and fees at Riverside Golf Course to cover course expenditures. As we fully implement the pesticides ordinance, the City faces increasing labor costs to keep our fields in usable condition. To address these rising costs this budget includes a fee assessed on for-profit groups who utilize our fields.

Waterfront: This budget includes an increase in the per passenger fee for cruise ship visits, which results in an additional \$200,000 in revenue.

Police: The Police Department budget includes an increase in \$68,000 to cover the costs of routine supplies. These expenses were traditionally covered by a non-competitive federal grant that we receive annually. However, we were not allowed to accept it this year because of our policy creating the Community Support Fund. The budget also includes covering the substance use disorder liaison who runs the Law Enforcement Addiction Advocacy Program (LEAAP) out of the general fund as we were not able to continue funding it via asset forfeiture monies.

Social Services: As mentioned previously, our Social Services Division has been dealing with a tremendous influx in those seeking emergency shelter services. Given this influx wasn't fully anticipated in FY19's budget, we ended up using additional per diem workers to cover our staffing needs. In the FY20 budget, we are budgeting for these per diem workers as full time positions.

Barron Center: We were able to increase our patient census after instituting a number of administrative changes at the Barron Center and therefore we are now covering our expenses and are working hard to earn revenue in the near future.

Grants Management: You will notice that overall our Public Health, Social Services and Planning & Urban Development budgets appear to be much higher than last year, but this is because grant funded positions are included in the personnel line items.

Assessors: The City is now in the midst of the citywide revaluation process. The process will continue in FY20 with technical support from Tyler Technologies. Citizens will soon begin receiving educational materials related to the revaluation process. It is expected that the revaluation results will be captured in the FY21 budget.

City Clerk: The 23.1% increase in the City Clerk's budget is due to FY20 being a presidential election year, which includes a primary election.

POSITIVE BUDGET DRIVERS

Excise taxes are still a significant source of revenue for the city, but the increases we saw over the last several years are starting to level off. We're conservatively projecting excise tax revenue to be \$11.5 million in FY20, which is roughly \$500,000 less than FY19. As mentioned earlier, increased cruise ship activity is projected to provide \$200,000 in additional revenue. Property valuation has grown by \$85 million in the current year due to significant new projects breaking ground and continues our upward trajectory in overall valuation. This \$85 million of new property valuation creates an additional approximately \$985,000 in tax revenue for municipal use. While this may seem like a significant amount, it represents only a 0.106% overall increase to our FY19 valuation of approximately \$7.9 billion, and can only fund a fraction of the cost increases and budget challenges we face in FY20, which are outside of my control.

Health Insurance: Unlike the last several years, the FY20 budget contains no large increase in health insurance costs. Our value-based insurance design and employee wellness program continues to help control overall costs, but because the health insurance market is volatile it is likely that these costs will end up being a budget challenge again in future years. While there was not a large increase, contributions for employees and their dependents will include a 3% increase in medical rates, and a 6.6% increase in dental rates.

TIF Funds: This year's budget includes greater use of City Council approved Bayside, Downtown/Transit and Waterfront Tax Increment Financing (TIF) District revenue to invest in public infrastructure and cover City staff costs. Use of TIF District revenue enables the City to take advantage of tax "sheltering" which allows municipalities to keep one hundred percent of new property tax revenue included in these TIF Districts. This means that the City maintains higher levels of state aid for education and municipal sharing in addition to contributing less to the City's share of the Cumberland County annual budget.

BUDGET CHALLENGES

As I mentioned above, the new property growth alone has not been able to keep up with the built in cost increases and other budget challenges for FY20, including union contracts already approved (\$3.4 million), debt services increases (\$924k related to our 2001 pension obligation bonds) and Cumberland County tax increase (\$351k).

Contractual Salary Obligations: The City Council approves contracts with all eight City bargaining units representing nearly 90% of the City workforce. These contracts include previously agreed upon salary increases of 2% plus other minor changes (4% for the two Police unions due to the nationwide shortage of officer applicants and to bring our salary ranges to competitive levels compared to surrounding municipalities). An estimated \$3.4M of the FY20 increases are related to contractually obligated salary increases across all unions.

Debt Service: This budget includes a \$3.2 million increase in debt service costs, including a \$924,000 increase related to the pension obligation bonds approved by City Council back in 2001. The payments on the pension obligation bonds will continue to rise by nearly \$1M annually until the bonds are retired in FY26. The budget also includes \$1.2M related to the upcoming renovation at Lyseth Elementary School and approximately \$400,000 of new debt service related to the City's continuing efforts to reduce combined sewer overflows and replace aging sewer infrastructure. The City pays all debt service from the general fund and receives reimbursement from the enterprise funds and the School Department for their respective projects.

METRO: The FY20 budget includes a 2.7% increase in our METRO contribution or an additional \$74,123.

County Tax: The FY20 budget includes a 5.6% or \$351,471 increase in Cumberland County tax assessment. Were it not for the increase in our County Tax assessment, the City's tax rate increase for this year's budget would be 2.6% instead of 2.9%.

BALANCING THE BUDGET

City expenditures have increased 4.9%. The growth of non-tax revenues and property valuation result in a City side tax rate increase for municipal services of 2.9%. This means the city-side mill rate is \$11.67 per \$1,000 of assessed property value. The impact on an average homeowner with a property valued at \$240,000 is \$79.

CONCLUSION

I would like to thank Finance Director Brendan T. O'Connell, Deputy Finance Director Anne Bilodeau, Budget Analyst Jennifer Lodge, Human Resources Director Gina Tapp, Communications Director Jessica Grondin, and our new Director of Innovation & Performance Management Lena Geraghty for their assistance in developing this budget recommendation and presentation, as well as the hard work and diligence of Department Heads in developing budget requests. Thank you to the members of the City Council for working with staff collaboratively over the last year. We all look forward to reviewing this proposed budget with the Finance Committee and full Council.

Sincerely,

Jon P. Jennings
City Manager

CITY OF PORTLAND, MAINE
COMPARATIVE BUDGET PLAN FY2020
 July 1, 2018 - June 30, 2019
 July 1, 2019 - June 30, 2020
 City Manager's Recommendation

	FY 19*	FY 20	\$ +/()	%
CITY GENERAL FUND REVENUES				
31 Property Taxes	\$ 89,612,594	\$ 93,184,789	\$ 3,572,195	4.0%
31 Other Local Taxes	10,099,009	8,416,388	(1,682,621)	-16.7%
32 Licenses & Permits	5,827,244	6,300,644	473,400	8.1%
33 Intergovernmental Revenue	10,464,979	12,312,490	1,847,511	17.7%
34 Charges for Services	35,967,048	36,750,588	783,540	2.2%
35 Fines, Forfeits and Penalties	2,107,635	1,996,710	(110,925)	-5.3%
36 Use of Money and Property	11,175,951	11,779,430	603,479	5.4%
39 Other Sources*	32,331,951	35,862,668	3,530,717	10.9%
Fund Balance Use (Restoration)	-	-	-	-
Total General Fund Revenues	197,586,411	206,603,707	9,017,296	4.6%

GENERAL FUND EXPENDITURES

100-11 City Council	331,904	344,046	12,142	3.7%
100-12 City Clerk	536,522	660,721	124,199	23.1%
100-13 Executive	976,564	929,877	(46,687)	-4.8%
100-14 Assessor	404,377	435,159	30,782	7.6%
100-15 Finance Administration	1,155,368	1,218,727	63,359	5.5%
Treasury	684,733	734,003	49,270	7.2%
Total Finance	1,840,101	1,952,730	112,629	6.1%
100-16 Legal	709,403	741,338	31,935	4.5%
100-17 Human Resources	1,063,158	1,071,134	7,976	0.8%
100-18 Parking Administration	1,460,024	1,487,050	27,026	1.9%
Elm Street Garage	302,962	300,164	(2,798)	-0.9%
Spring Street Garage	449,378	452,870	3,492	0.8%
Temple Street Garage	125,000	126,130	1,130	0.9%
Total Parking / Garages	2,337,364	2,366,214	28,850	1.2%
100-19 Economic Development	633,989	674,528	40,539	6.4%

CITY OF PORTLAND, MAINE
COMPARATIVE BUDGET PLAN FY2020
July 1, 2018 - June 30, 2019
July 1, 2019 - June 30, 2020
City Manager's Recommendation

		FY 19*	FY 20	\$ +/()	%
100-21	Police Administration	1,207,316	1,274,264	66,948	5.5%
	Uniformed Operations Group	10,062,663	10,616,533	553,870	5.5%
	Bureau Investigative Services	1,928,235	2,017,675	89,440	4.6%
	Operations Support Services	828,086	907,441	79,355	9.6%
	Dispatch Services	2,262,115	2,360,103	97,988	4.3%
	Jetport Security	572,198	581,524	9,326	1.6%
	Total Police	16,860,613	17,757,540	896,927	5.3%
100-22	Fire Administration	572,319	598,617	26,298	4.6%
	Code Enforcement & Comm Svcs	270,157	288,508	18,351	6.8%
	Field Operations	14,685,959	15,517,194	831,235	5.7%
	Operations Support Services	754,688	803,148	48,460	6.4%
	Air Rescue	1,013,282	1,027,681	14,399	1.4%
	Total Fire	17,296,405	18,235,148	938,743	5.4%
100-24	Planning & Urban Dev. Admin*	507,695	560,269	52,574	10.4%
	Planning	1,408,378	1,330,594	(77,784)	-5.5%
	Housing & Comm Development*	164,204	189,169	24,965	15.2%
	Total Planning & Urban Dev	2,080,277	2,080,032	(245)	0.0%
100-25	Permitting & Inspections Admin	181,334	130,487	(50,847)	-28.0%
	Inspections	980,841	1,076,567	95,726	9.8%
	Housing Safety	346,993	407,613	60,620	17.5%
	Business Licensing	250,544	233,892	(16,652)	-6.6%
	Total Permitting & Licensing	1,759,712	1,848,559	88,847	5.0%
100-29	Information Technology	2,799,922	2,914,482	114,560	4.1%
100-31	Public Works Administration	728,174	725,708	(2,466)	-0.3%
	Districting	1,660,057	1,741,974	81,917	4.9%
	Solid Waste	1,769,118	2,141,502	372,384	21.0%
	Communications	128,226	197,443	69,217	54.0%
	Portland Downtown District	363,628	404,862	41,234	11.3%
	Winter Operations	1,329,559	1,329,439	(120)	0.0%
	Island Services	647,042	687,836	40,794	6.3%
	Transportation Operations	2,310,357	2,333,681	23,324	1.0%
	Engineering	1,216,314	1,266,603	50,289	4.1%
	Fleet Services	3,818,936	3,807,154	(11,782)	-0.3%
	Total Public Works	13,971,411	14,636,202	664,791	4.8%

CITY OF PORTLAND, MAINE
COMPARATIVE BUDGET PLAN FY2020
July 1, 2018 - June 30, 2019
July 1, 2019 - June 30, 2020
City Manager's Recommendation

	FY 19*	FY 20	\$ +/()	%
100-33 Parks Rec & Facilities Admin	601,090	639,408	38,318	6.4%
Parks	1,001,603	1,109,821	108,218	10.8%
Forestry	686,850	710,847	23,997	3.5%
Athletic Facilities	805,268	772,376	(32,892)	-4.1%
Cemeteries	874,369	827,545	(46,824)	-5.4%
Recreation	1,831,867	1,901,439	69,572	3.8%
Aquatics	643,899	639,302	(4,597)	-0.7%
Golf Course	1,050,926	1,100,519	49,593	4.7%
Golf Course Restaurant	533,611	540,787	7,176	1.3%
Ice Arena	571,810	595,229	23,419	4.1%
Public Assembly Facilities	1,056,708	1,061,236	4,528	0.4%
Concessions	403,498	418,426	14,928	3.7%
Custodial Services	956,460	958,378	1,918	0.2%
Merrill Auditorium	176,098	182,589	6,491	3.7%
Total Parks Rec & Facilities	11,194,057	11,457,902	263,845	2.4%
100-35 Public Bldgs & Waterfront Admin	358,671	387,731	29,060	8.1%
Trades	719,605	736,916	17,311	2.4%
School HVAC	521,703	518,442	(3,261)	-0.6%
Public Safety Building	290,700	317,700	27,000	9.3%
City Hall	322,100	392,450	70,350	21.8%
Merrill Auditorium (PB)	196,550	173,550	(23,000)	-11.7%
Hadlock Stadium	321,681	322,076	395	0.1%
Expo Building	207,875	208,600	725	0.3%
Canco Road Buildings	432,820	434,250	1,430	0.3%
Other Public Buildings	310,989	270,857	(40,132)	-12.9%
Waterfront	1,337,110	1,317,769	(19,341)	-1.4%
Total Public Buildings & Waterfront	5,019,804	5,080,341	60,537	1.2%
100-44 HHS - Administration	419,772	337,276	(82,496)	-19.7%
Public Health*	1,874,503	2,093,528	219,025	11.7%
Social Services*	11,908,346	13,072,747	1,164,401	9.8%
Barron Center	15,630,623	15,947,969	317,346	2.0%
Total HHS	29,833,244	31,451,520	1,618,276	5.4%
100-47 Debt Service	41,818,036	45,087,798	3,269,762	7.8%
100-48 Public Library	4,062,000	4,178,550	116,550	2.9%
100-51 Pension	8,126,801	8,398,292	271,491	3.3%

CITY OF PORTLAND, MAINE
COMPARATIVE BUDGET PLAN FY2020
July 1, 2018 - June 30, 2019
July 1, 2019 - June 30, 2020
City Manager's Recommendation

		FY 19*	FY 20	\$ +/()	%
100-52	Health Insurance	20,110,956	19,936,320	(174,636)	-0.9%
	Workers' Comp	1,786,778	2,053,072	266,294	14.9%
	FICA	1,138,099	1,138,099	0	0.0%
	Group Life	205,822	205,822	0	0.0%
	Unemployment	100,000	100,000	0	0.0%
	Total Employee Benefits	23,341,655	23,433,313	91,658	0.4%
100-61	Contingent	275,850	250,000	(25,850)	-9.4%
100-62	Liability Insurance	774,458	839,325	64,867	8.4%
100-65	Regional Transportation Program	72,380	78,480	6,100	8.4%
	Memberships - Misc	403,910	437,388	33,478	8.3%
	Total Memberships/Contributions	476,290	515,868	39,578	8.3%
100-67	Wage Adjustment	60,000	(165,000)	(225,000)	-375.0%
	Total General Fund Expenditures	188,583,917	197,175,619	8,591,702	4.6%
100-63	County Tax	6,288,845	6,640,316	351,471	5.6%
100-65	Metro Assessment	2,713,649	2,787,772	74,123	2.7%
Total General Fund and Assessments		\$ 197,586,411	\$ 206,603,707	\$ 9,017,296	4.6%

*Note: FY19 figures include grant and project expenditures excluded from the prior year resolve. These expenses (\$126,601 for Planning Admin, \$164,204 for HCD, \$839,356 for Public Health, \$1,995,108 for Social Services) and equal offsetting revenues are included in the current resolve for comparative purposes.

CITY OF PORTLAND, MAINE
COMPARATIVE BUDGET PLAN FY2020
 July 1, 2018 - June 30, 2019
 July 1, 2019 - June 30, 2020
 City Manager's Recommendation

	FY 19*	FY 20	\$ +/- ()	%
ENTERPRISE FUND REVENUES				
31 Property Taxes, Current Year	\$ -	\$ -	\$ -	
32 Licenses & Permits	22,850	17,950	(4,900)	-21.4%
33 Intergovernmental	116,800	117,968	1,168	1.0%
34 Charges for Services	33,567,185	34,701,607	1,134,422	3.4%
36 Use of Money and Property	23,747,326	26,228,136	2,480,810	10.4%
39 Other Sources	374,196	405,874	31,678	8.5%
Fund Balance	(4,236,256)	(4,683,172)	(446,916)	10.5%
Total Enterprise Fund Revenues	53,592,101	56,788,363	3,196,262	6.0%
ENTERPRISE FUND EXPENDITURES				
530 Fish Pier	398,213	388,679	(9,534)	-2.4%
570 Finance Administration	134,810	141,938	7,128	5.3%
Public Works Administration	780,653	838,548	57,895	7.4%
Districting	3,019,206	2,637,279	(381,927)	-12.6%
Communications	67,687	65,808	(1,879)	-2.8%
Engineering	618,211	603,082	(15,129)	-2.4%
Debt Service	7,745,068	8,088,788	343,720	4.4%
Fringe Benefits	1,493,120	1,519,490	26,370	1.8%
PWD Assessment	12,462,772	13,137,639	674,867	5.4%
Total Sewer	26,321,527	27,032,572	711,045	2.7%
571 Finance Administration	265,463	275,145	9,682	3.6%
Stormwater Management	1,817,499	1,543,268	(274,231)	-15.1%
Debt Service	389,797	685,421	295,624	75.8%
Fringe Benefits	286,855	285,003	(1,852)	-0.6%
Total Stormwater	2,759,614	2,788,837	29,223	1.1%
583 Jetport Administration	1,047,618	1,221,479	173,861	16.6%
Marketing	501,890	598,640	96,750	19.3%
Fringe, Indirects & Chargebacks	3,960,802	4,084,313	123,511	3.1%
Field	4,091,912	4,577,799	485,887	11.9%
General Aviation	17,168	17,168	-	0.0%
Jetport Operations	2,595,898	2,702,802	106,904	4.1%
Terminal	5,970,545	6,992,649	1,022,104	17.1%
Parking	4,447,615	4,907,020	459,405	10.3%
Airfield Deicing	700,661	674,781	(25,880)	-3.7%
Jetport Anticipated Surplus	778,638	801,624	22,986	3.0%
Total Jetport	24,112,747	26,578,275	2,465,528	10.2%
Total Enterprise Fund Expenditures	53,592,101	56,788,363	3,196,262	6.0%
TOTAL CITY EXPENDITURES	\$ 251,178,512	\$ 263,392,070	\$ 12,213,558	4.9%

TAX RATE COMPUTATION--FY2020
City Manager's Recommendation

	General Fund	Enterprise Funds	TOTAL CITY
Total Expenditures	\$206,603,707	\$56,788,363	\$263,392,070
Less: Revenues	(113,418,918)	(61,471,535)	(\$174,890,453)
Surplus	0	4,683,172	\$4,683,172
Tax Levy	\$93,184,789	\$0	\$93,184,789
Tax Levy %			100.0%

Valuation 7,985,000,000

Tax Rate:

FY20	\$11.67	\$0.00	\$11.67
FY19	\$11.34	\$0.00	\$11.34
\$ Increase	\$0.33	\$0.00	\$0.33
% of Total Increase	2.9%	0.0%	2.9%

CITY OF PORTLAND, MAINE
FY2020 Non-Tax Revenue
(without surplus or TIF reimb)
City Manager's Recommendation

Department	FY18 Collected	FY19* Est (budget)	FY19 Proj	FY20 Est (budget)	FY20 Est vs FY19 Est (budget)	%
General Fund Revenues:						
City Council	\$5,000	\$5,000	\$5,000	\$5,000	\$0	0.0%
City Clerk	223,337	227,688	219,364	228,094	406	0.2%
Executive	962,763	1,040,370	1,046,175	1,011,715	(28,655)	-2.8%
Assessor	1,690	2,076	1,000	1,000	(1,076)	-51.8%
Finance	19,615,268	18,549,047	21,361,127	18,755,574	206,527	1.1%
Legal	111,734	136,320	182,177	151,525	15,205	11.2%
Human Resources	118,043	76,056	76,056	75,945	(111)	-0.1%
Parking	8,722,207	9,620,120	9,498,210	9,665,220	45,100	0.5%
Econ Dev	192,267	567,949	566,791	596,748	28,799	5.1%
Police	3,239,440	2,947,159	3,169,317	2,985,289	38,130	1.3%
Fire	4,048,512	4,583,430	4,651,580	4,584,937	1,507	0.0%
Planning & Development	1,081,487	1,037,066	769,646	1,072,827	35,761	3.4%
Permitting & Inspections	5,012,332	4,500,366	5,049,955	4,901,064	400,698	8.9%
Information Technology	381,523	422,254	420,187	433,387	11,133	2.6%
Public Works	4,539,985	5,061,526	4,609,032	5,128,213	66,687	1.3%
Parks, Rec & Facilities	7,124,221	7,333,134	7,275,347	7,817,734	484,600	6.6%
Public Bldgs & Waterfront	3,337,883	3,459,596	3,302,789	3,550,966	91,370	2.6%
HHS--Administration	4,884	10,560	968	-	(10,560)	-100.0%
HHS--Public Health	1,001,256	994,421	115,485	1,133,407	138,986	14.0%
HHS--Social Services	7,366,937	7,271,573	5,517,167	8,065,096	793,523	10.9%
HHS--Barron Center	18,236,152	18,628,031	18,726,850	19,510,800	882,769	4.7%
Employee Benefits	6,432,840	7,293,735	6,942,945	7,640,858	347,123	4.8%
Insurance	134,721	154,587	179,359	177,918	23,331	15.1%
Debt Service Reimb.	15,447,518	16,979,744	16,964,420	19,731,496	2,751,752	16.2%
Memberships / Other	-	-	-	302,717	302,717	---
Total General Fund:	\$107,342,000	\$110,901,808	\$110,650,947	\$117,527,530	\$6,625,722	6.0%
Enterprise Funds Revenue:						
Fish Pier Authority	535,030	546,380	535,352	559,178	12,798	2.3%
Sewer	24,939,371	26,292,128	26,736,968	27,456,657	1,164,529	4.4%
Stormwater	6,587,024	6,877,102	6,845,474	6,877,425	323	0.0%
Jetport	23,283,267	24,112,747	24,660,341	26,578,275	2,465,528	10.2%
Total Enterprise Funds:	\$55,344,692	\$57,828,357	\$58,778,135	\$61,471,535	\$3,643,178	6.3%
Total City Revenue	\$162,686,692	\$168,730,165	169,429,082	\$178,999,065	\$10,268,900	6.1%

*Note: FY19 figures include grant and project revenues excluded from the prior year resolve. These revenues (\$126,601 for Planning Admin, \$164,204 for HCD, \$839,356 for Public Health, \$1,995,108 for Social Services) and equal offsetting expenditures are included in the current resolve for comparative purposes.

FY2020 CITY BUDGET SUMMARY

by category
City Manager's Recommendation

	FY19* Approp.	FY20 Proposed	\$ +/-	% +/-	% Of Total
01 Personnel--General Fund	\$80,740,046	84,499,142	\$3,759,096	4.7%	40.9%
--Ent Funds	6,581,376	7,038,292	456,916	6.9%	12.4%
Total	87,321,422	91,537,434	4,216,012	4.8%	34.8%
02+ Contractual--General Fund	64,291,371	66,232,171	1,940,800	3.0%	32.1%
--Ent Funds	29,151,634	29,654,105	502,471	1.7%	52.2%
Total	93,443,005	95,886,276	2,443,271	2.6%	36.4%
55 Supplies--General Fund	6,820,435	6,944,496	124,061	1.8%	3.4%
--Ent Funds	1,306,943	1,469,313	162,370	12.4%	2.6%
Total	8,127,378	8,413,809	286,431	3.5%	3.2%
63 Utilities--General Fund	3,701,033	3,574,036	(126,997)	-3.4%	1.7%
--Ent Funds	1,452,022	1,545,875	93,853	6.5%	2.7%
Total	5,153,055	5,119,911	(33,144)	-0.6%	1.9%
70 Capital--General Fund	215,490	266,065	50,575	23.5%	0.1%
--Ent Funds	2,202,152	3,532,645	1,330,493	60.4%	6.2%
Total	2,417,642	3,798,710	1,381,068	57.1%	1.4%
75 Debt Svc--Total GF	41,818,036	45,087,798	3,269,762	7.8%	21.8%
--Ent Funds	7,976,373	8,611,695	635,322	8.0%	15.2%
Total	49,794,409	53,699,493	3,905,084	7.8%	20.4%
75 Jetport Rev Bond Debt Svc	4,142,963	4,134,813	(8,150)	-0.2%	7.3%
Jetport Surplus	778,638	801,624	22,986	3.0%	1.4%
Total General Fund	197,586,411	206,603,707	9,017,296	4.6%	100.0%
Total Enterprise Funds	53,592,101	56,788,363	3,196,262	6.0%	100.0%
Total	\$251,178,512	\$263,392,070	\$12,213,558	4.9%	100.0%

*Note: FY19 figures include grant and project expenditures excluded from the prior year resolve. These expenses (\$126,601 for Planning Admin, \$164,204 for HCD, \$839,356 for Public Health, \$1,995,108 for Social Services) and equal offsetting revenues are included in the current resolve for comparative purposes.

City of Portland, Maine
Tax Levy by Budget Category
City Manager's Recommendation

Department	FY20 Tax Levy	FY20 Tax Rate	% of Taxes
Debt Service	25,356,302	\$3.18	27.2%
Police	17,402,347	\$2.18	18.7%
Fire	16,047,076	\$2.01	17.2%
Public Works	10,292,295	\$1.29	11.0%
County Tax	6,640,316	\$0.83	7.1%
Parks, Rec & Facilities	4,744,750	\$0.59	5.1%
Health & Human Services	4,628,230	\$0.58	5.0%
Library	4,178,550	\$0.52	4.5%
Metro	2,563,535	\$0.32	2.8%
Public Buildings & Waterfront	1,400,763	\$0.18	1.5%
General Government	(69,375)	(\$0.01)	-0.1%
Total:	\$93,184,789	\$11.67	100.0%

City of Portland
Staffing FTE Change
FY2020 City Manager's Recommendation

Department	FY15	FY16	FY17	FY18	FY19	FY20	+/- Chg
General Fund:							
City Council	-	-	1.0	-	-	-	-
City Clerk	9.2	8.9	7.4	7.8	7.9	7.9	-
Executive	10.0	14.0	10.0	13.0	10.5	9.5	(1.0)
Assessor	4.9	4.9	5.9	5.9	5.9	5.9	-
Finance	26.0	24.3	24.0	25.0	25.0	25.0	-
Legal	6.0	6.0	6.0	6.0	7.0	7.0	-
Human Resources	10.0	10.0	10.5	11.0	11.0	10.5	(0.5)
Parking	29.6	29.6	29.6	29.6	29.6	30.0	0.4
Economic Development	3.0	4.0	5.8	5.8	7.1	7.0	(0.1)
Police	225.3	223.3	227.3	232.3	226.3	227.0	0.7
Fire	235.7	228.1	229.6	229.2	226.0	226.0	-
Planning & Urban Dev.	35.4	34.7	21.5	24.0	24.0	24.0	-
Permitting & Inspections	-	-	25.0	28.0	28.0	28.5	0.5
IT	17.3	17.0	17.0	17.0	17.3	16.0	(1.3)
Public Works	152.5	132.0	125.0	129.0	131.0	131.5	0.5
Parks Rec & Fac	121.6	136.5	155.2	161.5	142.0	140.7	(1.3)
Pubic Bldgs & Waterfront	-	-	-	-	24.5	24.5	-
HHS Administration	-	-	5.0	5.0	5.0	4.0	(1.0)
Public Health	70.0	62.3	38.2	25.0	27.1	28.3	1.2
Social Services	79.4	90.7	78.3	80.1	87.8	93.5	5.7
Barron Center	266.2	266.7	260.7	263.7	244.0	246.8	2.8
<i>Total HHS:</i>	<i>415.6</i>	<i>419.7</i>	<i>382.2</i>	<i>373.8</i>	<i>363.9</i>	<i>372.6</i>	<i>8.7</i>
General Fund Subtotal:	1,302.1	1,293.0	1,283.0	1,298.9	1,287.0	1,293.6	6.6
Enterprise Funds:							
Sewer Fund	39.0	32.0	31.0	30.0	33.0	33.0	-
Stormwater Fund	-	11.5	11.0	13.0	10.0	10.0	-
Jetport	49.0	49.5	50.5	52.5	56.0	59.0	3.0
Enterprise Subtotal:	88.0	93.0	92.5	95.5	99.0	102.0	3.0
Total City Employees:	1,390.1	1,386.0	1,375.5	1,394.4	1,386.0	1,395.6	9.6

FY20 Budget Calendar - April 2019

Additional Finance Committee agenda details can be found online at <http://portlandmaine.gov/financecommittee>

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<i>Finance Committee Meetings held in Room 209 of City Hall</i>						
	1	2	3	4 5:30 PM Joint City/School Finance Committee Meeting 5:30	5	6
7	8 5:30 PM - City Council Meeting -Presentation of FY20 City Manager Recommended Budget, Referral to Finance Committee	9 5:30 PM Finance Committee Meeting	10	11	12	13
14	15 <i>Patriot's Day Holiday</i>	16	17	18	19	20
21	22 5:30 PM - City Council Meeting	23 5:30 PM Finance Committee Meeting	24 5:30 PM Finance Committee Meeting	25	26	27
28	29	30				

FY20 Budget Calendar - May 2019

Additional Finance Committee agenda details can be found online at <http://portlandmaine.gov/financecommittee>

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<i>Finance Committee Meetings held in Room 209 of City Hall</i>			1	2 5:30 PM Finance Committee Meeting	3	4
5	6 5:30 PM City Council Meeting - City Budget 1st Read (Public Hearing)	7	8	9	10	11
12	13 5:30 PM City Council Budget Workshop	14	15	16	17	18
19	20 5:30 PM City Council Meeting - City Budget 2nd Read and Vote	21	22	23	24	25
26	27 <i>Memorial Day Holiday</i>	28	29	30	31	

City Council 11-00

**CITY OF PORTLAND, ME
FY20 DEPARTMENT ORG NET SUMMARY REPORT**

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund						
City Council 11						
10011000 Total EXPENDITURE	\$331,904	\$343,584	\$344,046	\$344,046	\$12,142	3.66%
10011000 Total REVENUE	(\$5,000)	(\$5,000)	(\$5,000)	(\$5,000)	\$0	0.00%
** City Council NET	\$326,904	\$338,584	\$339,046	\$339,046	\$12,142	3.71%
**** City Council Net	\$326,904	\$338,584	\$339,046	\$339,046	\$12,142	3.71%

CITY OF PORTLAND, ME
FY20 DEPARTMENT CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund						
City Council 11						
* Payroll	\$127,889	\$127,889	\$132,291	\$132,291	\$4,402	3.44%
* Benefits	\$960	\$1,200	\$1,200	\$1,200	\$240	25.00%
* Administrative Svcs	\$43,110	\$60,550	\$51,610	\$51,610	\$8,500	19.72%
* Contractual Services	\$155,445	\$149,945	\$154,945	\$154,945	(\$500)	-0.32%
* Supplies	\$4,500	\$4,000	\$4,000	\$4,000	(\$500)	-11.11%
**** City Council	\$331,904	\$343,584	\$344,046	\$344,046	\$12,142	3.66%

City Clerk 12-00

CITY OF PORTLAND, ME
FY20 DEPARTMENT ORG NET SUMMARY REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund						
City Clerk 12						
10012000 Total EXPENDITURE	\$536,522	\$537,255	\$671,199	\$660,721	\$124,199	23.15%
10012000 Total REVENUE	(\$227,688)	(\$219,364)	(\$228,094)	(\$228,094)	(\$406)	0.18%
** City Clerk NET	\$308,834	\$317,891	\$443,105	\$432,627	\$123,793	40.08%
**** City Clerk Net	\$308,834	\$317,891	\$443,105	\$432,627	\$123,793	40.08%

CITY OF PORTLAND, ME
FY20 DEPARTMENT CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund							
City Clerk 12							
*	Payroll	\$471,278	\$471,278	\$514,550	\$504,072	\$32,794	6.96%
*	Benefits	\$600	\$600	\$600	\$600	\$0	0.00%
*	Administrative Sves	\$6,181	\$6,181	\$6,361	\$6,361	\$180	2.91%
*	Contractual Services	\$35,615	\$35,615	\$68,621	\$68,621	\$33,006	92.67%
*	Maintenance & Repair	\$2,880	\$3,190	\$5,710	\$5,710	\$2,830	98.26%
*	Rentals	\$9,418	\$9,518	\$29,906	\$29,906	\$20,488	217.54%
*	Supplies	\$10,550	\$10,873	\$45,451	\$45,451	\$34,901	330.82%
****	City Clerk	\$536,522	\$537,255	\$671,199	\$660,721	\$124,199	23.15%

Executive 13-00

**CITY OF PORTLAND, ME
FY20 DEPARTMENT ORG NET SUMMARY REPORT**

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund						
City Manager 13						
10013100 Total EXPENDITURE	\$976,564	\$974,616	\$1,078,926	\$929,877	(\$46,687)	-4.78%
10013100 Total REVENUE	(\$1,040,370)	(\$1,046,175)	(\$1,040,370)	(\$1,011,715)	\$28,655	-2.75%
** City Manager Administration NET	(\$63,806)	(\$71,559)	\$38,556	(\$81,838)	(\$18,032)	28.26%
**** City Manager Net	(\$63,806)	(\$71,559)	\$38,556	(\$81,838)	(\$18,032)	28.26%

CITY OF PORTLAND, ME
FY20 DEPARTMENT CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund							
City Manager 13							
*	Payroll	\$907,442	\$872,442	\$1,000,205	\$852,266	(\$55,176)	-6.08%
*	Benefits	\$12,100	\$12,100	\$12,100	\$11,200	(\$900)	-7.44%
*	Administrative Svcs	\$21,775	\$36,500	\$29,274	\$29,274	\$7,499	34.44%
*	Contractual Services	\$20,120	\$37,983	\$21,537	\$21,327	\$1,207	6.00%
*	Rentals	\$6,500	\$6,500	\$6,500	\$6,500	\$0	0.00%
*	Supplies	\$8,627	\$9,091	\$9,310	\$9,310	\$683	7.92%
****	City Manager	\$976,564	\$974,616	\$1,078,926	\$929,877	(\$46,687)	-4.78%

Assessor 14-00

**CITY OF PORTLAND, ME
FY20 DEPARTMENT ORG NET SUMMARY REPORT**

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund						
Assessor 14						
10014000 Total EXPENDITURE	\$404,377	\$407,644	\$481,433	\$435,159	\$30,782	7.61%
10014000 Total REVENUE	(\$2,076)	(\$1,000)	(\$1,000)	(\$1,000)	\$1,076	-51.83%
** Assessor NET	\$402,301	\$406,644	\$480,433	\$434,159	\$31,858	7.92%
**** Assessor Net	\$402,301	\$406,644	\$480,433	\$434,159	\$31,858	7.92%

CITY OF PORTLAND, ME
FY20 DEPARTMENT CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund							
Assessor 14							
*	Payroll	\$369,187	\$374,909	\$440,657	\$394,383	\$25,196	6.82%
*	Benefits	\$360	\$700	\$960	\$960	\$600	166.67%
*	Administrative Svcs	\$14,420	\$14,020	\$16,960	\$16,960	\$2,540	17.61%
*	Contractual Services	\$12,195	\$10,300	\$12,340	\$12,340	\$145	1.19%
*	Rentals	\$2,015	\$2,015	\$2,016	\$2,016	\$1	0.05%
*	Supplies	\$6,200	\$5,700	\$8,500	\$8,500	\$2,300	37.10%
****	Assessor	\$404,377	\$407,644	\$481,433	\$435,159	\$30,782	7.61%

Finance 15-00

**CITY OF PORTLAND, ME
FY20 DEPARTMENT ORG NET SUMMARY REPORT**

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund						
Finance 15						
10015100 Total EXPENDITURE	\$1,155,368	\$1,139,110	\$1,288,727	\$1,218,727	\$63,359	5.48%
10015100 Total REVENUE	(\$467,685)	(\$3,320,665)	(\$471,454)	(\$486,580)	(\$18,895)	4.04%
** Finance Administration NET	\$687,683	(\$2,181,555)	\$817,273	\$732,147	\$44,464	6.47%
10015200 Total EXPENDITURE	\$684,733	\$650,342	\$772,453	\$734,003	\$49,270	7.20%
10015200 Total REVENUE	(\$5,374,362)	(\$5,627,112)	(\$5,378,513)	(\$6,063,994)	(\$689,632)	12.83%
** Treasury NET	(\$4,689,629)	(\$4,976,770)	(\$4,606,060)	(\$5,329,991)	(\$640,362)	13.65%
*** Finance Net	(\$4,001,946)	(\$7,158,325)	(\$3,788,786)	(\$4,597,844)	(\$595,898)	14.89%

CITY OF PORTLAND, ME
FY20 DEPARTMENT CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund							
Finance 15							
*	Payroll	\$1,494,486	\$1,490,751	\$1,671,357	\$1,612,907	\$118,421	7.92%
*	Benefits	\$2,508	\$1,900	\$2,016	\$2,016	(\$492)	-19.62%
*	Administrative Sves	\$185,615	\$169,570	\$187,115	\$187,115	\$1,500	0.81%
*	Contractual Services	\$123,407	\$94,521	\$113,407	\$113,407	(\$10,000)	-8.10%
*	Maintenance & Repair	\$500	\$0	\$500	\$500	\$0	0.00%
*	Rentals	\$7,285	\$7,110	\$7,285	\$7,285	\$0	0.00%
*	Supplies	\$26,300	\$25,600	\$29,500	\$29,500	\$3,200	12.17%
*	Capital Outlay	\$0	\$0	\$50,000	\$0	\$0	---
****	Finance	\$1,840,101	\$1,789,452	\$2,061,180	\$1,952,730	\$112,629	6.12%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Finance 15							
Finance Administration 10015100							
*	Payroll	\$1,036,910	\$1,025,750	\$1,166,661	\$1,096,661	\$59,751	5.76%
*	Benefits	\$2,508	\$1,900	\$2,016	\$2,016	(\$492)	-19.62%
*	Administrative Svcs	\$92,240	\$88,350	\$93,740	\$93,740	\$1,500	1.63%
*	Contractual Services	\$5,350	\$4,750	\$5,350	\$5,350	\$0	0.00%
*	Rentals	\$4,860	\$4,860	\$4,860	\$4,860	\$0	0.00%
*	Supplies	\$13,500	\$13,500	\$16,100	\$16,100	\$2,600	19.26%
*	Capital Outlay	\$0	\$0	\$0	\$0	\$0	---
**	Finance Administration	\$1,155,368	\$1,139,110	\$1,288,727	\$1,218,727	\$63,359	5.48%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Treasury 10015200							
*	Payroll	\$457,576	\$465,001	\$504,696	\$516,246	\$58,670	12.82%
*	Administrative Sves	\$93,375	\$81,220	\$93,375	\$93,375	\$0	0.00%
*	Contractual Services	\$118,057	\$89,771	\$108,057	\$108,057	(\$10,000)	-8.47%
*	Maintenance & Repair	\$500	\$0	\$500	\$500	\$0	0.00%
*	Rentals	\$2,425	\$2,250	\$2,425	\$2,425	\$0	-0.01%
*	Supplies	\$12,800	\$12,100	\$13,400	\$13,400	\$600	4.69%
*	Capital Outlay	\$0	\$0	\$50,000	\$0	\$0	---
**	Treasury	\$684,733	\$650,342	\$772,453	\$734,003	\$49,270	7.20%
****	Finance	\$1,840,101	\$1,789,452	\$2,061,180	\$1,952,730	\$112,629	6.12%

Legal 16-00

**CITY OF PORTLAND, ME
FY20 DEPARTMENT ORG NET SUMMARY REPORT**

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund						
Legal 16						
10016000 Total EXPENDITURE	\$709,403	\$708,841	\$741,338	\$741,338	\$31,935	4.50%
10016000 Total REVENUE	(\$136,320)	(\$182,177)	(\$139,320)	(\$151,525)	(\$15,205)	11.15%
** Legal NET	\$573,083	\$526,664	\$602,018	\$589,813	\$16,730	2.92%
**** Legal Net	\$573,083	\$526,664	\$602,018	\$589,813	\$16,730	2.92%

CITY OF PORTLAND, ME
FY20 DEPARTMENT CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund						
Legal 16						
* Payroll	\$638,425	\$638,425	\$667,533	\$667,533	\$29,108	4.56%
* Benefits	\$0	\$400	\$3,000	\$3,000	\$3,000	---
* Administrative Svcs	\$26,841	\$26,541	\$26,841	\$26,841	\$0	0.00%
* Contractual Services	\$36,137	\$35,475	\$35,964	\$35,964	(\$173)	-0.48%
* Maintenance & Repair	\$0	\$0	\$0	\$0	\$0	---
* Supplies	\$8,000	\$8,000	\$8,000	\$8,000	\$0	0.00%
**** Legal	\$709,403	\$708,841	\$741,338	\$741,338	\$31,935	4.50%

Human Resources 17-00

CITY OF PORTLAND, ME
FY20 DEPARTMENT ORG NET SUMMARY REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund						
Human Resources 17						
10017100 Total EXPENDITURE	\$1,063,158	\$1,023,251	\$1,181,701	\$1,071,134	\$7,976	0.75%
10017100 Total REVENUE	(\$76,056)	(\$76,056)	(\$76,056)	(\$75,945)	\$111	-0.15%
** Human Resources Administration NET	\$987,102	\$947,195	\$1,105,645	\$995,189	\$8,087	0.82%
*** Human Resources Admin	\$987,102	\$947,195	\$1,105,645	\$995,189	\$8,087	0.82%
**** Human Resources Net	\$987,102	\$947,195	\$1,105,645	\$995,189	\$8,087	0.82%

CITY OF PORTLAND, ME
FY20 DEPARTMENT CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund							
Human Resources 17							
*	Payroll	\$875,038	\$844,038	\$988,650	\$879,333	\$4,295	0.49%
*	Benefits	\$4,040	\$4,040	\$4,040	\$4,040	\$0	0.00%
*	Administrative Svcs	\$37,930	\$37,967	\$42,650	\$42,650	\$4,720	12.44%
*	Contractual Services	\$122,150	\$111,760	\$110,111	\$110,111	(\$12,039)	-9.86%
*	Maintenance & Repair	\$1,000	\$1,000	\$4,000	\$4,000	\$3,000	300.00%
*	Rentals	\$6,000	\$10,946	\$9,000	\$9,000	\$3,000	50.00%
*	Supplies	\$17,000	\$13,500	\$23,250	\$22,000	\$5,000	29.41%
****	Human Resources	\$1,063,158	\$1,023,251	\$1,181,701	\$1,071,134	\$7,976	0.75%

Parking 18-00

CITY OF PORTLAND, ME
FY20 DEPARTMENT ORG NET SUMMARY REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund						
Parking 18						
10018100 Total EXPENDITURE	\$1,460,024	\$1,465,754	\$1,477,406	\$1,487,050	\$27,026	1.85%
10018100 Total REVENUE	(\$6,121,600)	(\$5,966,500)	(\$5,862,100)	(\$6,125,710)	(\$4,110)	0.07%
** Parking Administration NET	(\$4,661,576)	(\$4,500,746)	(\$4,384,694)	(\$4,638,660)	\$22,916	-0.49%
10018200 Total EXPENDITURE	\$302,962	\$302,135	\$300,164	\$300,164	(\$2,798)	-0.92%
10018200 Total REVENUE	(\$701,600)	(\$695,480)	(\$703,440)	(\$703,440)	(\$1,840)	0.26%
** Elm Street Garage NET	(\$398,638)	(\$393,345)	(\$403,276)	(\$403,276)	(\$4,638)	1.16%
10018300 Total EXPENDITURE	\$449,378	\$418,985	\$452,870	\$452,870	\$3,492	0.78%
10018300 Total REVENUE	(\$1,721,920)	(\$1,736,230)	(\$1,736,070)	(\$1,736,070)	(\$14,150)	0.82%
** Spring Street Garage NET	(\$1,272,542)	(\$1,317,245)	(\$1,283,200)	(\$1,283,200)	(\$10,658)	0.84%
10018400 Total EXPENDITURE	\$125,000	\$125,376	\$126,130	\$126,130	\$1,130	0.90%
10018400 Total REVENUE	(\$1,075,000)	(\$1,100,000)	(\$1,100,000)	(\$1,100,000)	(\$25,000)	2.33%
** Temple Street Garage NET	(\$950,000)	(\$974,624)	(\$973,870)	(\$973,870)	(\$23,870)	2.51%
**** Parking Net	(\$7,282,756)	(\$7,185,960)	(\$7,045,040)	(\$7,299,006)	(\$16,250)	0.22%

CITY OF PORTLAND, ME
FY20 DEPARTMENT CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund							
Parking 18							
*	Payroll	\$1,383,934	\$1,394,983	\$1,425,279	\$1,434,923	\$50,989	3.68%
*	Benefits	\$16,035	\$16,240	\$16,420	\$16,420	\$385	2.40%
*	Administrative Svcs	\$42,695	\$42,261	\$43,825	\$43,825	\$1,130	2.65%
*	Contractual Services	\$402,290	\$385,378	\$407,735	\$407,735	\$5,445	1.35%
*	Maintenance & Repair	\$222,040	\$215,363	\$217,040	\$217,040	(\$5,000)	-2.25%
*	Rentals	\$128,765	\$128,685	\$131,012	\$131,012	\$2,247	1.74%
*	Supplies	\$70,550	\$69,450	\$57,225	\$57,225	(\$13,325)	-18.89%
*	Utilities	\$69,615	\$58,450	\$56,595	\$56,595	(\$13,020)	-18.70%
*	Contributions	\$1,440	\$1,440	\$1,440	\$1,440	\$0	0.00%
****	Parking	\$2,337,364	\$2,312,250	\$2,356,570	\$2,366,214	\$28,850	1.23%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Parking 18							
Parking Administration 10018100							
*	Payroll	\$924,284	\$927,807	\$952,730	\$962,374	\$38,090	4.12%
*	Benefits	\$14,035	\$14,240	\$14,220	\$14,220	\$185	1.32%
*	Administrative Svcs	\$17,695	\$16,885	\$17,695	\$17,695	\$0	0.00%
*	Contractual Services	\$311,605	\$315,397	\$311,320	\$311,320	(\$285)	-0.09%
*	Maintenance & Repair	\$850	\$850	\$850	\$850	\$0	0.00%
*	Rentals	\$128,665	\$128,585	\$130,912	\$130,912	\$2,247	1.75%
*	Supplies	\$60,450	\$59,450	\$47,100	\$47,100	(\$13,350)	-22.08%
*	Utilities	\$1,000	\$1,100	\$1,140	\$1,140	\$140	14.00%
*	Contributions	\$1,440	\$1,440	\$1,440	\$1,440	\$0	0.00%
**	Parking Administration	\$1,460,024	\$1,465,754	\$1,477,406	\$1,487,050	\$27,026	1.85%

**CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Elm Street Garage 10018200							
*	Payroll	\$199,652	\$208,178	\$202,869	\$202,869	\$3,217	1.61%
*	Benefits	\$1,000	\$1,000	\$1,100	\$1,100	\$100	10.00%
*	Contractual Services	\$28,815	\$22,582	\$31,175	\$31,175	\$2,360	8.19%
*	Maintenance & Repair	\$51,970	\$51,900	\$46,970	\$46,970	(\$5,000)	-9.62%
*	Supplies	\$4,300	\$4,300	\$4,325	\$4,325	\$25	0.58%
*	Utilities	\$17,225	\$14,175	\$13,725	\$13,725	(\$3,500)	-20.32%
**	Elm Street Garage	\$302,962	\$302,135	\$300,164	\$300,164	(\$2,798)	-0.92%

**CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Spring Street Garage 10018300							
*	Payroll	\$259,998	\$258,998	\$269,680	\$269,680	\$9,682	3.72%
*	Benefits	\$1,000	\$1,000	\$1,100	\$1,100	\$100	10.00%
*	Contractual Services	\$61,870	\$47,399	\$65,240	\$65,240	\$3,370	5.45%
*	Maintenance & Repair	\$69,220	\$62,613	\$69,220	\$69,220	\$0	0.00%
*	Rentals	\$100	\$100	\$100	\$100	\$0	0.00%
*	Supplies	\$5,800	\$5,700	\$5,800	\$5,800	\$0	0.00%
*	Utilities	\$51,390	\$43,175	\$41,730	\$41,730	(\$9,660)	-18.80%
**	Spring Street Garage	\$449,378	\$418,985	\$452,870	\$452,870	\$3,492	0.78%

**CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Temple Street Garage 10018400							
*	Administrative Svcs	\$25,000	\$25,376	\$26,130	\$26,130	\$1,130	4.52%
*	Maintenance & Repair	\$100,000	\$100,000	\$100,000	\$100,000	\$0	0.00%
**	Temple Street Garage	\$125,000	\$125,376	\$126,130	\$126,130	\$1,130	0.90%
****	Parking	\$2,337,364	\$2,312,250	\$2,356,570	\$2,366,214	\$28,850	1.23%

Economic Dev. 19-00

CITY OF PORTLAND, ME
FY20 DEPARTMENT ORG NET SUMMARY REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund						
Economic Development 19						
10019100 Total EXPENDITURE	\$605,467	\$596,085	\$589,121	\$646,006	\$40,539	6.70%
10019100 Total REVENUE	(\$539,427)	(\$538,269)	(\$505,341)	(\$568,226)	(\$28,799)	5.34%
** Economic Development Admin NET	\$66,040	\$57,816	\$83,780	\$77,780	\$11,740	17.78%
10019200 Total EXPENDITURE	\$28,522	\$28,522	\$28,522	\$28,522	\$0	0.00%
10019200 Total REVENUE	(\$28,522)	(\$28,522)	(\$28,522)	(\$28,522)	\$0	0.00%
** Portland Development Corp NET	\$0	\$0	\$0	\$0	\$0	---
**** Economic Development Net	\$66,040	\$57,816	\$83,780	\$77,780	\$11,740	17.78%

CITY OF PORTLAND, ME
FY20 DEPARTMENT CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund							
Economic Development 19							
*	Payroll	\$532,937	\$526,000	\$501,791	\$564,676	\$31,739	5.96%
*	Benefits	\$1,620	\$1,300	\$1,620	\$1,620	\$0	0.00%
*	Operating Transfers	\$0	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$18,210	\$15,085	\$19,510	\$19,510	\$1,300	7.14%
*	Contractual Services	\$73,072	\$73,072	\$84,072	\$78,072	\$5,000	6.84%
*	Rentals	\$2,400	\$2,400	\$2,400	\$2,400	\$0	0.00%
*	Supplies	\$5,750	\$6,750	\$8,250	\$8,250	\$2,500	43.48%
*	Utilities	\$0	\$0	\$0	\$0	\$0	---
****	Economic Development	\$633,989	\$624,607	\$617,643	\$674,528	\$40,539	6.39%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Economic Development 19							
Economic Development Admin 10019100							
*	Payroll	\$532,937	\$526,000	\$501,791	\$564,676	\$31,739	5.96%
*	Benefits	\$1,620	\$1,300	\$1,620	\$1,620	\$0	0.00%
*	Operating Transfers	\$0	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$13,335	\$10,210	\$14,635	\$14,635	\$1,300	9.75%
*	Contractual Services	\$50,175	\$50,175	\$61,175	\$55,175	\$5,000	9.97%
*	Rentals	\$2,400	\$2,400	\$2,400	\$2,400	\$0	0.00%
*	Supplies	\$5,000	\$6,000	\$7,500	\$7,500	\$2,500	50.00%
*	Utilities	\$0	\$0	\$0	\$0	\$0	---
**	Economic Development Admin	\$605,467	\$596,085	\$589,121	\$646,006	\$40,539	6.70%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Portland Development Corp 10019200							
*	Administrative Svcs	\$4,875	\$4,875	\$4,875	\$4,875	\$0	0.00%
*	Contractual Services	\$22,897	\$22,897	\$22,897	\$22,897	\$0	0.00%
*	Supplies	\$750	\$750	\$750	\$750	\$0	0.00%
**	Portland Development Corp	\$28,522	\$28,522	\$28,522	\$28,522	\$0	0.00%
****	Economic Development	\$633,989	\$624,607	\$617,643	\$674,528	\$40,539	6.39%

Police 21-00

CITY OF PORTLAND, ME
FY20 DEPARTMENT ORG NET SUMMARY REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund						
Police Department 21						
10021100 Total EXPENDITURE	\$1,207,316	\$1,174,817	\$1,260,840	\$1,274,264	\$66,948	5.55%
10021100 Total REVENUE	(\$151,934)	(\$159,557)	(\$155,358)	(\$160,371)	(\$8,437)	5.55%
** Police Administration NET	\$1,055,382	\$1,015,260	\$1,105,482	\$1,113,893	\$58,511	5.54%
10021200 Total EXPENDITURE	\$10,062,663	\$10,129,369	\$10,691,253	\$10,616,533	\$553,870	5.50%
10021200 Total REVENUE	(\$1,102,503)	(\$1,121,905)	(\$1,015,174)	(\$1,065,174)	\$37,329	-3.39%
** Uniformed Operations Group NET	\$8,960,160	\$9,007,464	\$9,676,080	\$9,551,359	\$591,199	6.60%
10021300 Total EXPENDITURE	\$1,928,235	\$1,588,037	\$2,009,065	\$2,017,675	\$89,440	4.64%
10021300 Total REVENUE	(\$212,217)	(\$266,500)	(\$264,883)	(\$264,883)	(\$52,666)	24.82%
** Bureau Investigative Services NET	\$1,716,018	\$1,321,537	\$1,744,182	\$1,752,792	\$36,774	2.14%
10021400 Total EXPENDITURE	\$828,086	\$850,010	\$920,721	\$907,441	\$79,355	9.58%
10021400 Total REVENUE	(\$50,625)	(\$49,025)	(\$50,000)	(\$50,000)	\$625	-1.23%
** Police Operation Support Svcs NET	\$777,461	\$800,985	\$870,721	\$857,441	\$79,980	10.29%
10021500 Total EXPENDITURE	\$2,262,115	\$2,111,110	\$2,360,103	\$2,360,103	\$97,988	4.33%
10021500 Total REVENUE	(\$857,682)	(\$1,001,005)	(\$863,337)	(\$863,337)	(\$5,655)	0.66%
** Dispatch Services NET	\$1,404,433	\$1,110,105	\$1,496,766	\$1,496,766	\$92,333	6.57%
10021800 Total EXPENDITURE	\$572,198	\$571,325	\$581,524	\$581,524	\$9,326	1.63%
10021800 Total REVENUE	(\$572,198)	(\$571,325)	(\$581,524)	(\$581,524)	(\$9,326)	1.63%
** Jetport Security NET	\$0	\$0	\$0	\$0	\$0	---
**** Police Department Net	\$13,913,454	\$13,255,350	\$14,893,231	\$14,772,251	\$858,797	6.17%

CITY OF PORTLAND, ME
FY20 DEPARTMENT CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund							
Police Department 21							
*	Payroll	\$15,936,357	\$15,503,709	\$16,618,464	\$16,640,498	\$704,141	4.42%
*	Benefits	\$234,590	\$244,165	\$249,210	\$249,210	\$14,620	6.23%
*	Administrative Svcs	\$122,096	\$120,436	\$182,778	\$182,778	\$60,682	49.70%
*	Contractual Services	\$259,537	\$257,925	\$265,642	\$252,362	(\$7,175)	-2.76%
*	Maintenance & Repair	\$95,037	\$92,654	\$133,629	\$111,629	\$16,592	17.46%
*	Rentals	\$21,718	\$17,863	\$22,052	\$22,052	\$334	1.54%
*	Supplies	\$165,178	\$160,664	\$324,551	\$271,831	\$106,653	64.57%
*	Minor Capital Items	\$15,000	\$15,000	\$15,000	\$15,000	\$0	0.00%
*	Utilities	\$11,100	\$12,251	\$12,180	\$12,180	\$1,080	9.73%
*	Capital Outlay	\$0	\$0	\$0	\$0	\$0	---
*****	Police Department	\$16,860,613	\$16,424,667	\$17,823,506	\$17,757,540	\$896,927	5.32%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Police Department 21							
Police Administration 10021100							
*	Payroll	\$1,188,181	\$1,155,361	\$1,241,811	\$1,255,235	\$67,054	5.64%
*	Benefits	\$6,400	\$6,184	\$6,400	\$6,400	\$0	0.00%
*	Administrative Svcs	\$8,535	\$9,700	\$8,425	\$8,425	(\$110)	-1.29%
*	Contractual Services	\$0	\$0	\$0	\$0	\$0	---
*	Maintenance & Repair	\$200	\$200	\$200	\$200	\$0	0.00%
*	Rentals	\$2,200	\$2,172	\$2,204	\$2,204	\$4	0.18%
*	Supplies	\$1,800	\$1,200	\$1,800	\$1,800	\$0	0.00%
**	Police Administration	\$1,207,316	\$1,174,817	\$1,260,840	\$1,274,264	\$66,948	5.55%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Uniformed Operations Group 10021200							
*	Payroll	\$9,495,068	\$9,554,399	\$9,924,632	\$9,924,632	\$429,564	4.52%
*	Benefits	\$163,545	\$173,275	\$173,805	\$173,805	\$10,260	6.27%
*	Administrative Svcs	\$18,436	\$16,841	\$18,738	\$18,738	\$302	1.64%
*	Contractual Services	\$232,787	\$232,425	\$241,692	\$231,692	(\$1,095)	-0.47%
*	Maintenance & Repair	\$83,787	\$82,704	\$91,973	\$69,973	(\$13,814)	-16.49%
*	Rentals	\$7,900	\$3,862	\$7,775	\$7,775	(\$125)	-1.58%
*	Supplies	\$60,600	\$65,400	\$232,158	\$189,438	\$128,838	212.60%
*	Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
*	Utilities	\$540	\$463	\$480	\$480	(\$60)	-11.11%
*	Capital Outlay	\$0	\$0	\$0	\$0	\$0	---
**	Uniformed Operations Group	\$10,062,663	\$10,129,369	\$10,691,253	\$10,616,533	\$553,870	5.50%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Bureau Investigative Services 10021300							
*	Payroll	\$1,878,535	\$1,539,622	\$1,954,891	\$1,963,501	\$84,966	4.52%
*	Benefits	\$29,370	\$29,056	\$29,490	\$29,490	\$120	0.41%
*	Administrative Svcs	\$1,430	\$1,400	\$1,530	\$1,530	\$100	6.99%
*	Contractual Services	\$5,500	\$5,000	\$6,700	\$6,700	\$1,200	21.82%
*	Maintenance & Repair	\$2,000	\$2,000	\$2,000	\$2,000	\$0	0.00%
*	Rentals	\$2,200	\$2,459	\$2,504	\$2,504	\$304	13.82%
*	Supplies	\$9,200	\$8,500	\$11,950	\$11,950	\$2,750	29.89%
*	Capital Outlay	\$0	\$0	\$0	\$0	\$0	---
**	Bureau Investigative Services	\$1,928,235	\$1,588,037	\$2,009,065	\$2,017,675	\$89,440	4.64%

**CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Police Operation Support Svcs 10021400							
*	Payroll	\$635,260	\$664,823	\$658,632	\$658,632	\$23,372	3.68%
*	Benefits	\$6,000	\$6,000	\$6,000	\$6,000	\$0	0.00%
*	Administrative Svcs	\$76,070	\$75,920	\$133,960	\$133,960	\$57,890	76.10%
*	Contractual Services	\$15,000	\$15,000	\$15,000	\$11,720	(\$3,280)	-21.87%
*	Maintenance & Repair	\$7,600	\$6,500	\$34,006	\$34,006	\$26,406	347.45%
*	Rentals	\$8,378	\$8,103	\$8,280	\$8,280	(\$98)	-1.17%
*	Supplies	\$79,778	\$73,664	\$64,843	\$54,843	(\$24,935)	-31.26%
**	Police Operation Support Svcs	\$828,086	\$850,010	\$920,721	\$907,441	\$79,355	9.58%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Dispatch Services 10021500							
*	Payroll	\$2,190,085	\$2,038,847	\$2,280,437	\$2,280,437	\$90,352	4.13%
*	Benefits	\$12,700	\$15,175	\$16,700	\$16,700	\$4,000	31.50%
*	Administrative Svcs	\$14,175	\$14,125	\$16,675	\$16,675	\$2,500	17.64%
*	Contractual Services	\$6,250	\$5,500	\$2,250	\$2,250	(\$4,000)	-64.00%
*	Maintenance & Repair	\$1,200	\$1,000	\$5,200	\$5,200	\$4,000	333.33%
*	Rentals	\$645	\$650	\$641	\$641	(\$4)	-0.62%
*	Supplies	\$11,500	\$9,025	\$11,500	\$11,500	\$0	0.00%
*	Minor Capital Items	\$15,000	\$15,000	\$15,000	\$15,000	\$0	0.00%
*	Utilities	\$10,560	\$11,788	\$11,700	\$11,700	\$1,140	10.80%
**	Dispatch Services	\$2,262,115	\$2,111,110	\$2,360,103	\$2,360,103	\$97,988	4.33%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Jetport Security 10021800							
*	Payroll	\$549,228	\$550,657	\$558,061	\$558,061	\$8,833	1.61%
*	Benefits	\$16,575	\$14,475	\$16,815	\$16,815	\$240	1.45%
*	Administrative Svcs	\$3,450	\$2,450	\$3,450	\$3,450	\$0	0.00%
*	Maintenance & Repair	\$250	\$250	\$250	\$250	\$0	0.00%
*	Rentals	\$395	\$618	\$648	\$648	\$253	64.05%
*	Supplies	\$2,300	\$2,875	\$2,300	\$2,300	\$0	0.00%
**	Jetport Security	\$572,198	\$571,325	\$581,524	\$581,524	\$9,326	1.63%
****	Police Department	\$16,860,613	\$16,424,667	\$17,823,506	\$17,757,540	\$896,927	5.32%

Fire 22-00

CITY OF PORTLAND, ME
FY20 DEPARTMENT ORG NET SUMMARY REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund						
Fire Department 22						
10022100 Total EXPENDITURE	\$572,319	\$563,819	\$601,817	\$598,617	\$26,298	4.59%
10022100 Total REVENUE	(\$120,102)	(\$98,652)	(\$95,102)	(\$99,785)	\$20,317	-16.92%
** Fire Administration NET	\$452,217	\$465,167	\$506,715	\$498,832	\$46,615	10.31%
10022200 Total EXPENDITURE	\$270,157	\$270,157	\$293,508	\$288,508	\$18,351	6.79%
10022200 Total REVENUE	(\$23,396)	(\$23,396)	(\$34,921)	(\$34,921)	(\$11,525)	49.26%
** Fire Code Enforce & Comm Svcs NET	\$246,761	\$246,761	\$258,587	\$253,587	\$6,826	2.77%
10022300 Total EXPENDITURE	\$14,685,959	\$15,376,776	\$16,178,263	\$15,517,194	\$831,235	5.66%
10022300 Total REVENUE	(\$3,334,100)	(\$3,323,500)	(\$3,327,800)	(\$3,327,800)	\$6,300	-0.19%
** Fire Field Operations NET	\$11,351,859	\$12,053,276	\$12,850,463	\$12,189,394	\$837,535	7.38%
10022400 Total EXPENDITURE	\$754,688	\$1,150,839	\$812,108	\$803,148	\$48,460	6.42%
10022400 Total REVENUE	(\$92,550)	(\$92,550)	(\$94,750)	(\$94,750)	(\$2,200)	2.38%
** Fire Operation Support Svcs NET	\$662,138	\$1,058,289	\$717,358	\$708,398	\$46,260	6.99%
10022800 Total EXPENDITURE	\$1,013,282	\$1,113,482	\$1,027,681	\$1,027,681	\$14,399	1.42%
10022800 Total REVENUE	(\$1,013,282)	(\$1,113,482)	(\$1,027,681)	(\$1,027,681)	(\$14,399)	1.42%
** Air Rescue Station NET	\$0	\$0	\$0	\$0	\$0	---
**** Fire Department Net	\$12,712,975	\$13,823,493	\$14,333,123	\$13,650,211	\$937,236	7.37%

CITY OF PORTLAND, ME
FY20 DEPARTMENT CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund							
Fire Department 22							
*	Payroll	\$15,119,814	\$15,889,909	\$16,509,913	\$15,945,994	\$826,180	5.46%
*	Benefits	\$265,055	\$285,777	\$312,754	\$250,604	(\$14,451)	-5.45%
*	Administrative Svcs	\$209,698	\$209,698	\$210,938	\$187,738	(\$21,960)	-10.47%
*	Contractual Services	\$194,323	\$199,323	\$234,019	\$234,019	\$39,696	20.43%
*	Maintenance & Repair	\$307,190	\$345,975	\$342,190	\$334,190	\$27,000	8.79%
*	Rentals	\$387,259	\$396,592	\$403,900	\$403,900	\$16,641	4.30%
*	Supplies	\$580,985	\$567,685	\$596,385	\$586,385	\$5,400	0.93%
*	Minor Capital Items	\$0	\$0	\$66,000	\$56,000	\$56,000	---
*	Utilities	\$232,081	\$232,081	\$237,278	\$236,318	\$4,237	1.83%
*	Capital Outlay	\$0	\$348,033	\$0	\$0	\$0	---
***	Fire Department	\$17,296,405	\$18,475,073	\$18,913,377	\$18,235,148	\$938,743	5.43%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Fire Department 22							
Fire Administration 10022100							
*	Payroll	\$468,778	\$468,778	\$516,941	\$516,941	\$48,163	10.27%
*	Benefits	\$4,898	\$4,898	\$4,908	\$4,908	\$10	0.20%
*	Administrative Svcs	\$21,583	\$21,583	\$27,908	\$24,708	\$3,125	14.48%
*	Contractual Services	\$9,800	\$14,800	\$4,800	\$4,800	(\$5,000)	-51.02%
*	Rentals	\$2,160	\$2,160	\$2,160	\$2,160	\$0	0.00%
*	Supplies	\$65,100	\$51,600	\$45,100	\$45,100	(\$20,000)	-30.72%
**	Fire Administration	\$572,319	\$563,819	\$601,817	\$598,617	\$26,298	4.59%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR/ (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Fire Code Enforce & Comm Svcs 10022200							
*	Payroll	\$232,939	\$232,939	\$256,231	\$256,231	\$23,292	10.00%
*	Benefits	\$2,688	\$2,688	\$2,832	\$2,832	\$144	5.36%
*	Administrative Svcs	\$26,760	\$26,760	\$26,675	\$21,675	(\$5,085)	-19.00%
*	Contractual Services	\$770	\$770	\$770	\$770	\$0	0.00%
*	Supplies	\$7,000	\$7,000	\$7,000	\$7,000	\$0	0.00%
**	Fire Code Enforce & Comm Svcs	\$270,157	\$270,157	\$293,508	\$288,508	\$18,351	6.79%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Fire Field Operations 10022300							
*	Payroll	\$13,638,317	\$14,308,412	\$14,926,882	\$14,362,963	\$724,646	5.31%
*	Benefits	\$244,579	\$265,301	\$291,122	\$228,972	(\$15,607)	-6.38%
*	Administrative Svcs	\$94,200	\$94,200	\$109,200	\$94,200	\$0	0.00%
*	Contractual Services	\$162,800	\$162,800	\$203,996	\$203,996	\$41,196	25.30%
*	Maintenance & Repair	\$117,500	\$117,500	\$117,500	\$117,500	\$0	0.00%
*	Rentals	\$3,432	\$3,432	\$3,432	\$3,432	\$0	0.00%
*	Supplies	\$405,175	\$405,175	\$440,175	\$430,175	\$25,000	6.17%
*	Minor Capital Items	\$0	\$0	\$66,000	\$56,000	\$56,000	---
*	Utilities	\$19,956	\$19,956	\$19,956	\$19,956	\$0	0.00%
**	Fire Field Operations	\$14,685,959	\$15,376,776	\$16,178,263	\$15,517,194	\$831,235	5.66%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Fire Operation Support Svcs 10022400							
*	Administrative Svcs	\$1,075	\$1,075	\$1,075	\$1,075	\$0	0.00%
*	Contractual Services	\$18,000	\$18,000	\$21,500	\$21,500	\$3,500	19.44%
*	Maintenance & Repair	\$92,715	\$131,500	\$124,715	\$116,715	\$24,000	25.89%
*	Rentals	\$381,667	\$391,000	\$398,308	\$398,308	\$16,641	4.36%
*	Supplies	\$64,500	\$64,500	\$64,900	\$64,900	\$400	0.62%
*	Utilities	\$196,731	\$196,731	\$201,610	\$200,650	\$3,919	1.99%
*	Capital Outlay	\$0	\$348,033	\$0	\$0	\$0	---
**	Fire Operation Support Svcs	\$754,688	\$1,150,839	\$812,108	\$803,148	\$48,460	6.42%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Air Rescue Station 10022800							
*	Payroll	\$779,780	\$879,780	\$809,859	\$809,859	\$30,079	3.86%
*	Benefits	\$12,890	\$12,890	\$13,892	\$13,892	\$1,002	7.77%
*	Administrative Svcs	\$66,080	\$66,080	\$46,080	\$46,080	(\$20,000)	-30.27%
*	Contractual Services	\$2,953	\$2,953	\$2,953	\$2,953	\$0	0.00%
*	Maintenance & Repair	\$96,975	\$96,975	\$99,975	\$99,975	\$3,000	3.09%
*	Supplies	\$39,210	\$39,410	\$39,210	\$39,210	\$0	0.00%
*	Utilities	\$15,394	\$15,394	\$15,712	\$15,712	\$318	2.07%
**	Air Rescue Station	\$1,013,282	\$1,113,482	\$1,027,681	\$1,027,681	\$14,399	1.42%
****	Fire Department	\$17,296,405	\$18,475,073	\$18,913,377	\$18,235,148	\$938,743	5.43%

Planning 24-00

CITY OF PORTLAND, ME
FY20 DEPARTMENT ORG NET SUMMARY REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund						
Dept of Planning & Development 24						
10024100 Total EXPENDITURE	\$381,094	\$381,094	\$570,519	\$560,269	\$179,175	47.02%
10024100 Total REVENUE	(\$148,908)	(\$158,048)	(\$247,067)	(\$247,067)	(\$98,159)	65.92%
** Planning & Development Admin NET	\$232,186	\$223,046	\$323,452	\$313,202	\$81,016	34.89%
10024200 Total EXPENDITURE	\$1,408,378	\$1,361,260	\$1,468,493	\$1,330,594	(\$77,784)	-5.52%
10024200 Total REVENUE	(\$597,353)	(\$611,598)	(\$589,064)	(\$636,591)	(\$39,238)	6.57%
** Planning NET	\$811,025	\$749,662	\$879,428	\$694,003	(\$117,022)	-14.43%
10024300 Total EXPENDITURE	\$0	\$0	\$189,169	\$189,169	\$189,169	---
10024300 Total REVENUE	\$0	\$0	(\$189,169)	(\$189,169)	(\$189,169)	---
** Housing & Community Dev. NET	\$0	\$0	\$0	\$0	\$0	---
**** Dept of Planning & Development Net	\$1,043,211	\$972,708	\$1,202,881	\$1,007,205	(\$36,006)	-3.45%

CITY OF PORTLAND, ME
FY20 DEPARTMENT CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund							
Dept of Planning & Development 24							
*	Payroll	\$1,328,648	\$1,287,560	\$1,737,231	\$1,729,807	\$401,159	30.19%
*	Benefits	\$4,929	\$4,924	\$4,280	\$3,780	(\$1,149)	-23.32%
*	Administrative Svcs	\$39,525	\$39,550	\$41,400	\$26,025	(\$13,500)	-34.16%
*	Contractual Services	\$369,820	\$364,770	\$364,520	\$287,220	(\$82,600)	-22.34%
*	Maintenance & Repair	\$3,000	\$2,000	\$8,100	\$1,100	(\$1,900)	-63.33%
*	Rentals	\$15,000	\$15,000	\$15,600	\$15,600	\$600	4.00%
*	Supplies	\$28,550	\$28,550	\$57,050	\$16,500	(\$12,050)	-42.21%
****	Dept of Planning & Development	\$1,789,472	\$1,742,354	\$2,228,181	\$2,080,032	\$290,560	16.24%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Dept of Planning & Development 24							
Planning & Development Admin 10024100							
*	Payroll	\$370,834	\$370,834	\$557,869	\$551,119	\$180,285	48.62%
*	Benefits	\$2,735	\$2,735	\$1,600	\$1,100	(\$1,635)	-59.79%
*	Administrative Svcs	\$6,775	\$6,775	\$7,200	\$4,200	(\$2,575)	-38.00%
*	Contractual Services	\$250	\$250	\$250	\$250	\$0	0.00%
*	Maintenance & Repair	\$0	\$0	\$100	\$100	\$100	---
*	Supplies	\$500	\$500	\$3,500	\$3,500	\$3,000	600.00%
**	Planning & Development Admin	\$381,094	\$381,094	\$570,519	\$560,269	\$179,175	47.02%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Planning 10024200							
*	Payroll	\$957,814	\$916,726	\$990,193	\$989,519	\$31,705	3.31%
*	Benefits	\$2,194	\$2,189	\$2,680	\$2,680	\$486	22.15%
*	Administrative Svcs	\$32,750	\$32,775	\$34,200	\$21,825	(\$10,925)	-33.36%
*	Contractual Services	\$369,570	\$364,520	\$364,270	\$286,970	(\$82,600)	-22.35%
*	Maintenance & Repair	\$3,000	\$2,000	\$8,000	\$1,000	(\$2,000)	-66.67%
*	Rentals	\$15,000	\$15,000	\$15,600	\$15,600	\$600	4.00%
*	Supplies	\$28,050	\$28,050	\$53,550	\$13,000	(\$15,050)	-53.65%
**	Planning	\$1,408,378	\$1,361,260	\$1,468,493	\$1,330,594	(\$77,784)	-5.52%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Housing & Community Dev. 10024300							
*	Payroll	\$0	\$0	\$189,169	\$189,169	\$189,169	---
*	Contractual Services	\$0	\$0	\$0	\$0	\$0	---
**	Housing & Community Dev.	\$0	\$0	\$189,169	\$189,169	\$189,169	---
****	Dept of Planning & Development	\$1,789,472	\$1,742,354	\$2,228,181	\$2,080,032	\$290,560	16.24%

Permitting &
Inspections
25-00

**CITY OF PORTLAND, ME
FY20 DEPARTMENT ORG NET SUMMARY REPORT**

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund						
Permitting & Inspections 25						
10025100 Total EXPENDITURE	\$181,334	\$183,244	\$192,976	\$130,487	(\$50,847)	-28.04%
** Permitting & Inspections Admin NET	\$181,334	\$183,244	\$192,976	\$130,487	(\$50,847)	-28.04%
10025200 Total EXPENDITURE	\$980,841	\$1,062,220	\$1,112,946	\$1,076,567	\$95,726	9.76%
10025200 Total REVENUE	(\$2,670,000)	(\$3,169,500)	(\$3,178,500)	(\$2,990,250)	(\$320,250)	11.99%
** Inspections NET	(\$1,689,159)	(\$2,107,280)	(\$2,065,554)	(\$1,913,683)	(\$224,524)	13.29%
10025300 Total EXPENDITURE	\$346,993	\$343,346	\$427,428	\$407,613	\$60,620	17.47%
10025300 Total REVENUE	(\$540,915)	(\$620,600)	(\$592,022)	(\$624,382)	(\$83,467)	15.43%
** Housing Safety NET	(\$193,922)	(\$277,254)	(\$164,594)	(\$216,769)	(\$22,847)	11.78%
10025400 Total EXPENDITURE	\$250,544	\$242,988	\$247,691	\$233,892	(\$16,652)	-6.65%
10025400 Total REVENUE	(\$1,289,451)	(\$1,259,855)	(\$1,260,182)	(\$1,286,432)	\$3,019	-0.23%
** Business Licensing NET	(\$1,038,907)	(\$1,016,867)	(\$1,012,491)	(\$1,052,540)	(\$13,633)	1.31%
**** Permitting & Inspections Net	(\$2,740,654)	(\$3,218,157)	(\$3,049,663)	(\$3,052,505)	(\$311,851)	11.38%

CITY OF PORTLAND, ME
FY20 DEPARTMENT CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund							
Permitting & Inspections 25							
*	Payroll	\$1,565,205	\$1,640,563	\$1,770,414	\$1,637,932	\$72,727	4.65%
*	Benefits	\$17,456	\$17,535	\$18,654	\$18,654	\$1,198	6.86%
*	Administrative Svcs	\$34,640	\$32,211	\$37,715	\$37,715	\$3,075	8.88%
*	Contractual Services	\$106,235	\$104,855	\$125,465	\$125,465	\$19,230	18.10%
*	Rentals	\$4,135	\$4,264	\$4,368	\$4,368	\$233	5.63%
*	Supplies	\$32,041	\$32,370	\$24,425	\$24,425	(\$7,616)	-23.77%
*	Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
*	Capital Outlay	\$0	\$0	\$0	\$0	\$0	---
****	Permitting & Inspections	\$1,759,712	\$1,831,798	\$1,981,041	\$1,848,559	\$88,847	5.05%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Permitting & Inspections 25							
Permitting & Inspections Admin 10025100							
*	Payroll	\$174,594	\$176,504	\$188,586	\$126,097	(\$48,497)	-27.78%
*	Benefits	\$600	\$600	\$600	\$600	\$0	0.00%
*	Administrative Svcs	\$2,700	\$2,700	\$1,650	\$1,650	(\$1,050)	-38.89%
*	Contractual Services	\$740	\$740	\$740	\$740	\$0	0.00%
*	Rentals	\$0	\$0	\$0	\$0	\$0	---
*	Supplies	\$2,700	\$2,700	\$1,400	\$1,400	(\$1,300)	-48.15%
**	Permitting & Inspections Admin	\$181,334	\$183,244	\$192,976	\$130,487	(\$50,847)	-28.04%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Inspections 10025200							
*	Payroll	\$897,321	\$967,769	\$1,003,401	\$967,022	\$69,701	7.77%
*	Benefits	\$9,610	\$9,610	\$9,850	\$9,850	\$240	2.50%
*	Administrative Svcs	\$24,730	\$23,541	\$27,095	\$27,095	\$2,365	9.56%
*	Contractual Services	\$32,500	\$43,200	\$58,300	\$58,300	\$25,800	79.38%
*	Rentals	\$1,680	\$1,800	\$1,800	\$1,800	\$120	7.14%
*	Supplies	\$15,000	\$16,300	\$12,500	\$12,500	(\$2,500)	-16.67%
*	Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
*	Capital Outlay	\$0	\$0	\$0	\$0	\$0	---
**	Inspections	\$980,841	\$1,062,220	\$1,112,946	\$1,076,567	\$95,726	9.76%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Housing Safety 10025300							
*	Payroll	\$296,402	\$298,402	\$370,749	\$350,934	\$54,532	18.40%
*	Benefits	\$4,321	\$4,400	\$5,280	\$5,280	\$959	22.19%
*	Administrative Sves	\$6,140	\$5,000	\$7,640	\$7,640	\$1,500	24.43%
*	Contractual Services	\$37,595	\$32,995	\$38,505	\$38,505	\$910	2.42%
*	Rentals	\$385	\$400	\$504	\$504	\$119	30.91%
*	Supplies	\$2,150	\$2,149	\$4,750	\$4,750	\$2,600	120.93%
**	Housing Safety	\$346,993	\$343,346	\$427,428	\$407,613	\$60,620	17.47%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Business Licensing 10025400							
*	Payroll	\$196,888	\$197,888	\$207,678	\$193,879	(\$3,009)	-1.53%
*	Benefits	\$2,925	\$2,925	\$2,924	\$2,924	(\$1)	-0.03%
*	Administrative Svcs	\$1,070	\$970	\$1,330	\$1,330	\$260	24.30%
*	Contractual Services	\$35,400	\$27,920	\$27,920	\$27,920	(\$7,480)	-21.13%
*	Rentals	\$2,070	\$2,064	\$2,064	\$2,064	(\$6)	-0.29%
*	Supplies	\$12,191	\$11,221	\$5,775	\$5,775	(\$6,416)	-52.63%
**	Business Licensing	\$250,544	\$242,988	\$247,691	\$233,892	(\$16,652)	-6.65%
****	Permitting & Inspections	\$1,759,712	\$1,831,798	\$1,981,041	\$1,848,559	\$88,847	5.05%

Information Technology
29-00

**CITY OF PORTLAND, ME
FY20 DEPARTMENT ORG NET SUMMARY REPORT**

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund						
Information Technology 29						
10029100 Total EXPENDITURE	\$2,799,922	\$2,817,415	\$2,897,482	\$2,914,482	\$114,560	4.09%
10029100 Total REVENUE	(\$422,254)	(\$420,187)	(\$422,130)	(\$433,387)	(\$11,133)	2.64%
** Information Technology Admin NET	\$2,377,668	\$2,397,228	\$2,475,352	\$2,481,095	\$103,427	4.35%
**** Information Technology Net	\$2,377,668	\$2,397,228	\$2,475,352	\$2,481,095	\$103,427	4.35%

CITY OF PORTLAND, ME
FY20 DEPARTMENT CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund							
Information Technology 29							
*	Payroll	\$1,155,423	\$1,160,238	\$1,148,860	\$1,148,860	(\$6,563)	-0.57%
*	Benefits	\$5,652	\$6,026	\$6,180	\$6,180	\$528	9.34%
*	Administrative Svcs	\$14,450	\$9,510	\$14,450	\$14,450	\$0	0.00%
*	Contractual Services	\$446,593	\$479,505	\$498,583	\$498,583	\$51,990	11.64%
*	Maintenance & Repair	\$704,799	\$707,880	\$783,989	\$800,989	\$96,190	13.65%
*	Rentals	\$12,000	\$13,142	\$12,000	\$12,000	\$0	0.00%
*	Supplies	\$84,600	\$84,600	\$81,100	\$81,100	(\$3,500)	-4.14%
*	Utilities	\$343,405	\$356,514	\$352,320	\$352,320	\$8,915	2.60%
*	Capital Outlay	\$33,000	\$0	\$0	\$0	(\$33,000)	-100.00%
****	Information Technology	\$2,799,922	\$2,817,415	\$2,897,482	\$2,914,482	\$114,560	4.09%

Public Works 31-00

**CITY OF PORTLAND, ME
FY20 DEPARTMENT ORG NET SUMMARY REPORT**

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund						
Public Works 31						
10031100 Total EXPENDITURE	\$728,174	\$728,221	\$759,317	\$725,708	(\$2,466)	-0.34%
10031100 Total REVENUE	(\$224,623)	(\$224,623)	(\$234,091)	(\$274,195)	(\$49,572)	22.07%
** Public Works Administration NET	\$503,551	\$503,598	\$525,225	\$451,513	(\$52,038)	-10.33%
10031202 Total EXPENDITURE	\$1,660,057	\$1,697,476	\$1,783,324	\$1,741,974	\$81,917	4.93%
10031202 Total REVENUE	(\$3,600)	(\$6,700)	(\$2,300)	(\$2,300)	\$1,300	-36.11%
** Districting NET	\$1,656,457	\$1,690,776	\$1,781,024	\$1,739,674	\$83,217	5.02%
10031203 Total EXPENDITURE	\$1,769,118	\$2,126,538	\$2,141,502	\$2,141,502	\$372,384	21.05%
10031203 Total REVENUE	(\$2,071,333)	(\$1,867,199)	(\$1,946,009)	(\$2,166,321)	(\$94,988)	4.59%
** Solid Waste NET	(\$302,215)	\$259,339	\$195,493	(\$24,819)	\$277,396	-91.79%
10031204 Total EXPENDITURE	\$128,226	\$132,840	\$197,443	\$197,443	\$69,217	53.98%
10031204 Total REVENUE	(\$5,388)	(\$5,388)	(\$71,731)	(\$71,731)	(\$66,343)	1231.31%
** Communications NET	\$122,838	\$127,452	\$125,712	\$125,712	\$2,874	2.34%
10031205 Total EXPENDITURE	\$363,628	\$356,507	\$404,862	\$404,862	\$41,234	11.34%
10031205 Total REVENUE	(\$363,628)	(\$379,992)	(\$404,862)	(\$404,862)	(\$41,234)	11.34%
** Portland Downtown District NET	\$0	(\$23,485)	\$0	\$0	\$0	---
10031206 Total EXPENDITURE	\$1,329,559	\$1,335,714	\$1,329,439	\$1,329,439	(\$120)	-0.01%
10031206 Total REVENUE	(\$103,400)	(\$109,050)	(\$106,450)	(\$106,450)	(\$3,050)	2.95%
** Winter Operations NET	\$1,226,159	\$1,226,664	\$1,222,989	\$1,222,989	(\$3,170)	-0.26%
10031207 Total EXPENDITURE	\$647,042	\$647,350	\$687,836	\$687,836	\$40,794	6.30%
10031207 Total REVENUE	(\$6,300)	(\$4,000)	(\$5,250)	(\$5,250)	\$1,050	-16.67%
** Island Services NET	\$640,742	\$643,350	\$682,586	\$682,586	\$41,844	6.53%
*** PW Operations	\$3,343,981	\$3,924,096	\$4,007,804	\$3,746,142	\$402,161	12.03%
10031302 Total EXPENDITURE	\$2,310,357	\$2,329,351	\$2,359,681	\$2,333,681	\$23,324	1.01%
10031302 Total REVENUE	(\$918,038)	(\$843,060)	(\$899,064)	(\$984,064)	(\$66,026)	7.19%
** Transportation Operations NET	\$1,392,319	\$1,486,291	\$1,460,617	\$1,349,617	(\$42,702)	-3.07%
10031303 Total EXPENDITURE	\$1,216,314	\$1,210,844	\$1,275,603	\$1,266,603	\$50,289	4.13%
10031303 Total REVENUE	(\$1,005,334)	(\$827,020)	(\$887,595)	(\$887,595)	\$117,739	-11.71%

**CITY OF PORTLAND, ME
FY20 DEPARTMENT ORG NET SUMMARY REPORT**

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
**	Engineering NET	\$210,980	\$383,824	\$388,008	\$379,008	\$168,028	79.64%
***	PW Eng / Transport	\$1,603,299	\$1,870,115	\$1,848,625	\$1,728,625	\$125,326	7.82%
	10031400 Total EXPENDITURE	\$3,818,936	\$3,670,782	\$4,023,654	\$3,807,154	(\$11,782)	-0.31%
	10031400 Total REVENUE	(\$359,882)	(\$342,000)	(\$225,445)	(\$225,445)	\$134,437	-37.36%
**	Fleet Services NET	\$3,459,054	\$3,328,782	\$3,798,209	\$3,581,709	\$122,655	3.55%
****	Public Works Net	\$8,909,885	\$9,626,591	\$10,179,864	\$9,507,989	\$598,104	6.71%

CITY OF PORTLAND, ME
FY20 DEPARTMENT CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund							
Public Works 31							
*	Payroll	\$8,024,188	\$8,034,610	\$8,591,125	\$8,517,517	\$493,329	6.15%
*	Benefits	\$111,938	\$134,806	\$112,992	\$112,992	\$1,054	0.94%
*	Administrative Svcs	\$67,709	\$61,245	\$99,267	\$94,267	\$26,558	39.22%
*	Contractual Services	\$1,582,793	\$1,840,360	\$1,873,557	\$1,802,057	\$219,264	13.85%
*	Maintenance & Repair	\$1,372,391	\$1,374,275	\$1,462,768	\$1,451,668	\$79,277	5.78%
*	Rentals	\$411,956	\$481,576	\$431,146	\$431,146	\$19,190	4.66%
*	Supplies	\$1,944,746	\$1,795,829	\$1,689,554	\$1,647,804	(\$296,943)	-15.27%
*	Minor Capital Items	\$5,000	\$5,000	\$31,000	\$22,500	\$17,500	350.00%
*	Utilities	\$420,690	\$428,740	\$429,251	\$429,251	\$8,561	2.03%
*	Capital Outlay	\$30,000	\$79,182	\$242,000	\$127,000	\$97,000	323.33%
****	Public Works	\$13,971,411	\$14,235,623	\$14,962,660	\$14,636,202	\$664,791	4.76%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Public Works 31							
Public Works Administration 10031100							
*	Payroll	\$659,482	\$658,891	\$694,112	\$660,503	\$1,021	0.15%
*	Benefits	\$2,756	\$2,600	\$2,772	\$2,772	\$16	0.58%
*	Administrative Svcs	\$14,700	\$13,800	\$15,460	\$15,460	\$760	5.17%
*	Contractual Services	\$7,590	\$6,700	\$6,800	\$6,800	(\$790)	-10.41%
*	Maintenance & Repair	\$24,416	\$27,000	\$25,893	\$25,893	\$1,477	6.05%
*	Rentals	\$3,000	\$3,000	\$3,000	\$3,000	\$0	0.00%
*	Supplies	\$16,230	\$16,230	\$11,280	\$11,280	(\$4,950)	-30.50%
**	Public Works Administration	\$728,174	\$728,221	\$759,317	\$725,708	(\$2,466)	-0.34%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY 20 / FY19	APPRO % CHG FY 20 / FY19
PW Operations						
Districting 10031202						
* Payroll	\$1,460,488	\$1,421,188	\$1,555,121	\$1,535,122	\$74,634	5.11%
* Benefits	\$23,170	\$48,485	\$20,030	\$20,030	(\$3,140)	-13.55%
* Administrative Svcs	\$860	\$1,030	\$4,880	\$4,880	\$4,020	467.44%
* Contractual Services	\$4,100	\$56,100	\$5,500	\$5,500	\$1,400	34.15%
* Maintenance & Repair	\$2,500	\$2,000	\$13,100	\$2,000	(\$500)	-20.00%
* Rentals	\$15,500	\$15,500	\$14,500	\$14,500	(\$1,000)	-6.45%
* Supplies	\$153,039	\$152,573	\$154,193	\$152,443	(\$597)	-0.39%
* Minor Capital Items	\$0	\$0	\$16,000	\$7,500	\$7,500	---
* Utilities	\$400	\$600	\$0	\$0	(\$400)	-100.00%
* Capital Outlay	\$0	\$0	\$0	\$0	\$0	---
** Districting	\$1,660,057	\$1,697,476	\$1,783,324	\$1,741,974	\$81,917	4.93%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY 20 / FY19	APPRO % CHG FY20 / FY19
Solid Waste 10031203							
*	Payroll	\$928,538	\$990,000	\$997,567	\$997,567	\$69,029	7.43%
*	Benefits	\$13,145	\$10,250	\$14,020	\$14,020	\$875	6.66%
*	Administrative Svcs	\$2,490	\$3,365	\$5,495	\$5,495	\$3,005	120.68%
*	Contractual Services	\$793,815	\$998,500	\$1,052,180	\$1,052,180	\$258,365	32.55%
*	Maintenance & Repair	\$1,500	\$1,500	\$1,500	\$1,500	\$0	0.00%
*	Rentals	\$1,760	\$34,000	\$1,760	\$1,760	\$0	0.00%
*	Supplies	\$24,750	\$32,621	\$15,800	\$15,800	(\$8,950)	-36.16%
*	Utilities	\$3,120	\$3,120	\$3,180	\$3,180	\$60	1.92%
*	Capital Outlay	\$0	\$53,182	\$50,000	\$50,000	\$50,000	---
**	Solid Waste	\$1,769,118	\$2,126,538	\$2,141,502	\$2,141,502	\$372,384	21.05%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Communications 10031204							
*	Payroll	\$108,569	\$108,569	\$179,482	\$179,482	\$70,913	65.32%
*	Benefits	\$1,957	\$3,835	\$1,325	\$1,325	(\$632)	-32.29%
*	Administrative Svcs	\$1,614	\$1,500	\$1,250	\$1,250	(\$364)	-22.55%
*	Contractual Services	\$5,150	\$6,250	\$2,950	\$2,950	(\$2,200)	-42.72%
*	Maintenance & Repair	\$800	\$1,500	\$500	\$500	(\$300)	-37.50%
*	Rentals	\$6,136	\$6,136	\$8,036	\$8,036	\$1,900	30.96%
*	Supplies	\$4,000	\$5,050	\$3,900	\$3,900	(\$100)	-2.50%
**	Communications	\$128,226	\$132,840	\$197,443	\$197,443	\$69,217	53.98%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY 20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Portland Downtown District 10031205							
*	Payroll	\$319,803	\$312,636	\$353,907	\$353,907	\$34,104	10.66%
*	Benefits	\$3,635	\$2,636	\$3,875	\$3,875	\$240	6.60%
*	Contractual Services	\$9,500	\$10,000	\$9,500	\$9,500	\$0	0.00%
*	Maintenance & Repair	\$500	\$425	\$500	\$500	\$0	0.00%
*	Rentals	\$300	\$400	\$360	\$360	\$60	20.00%
*	Supplies	\$24,980	\$24,250	\$30,560	\$30,560	\$5,580	22.34%
*	Utilities	\$4,910	\$6,160	\$6,160	\$6,160	\$1,250	25.46%
**	Portland Downtown District	\$363,628	\$356,507	\$404,862	\$404,862	\$41,234	11.34%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Winter Operations 10031206						
* Payroll	\$449,192	\$428,724	\$457,929	\$457,929	\$8,737	1.95%
* Benefits	\$600	\$360	\$0	\$0	(\$600)	-100.00%
* Administrative Sves	\$2,100	\$2,350	\$3,000	\$3,000	\$900	42.86%
* Contractual Services	\$20,502	\$23,500	\$27,305	\$27,305	\$6,803	33.18%
* Maintenance & Repair	\$9,000	\$8,700	\$5,000	\$5,000	(\$4,000)	-44.44%
* Rentals	\$377,140	\$400,000	\$399,950	\$399,950	\$22,810	6.05%
* Supplies	\$469,825	\$471,300	\$435,475	\$435,475	(\$34,350)	-7.31%
* Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
* Utilities	\$1,200	\$780	\$780	\$780	(\$420)	-35.00%
** Winter Operations	\$1,329,559	\$1,335,714	\$1,329,439	\$1,329,439	(\$120)	-0.01%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Island Services 10031207							
*	Payroll	\$457,028	\$461,000	\$484,326	\$484,326	\$27,298	5.97%
*	Benefits	\$5,905	\$3,600	\$5,520	\$5,520	(\$385)	-6.52%
*	Administrative Svcs	\$3,050	\$2,700	\$2,950	\$2,950	(\$100)	-3.28%
*	Contractual Services	\$130,901	\$133,000	\$140,700	\$140,700	\$9,799	7.49%
*	Maintenance & Repair	\$6,500	\$6,000	\$8,500	\$8,500	\$2,000	30.77%
*	Rentals	\$0	\$0	\$0	\$0	\$0	---
*	Supplies	\$32,016	\$28,750	\$33,700	\$33,700	\$1,684	5.26%
*	Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
*	Utilities	\$11,642	\$12,300	\$12,140	\$12,140	\$498	4.28%
*	Capital Outlay	\$0	\$0	\$0	\$0	\$0	---
**	Island Services	\$647,042	\$647,350	\$687,836	\$687,836	\$40,794	6.30%
***	PW Operations	\$5,897,630	\$6,296,425	\$6,544,406	\$6,503,056	\$605,426	10.27%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY 20 / FY 19	APPRO % CHG FY 20 / FY 19
PW Eng / Transport						
Transportation Operations 10031302						
* Payroll	\$1,086,808	\$1,091,096	\$1,147,311	\$1,135,311	\$48,503	4.46%
* Benefits	\$14,790	\$12,680	\$15,110	\$15,110	\$320	2.16%
* Administrative Svcs	\$17,250	\$16,550	\$33,415	\$29,415	\$12,165	70.52%
* Contractual Services	\$567,600	\$566,450	\$533,030	\$523,030	(\$44,570)	-7.85%
* Maintenance & Repair	\$80,275	\$78,200	\$64,675	\$64,675	(\$15,600)	-19.43%
* Rentals	\$200	\$500	\$0	\$0	(\$200)	-100.00%
* Supplies	\$149,256	\$162,555	\$147,296	\$147,296	(\$1,960)	-1.31%
* Minor Capital Items	\$0	\$0	\$15,000	\$15,000	\$15,000	---
* Utilities	\$394,178	\$401,320	\$403,844	\$403,844	\$9,666	2.45%
** Transportation Operations	\$2,310,357	\$2,329,351	\$2,359,681	\$2,333,681	\$23,324	1.01%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Engineering 10031303							
*	Payroll	\$1,106,124	\$1,108,474	\$1,201,828	\$1,193,828	\$87,704	7.93%
*	Benefits	\$3,340	\$3,160	\$3,980	\$3,980	\$640	19.16%
*	Administrative Svcs	\$17,695	\$11,900	\$21,845	\$20,845	\$3,150	17.80%
*	Contractual Services	\$36,625	\$35,850	\$28,148	\$28,148	(\$8,477)	-23.15%
*	Maintenance & Repair	\$2,900	\$1,750	\$2,900	\$2,900	\$0	0.00%
*	Rentals	\$1,560	\$1,560	\$1,560	\$1,560	\$0	0.00%
*	Supplies	\$46,150	\$46,150	\$13,350	\$13,350	(\$32,800)	-71.07%
*	Utilities	\$1,920	\$2,000	\$1,992	\$1,992	\$72	3.75%
*	Capital Outlay	\$0	\$0	\$0	\$0	\$0	---
**	Engineering	\$1,216,314	\$1,210,844	\$1,275,603	\$1,266,603	\$50,289	4.13%
***	PW Eng / Transport	\$3,526,671	\$3,540,195	\$3,635,284	\$3,600,284	\$73,613	2.09%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Fleet Services 10031400							
*	Payroll	\$1,448,156	\$1,454,032	\$1,519,543	\$1,519,543	\$71,387	4.93%
*	Benefits	\$42,640	\$47,200	\$46,360	\$46,360	\$3,720	8.72%
*	Administrative Svcs	\$7,950	\$8,050	\$10,972	\$10,972	\$3,022	38.01%
*	Contractual Services	\$7,010	\$4,010	\$67,444	\$5,944	(\$1,066)	-15.21%
*	Maintenance & Repair	\$1,244,000	\$1,247,200	\$1,340,200	\$1,340,200	\$96,200	7.73%
*	Rentals	\$6,360	\$20,480	\$1,980	\$1,980	(\$4,380)	-68.87%
*	Supplies	\$1,024,500	\$856,350	\$844,000	\$804,000	(\$220,500)	-21.52%
*	Minor Capital Items	\$5,000	\$5,000	\$0	\$0	(\$5,000)	-100.00%
*	Utilities	\$3,320	\$2,460	\$1,155	\$1,155	(\$2,165)	-65.21%
*	Capital Outlay	\$30,000	\$26,000	\$192,000	\$77,000	\$47,000	156.67%
**	Fleet Services	\$3,818,936	\$3,670,782	\$4,023,654	\$3,807,154	(\$11,782)	-0.31%
****	Public Works	\$13,971,411	\$14,235,623	\$14,962,660	\$14,636,202	\$664,791	4.76%

Parks, Rec. & Fac.
33-00

**CITY OF PORTLAND, ME
FY20 DEPARTMENT ORG NET SUMMARY REPORT**

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund						
Parks, Rec & Facilities 33						
10033100 Total EXPENDITURE	\$601,090	\$575,099	\$686,212	\$639,408	\$38,318	6.37%
** Parks Rec & Fac Administration NET	\$601,090	\$575,099	\$686,212	\$639,408	\$38,318	6.37%
10033202 Total EXPENDITURE	\$1,001,603	\$964,532	\$1,206,472	\$1,109,821	\$108,218	10.80%
10033202 Total REVENUE	(\$66,960)	(\$73,744)	(\$95,725)	(\$90,725)	(\$23,765)	35.49%
** Parks NET	\$934,643	\$890,788	\$1,110,747	\$1,019,096	\$84,453	9.04%
10033203 Total EXPENDITURE	\$686,850	\$710,265	\$730,347	\$710,847	\$23,997	3.49%
10033203 Total REVENUE	(\$9,720)	(\$9,720)	(\$14,850)	(\$14,850)	(\$5,130)	52.78%
** Forestry NET	\$677,130	\$700,545	\$715,497	\$695,997	\$18,867	2.79%
10033204 Total EXPENDITURE	\$805,268	\$863,168	\$845,352	\$772,376	(\$32,892)	-4.08%
10033204 Total REVENUE	(\$309,225)	(\$310,000)	(\$327,417)	(\$348,517)	(\$39,292)	12.71%
** Athletic Facilities NET	\$496,043	\$553,168	\$517,935	\$423,859	(\$72,184)	-14.55%
10033205 Total EXPENDITURE	\$874,369	\$799,325	\$848,045	\$827,545	(\$46,824)	-5.36%
10033205 Total REVENUE	(\$548,381)	(\$529,964)	(\$551,404)	(\$564,099)	(\$15,718)	2.87%
** Cemeteries NET	\$325,988	\$269,361	\$296,641	\$263,446	(\$62,542)	-19.19%
*** Parks Division	\$2,433,804	\$2,413,862	\$2,640,820	\$2,402,398	(\$31,406)	-1.29%
10033302 Total EXPENDITURE	\$1,831,867	\$1,846,462	\$1,937,359	\$1,901,439	\$69,572	3.80%
10033302 Total REVENUE	(\$1,699,201)	(\$1,747,559)	(\$1,759,160)	(\$1,814,160)	(\$114,959)	6.77%
** Recreation NET	\$132,666	\$98,903	\$178,200	\$87,279	(\$45,387)	-34.21%
10033303 Total EXPENDITURE	\$643,899	\$641,394	\$673,277	\$639,302	(\$4,597)	-0.71%
10033303 Total REVENUE	(\$401,278)	(\$371,529)	(\$387,226)	(\$427,226)	(\$25,948)	6.47%
** Aquatics NET	\$242,621	\$269,865	\$286,051	\$212,076	(\$30,545)	-12.59%
10033304 Total EXPENDITURE	\$1,050,926	\$1,063,029	\$1,100,519	\$1,100,519	\$49,593	4.72%
10033304 Total REVENUE	(\$1,226,006)	(\$1,216,662)	(\$1,220,853)	(\$1,271,147)	(\$45,141)	3.68%
** Riverside Golf Course NET	(\$175,080)	(\$153,633)	(\$120,334)	(\$170,628)	\$4,452	-2.54%
10033305 Total EXPENDITURE	\$533,611	\$520,051	\$540,787	\$540,787	\$7,176	1.34%
10033305 Total REVENUE	(\$537,000)	(\$541,444)	(\$541,000)	(\$541,000)	(\$4,000)	0.74%
** Golf Course Restaurant NET	(\$3,389)	(\$21,393)	(\$213)	(\$213)	\$3,176	-93.71%

**CITY OF PORTLAND, ME
FY20 DEPARTMENT ORG NET SUMMARY REPORT**

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
10033306 Total EXPENDITURE	\$571,810	\$580,238	\$595,229	\$595,229	\$23,419	4.10%
10033306 Total REVENUE	(\$606,475)	(\$613,611)	(\$618,160)	(\$642,660)	(\$36,185)	5.97%
** Ice Arena NET	(\$34,665)	(\$33,373)	(\$22,931)	(\$47,431)	(\$12,766)	36.83%
*** Recreation Division	\$162,153	\$160,369	\$320,773	\$81,083	(\$81,070)	-50.00%
10033401 Total EXPENDITURE	\$1,056,708	\$1,002,453	\$1,068,836	\$1,061,236	\$4,528	0.43%
10033401 Total REVENUE	(\$826,788)	(\$748,977)	(\$769,650)	(\$803,650)	\$23,138	-2.80%
** Public Assemblies Admin NET	\$229,920	\$253,476	\$299,186	\$257,586	\$27,666	12.03%
10033402 Total EXPENDITURE	\$403,498	\$405,738	\$418,426	\$418,426	\$14,928	3.70%
10033402 Total REVENUE	(\$461,000)	(\$456,467)	(\$461,000)	(\$473,000)	(\$12,000)	2.60%
** Concessions NET	(\$57,502)	(\$50,729)	(\$42,574)	(\$54,574)	\$2,928	-5.09%
10033403 Total EXPENDITURE	\$0	\$295	\$0	\$0	\$0	---
10033403 Total REVENUE	\$0	\$0	\$0	\$0	\$0	---
** Exposition Buildings NET	\$0	\$295	\$0	\$0	\$0	---
10033404 Total EXPENDITURE	\$956,460	\$927,934	\$1,006,779	\$958,378	\$1,918	0.20%
** Custodial Services NET	\$956,460	\$927,934	\$1,006,779	\$958,378	\$1,918	0.20%
10033405 Total EXPENDITURE	\$176,098	\$171,294	\$182,587	\$182,589	\$6,491	3.69%
10033405 Total REVENUE	(\$641,100)	(\$655,670)	(\$642,700)	(\$826,700)	(\$185,600)	28.95%
** Merrill Auditorium NET	(\$465,002)	(\$484,376)	(\$460,113)	(\$644,111)	(\$179,109)	38.52%
*** Public Assemblies	\$663,876	\$646,600	\$803,279	\$517,279	(\$146,597)	-22.08%
**** Parks, Rec & Facilities Net	\$3,860,923	\$3,795,930	\$4,451,083	\$3,640,168	(\$220,755)	-5.72%

CITY OF PORTLAND, ME
FY20 DEPARTMENT CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund							
Parks, Rec & Facilities 33							
*	Payroll	\$8,256,740	\$7,994,431	\$8,720,093	\$8,511,147	\$254,407	3.08%
*	Benefits	\$89,858	\$117,830	\$92,489	\$91,529	\$1,671	1.86%
*	Administrative Svcs	\$66,945	\$69,717	\$73,905	\$67,105	\$160	0.24%
*	Contractual Services	\$678,676	\$681,319	\$724,022	\$644,102	(\$34,574)	-5.09%
*	Maintenance & Repair	\$137,775	\$202,577	\$163,065	\$163,065	\$25,290	18.36%
*	Rentals	\$240,589	\$239,540	\$290,199	\$273,999	\$33,410	13.89%
*	Supplies	\$1,176,653	\$1,211,169	\$1,220,538	\$1,200,238	\$23,585	2.00%
*	Minor Capital Items	\$21,500	\$36,500	\$56,820	\$40,120	\$18,620	86.60%
*	Utilities	\$451,896	\$444,789	\$456,597	\$456,597	\$4,701	1.04%
*	Capital Outlay	\$73,425	\$73,405	\$42,500	\$10,000	(\$63,425)	-86.38%
****	Parks, Rec & Facilities	\$11,194,057	\$11,071,277	\$11,840,228	\$11,457,902	\$263,845	2.36%

**CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Parks, Rec & Facilities 33							
Parks Rec & Fac Administration 10033100							
*	Payroll	\$570,335	\$544,024	\$654,641	\$608,437	\$38,102	6.68%
*	Benefits	\$1,560	\$1,560	\$2,160	\$1,560	\$0	0.00%
*	Administrative Svcs	\$12,145	\$12,134	\$12,145	\$12,145	\$0	0.00%
*	Contractual Services	\$11,310	\$11,509	\$11,526	\$11,526	\$216	1.91%
*	Rentals	\$2,040	\$2,040	\$2,040	\$2,040	\$0	0.00%
*	Supplies	\$3,700	\$3,832	\$3,700	\$3,700	\$0	0.00%
**	Parks Rec & Fac Administration	\$601,090	\$575,099	\$686,212	\$639,408	\$38,318	6.37%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Parks Division							
Parks 10033202							
*	Payroll	\$738,243	\$690,877	\$918,239	\$865,488	\$127,245	17.24%
*	Benefits	\$11,750	\$26,235	\$15,870	\$15,870	\$4,120	35.06%
*	Administrative Svcs	\$2,800	\$3,150	\$3,600	\$1,800	(\$1,000)	-35.71%
*	Contractual Services	\$53,000	\$51,631	\$67,700	\$46,700	(\$6,300)	-11.89%
*	Maintenance & Repair	\$0	\$0	\$0	\$0	\$0	---
*	Rentals	\$24,000	\$24,000	\$29,280	\$29,280	\$5,280	22.00%
*	Supplies	\$64,750	\$61,579	\$75,850	\$71,450	\$6,700	10.35%
*	Minor Capital Items	\$21,500	\$21,500	\$26,700	\$10,000	(\$11,500)	-53.49%
*	Utilities	\$67,060	\$67,060	\$69,233	\$69,233	\$2,173	3.24%
*	Capital Outlay	\$18,500	\$18,500	\$0	\$0	(\$18,500)	-100.00%
**	Parks	\$1,001,603	\$964,532	\$1,206,472	\$1,109,821	\$108,218	10.80%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Forestry 10033203							
*	Payroll	\$551,415	\$551,415	\$572,902	\$572,902	\$21,487	3.90%
*	Benefits	\$10,145	\$10,145	\$10,800	\$10,800	\$655	6.46%
*	Administrative Svcs	\$3,935	\$4,350	\$5,505	\$5,505	\$1,570	39.90%
*	Contractual Services	\$76,300	\$85,200	\$79,300	\$66,300	(\$10,000)	-13.11%
*	Maintenance & Repair	\$1,200	\$1,200	\$1,700	\$1,700	\$500	41.67%
*	Supplies	\$43,855	\$57,955	\$60,140	\$53,640	\$9,785	22.31%
*	Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
**	Forestry	\$686,850	\$710,265	\$730,347	\$710,847	\$23,997	3.49%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Athletic Facilities 10033204							
*	Payroll	\$514,336	\$514,336	\$564,195	\$526,219	\$11,883	2.31%
*	Benefits	\$10,295	\$10,295	\$10,295	\$10,295	\$0	0.00%
*	Administrative Svcs	\$4,750	\$4,750	\$3,700	\$3,700	(\$1,050)	-22.11%
*	Contractual Services	\$28,350	\$28,350	\$26,550	\$24,050	(\$4,300)	-15.17%
*	Maintenance & Repair	\$13,750	\$71,200	\$13,750	\$13,750	\$0	0.00%
*	Rentals	\$35,862	\$35,862	\$33,362	\$33,362	(\$2,500)	-6.97%
*	Supplies	\$96,000	\$96,450	\$94,500	\$94,500	(\$1,500)	-1.56%
*	Minor Capital Items	\$0	\$0	\$7,500	\$7,500	\$7,500	---
*	Utilities	\$59,000	\$59,000	\$59,000	\$59,000	\$0	0.00%
*	Capital Outlay	\$42,925	\$42,925	\$32,500	\$0	(\$42,925)	-100.00%
**	Athletic Facilities	\$805,268	\$863,168	\$845,352	\$772,376	(\$32,892)	-4.08%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Cemeteries 10033205							
*	Payroll	\$706,073	\$640,228	\$655,762	\$655,762	(\$50,311)	-7.13%
*	Benefits	\$11,219	\$8,603	\$8,249	\$8,249	(\$2,970)	-26.47%
*	Administrative Svcs	\$2,050	\$1,975	\$1,750	\$1,750	(\$300)	-14.63%
*	Contractual Services	\$53,135	\$49,991	\$58,937	\$42,937	(\$10,198)	-19.19%
*	Maintenance & Repair	\$8,075	\$10,138	\$40,575	\$40,575	\$32,500	402.48%
*	Rentals	\$2,770	\$1,670	\$8,100	\$8,100	\$5,330	192.42%
*	Supplies	\$71,583	\$68,224	\$57,708	\$53,208	(\$18,375)	-25.67%
*	Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
*	Utilities	\$7,464	\$6,516	\$6,964	\$6,964	(\$500)	-6.70%
*	Capital Outlay	\$12,000	\$11,980	\$10,000	\$10,000	(\$2,000)	-16.67%
**	Cemeteries	\$874,369	\$799,325	\$848,045	\$827,545	(\$46,824)	-5.36%
***	Parks Division	\$3,368,090	\$3,337,290	\$3,630,216	\$3,420,589	\$52,499	1.56%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Recreation Division						
Recreation 10033302						
* Payroll	\$1,474,852	\$1,489,422	\$1,533,977	\$1,533,977	\$59,125	4.01%
* Benefits	\$14,190	\$14,190	\$14,190	\$14,190	\$0	0.00%
* Administrative Svcs	\$22,310	\$22,335	\$22,110	\$22,110	(\$200)	-0.90%
* Contractual Services	\$197,578	\$197,578	\$228,770	\$211,350	\$13,772	6.97%
* Rentals	\$52,360	\$52,360	\$66,160	\$51,160	(\$1,200)	-2.29%
* Supplies	\$66,737	\$66,737	\$68,312	\$64,812	(\$1,925)	-2.88%
* Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
* Utilities	\$3,840	\$3,840	\$3,840	\$3,840	\$0	0.00%
** Recreation	\$1,831,867	\$1,846,462	\$1,937,359	\$1,901,439	\$69,572	3.80%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Aquatics 10033303							
*	Payroll	\$546,034	\$535,427	\$562,312	\$528,337	(\$17,697)	-3.24%
*	Benefits	\$3,630	\$3,616	\$3,630	\$3,630	\$0	0.00%
*	Administrative Svcs	\$2,785	\$2,764	\$2,785	\$2,785	\$0	0.00%
*	Contractual Services	\$37,600	\$37,716	\$37,200	\$37,200	(\$400)	-1.06%
*	Maintenance & Repair	\$2,100	\$2,100	\$2,100	\$2,100	\$0	0.00%
*	Rentals	\$500	\$500	\$500	\$500	\$0	0.00%
*	Supplies	\$35,550	\$42,609	\$42,400	\$42,400	\$6,850	19.27%
*	Utilities	\$15,700	\$16,662	\$22,350	\$22,350	\$6,650	42.36%
**	Aquatics	\$643,899	\$641,394	\$673,277	\$639,302	(\$4,597)	-0.71%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Riverside Golf Course 10033304							
*	Payroll	\$557,452	\$556,249	\$582,817	\$582,817	\$25,365	4.55%
*	Benefits	\$5,340	\$5,340	\$5,690	\$5,690	\$350	6.55%
*	Administrative Svcs	\$2,545	\$3,460	\$2,545	\$2,545	\$0	0.00%
*	Contractual Services	\$50,424	\$50,424	\$49,524	\$49,524	(\$900)	-1.78%
*	Maintenance & Repair	\$46,500	\$47,500	\$46,500	\$46,500	\$0	0.00%
*	Rentals	\$111,305	\$111,873	\$135,305	\$135,305	\$24,000	21.56%
*	Supplies	\$197,278	\$210,228	\$201,278	\$201,278	\$4,000	2.03%
*	Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
*	Utilities	\$80,082	\$77,955	\$76,860	\$76,860	(\$3,222)	-4.02%
**	Riverside Golf Course	\$1,050,926	\$1,063,029	\$1,100,519	\$1,100,519	\$49,593	4.72%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Golf Course Restaurant 10033305							
*	Payroll	\$239,560	\$224,960	\$244,210	\$244,210	\$4,650	1.94%
*	Benefits	\$0	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$3,215	\$3,215	\$3,715	\$3,715	\$500	15.55%
*	Contractual Services	\$29,696	\$29,696	\$28,682	\$28,682	(\$1,014)	-3.41%
*	Maintenance & Repair	\$3,500	\$4,540	\$4,540	\$4,540	\$1,040	29.71%
*	Rentals	\$8,440	\$8,440	\$8,440	\$8,440	\$0	0.00%
*	Supplies	\$237,200	\$237,200	\$239,200	\$239,200	\$2,000	0.84%
*	Utilities	\$12,000	\$12,000	\$12,000	\$12,000	\$0	0.00%
**	Golf Course Restaurant	\$533,611	\$520,051	\$540,787	\$540,787	\$7,176	1.34%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Ice Arena 10033306							
*	Payroll	\$282,450	\$275,473	\$312,142	\$312,142	\$29,692	10.51%
*	Benefits	\$1,560	\$1,560	\$1,560	\$1,560	\$0	0.00%
*	Administrative Svcs	\$895	\$1,670	\$895	\$895	\$0	0.00%
*	Contractual Services	\$15,593	\$17,108	\$16,070	\$16,070	\$477	3.06%
*	Maintenance & Repair	\$34,950	\$38,199	\$28,200	\$28,200	(\$6,750)	-19.31%
*	Rentals	\$1,812	\$1,828	\$1,812	\$1,812	\$0	0.00%
*	Supplies	\$29,800	\$29,650	\$29,800	\$29,800	\$0	0.00%
*	Minor Capital Items	\$0	\$15,000	\$0	\$0	\$0	---
*	Utilities	\$204,750	\$199,750	\$204,750	\$204,750	\$0	0.00%
**	Ice Arena	\$571,810	\$580,238	\$595,229	\$595,229	\$23,419	4.10%
***	Recreation Division	\$4,632,113	\$4,651,174	\$4,847,171	\$4,777,276	\$145,163	3.13%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Public Assemblies							
Public Assemblies Admin 10033401							
*	Payroll	\$931,818	\$884,433	\$936,936	\$936,936	\$5,118	0.55%
*	Benefits	\$3,600	\$3,600	\$3,240	\$3,240	(\$360)	-10.00%
*	Administrative Sves	\$6,990	\$7,053	\$12,290	\$7,290	\$300	4.29%
*	Contractual Services	\$91,850	\$85,200	\$66,250	\$66,250	(\$25,600)	-27.87%
*	Maintenance & Repair	\$1,200	\$1,200	\$1,200	\$1,200	\$0	0.00%
*	Rentals	\$500	\$467	\$4,200	\$3,000	\$2,500	500.00%
*	Supplies	\$19,550	\$19,300	\$21,300	\$19,900	\$350	1.79%
*	Minor Capital Items	\$0	\$0	\$22,620	\$22,620	\$22,620	---
*	Utilities	\$1,200	\$1,200	\$800	\$800	(\$400)	-33.33%
**	Public Assemblies Admin	\$1,056,708	\$1,002,453	\$1,068,836	\$1,061,236	\$4,528	0.43%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Concessions 10033402						
* Payroll	\$188,883	\$185,143	\$199,561	\$199,561	\$10,678	5.65%
* Benefits	\$1,660	\$1,589	\$1,560	\$1,560	(\$100)	-6.02%
* Administrative Svcs	\$2,525	\$2,861	\$2,865	\$2,865	\$340	13.47%
* Contractual Services	\$12,980	\$14,430	\$13,890	\$13,890	\$910	7.01%
* Maintenance & Repair	\$5,500	\$5,500	\$5,500	\$5,500	\$0	0.00%
* Supplies	\$191,150	\$195,409	\$194,250	\$194,250	\$3,100	1.62%
* Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
* Utilities	\$800	\$806	\$800	\$800	\$0	0.00%
** Concessions	\$403,498	\$405,738	\$418,426	\$418,426	\$14,928	3.70%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Exposition Buildings 10033403							
*	Payroll	\$0	\$0	\$0	\$0	\$0	---
*	Benefits	\$0	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$0	\$295	\$0	\$0	\$0	---
*	Maintenance & Repair	\$0	\$0	\$0	\$0	\$0	---
*	Rentals	\$0	\$0	\$0	\$0	\$0	---
*	Supplies	\$0	\$0	\$0	\$0	\$0	---
*	Utilities	\$0	\$0	\$0	\$0	\$0	---
**	Exposition Buildings	\$0	\$295	\$0	\$0	\$0	---

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Custodial Services 10033404							
*	Payroll	\$820,791	\$774,572	\$841,611	\$803,570	(\$17,221)	-2.10%
*	Benefits	\$14,429	\$30,617	\$14,765	\$14,405	(\$24)	-0.17%
*	Administrative Svcs	\$0	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$10,240	\$11,079	\$25,303	\$15,303	\$5,063	49.44%
*	Maintenance & Repair	\$2,000	\$2,000	\$2,000	\$2,000	\$0	0.00%
*	Supplies	\$109,000	\$109,666	\$123,100	\$123,100	\$14,100	12.94%
**	Custodial Services	\$956,460	\$927,934	\$1,006,779	\$958,378	\$1,918	0.20%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Merrill Auditorium 10033405							
*	Payroll	\$134,498	\$127,872	\$140,787	\$140,789	\$6,291	4.68%
*	Benefits	\$480	\$480	\$480	\$480	\$0	0.00%
*	Contractual Services	\$10,620	\$11,112	\$14,320	\$14,320	\$3,700	34.84%
*	Maintenance & Repair	\$19,000	\$19,000	\$17,000	\$17,000	(\$2,000)	-10.53%
*	Rentals	\$1,000	\$500	\$1,000	\$1,000	\$0	0.00%
*	Supplies	\$10,500	\$12,330	\$9,000	\$9,000	(\$1,500)	-14.29%
*	Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
*	Utilities	\$0	\$0	\$0	\$0	\$0	---
**	Merrill Auditorium	\$176,098	\$171,294	\$182,587	\$182,589	\$6,491	3.69%
***	Public Assemblies	\$2,592,764	\$2,507,714	\$2,676,629	\$2,620,629	\$27,865	1.07%
****	Parks, Rec & Facilities	\$11,194,057	\$11,071,277	\$11,840,228	\$11,457,902	\$263,845	2.36%

Public Buildings &
Waterfront 35-00

**CITY OF PORTLAND, ME
FY20 DEPARTMENT ORG NET SUMMARY REPORT**

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund						
Public Buildings & Waterfront 35						
10035100 Total EXPENDITURE	\$358,671	\$352,821	\$387,731	\$387,731	\$29,060	8.10%
** PB & Wtrfnt - Administration NET	\$358,671	\$352,821	\$387,731	\$387,731	\$29,060	8.10%
10035101 Total EXPENDITURE	\$719,605	\$728,575	\$736,916	\$736,916	\$17,311	2.41%
10035101 Total REVENUE	(\$25,000)	(\$25,000)	(\$25,000)	(\$25,000)	\$0	0.00%
** PB & Wtrfnt - Trades NET	\$694,605	\$703,575	\$711,916	\$711,916	\$17,311	2.49%
10035102 Total EXPENDITURE	\$521,703	\$513,279	\$518,442	\$518,442	(\$3,261)	-0.63%
10035102 Total REVENUE	(\$521,703)	(\$513,103)	(\$518,442)	(\$518,442)	\$3,261	-0.63%
** PB & Wtrfnt - School HVAC NET	\$0	\$176	\$0	\$0	\$0	---
*** PB & Wtrfnt - Admin	\$1,053,276	\$1,056,572	\$1,099,647	\$1,099,647	\$46,371	4.40%
10035201 Total EXPENDITURE	\$290,700	\$295,700	\$327,700	\$317,700	\$27,000	9.29%
** PB & Wtrfnt - Public Safety NET	\$290,700	\$295,700	\$327,700	\$317,700	\$27,000	9.29%
10035202 Total EXPENDITURE	\$322,100	\$354,300	\$392,450	\$392,450	\$70,350	21.84%
** PB & Wtrfnt - City Hall NET	\$322,100	\$354,300	\$392,450	\$392,450	\$70,350	21.84%
10035203 Total EXPENDITURE	\$196,550	\$192,500	\$173,550	\$173,550	(\$23,000)	-11.70%
** PB & Wtrfnt - Merrill NET	\$196,550	\$192,500	\$173,550	\$173,550	(\$23,000)	-11.70%
10035204 Total EXPENDITURE	\$321,681	\$343,681	\$322,076	\$322,076	\$395	0.12%
10035204 Total REVENUE	(\$336,531)	(\$336,531)	(\$336,531)	(\$336,531)	\$0	0.00%
** PB & Wtrfnt - Hadlock NET	(\$14,850)	\$7,150	(\$14,455)	(\$14,455)	\$395	-2.66%
10035205 Total EXPENDITURE	\$207,875	\$200,775	\$208,600	\$208,600	\$725	0.35%
** PB & Wtrfnt - Expo NET	\$207,875	\$200,775	\$208,600	\$208,600	\$725	0.35%
10035206 Total EXPENDITURE	\$432,820	\$402,385	\$469,250	\$434,250	\$1,430	0.33%
10035206 Total REVENUE	\$0	\$0	\$0	\$0	\$0	---
** PB & Wtrfnt - Canco Rd NET	\$432,820	\$402,385	\$469,250	\$434,250	\$1,430	0.33%
10035210 Total EXPENDITURE	\$310,989	\$274,545	\$270,857	\$270,857	(\$40,132)	-12.90%
10035210 Total REVENUE	\$0	\$0	\$0	\$0	\$0	---
** PB & Wtrfnt - Other Bldgs NET	\$310,989	\$274,545	\$270,857	\$270,857	(\$40,132)	-12.90%
*** PB & Wtrfnt - Buildings	\$1,746,184	\$1,727,355	\$1,827,952	\$1,782,952	\$36,768	2.11%
10035300 Total EXPENDITURE	\$1,337,110	\$1,303,352	\$1,309,124	\$1,317,769	(\$19,341)	-1.45%

CITY OF PORTLAND, ME
FY20 DEPARTMENT ORG NET SUMMARY REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
10035300 Total REVENUE	(\$2,576,362)	(\$2,428,155)	(\$2,661,423)	(\$2,670,993)	(\$94,631)	3.67%
** PB & Wtrfnt - Waterfront NET	(\$1,239,252)	(\$1,124,803)	(\$1,352,299)	(\$1,353,224)	(\$113,972)	9.20%
**** Public Buildings & Waterfront Net	\$1,560,208	\$1,659,124	\$1,575,300	\$1,529,375	(\$30,833)	-1.98%

CITY OF PORTLAND, ME
FY20 DEPARTMENT CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund							
Public Buildings & Waterfront 35							
*	Payroll	\$1,411,764	\$1,412,249	\$1,475,586	\$1,450,431	\$38,667	2.74%
*	Benefits	\$27,068	\$27,244	\$25,418	\$25,418	(\$1,650)	-6.10%
*	Administrative Svcs	\$50,980	\$41,230	\$42,580	\$42,580	(\$8,400)	-16.48%
*	Contractual Services	\$424,893	\$412,505	\$435,345	\$435,345	\$10,452	2.46%
*	Maintenance & Repair	\$1,043,489	\$1,088,339	\$1,100,266	\$1,090,266	\$46,777	4.48%
*	Rentals	\$20,680	\$22,680	\$31,660	\$31,660	\$10,980	53.09%
*	Supplies	\$435,800	\$438,620	\$430,200	\$430,200	(\$5,600)	-1.28%
*	Minor Capital Items	\$0	\$0	\$60,000	\$60,000	\$60,000	---
*	Utilities	\$1,585,130	\$1,499,046	\$1,470,641	\$1,469,441	(\$115,689)	-7.30%
*	Capital Outlay	\$20,000	\$20,000	\$45,000	\$45,000	\$25,000	125.00%
****	Public Buildings & Waterfront	\$5,019,804	\$4,961,913	\$5,116,696	\$5,080,341	\$60,537	1.21%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Public Buildings & Waterfront 35						
PB & Wtrfnt - Admin						
PB & Wtrfnt - Administration 10035100						
* Payroll	\$338,671	\$338,671	\$370,481	\$370,481	\$31,810	9.39%
* Benefits	\$2,870	\$2,870	\$3,320	\$3,320	\$450	15.68%
* Administrative Svcs	\$5,250	\$5,000	\$4,950	\$4,950	(\$300)	-5.71%
* Contractual Services	\$3,000	\$3,000	\$2,000	\$2,000	(\$1,000)	-33.33%
* Rentals	\$2,580	\$2,580	\$2,580	\$2,580	\$0	0.00%
* Supplies	\$6,300	\$700	\$4,400	\$4,400	(\$1,900)	-30.16%
** PB & Wtrfnt - Administration	\$358,671	\$352,821	\$387,731	\$387,731	\$29,060	8.10%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
PB & Wtrfnt - Trades 10035101							
*	Payroll	\$684,500	\$692,500	\$703,346	\$703,346	\$18,846	2.75%
*	Benefits	\$15,375	\$15,375	\$14,500	\$14,500	(\$875)	-5.69%
*	Administrative Svcs	\$9,730	\$8,830	\$9,070	\$9,070	(\$660)	-6.78%
*	Contractual Services	\$500	\$250	\$500	\$500	\$0	0.00%
*	Rentals	\$0	\$2,000	\$0	\$0	\$0	---
*	Supplies	\$9,500	\$9,620	\$9,500	\$9,500	\$0	0.00%
**	PB & Wtrfnt - Trades	\$719,605	\$728,575	\$736,916	\$736,916	\$17,311	2.41%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
PB & Wtrfnt - School HVAC 10035102							
*	Payroll	\$122,040	\$122,040	\$122,519	\$122,519	\$479	0.39%
*	Benefits	\$2,674	\$2,850	\$2,724	\$2,724	\$50	1.87%
*	Administrative Sves	\$11,000	\$2,400	\$6,260	\$6,260	(\$4,740)	-43.09%
*	Contractual Services	\$11,650	\$11,650	\$12,600	\$12,600	\$950	8.15%
*	Maintenance & Repair	\$214,339	\$214,339	\$214,339	\$214,339	\$0	0.00%
*	Supplies	\$160,000	\$160,000	\$160,000	\$160,000	\$0	0.00%
**	PB & Wtrfnt - School HVAC	\$521,703	\$513,279	\$518,442	\$518,442	(\$3,261)	-0.63%
***	PB & Wtrfnt - Admin	\$1,599,979	\$1,594,675	\$1,643,089	\$1,643,089	\$43,110	2.69%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
PB & Wtrfnt - Buildings							
PB & Wtrfnt - Public Safety 10035201							
*	Payroll	\$0	\$0	\$0	\$0	\$0	---
*	Benefits	\$0	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$6,200	\$4,700	\$6,700	\$6,700	\$500	8.06%
*	Maintenance & Repair	\$57,000	\$57,000	\$93,000	\$83,000	\$26,000	45.61%
*	Supplies	\$24,500	\$24,000	\$24,500	\$24,500	\$0	0.00%
*	Utilities	\$203,000	\$210,000	\$203,500	\$203,500	\$500	0.25%
**	PB & Wtrfnt - Public Safety	\$290,700	\$295,700	\$327,700	\$317,700	\$27,000	9.29%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
PB & Wtrfnt - City Hall 10035202							
*	Payroll	\$0	\$0	\$0	\$0	\$0	---
*	Benefits	\$0	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$2,100	\$2,300	\$3,950	\$3,950	\$1,850	88.10%
*	Maintenance & Repair	\$79,000	\$99,000	\$137,500	\$137,500	\$58,500	74.05%
*	Rentals	\$0	\$0	\$10,000	\$10,000	\$10,000	---
*	Supplies	\$48,000	\$53,000	\$48,000	\$48,000	\$0	0.00%
*	Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
*	Utilities	\$193,000	\$200,000	\$193,000	\$193,000	\$0	0.00%
**	PB & Wtrfnt - City Hall	\$322,100	\$354,300	\$392,450	\$392,450	\$70,350	21.84%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
PB & Wtrfnt - Merrill 10035203							
*	Contractual Services	\$14,050	\$10,000	\$4,350	\$4,350	(\$9,700)	-69.04%
*	Maintenance & Repair	\$92,300	\$92,300	\$75,200	\$75,200	(\$17,100)	-18.53%
*	Supplies	\$10,200	\$10,200	\$14,000	\$14,000	\$3,800	37.25%
*	Utilities	\$80,000	\$80,000	\$80,000	\$80,000	\$0	0.00%
**	PB & Wtrfnt - Merrill	\$196,550	\$192,500	\$173,550	\$173,550	(\$23,000)	-11.70%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
PB & Wtrfnt - Hadlock 10035204							
*	Contractual Services	\$4,650	\$4,650	\$4,925	\$4,925	\$275	5.91%
*	Maintenance & Repair	\$70,500	\$92,500	\$70,120	\$70,120	(\$380)	-0.54%
*	Rentals	\$8,500	\$8,500	\$9,000	\$9,000	\$500	5.88%
*	Supplies	\$31,500	\$31,500	\$31,500	\$31,500	\$0	0.00%
*	Utilities	\$186,531	\$186,531	\$186,531	\$186,531	\$0	0.00%
*	Capital Outlay	\$20,000	\$20,000	\$20,000	\$20,000	\$0	0.00%
**	PB & Wtrfnt - Hadlock	\$321,681	\$343,681	\$322,076	\$322,076	\$395	0.12%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
PB & Wtrfnt - Expo 10035205							
*	Contractual Services	\$1,775	\$1,775	\$4,920	\$4,920	\$3,145	177.18%
*	Maintenance & Repair	\$42,000	\$42,000	\$39,580	\$39,580	(\$2,420)	-5.76%
*	Rentals	\$0	\$0	\$0	\$0	\$0	---
*	Supplies	\$21,000	\$21,000	\$21,000	\$21,000	\$0	0.00%
*	Utilities	\$143,100	\$136,000	\$143,100	\$143,100	\$0	0.00%
**	PB & Wtrfnt - Expo	\$207,875	\$200,775	\$208,600	\$208,600	\$725	0.35%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
PB & Wtrfnt - Canco Rd 10035206							
*	Payroll	\$0	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$13,920	\$13,920	\$19,550	\$19,550	\$5,630	40.45%
*	Maintenance & Repair	\$196,400	\$198,100	\$197,000	\$197,000	\$600	0.31%
*	Supplies	\$30,000	\$30,000	\$30,000	\$30,000	\$0	0.00%
*	Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
*	Utilities	\$192,500	\$160,365	\$222,700	\$187,700	(\$4,800)	-2.49%
**	PB & Wtrfnt - Canco Rd	\$432,820	\$402,385	\$469,250	\$434,250	\$1,430	0.33%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
PB & Wtrfnt - Other Bldgs 10035210						
* Payroll	\$0	\$485	\$0	\$0	\$0	---
* Benefits	\$0	\$0	\$0	\$0	\$0	---
* Contractual Services	\$12,260	\$12,260	\$10,032	\$10,032	(\$2,228)	-18.17%
* Maintenance & Repair	\$59,850	\$61,000	\$59,855	\$59,855	\$5	0.01%
* Supplies	\$40,500	\$44,300	\$40,500	\$40,500	\$0	0.00%
* Minor Capital Items	\$0	\$0	\$60,000	\$60,000	\$60,000	---
* Utilities	\$198,379	\$156,500	\$100,470	\$100,470	(\$97,909)	-49.35%
** PB & Wtrfnt - Other Bldgs	\$310,989	\$274,545	\$270,857	\$270,857	(\$40,132)	-12.90%
*** PB & Wtrfnt - Buildings	\$2,082,715	\$2,063,886	\$2,164,483	\$2,119,483	\$36,768	1.77%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
PB & Wtrfnt - Waterfront 10035300							
*	Payroll	\$266,553	\$258,553	\$279,240	\$254,085	(\$12,468)	-4.68%
*	Benefits	\$6,149	\$6,149	\$4,874	\$4,874	(\$1,275)	-20.74%
*	Administrative Svcs	\$25,000	\$25,000	\$22,300	\$22,300	(\$2,700)	-10.80%
*	Contractual Services	\$354,788	\$348,000	\$365,818	\$365,818	\$11,030	3.11%
*	Maintenance & Repair	\$232,100	\$232,100	\$213,672	\$213,672	(\$18,428)	-7.94%
*	Rentals	\$9,600	\$9,600	\$10,080	\$10,080	\$480	5.00%
*	Supplies	\$54,300	\$54,300	\$46,800	\$46,800	(\$7,500)	-13.81%
*	Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
*	Utilities	\$388,620	\$369,650	\$341,340	\$375,140	(\$13,480)	-3.47%
*	Capital Outlay	\$0	\$0	\$25,000	\$25,000	\$25,000	---
**	PB & Wtrfnt - Waterfront	\$1,337,110	\$1,303,352	\$1,309,124	\$1,317,769	(\$19,341)	-1.45%
****	Public Buildings & Waterfront	\$5,019,804	\$4,961,913	\$5,116,696	\$5,080,341	\$60,537	1.21%

HHS 44-00

CITY OF PORTLAND, ME
FY20 HEALTH & HUMAN SERVICES DEPARTMENT CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund							
Health & Human Services 44							
*	Payroll	\$15,712,479	\$15,422,032	\$19,181,884	\$19,056,972	\$3,344,493	21.29%
*	Benefits	\$49,435	\$49,950	\$49,570	\$50,170	\$735	1.49%
*	Administrative Svcs	\$130,810	\$137,564	\$157,772	\$154,522	\$23,712	18.13%
*	Client Expenses	\$6,097,288	\$6,232,024	\$6,560,753	\$6,399,115	\$301,827	4.95%
*	Contractual Services	\$1,737,115	\$1,674,197	\$1,785,059	\$1,784,769	\$47,654	2.74%
*	Maintenance & Repair	\$144,775	\$147,435	\$251,616	\$251,616	\$106,841	73.80%
*	Rentals	\$464,412	\$467,131	\$721,036	\$810,221	\$345,809	74.46%
*	Supplies	\$2,017,705	\$1,908,225	\$2,284,157	\$2,284,157	\$266,452	13.21%
*	Minor Capital Items	\$0	\$0	\$36,000	\$16,000	\$16,000	---
*	Utilities	\$585,696	\$552,504	\$559,914	\$559,914	(\$25,782)	-4.40%
*	Capital Outlay	\$59,065	\$106,005	\$84,065	\$84,065	\$25,000	42.33%
**	Health & Human Services	\$26,998,780	\$26,697,066	\$31,671,826	\$31,451,520	\$4,452,740	16.49%

HHS Admin 44-10

CITY OF PORTLAND, ME
FY20 HEALTH & HUMAN SERVICES DIVISION ORG NET SUMMARY REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund						
Health & Human Services 44						
HHS Administration 4410						
10044100 Total EXPENDITURE	\$419,772	\$394,806	\$421,345	\$337,276	(\$82,496)	-19.65%
10044100 Total REVENUE	(\$10,560)	(\$968)	\$0	\$0	\$10,560	-100.00%
** HHS Administration NET	\$409,212	\$393,838	\$421,345	\$337,276	(\$71,936)	-17.58%
*** HHS Administration	\$409,212	\$393,838	\$421,345	\$337,276	(\$71,936)	-17.58%

CITY OF PORTLAND, ME
FY20 HEALTH & HUMAN SERVICES DIVISION CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Health & Human Services 44						
HHS Administration 4410						
* Payroll	\$409,192	\$384,376	\$410,765	\$326,696	(\$82,496)	-20.16%
* Benefits	\$1,980	\$1,830	\$1,980	\$1,980	\$0	0.00%
* Administrative Svcs	\$3,600	\$3,600	\$3,600	\$3,600	\$0	0.00%
* Contractual Services	\$1,500	\$1,500	\$1,500	\$1,500	\$0	0.00%
* Maintenance & Repair	\$0	\$0	\$0	\$0	\$0	---
* Supplies	\$3,500	\$3,500	\$3,500	\$3,500	\$0	0.00%
** HHS Administration	\$419,772	\$394,806	\$421,345	\$337,276	(\$82,496)	-19.65%

Public Health 44-20

CITY OF PORTLAND, ME
FY20 HEALTH & HUMAN SERVICES DIVISION ORG NET SUMMARY REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund						
Health & Human Services 44						
Public Health 4420						
10044201 Total EXPENDITURE	\$221,597	\$222,422	\$245,900	\$290,519	\$68,922	31.10%
10044201 Total REVENUE	(\$85,487)	(\$85,862)	(\$105,907)	(\$177,687)	(\$92,200)	107.85%
** Public Health Administration NET	\$136,110	\$136,560	\$139,993	\$112,832	(\$23,278)	-17.10%
10044202 Total EXPENDITURE	\$53,125	\$52,058	\$137,155	\$137,155	\$84,030	158.17%
10044202 Total REVENUE	\$0	(\$100)	(\$92,274)	(\$92,274)	(\$92,274)	---
** Family Health NET	\$53,125	\$51,958	\$44,881	\$44,881	(\$8,244)	-15.52%
10044203 Total EXPENDITURE	\$101,397	\$101,397	\$685,533	\$685,533	\$584,136	576.09%
10044203 Total REVENUE	\$0	\$0	(\$567,067)	(\$573,780)	(\$573,780)	---
** Chronic Disease Prevention NET	\$101,397	\$101,397	\$118,466	\$111,753	\$10,356	10.21%
10044204 Total EXPENDITURE	\$110,976	\$110,976	\$168,341	\$167,341	\$56,365	50.79%
10044204 Total REVENUE	\$0	\$0	(\$47,468)	(\$47,468)	(\$47,468)	---
** Health Equity/Research NET	\$110,976	\$110,976	\$120,873	\$119,873	\$8,897	8.02%
10044205 Total EXPENDITURE	\$474,841	\$451,225	\$738,049	\$738,049	\$263,208	55.43%
10044205 Total REVENUE	(\$69,578)	(\$29,523)	(\$242,198)	(\$242,198)	(\$172,620)	248.10%
** India Street Clinic NET	\$405,263	\$421,702	\$495,851	\$495,851	\$90,588	22.35%
10044206 Total EXPENDITURE	\$73,211	\$68,211	\$75,431	\$74,931	\$1,720	2.35%
** Research & Evaluation NET	\$73,211	\$68,211	\$75,431	\$74,931	\$1,720	2.35%
*** Public Health	\$880,082	\$890,804	\$995,495	\$960,121	\$80,039	9.09%

CITY OF PORTLAND, ME
FY20 HEALTH & HUMAN SERVICES DIVISION CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Health & Human Services 44							
Public Health 4420							
*	Payroll	\$718,826	\$714,226	\$1,712,264	\$1,758,324	\$1,039,498	144.61%
*	Benefits	\$3,024	\$3,024	\$3,300	\$3,900	\$876	28.97%
*	Administrative Svcs	\$28,032	\$28,216	\$36,267	\$33,017	\$4,985	17.78%
*	Client Expenses	\$16,000	\$16,000	\$16,000	\$16,000	\$0	0.00%
*	Contractual Services	\$118,649	\$105,036	\$140,126	\$139,836	\$21,187	17.86%
*	Maintenance & Repair	\$2,325	\$2,325	\$2,700	\$2,700	\$375	16.13%
*	Rentals	\$70,045	\$70,071	\$70,982	\$70,982	\$937	1.34%
*	Supplies	\$64,326	\$53,471	\$54,850	\$54,850	(\$9,476)	-14.73%
*	Utilities	\$13,920	\$13,920	\$13,920	\$13,920	\$0	0.00%
**	Public Health	\$1,035,147	\$1,006,289	\$2,050,409	\$2,093,528	\$1,058,381	102.24%

CITY OF PORTLAND, ME
FY20 HEALTH & HUMAN SERVICES ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Health & Human Services						
Public Health 4420						
Public Health Administration 10044201						
* Payroll	\$200,856	\$200,856	\$221,755	\$267,814	\$66,958	33.34%
* Benefits	\$600	\$600	\$600	\$1,200	\$600	100.00%
* Administrative Svcs	\$9,876	\$9,876	\$13,400	\$11,650	\$1,774	17.96%
* Contractual Services	\$3,800	\$3,800	\$3,800	\$3,510	(\$290)	-7.63%
* Rentals	\$2,465	\$2,465	\$2,345	\$2,345	(\$120)	-4.86%
* Supplies	\$4,000	\$4,825	\$4,000	\$4,000	\$0	0.00%
** Public Health Administration	\$221,597	\$222,422	\$245,900	\$290,519	\$68,922	31.10%

CITY OF PORTLAND, ME
FY20 HEALTH & HUMAN SERVICES ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Public Health 4420						
Family Health 10044202						
* Payroll	\$37,857	\$37,857	\$121,883	\$121,883	\$84,026	221.96%
* Benefits	\$600	\$600	\$600	\$600	\$0	0.00%
* Administrative Svcs	\$4,617	\$3,450	\$4,617	\$4,617	\$0	0.00%
* Client Expenses	\$0	\$0	\$0	\$0	\$0	---
* Contractual Services	\$5,027	\$5,027	\$5,027	\$5,027	\$0	0.00%
* Rentals	\$804	\$804	\$808	\$808	\$4	0.55%
* Supplies	\$3,500	\$3,600	\$3,500	\$3,500	\$0	0.00%
* Utilities	\$720	\$720	\$720	\$720	\$0	0.00%
** Family Health	\$53,125	\$52,058	\$137,155	\$137,155	\$84,030	158.17%

CITY OF PORTLAND, ME
FY20 HEALTH & HUMAN SERVICES ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMIM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Public Health 4420							
Chronic Disease Prevention 10044203							
*	Payroll	\$75,553	\$75,553	\$648,522	\$648,522	\$572,969	758.37%
*	Benefits	\$600	\$600	\$600	\$600	\$0	0.00%
*	Administrative Svcs	\$2,500	\$2,500	\$2,500	\$2,500	\$0	0.00%
*	Client Expenses	\$15,000	\$15,000	\$15,000	\$15,000	\$0	0.00%
*	Contractual Services	\$4,750	\$4,750	\$3,500	\$3,500	(\$1,250)	-26.32%
*	Rentals	\$1,694	\$1,694	\$12,035	\$12,035	\$10,341	610.45%
*	Supplies	\$1,300	\$1,300	\$1,000	\$1,000	(\$300)	-23.08%
*	Utilities	\$0	\$0	\$2,376	\$2,376	\$2,376	---
**	Chronic Disease Prevention	\$101,397	\$101,397	\$685,533	\$685,533	\$584,136	576.09%

CITY OF PORTLAND, ME
FY20 HEALTH & HUMAN SERVICES ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Public Health 4420						
Health Equity/Research 10044204						
* Payroll	\$93,973	\$93,973	\$154,191	\$154,191	\$60,218	64.08%
* Benefits	\$720	\$720	\$900	\$900	\$180	25.00%
* Administrative Svcs	\$6,833	\$7,041	\$7,700	\$6,700	(\$133)	-1.95%
* Client Expenses	\$0	\$0	\$0	\$0	\$0	---
* Contractual Services	\$8,250	\$7,842	\$4,750	\$4,750	(\$3,500)	-42.42%
* Rentals	\$0	\$0	\$0	\$0	\$0	---
* Supplies	\$1,200	\$1,400	\$800	\$800	(\$400)	-33.33%
** Health Equity/Research	\$110,976	\$110,976	\$168,341	\$167,341	\$56,365	50.79%

CITY OF PORTLAND, ME
FY20 HEALTH & HUMAN SERVICES ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Public Health 4420						
India Street Clinic 10044205						
* Payroll	\$247,836	\$248,236	\$501,833	\$501,833	\$253,997	102.49%
* Benefits	\$144	\$144	\$0	\$0	(\$144)	-100.00%
* Administrative Svcs	\$2,506	\$3,649	\$3,650	\$3,650	\$1,144	45.65%
* Client Expenses	\$1,000	\$1,000	\$1,000	\$1,000	\$0	0.00%
* Contractual Services	\$92,822	\$79,617	\$118,599	\$118,599	\$25,777	27.77%
* Maintenance & Repair	\$1,200	\$1,200	\$1,200	\$1,200	\$0	0.00%
* Rentals	\$65,082	\$65,108	\$55,793	\$55,793	(\$9,289)	-14.27%
* Supplies	\$51,051	\$39,071	\$45,150	\$45,150	(\$5,901)	-11.56%
* Utilities	\$13,200	\$13,200	\$10,824	\$10,824	(\$2,376)	-18.00%
** India Street Clinic	\$474,841	\$451,225	\$738,049	\$738,049	\$263,208	55.43%

CITY OF PORTLAND, ME
FY20 HEALTH & HUMAN SERVICES ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Public Health 4420						
Research & Evaluation 10044206						
* Payroll	\$62,751	\$57,751	\$64,081	\$64,081	\$1,330	2.12%
* Benefits	\$360	\$360	\$600	\$600	\$240	66.67%
* Administrative Sves	\$1,700	\$1,700	\$4,400	\$3,900	\$2,200	129.41%
* Contractual Services	\$4,000	\$4,000	\$4,450	\$4,450	\$450	11.25%
* Maintenance & Repair	\$1,125	\$1,125	\$1,500	\$1,500	\$375	33.33%
* Supplies	\$3,275	\$3,275	\$400	\$400	(\$2,875)	-87.79%
** Research & Evaluation	\$73,211	\$68,211	\$75,431	\$74,931	\$1,720	2.35%
*** Public Health	\$1,035,147	\$1,006,289	\$2,050,409	\$2,093,528	\$1,058,381	102.24%

Social Services 44-30

CITY OF PORTLAND, ME
FY20 HEALTH & HUMAN SERVICES DIVISION ORG NET SUMMARY REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund						
Health & Human Services 44						
HHS Social Services 4430						
10044301 Total EXPENDITURE	\$612,379	\$608,432	\$646,664	\$624,568	\$12,189	1.99%
10044301 Total REVENUE	(\$266,536)	(\$250,576)	(\$245,536)	(\$245,536)	\$21,000	-7.88%
** Social Services Administration NET	\$345,843	\$357,856	\$401,128	\$379,032	\$33,189	9.60%
10044302 Total EXPENDITURE	\$6,787,843	\$6,793,082	\$7,040,540	\$7,076,582	\$288,739	4.25%
10044302 Total REVENUE	(\$4,103,444)	(\$4,128,156)	(\$4,295,556)	(\$4,295,556)	(\$192,112)	4.68%
** General Assistance NET	\$2,684,399	\$2,664,926	\$2,744,984	\$2,781,026	\$96,627	3.60%
10044303 Total EXPENDITURE	\$200,000	\$303,833	\$311,638	\$150,000	(\$50,000)	-25.00%
10044303 Total REVENUE	\$0	\$0	\$0	\$0	\$0	---
** Portland Community Support NET	\$200,000	\$303,833	\$311,638	\$150,000	(\$50,000)	-25.00%
10044304 Total EXPENDITURE	\$1,750,524	\$1,837,524	\$3,396,554	\$3,631,813	\$1,881,289	107.47%
10044304 Total REVENUE	(\$593,217)	(\$728,217)	(\$2,030,881)	(\$2,276,631)	(\$1,683,414)	283.78%
** Oxford Street Shelter NET	\$1,157,307	\$1,109,307	\$1,365,673	\$1,355,182	\$197,875	17.10%
10044305 Total EXPENDITURE	\$562,492	\$743,989	\$1,627,980	\$1,589,784	\$1,027,292	182.63%
10044305 Total REVENUE	(\$313,268)	(\$410,218)	(\$1,163,623)	(\$1,247,373)	(\$934,105)	298.18%
** Family Shelter NET	\$249,224	\$333,771	\$464,357	\$342,411	\$93,187	37.39%
*** HHS Social Services	\$4,636,773	\$4,769,693	\$5,287,780	\$5,007,651	\$370,878	8.00%

CITY OF PORTLAND, ME
FY20 HEALTH & HUMAN SERVICES DIVISION CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Health & Human Services 44							
HHS Social Services 4430							
*	Payroll	\$2,952,218	\$3,092,932	\$4,818,460	\$4,940,285	\$1,988,067	67.34%
*	Benefits	\$9,760	\$10,060	\$12,400	\$12,400	\$2,640	27.05%
*	Administrative Svcs	\$9,575	\$9,575	\$13,575	\$13,575	\$4,000	41.78%
*	Client Expenses	\$6,071,108	\$6,211,024	\$6,537,253	\$6,375,615	\$304,507	5.02%
*	Contractual Services	\$320,451	\$417,647	\$453,001	\$453,001	\$132,550	41.36%
*	Maintenance & Repair	\$5,205	\$5,205	\$112,446	\$112,446	\$107,241	2060.35%
*	Rentals	\$365,926	\$369,809	\$620,460	\$709,645	\$343,719	93.93%
*	Supplies	\$42,306	\$42,944	\$334,173	\$334,173	\$291,867	689.90%
*	Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
*	Utilities	\$136,689	\$127,664	\$121,607	\$121,607	(\$15,082)	-11.03%
*	Capital Outlay	\$0	\$0	\$0	\$0	\$0	---
**	HHS Social Services	\$9,913,238	\$10,286,860	\$13,023,375	\$13,072,747	\$3,159,509	31.87%

CITY OF PORTLAND, ME
FY20 HEALTH & HUMAN SERVICES ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Health & Human Services							
HHS Social Services 4430							
Social Services Administration 10044301							
*	Payroll	\$507,118	\$507,118	\$542,290	\$520,478	\$13,360	2.63%
*	Benefits	\$7,600	\$7,600	\$7,600	\$7,600	\$0	0.00%
*	Administrative Svcs	\$5,575	\$5,575	\$5,575	\$5,575	\$0	0.00%
*	Contractual Services	\$6,590	\$6,590	\$6,326	\$6,326	(\$264)	-4.00%
*	Maintenance & Repair	\$1,000	\$1,000	\$1,000	\$1,000	\$0	0.00%
*	Rentals	\$58,296	\$59,655	\$61,370	\$61,085	\$2,789	4.78%
*	Supplies	\$13,806	\$11,500	\$11,806	\$11,806	(\$2,000)	-14.49%
*	Utilities	\$12,394	\$9,394	\$10,698	\$10,698	(\$1,696)	-13.68%
**	Social Services Administration	\$612,379	\$608,432	\$646,664	\$624,568	\$12,189	1.99%

CITY OF PORTLAND, ME
FY20 HEALTH & HUMAN SERVICES ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
HHS Social Services 4430						
General Assistance 10044302						
* Payroll	\$609,284	\$584,318	\$589,584	\$626,157	\$16,873	2.77%
* Benefits	\$600	\$600	\$600	\$600	\$0	0.00%
* Administrative Svcs	\$2,000	\$2,000	\$2,000	\$2,000	\$0	0.00%
* Client Expenses	\$5,854,620	\$5,890,703	\$6,129,365	\$6,129,365	\$274,745	4.69%
* Contractual Services	\$173,259	\$173,259	\$172,768	\$172,768	(\$491)	-0.28%
* Maintenance & Repair	\$2,500	\$2,500	\$2,500	\$2,500	\$0	0.00%
* Rentals	\$106,134	\$108,658	\$111,842	\$111,312	\$5,178	4.88%
* Supplies	\$19,000	\$19,000	\$19,000	\$19,000	\$0	0.00%
* Utilities	\$20,446	\$12,044	\$12,880	\$12,880	(\$7,566)	-37.00%
** General Assistance	\$6,787,843	\$6,793,082	\$7,040,540	\$7,076,582	\$288,739	4.25%

CITY OF PORTLAND, ME
FY20 HEALTH & HUMAN SERVICES ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
HHS Social Services 4430						
Portland Community Support 10044303						
* Payroll	\$0	\$0	\$0	\$0	\$0	---
* Client Expenses	\$200,000	\$303,833	\$311,638	\$150,000	(\$50,000)	-25.00%
** Portland Community Support	\$200,000	\$303,833	\$311,638	\$150,000	(\$50,000)	-25.00%

CITY OF PORTLAND, ME
FY20 HEALTH & HUMAN SERVICES ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
HHS Social Services 4430							
Oxford Street Shelter 10044304							
*	Payroll	\$1,520,470	\$1,520,470	\$2,566,077	\$2,711,336	\$1,190,866	78.32%
*	Benefits	\$0	\$0	\$1,800	\$1,800	\$1,800	---
*	Administrative Svcs	\$2,000	\$2,000	\$4,000	\$4,000	\$2,000	100.00%
*	Client Expenses	\$6,488	\$6,488	\$79,450	\$79,450	\$72,962	1124.57%
*	Contractual Services	\$137,102	\$221,158	\$193,093	\$193,093	\$55,991	40.84%
*	Maintenance & Repair	\$0	\$0	\$68,946	\$68,946	\$68,946	---
*	Rentals	\$35,976	\$35,976	\$168,280	\$258,280	\$222,304	617.92%
*	Supplies	\$3,500	\$6,444	\$265,407	\$265,407	\$261,907	7483.06%
*	Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
*	Utilities	\$44,988	\$44,988	\$49,501	\$49,501	\$4,513	10.03%
*	Capital Outlay	\$0	\$0	\$0	\$0	\$0	---
**	Oxford Street Shelter	\$1,750,524	\$1,837,524	\$3,396,554	\$3,631,813	\$1,881,289	107.47%

CITY OF PORTLAND, ME
FY20 HEALTH & HUMAN SERVICES ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
HHS Social Services 4430						
Family Shelter 10044305						
* Payroll	\$315,346	\$481,026	\$1,120,510	\$1,082,314	\$766,968	243.21%
* Benefits	\$1,560	\$1,860	\$2,400	\$2,400	\$840	53.85%
* Administrative Svcs	\$0	\$0	\$2,000	\$2,000	\$2,000	---
* Client Expenses	\$10,000	\$10,000	\$16,800	\$16,800	\$6,800	68.00%
* Contractual Services	\$3,500	\$16,640	\$80,814	\$80,814	\$77,314	2208.97%
* Maintenance & Repair	\$1,705	\$1,705	\$40,000	\$40,000	\$38,295	2246.04%
* Rentals	\$165,520	\$165,520	\$278,968	\$278,968	\$113,448	68.54%
* Supplies	\$6,000	\$6,000	\$37,960	\$37,960	\$31,960	532.67%
* Utilities	\$58,861	\$61,238	\$48,528	\$48,528	(\$10,333)	-17.55%
** Family Shelter	\$562,492	\$743,989	\$1,627,980	\$1,589,784	\$1,027,292	182.63%
*** HHS Social Services	\$9,913,238	\$10,286,860	\$13,023,375	\$13,072,747	\$3,159,509	31.87%

Barron Center 44-40

CITY OF PORTLAND, ME
FY20 HEALTH & HUMAN SERVICES DIVISION ORG NET SUMMARY REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund						
Health & Human Services 44						
HHS Barron Center 4440						
10744400 Total REVENUE	(\$18,376,773)	(\$18,437,570)	(\$18,928,328)	(\$19,204,346)	(\$827,573)	4.50%
** Barron Center NET	(\$18,376,773)	(\$18,437,570)	(\$18,928,328)	(\$19,204,346)	(\$827,573)	4.50%
10744401 Total EXPENDITURE	\$1,813,320	\$1,683,701	\$1,822,560	\$1,822,560	\$9,240	0.51%
** Barron Center Administration NET	\$1,813,320	\$1,683,701	\$1,822,560	\$1,822,560	\$9,240	0.51%
10044402 Total EXPENDITURE	\$253,031	\$259,941	\$299,717	\$383,786	\$130,755	51.68%
10044402 Total REVENUE	(\$251,258)	(\$289,280)	(\$306,454)	(\$306,454)	(\$55,196)	21.97%
** Office of Elder Affairs NET	\$1,773	(\$29,339)	(\$6,737)	\$77,332	\$75,559	4261.65%
10744403 Total EXPENDITURE	\$279,122	\$221,206	\$293,584	\$293,584	\$14,462	5.18%
** Therapeutic Recreation NET	\$279,122	\$221,206	\$293,584	\$293,584	\$14,462	5.18%
10744404 Total EXPENDITURE	\$1,542,940	\$1,434,636	\$1,639,099	\$1,606,574	\$63,634	4.12%
** Nursing Administration NET	\$1,542,940	\$1,434,636	\$1,639,099	\$1,606,574	\$63,634	4.12%
10744405 Total EXPENDITURE	\$6,589,155	\$6,376,364	\$6,854,666	\$6,634,928	\$45,773	0.69%
** Nursing Direct Care NET	\$6,589,155	\$6,376,364	\$6,854,666	\$6,634,928	\$45,773	0.69%
10744406 Total EXPENDITURE	\$2,929,588	\$2,823,357	\$2,961,146	\$2,900,612	(\$28,976)	-0.99%
** Nutrition & Supply NET	\$2,929,588	\$2,823,357	\$2,961,146	\$2,900,612	(\$28,976)	-0.99%
10744407 Total EXPENDITURE	\$1,092,417	\$1,087,115	\$1,117,071	\$1,117,071	\$24,654	2.26%
** Environmental Services NET	\$1,092,417	\$1,087,115	\$1,117,071	\$1,117,071	\$24,654	2.26%
10744408 Total EXPENDITURE	\$597,997	\$595,361	\$641,406	\$641,406	\$43,409	7.26%
** Housekeeping NET	\$597,997	\$595,361	\$641,406	\$641,406	\$43,409	7.26%
10744409 Total EXPENDITURE	\$533,053	\$527,431	\$547,448	\$547,448	\$14,395	2.70%
** Laundry Services NET	\$533,053	\$527,431	\$547,448	\$547,448	\$14,395	2.70%
*** HHS Barron Center	(\$2,997,408)	(\$3,717,738)	(\$3,058,085)	(\$3,562,831)	(\$565,423)	18.86%

CITY OF PORTLAND, ME
FY20 HEALTH & HUMAN SERVICES DIVISION CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Health & Human Services 44							
HHS Barron Center 4440							
*	Payroll	\$11,632,243	\$11,230,498	\$12,240,395	\$12,031,667	\$399,424	3.43%
*	Benefits	\$34,671	\$35,036	\$31,890	\$31,890	(\$2,781)	-8.02%
*	Administrative Svcs	\$89,603	\$96,173	\$104,330	\$104,330	\$14,727	16.44%
*	Client Expenses	\$10,180	\$5,000	\$7,500	\$7,500	(\$2,680)	-26.33%
*	Contractual Services	\$1,296,515	\$1,150,014	\$1,190,432	\$1,190,432	(\$106,083)	-8.18%
*	Maintenance & Repair	\$137,245	\$139,905	\$136,470	\$136,470	(\$775)	-0.56%
*	Rentals	\$28,441	\$27,251	\$29,594	\$29,594	\$1,153	4.05%
*	Supplies	\$1,907,573	\$1,808,310	\$1,891,634	\$1,891,634	(\$15,939)	-0.84%
*	Minor Capital Items	\$0	\$0	\$36,000	\$16,000	\$16,000	---
*	Utilities	\$435,087	\$410,920	\$424,387	\$424,387	(\$10,700)	-2.46%
*	Capital Outlay	\$59,065	\$106,005	\$84,065	\$84,065	\$25,000	42.33%
**	HHS Barron Center	\$15,630,623	\$15,009,112	\$16,176,697	\$15,947,969	\$317,346	2.03%

CITY OF PORTLAND, ME
FY20 HEALTH & HUMAN SERVICES ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Health & Human Services						
HHS Barron Center 4440						
Barron Center Administration 10744401						
* Payroll	\$578,597	\$585,858	\$700,101	\$700,101	\$121,504	21.00%
* Benefits	\$4,200	\$4,200	\$4,200	\$4,200	\$0	0.00%
* Administrative Svcs	\$47,908	\$55,128	\$60,685	\$60,685	\$12,777	26.67%
* Contractual Services	\$1,105,125	\$962,145	\$972,074	\$972,074	(\$133,051)	-12.04%
* Maintenance & Repair	\$16,480	\$15,480	\$16,240	\$16,240	(\$240)	-1.46%
* Rentals	\$4,020	\$4,020	\$4,020	\$4,020	\$0	0.00%
* Supplies	\$47,450	\$47,450	\$55,700	\$55,700	\$8,250	17.39%
* Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
* Utilities	\$9,540	\$9,420	\$9,540	\$9,540	\$0	0.00%
* Capital Outlay	\$0	\$0	\$0	\$0	\$0	---
** Barron Center Administration	\$1,813,320	\$1,683,701	\$1,822,560	\$1,822,560	\$9,240	0.51%

CITY OF PORTLAND, ME
FY20 HEALTH & HUMAN SERVICES ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
HHS Barron Center 4440						
Office of Elder Affairs 10044402						
* Payroll	\$214,761	\$214,571	\$253,317	\$337,386	\$122,625	57.10%
* Benefits	\$0	\$0	\$0	\$0	\$0	---
* Administrative Svcs	\$3,000	\$3,000	\$3,000	\$3,000	\$0	0.00%
* Contractual Services	\$6,325	\$6,325	\$6,325	\$6,325	\$0	0.00%
* Supplies	\$28,645	\$35,745	\$36,775	\$36,775	\$8,130	28.38%
* Utilities	\$300	\$300	\$300	\$300	\$0	0.00%
** Office of Elder Affairs	\$253,031	\$259,941	\$299,717	\$383,786	\$130,755	51.68%

CITY OF PORTLAND, ME
FY20 HEALTH & HUMAN SERVICES ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
HHS Barron Center 4440							
Therapeutic Recreation 10744403							
*	Payroll	\$257,722	\$211,606	\$267,084	\$267,084	\$9,362	3.63%
*	Administrative Svcs	\$1,300	\$1,100	\$1,100	\$1,100	(\$200)	-15.38%
*	Contractual Services	\$11,600	\$0	\$13,100	\$13,100	\$1,500	12.93%
*	Supplies	\$8,500	\$8,500	\$12,300	\$12,300	\$3,800	44.71%
**	Therapeutic Recreation	\$279,122	\$221,206	\$293,584	\$293,584	\$14,462	5.18%

CITY OF PORTLAND, ME
FY20 HEALTH & HUMAN SERVICES ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
HHS Barron Center 4440						
Nursing Administration 10744404						
* Payroll	\$1,371,947	\$1,269,389	\$1,440,054	\$1,407,529	\$35,582	2.59%
* Benefits	\$13,585	\$10,580	\$10,600	\$10,600	(\$2,985)	-21.97%
* Administrative Svcs	\$30,650	\$30,650	\$34,050	\$34,050	\$3,400	11.09%
* Contractual Services	\$69,108	\$66,162	\$79,245	\$79,245	\$10,137	14.67%
* Rentals	\$900	\$1,105	\$900	\$900	\$0	0.00%
* Supplies	\$56,750	\$56,750	\$49,250	\$49,250	(\$7,500)	-13.22%
* Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
* Capital Outlay	\$0	\$0	\$25,000	\$25,000	\$25,000	---
** Nursing Administration	\$1,542,940	\$1,434,636	\$1,639,099	\$1,606,574	\$63,634	4.12%

CITY OF PORTLAND, ME
FY20 HEALTH & HUMAN SERVICES ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
HHS Barron Center 4440							
Nursing Direct Care 10744405							
*	Payroll	\$6,589,155	\$6,376,364	\$6,854,666	\$6,634,928	\$45,773	0.69%
*	Benefits	\$0	\$0	\$0	\$0	\$0	---
**	Nursing Direct Care	\$6,589,155	\$6,376,364	\$6,854,666	\$6,634,928	\$45,773	0.69%

CITY OF PORTLAND, ME
FY20 HEALTH & HUMAN SERVICES ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
HHS Barron Center 4440						
Nutrition & Supply 10744406						
* Payroll	\$1,348,807	\$1,286,069	\$1,372,919	\$1,332,385	(\$16,422)	-1.22%
* Benefits	\$10,236	\$10,236	\$10,340	\$10,340	\$104	1.02%
* Administrative Svcs	\$3,095	\$2,645	\$2,645	\$2,645	(\$450)	-14.54%
* Client Expenses	\$10,180	\$5,000	\$7,500	\$7,500	(\$2,680)	-26.33%
* Contractual Services	\$43,572	\$42,961	\$45,388	\$45,388	\$1,816	4.17%
* Maintenance & Repair	\$9,280	\$11,500	\$12,100	\$12,100	\$2,820	30.39%
* Rentals	\$23,521	\$22,126	\$24,674	\$24,674	\$1,153	4.90%
* Supplies	\$1,480,897	\$1,395,880	\$1,458,080	\$1,458,080	(\$22,817)	-1.54%
* Minor Capital Items	\$0	\$0	\$27,500	\$7,500	\$7,500	---
* Capital Outlay	\$0	\$46,940	\$0	\$0	\$0	---
** Nutrition & Supply	\$2,929,588	\$2,823,357	\$2,961,146	\$2,900,612	(\$28,976)	-0.99%

CITY OF PORTLAND, ME
FY20 HEALTH & HUMAN SERVICES ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
HHS Barron Center 4440						
Environmental Services 10744407						
* Payroll	\$346,992	\$358,183	\$377,381	\$377,381	\$30,389	8.76%
* Benefits	\$4,350	\$4,000	\$4,000	\$4,000	(\$350)	-8.05%
* Administrative Svcs	\$3,400	\$3,400	\$2,600	\$2,600	(\$800)	-23.53%
* Contractual Services	\$57,185	\$68,821	\$70,700	\$70,700	\$13,515	23.63%
* Maintenance & Repair	\$97,820	\$98,760	\$93,790	\$93,790	(\$4,030)	-4.12%
* Rentals	\$0	\$0	\$0	\$0	\$0	---
* Supplies	\$98,358	\$93,686	\$94,988	\$94,988	(\$3,370)	-3.43%
* Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
* Utilities	\$425,247	\$401,200	\$414,547	\$414,547	(\$10,700)	-2.52%
* Capital Outlay	\$59,065	\$59,065	\$59,065	\$59,065	\$0	0.00%
** Environmental Services	\$1,092,417	\$1,087,115	\$1,117,071	\$1,117,071	\$24,654	2.26%

CITY OF PORTLAND, ME
FY20 HEALTH & HUMAN SERVICES ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
HHS Barron Center 4440							
Housekeeping 10744408							
*	Payroll	\$471,164	\$475,582	\$507,205	\$507,205	\$36,041	7.65%
*	Benefits	\$1,300	\$1,300	\$1,300	\$1,300	\$0	0.00%
*	Contractual Services	\$3,600	\$3,600	\$3,600	\$3,600	\$0	0.00%
*	Maintenance & Repair	\$665	\$665	\$665	\$665	\$0	0.00%
*	Supplies	\$121,268	\$114,214	\$120,136	\$120,136	(\$1,132)	-0.93%
*	Minor Capital Items	\$0	\$0	\$8,500	\$8,500	\$8,500	---
**	Housekeeping	\$597,997	\$595,361	\$641,406	\$641,406	\$43,409	7.26%

CITY OF PORTLAND, ME
FY20 HEALTH & HUMAN SERVICES ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
HHS Barron Center 4440							
Laundry Services 10744409							
*	Payroll	\$453,098	\$452,876	\$467,668	\$467,668	\$14,570	3.22%
*	Benefits	\$1,000	\$4,720	\$1,450	\$1,450	\$450	45.00%
*	Administrative Svcs	\$250	\$250	\$250	\$250	\$0	0.00%
*	Maintenance & Repair	\$13,000	\$13,500	\$13,675	\$13,675	\$675	5.19%
*	Supplies	\$65,705	\$56,085	\$64,405	\$64,405	(\$1,300)	-1.98%
*	Capital Outlay	\$0	\$0	\$0	\$0	\$0	---
**	Laundry Services	\$533,053	\$527,431	\$547,448	\$547,448	\$14,395	2.70%
***	HHS Barron Center	\$15,630,623	\$15,009,112	\$16,176,697	\$15,947,969	\$317,346	2.03%

Debt Service 47-00

**CITY OF PORTLAND, ME
FY20 DEPARTMENT ORG NET SUMMARY REPORT**

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund						
Debt Service 47						
10047000 Total EXPENDITURE	\$41,818,036	\$41,818,036	\$45,318,032	\$45,087,798	\$3,269,762	7.82%
10047000 Total REVENUE	(\$16,979,744)	(\$16,964,420)	(\$18,731,496)	(\$19,731,496)	(\$2,751,752)	16.21%
** Debt Service NET	\$24,838,292	\$24,853,616	\$26,586,536	\$25,356,302	\$518,010	2.09%
**** Debt Service Net	\$24,838,292	\$24,853,616	\$26,586,536	\$25,356,302	\$518,010	2.09%

CITY OF PORTLAND, ME
FY20 DEPARTMENT CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund							
Debt Service 47							
*	Contractual Services	\$731,500	\$731,500	\$730,500	\$730,500	(\$1,000)	-0.14%
*	Debt Service	\$41,086,536	\$41,086,536	\$44,587,532	\$44,357,298	\$3,270,762	7.96%
****	Debt Service	\$41,818,036	\$41,818,036	\$45,318,032	\$45,087,798	\$3,269,762	7.82%

Library 48-00

**CITY OF PORTLAND, ME
FY20 DEPARTMENT ORG NET SUMMARY REPORT**

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund						
Library 48						
10048000 Total EXPENDITURE	\$4,062,000	\$4,075,635	\$4,355,757	\$4,178,550	\$116,550	2.87%
** Library NET	\$4,062,000	\$4,075,635	\$4,355,757	\$4,178,550	\$116,550	2.87%
**** Library Net	\$4,062,000	\$4,075,635	\$4,355,757	\$4,178,550	\$116,550	2.87%

**CITY OF PORTLAND, ME
FY20 DEPARTMENT CATEGORY SUMMARY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund Library 48						
* Payroll	\$2,890,000	\$2,890,000	\$2,982,600	\$2,982,600	\$92,600	3.20%
* Benefits	\$500,000	\$500,000	\$605,000	\$605,000	\$105,000	21.00%
* Supplies	\$0	\$1,400	\$0	\$0	\$0	---
* Utilities	\$0	\$0	\$0	\$0	\$0	---
* Contributions	\$672,000	\$684,235	\$768,157	\$590,950	(\$81,050)	-12.06%
**** Library	\$4,062,000	\$4,075,635	\$4,355,757	\$4,178,550	\$116,550	2.87%

Date: February 6, 2019

To: Jon Jennings, City Manager

From: Sarah Campbell, Executive Director

Subject: Portland Public Library FY 20 Budget

The Library's request for FY 20 is larger than requests from the recent past. Typically, our request of the City has averaged about 3% per year. This year there are a number of special circumstances driving this request. The total request is for 7.3%, and the major components of that request are listed below.

Total Increase in Request	\$ 293,757	7.2%
Salary Increase	\$ 67,500	1.7%
Social Worker position	\$ 36,660	0.9%
IT Support	\$ 27,000	0.7%
Health Insurance increase	\$ 105,000	2.6%
Increase in Parking cost	\$ 12,533	0.3%
Fee Revenue loss	\$ 17,500	0.4%
Other changes	\$ 27,564	0.7%

Staff & Salary increases

Under the terms of our Collective Bargaining Agreement, we are bound to implement a 2.5% salary increase of \$67,500 or 1.7% of the overall request.

For the first time in several years, we are proposing a new position as well, a Social-Worker-In-Residence. Over the last two years, we had a grant from the National Network of Libraries of Medicine for health outreach services. This included funding for a social worker who we contracted to provide referral services for patrons in need, to help improve staff's ability to interact with patrons with mental health, substance abuse or other behavioral issues, and to raise general awareness of these issues for all of our staff. Since that grant ended in October 2018, we retained the social worker to continue with us on a temporary basis particularly to support our Security staff and in building collaboration with other providers in the area that work with our most at-risk patrons. We also were able to partner with the University of New England School of Social Work to host a social work intern this school year. With this expertise and assistance in house, we have seen evidence of both better ability to orient patrons to service options in the community and, notably, a reduction in calls to the Portland Police Department.

Recently, with the reduction in Preble Street's hours, we have experienced an increase of troubled patrons with significant substance and mental-health issues. This social worker capacity has been critically important in helping us work with these populations in a supportive, non-confrontational and effective manner.

We propose to make this social worker position a permanent member of the staff, with the goal of continuing to help us meet the needs of an increasingly troubled segment of our patron population and to strengthen our connection to the network of providers in the community who work with this population. We believe that such a position housed at the Library will provide leadership and partnership to other City providers and reduce some of the stress on other City resources. The position would be 30 hours a week and cost \$36,660, or 0.9% of the overall increase.

Our Network Manager moved on early last year and we were not able to find a new person with the skills we needed for what we were able to pay. As a result, we have developed a help-desk person in-house at about 2/3 of the cost of the previous Network Manager's salary and we have engaged an outside consultant to help us with strategic planning and the more complex IT issues we face. While our salary line represents this decrease of \$18,000, we have increased our Professional Services line by \$27,000. Together, this solution is costing about \$9,000 more than the previous arrangement, but significantly less than the market rate to replace the Network Manager.

Benefits cost increases

The largest cost item in our request is health insurance - a 21% increase over the FY 19 budget. Costs for FY 19 are projected to exceed budget by \$40,000. That overrun, combined with a projected additional 12% increase for FY 20, results in this significant piece of our overall request.

The increase in parking cost comes from two components. The increase in the monthly rate from \$120 to \$130 per month was not included in last year's budget. In addition, the federal tax law changes passed last year include a 21% tax on the parking benefit. These changes result in \$12,533 or 0.3% of our request.

Revenues are projected lower

Under operating revenue, Libraries across the nation are experiencing a decline in fee collection. Our fees have been trending downward for the past few years and we expect that to continue through FY 20. This reduction in Operating revenue results in a \$17,500 or 0.4% of our request.

Under Development revenue, we are also uncertain about the effects of the tax law around deductions on non-profit fundraising and we want to be prepared for such changes to our Annual Fund. As a result, we have projected a smaller increase to our Annual Fund for FY 20.

Miscellaneous changes

Of the \$27,564 listed as "other changes", \$11,660 results from a 2.5% increase in Collections expenditures. This cost area is central to our mission as a library and in fact is not keeping up with inflation. Another \$10,945 comes from increased building maintenance costs, which are a continuing issue as the main library building passes the 40-year mark since construction. It also should be noted that there was no increase in our Contractual line last year, which went from \$1,452,000 down to \$1,448,000.

We recognize that this is a challenging request during a difficult budget season and hope that you will agree that much of this request is driven by external forces we cannot control and that our role in the downtown is changing and placing new and increased demands on our limited resources.

Portland Public Library Version 1 BUDGET ITEMS	FY 18 Actual	FY 19 Appropriation	FY 20 Submission	DOLLAR INCREASE	2/5/2019 PERCENT INCREASE
Personnel					
salaries-regular	2,553,354	2,700,000	2,802,600	102,600	3.80%
salaries-temp/sub	200,005	170,000	160,000	-10,000	-5.88%
salaries-over schedule	18,496	20,000	20,000	0	0.00%
	2,771,854	2,890,000	2,982,600	92,600	3.20%
Contractual					
medical insurance	470,651	500,000	605,000	105,000	21.00%
other benefits	27,965	20,800	18,372	-2,428	-11.67%
parking	57,358	52,500	71,507	19,007	36.20%
professional services	82,911	81,450	111,775	30,325	37.23%
technology	219,695	193,635	202,050	8,415	4.35%
utilities	167,017	185,786	185,786	0	0.00%
maintenance & security	173,972	150,786	161,731	10,945	7.26%
branch occupancy	37,479	32,000	36,500	4,500	14.06%
staff development	60,430	66,000	65,000	-1,000	-1.52%
supplies	65,156	78,000	71,535	-6,465	-8.29%
printing/duplicating	36,286	38,025	39,000	975	2.56%
postage	22,215	20,500	22,000	1,500	7.32%
insurance	25,257	26,000	27,818	1,818	6.99%
miscellaneous	5,191	2,500	5,000	2,500	100.00%
	1,451,582	1,447,982	1,623,074	175,092	12.09%
Commodities					
books & digital	312,680	333,500	341,888	8,388	2.51%
periodicals	30,274	28,500	29,000	500	1.75%
periodicals-microfilm	6,024	6,000	7,500	1,500	25.00%
audio/visual collection	53,529	59,800	60,500	700	1.17%
preservation	1,380	3,000	3,000	0	0.00%
materials processing	22,425	19,000	19,473	473	2.49%
shipping & handling	514	900	1,000	100	11.11%
	426,827	450,700	462,360	11,660	2.59%
Capital					
Equipment/Improvements	30,862	50,000	50,000	0	0.00%
TOTAL	4,681,124	4,838,682	5,118,034	279,352	5.77%

Portland Public Library Version 1 REVENUE TITLE					2/5/2019
	FY 18 Actual	FY 19 Appropriation	FY 20 Submission	DOLLAR INCREASE	PERCENT INCREASE
Government					
Maine State Library	184,550	184,550	184,550	0	0.00%
Cumberland County	9,727	9,727	9,727	0	0.00%
	194,277	194,277	194,277	0	0.00%
Investments					
Endowment-restricted	212,700	216,000	216,000	0	0.00%
Other Investments	794	1,500	1,500	0	0.00%
	213,494	217,500	217,500	0	0.00%
Operations					
fees	78,155	90,000	72,500	-17,500	-19.44%
conference rooms	26,217	30,000	27,500	-2,500	-8.33%
retail	16,175	12,405	18,000	5,595	45.10%
photocopies/printing	22,743	24,500	24,500	0	0.00%
miscellaneous	177	1,000	1,000	0	0.00%
	143,467	157,905	143,500	-14,405	-9.12%
Development					
annual fund	182,702	177,000	182,000	5,000	2.82%
special events/sponsorships	15,229	30,000	25,000	-5,000	-16.67%
	197,931	207,000	207,000	0	0.00%
City Contribution	3,936,725	4,062,000	4,355,757	293,757	7.23%
Total Revenue	4,685,894	4,838,682	5,118,034	279,352	5.77%
Total Expenses	4,681,124	4,838,682	5,118,034	279,352	0

**PORTLAND PUBLIC LIBRARY
BUDGET**

POSITION	FY 18 Approved		FY 19 Approved		FY 20 Proposed		FTE Change
	FTE	Classification	FTE	Classification	FTE	Classification	
Executive Director	1.0	97,946	1.0	99,819	1.0	102,059	-
Associate Director	1.0	79,830	1.0	81,349	1.0	86,282	-
HR Director	1.0	71,048	1.0	72,404	1.0	77,900	-
Finance Director	1.0	77,634	1.0	79,112	1.0	81,389	-
Development Director	0.9	67,283	0.7	58,015	1.0	77,900	0.3
Development Assoc.			0.5	21,431	0.5	21,916	-
Admin Assistant	0.5	19,089	0.5	18,691	0.5	19,118	-
Assistant to the Director	1.0	48,796	1.0	49,725	1.0	51,148	-
Finance/HR Specialist	1.0	50,293	1.0	51,246	1.0	52,387	-
Librarian Directors	3.0	196,521	3.0	204,302	3.0	209,269	-
Librarian Technical Specialists	3.0	164,110	3.0	167,232	2.0	113,009	(1.0)
Branch Managers & Assistants			4.7	234,738	4.7	241,486	0.0
Librarians	9.0	438,659	12.3	593,653	12.3	611,146	-
Sr. Lib. Tech Assistant 2	3.2	152,379					-
Library Associates			4.5	193,070	5.3	229,395	0.8
Sr. Lib. Tech Assistant	5.7	270,439					-
Senior Library Assistant			12.9	506,184	12.5	493,140	(0.4)
Library Tech Assistant	12.5	497,758					-
Supervisor Maint & Security	1.0	48,899	1.0	50,564	1.0	53,307	-
Security	2.0	59,713	2.0	79,248	2.0	79,830	-
Social Worker In Residence					0.8	36,660	0.8
Maintenance	2.3	92,590	2.3	78,536	2.3	89,433	0.0
Library Assistant 2	4.4	157,997					-
Library Assistant	0.5	21,175	1.6	60,684	2.1	75,825	0.5
salaries-regular	54.5	2,637,300	55.0	2,700,000	56.0	2,802,600	1.0
salaries-temporary		160,000		170,000		160,000	
salaries-over schedule		20,000		20,000		20,000	
salaries-termination/promotion		-		-		-	
53rd Pay period							
Total Personnel		2,817,300		2,890,000		2,982,600	

Pension 51-00

**CITY OF PORTLAND, ME
FY20 DEPARTMENT ORG NET SUMMARY REPORT**

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund Pension 51						
10051200 Total EXPENDITURE	\$8,126,801	\$8,054,444	\$8,398,292	\$8,398,292	\$271,491	3.34%
10051200 Total REVENUE	(\$1,040,517)	(\$830,919)	(\$1,122,706)	(\$1,127,244)	(\$86,727)	8.33%
** Pension NET	\$7,086,284	\$7,223,525	\$7,275,586	\$7,271,048	\$184,764	2.61%
**** Pension Net	\$7,086,284	\$7,223,525	\$7,275,586	\$7,271,048	\$184,764	2.61%

CITY OF PORTLAND, ME
FY20 DEPARTMENT CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund Pension 51							
*	Benefits	\$8,126,801	\$8,054,444	\$8,398,292	\$8,398,292	\$271,491	3.34%
****	Pension	\$8,126,801	\$8,054,444	\$8,398,292	\$8,398,292	\$271,491	3.34%

Employee Benefits 52-00

CITY OF PORTLAND, ME
FY20 DEPARTMENT ORG NET SUMMARY REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund						
Employee Benefits 52						
10052200 Total EXPENDITURE	\$20,110,956	\$20,027,909	\$19,936,320	\$19,936,320	(\$174,636)	-0.87%
10052200 Total REVENUE	(\$5,691,657)	(\$5,710,284)	(\$6,019,022)	(\$6,031,640)	(\$339,983)	5.97%
** Health Insurance Program NET	\$14,419,299	\$14,317,625	\$13,917,298	\$13,904,680	(\$514,619)	-3.57%
10052300 Total EXPENDITURE	\$1,786,778	\$2,231,451	\$2,873,072	\$2,053,072	\$266,294	14.90%
10052300 Total REVENUE	(\$434,819)	(\$275,000)	(\$350,000)	(\$350,000)	\$84,819	-19.51%
** Workers' Compensation NET	\$1,351,959	\$1,956,451	\$2,523,072	\$1,703,072	\$351,113	25.97%
10052400 Total EXPENDITURE	\$1,138,099	\$1,138,099	\$1,138,099	\$1,138,099	\$0	0.00%
10052400 Total REVENUE	(\$119,967)	(\$119,967)	(\$119,967)	(\$125,199)	(\$5,232)	4.36%
** FICA NET	\$1,018,132	\$1,018,132	\$1,018,132	\$1,012,900	(\$5,232)	-0.51%
10052500 Total EXPENDITURE	\$205,822	\$205,822	\$205,822	\$205,822	\$0	0.00%
10052500 Total REVENUE	(\$6,775)	(\$6,775)	(\$6,775)	(\$6,775)	\$0	0.00%
** Group Life Insurance NET	\$199,047	\$199,047	\$199,047	\$199,047	\$0	0.00%
10052600 Total EXPENDITURE	\$100,000	\$60,000	\$100,000	\$100,000	\$0	0.00%
10052600 Total REVENUE	\$0	\$0	\$0	\$0	\$0	---
** Unemployment NET	\$100,000	\$60,000	\$100,000	\$100,000	\$0	0.00%
**** Employee Benefits Net	\$17,088,437	\$17,551,255	\$17,757,549	\$16,919,699	(\$168,738)	-0.99%

CITY OF PORTLAND, ME
FY20 DEPARTMENT CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund						
Employee Benefits 52						
* Benefits	\$20,623,801	\$20,500,908	\$20,279,926	\$20,279,926	(\$343,875)	-1.67%
* Administrative Svcs	\$612,698	\$869,072	\$983,239	\$983,239	\$370,541	60.48%
* Contractual Services	\$958,465	\$1,111,914	\$1,324,087	\$1,054,087	\$95,622	9.98%
* Rentals	\$11,736	\$11,676	\$12,084	\$12,084	\$348	2.97%
* Insurance	\$981,760	\$1,016,610	\$1,500,782	\$950,782	(\$30,978)	-3.16%
* Utilities	\$1,420	\$1,326	\$1,420	\$1,420	\$0	0.00%
* Contributions	\$151,775	\$151,775	\$151,775	\$151,775	\$0	0.00%
**** Employee Benefits	\$23,341,655	\$23,663,281	\$24,253,313	\$23,433,313	\$91,658	0.39%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Employee Benefits 52							
Health Insurance Program 10052200							
*	Benefits	\$19,179,880	\$19,096,987	\$18,836,005	\$18,836,005	(\$343,875)	-1.79%
*	Administrative Svcs	\$917,920	\$917,920	\$1,086,811	\$1,086,811	\$168,891	18.40%
*	Rentals	\$11,736	\$11,676	\$12,084	\$12,084	\$348	2.97%
*	Utilities	\$1,420	\$1,326	\$1,420	\$1,420	\$0	0.00%
**	Health Insurance Program	\$20,110,956	\$20,027,909	\$19,936,320	\$19,936,320	(\$174,636)	-0.87%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Workers' Compensation 10052300							
*	Administrative Svcs	(\$305,222)	(\$48,848)	(\$103,572)	(\$103,572)	\$201,650	-66.07%
*	Contractual Services	\$958,465	\$1,111,914	\$1,324,087	\$1,054,087	\$95,622	9.98%
*	Insurance	\$981,760	\$1,016,610	\$1,500,782	\$950,782	(\$30,978)	-3.16%
*	Contributions	\$151,775	\$151,775	\$151,775	\$151,775	\$0	0.00%
**	Workers' Compensation	\$1,786,778	\$2,231,451	\$2,873,072	\$2,053,072	\$266,294	14.90%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
FICA 10052400							
*	Benefits	\$1,138,099	\$1,138,099	\$1,138,099	\$1,138,099	\$0	0.00%
**	FICA	\$1,138,099	\$1,138,099	\$1,138,099	\$1,138,099	\$0	0.00%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Group Life Insurance 10052500							
*	Benefits	\$205,822	\$205,822	\$205,822	\$205,822	\$0	0.00%
**	Group Life Insurance	\$205,822	\$205,822	\$205,822	\$205,822	\$0	0.00%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Unemployment 10052600							
*	Benefits	\$100,000	\$60,000	\$100,000	\$100,000	\$0	0.00%
**	Unemployment	\$100,000	\$60,000	\$100,000	\$100,000	\$0	0.00%
***	Employee Benefits	\$23,341,655	\$23,663,281	\$24,253,313	\$23,433,313	\$91,658	0.39%

Contingency 61-00

**CITY OF PORTLAND, ME
FY20 DEPARTMENT ORG NET SUMMARY REPORT**

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund						
Contingency 61						
10061000 Total EXPENDITURE	\$275,850	\$287,895	\$275,895	\$250,000	(\$25,850)	-9.37%
** Contingency NET	\$275,850	\$287,895	\$275,895	\$250,000	(\$25,850)	-9.37%
**** Contingency Net	\$275,850	\$287,895	\$275,895	\$250,000	(\$25,850)	-9.37%

CITY OF PORTLAND, ME
FY20 DEPARTMENT CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund Contingency 61						
* Payroll	\$0	\$0	\$0	\$0	\$0	---
* Administrative Svcs	\$850	\$24,895	\$895	\$895	\$45	5.29%
* Contractual Services	\$275,000	\$263,000	\$275,000	\$249,105	(\$25,895)	-9.42%
* Supplies	\$0	\$0	\$0	\$0	\$0	---
* Utilities	\$0	\$0	\$0	\$0	\$0	---
**** Contingency	\$275,850	\$287,895	\$275,895	\$250,000	(\$25,850)	-9.37%

Liability Insurance 62-00

**CITY OF PORTLAND, ME
FY20 DEPARTMENT ORG NET SUMMARY REPORT**

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund						
Liability Insurance 62						
10062000 Total EXPENDITURE	\$774,458	\$772,458	\$839,325	\$839,325	\$64,867	8.38%
10062000 Total REVENUE	(\$154,587)	(\$179,359)	(\$177,918)	(\$177,918)	(\$23,331)	15.09%
** Liability Insurance NET	\$619,871	\$593,099	\$661,407	\$661,407	\$41,536	6.70%
**** Liability Insurance Net	\$619,871	\$593,099	\$661,407	\$661,407	\$41,536	6.70%

CITY OF PORTLAND, ME
FY20 DEPARTMENT CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund							
Liability Insurance 62							
*	Administrative Svcs	\$5,700	\$5,700	\$5,700	\$5,700	\$0	0.00%
*	Contractual Services	\$0	\$0	\$0	\$0	\$0	---
*	Insurance	\$768,758	\$766,758	\$833,625	\$833,625	\$64,867	8.44%
****	Liability Insurance	\$774,458	\$772,458	\$839,325	\$839,325	\$64,867	8.38%

County Tax 63-00

**CITY OF PORTLAND, ME
FY20 DEPARTMENT ORG NET SUMMARY REPORT**

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund						
County Tax 63						
10063000 Total EXPENDITURE	\$6,288,845	\$6,288,845	\$6,602,268	\$6,640,316	\$351,471	5.59%
** County Tax NET	\$6,288,845	\$6,288,845	\$6,602,268	\$6,640,316	\$351,471	5.59%
**** County Tax Net	\$6,288,845	\$6,288,845	\$6,602,268	\$6,640,316	\$351,471	5.59%

**CITY OF PORTLAND, ME
FY20 DEPARTMENT CATEGORY SUMMARY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund							
County Tax 63							
*	Contributions	\$6,288,845	\$6,288,845	\$6,602,268	\$6,640,316	\$351,471	5.59%
****	County Tax	\$6,288,845	\$6,288,845	\$6,602,268	\$6,640,316	\$351,471	5.59%

FY2019 COUNTY OF CUMBERLAND-**Using 2019 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 2019 shows overall County increase of **Valuation Growth**

Tax Distribution Schedule						
	4.53%		6.45%			
Town	State 2018 Valuation	2018 Tax	State 2019 Valuation	Val Change %	2019 Tax	Percent Tax Change
Baldwin	156,800,000	108,967	163,550,000	4.3%	112,103	2.88%
Bridgton	996,400,000	692,437	1,062,850,000	6.7%	728,506	5.21%
Brunswick	2,252,400,000	1,565,279	2,319,900,000	3.0%	1,590,123	1.59%
Cape Elizabeth	1,980,850,000	1,376,569	2,125,200,000	7.3%	1,456,670	5.82%
Casco	648,250,000	450,494	680,050,000	4.9%	466,125	3.47%
Chebeague Island	192,150,000	133,532	218,150,000	13.5%	149,526	11.98%
Cumberland	1,264,650,000	878,854	1,328,750,000	5.1%	910,761	3.63%
Falmouth	2,401,350,000	1,668,790	2,532,600,000	5.5%	1,735,913	4.02%
Freeport	1,595,900,000	1,109,052	1,739,650,000	9.0%	1,192,404	7.52%
Frye Island	152,500,000	105,978	157,250,000	3.1%	107,783	1.70%
Gorham	1,682,600,000	1,169,303	1,806,250,000	7.3%	1,238,053	5.88%
Gray	928,000,000	644,903	1,029,500,000	10.9%	705,647	9.42%
Harpswell	1,896,600,000	1,318,020	1,931,200,000	1.8%	1,323,697	0.43%
Harrison	528,600,000	367,344	536,000,000	1.4%	367,389	0.01%
Long Island	166,150,000	115,464	174,150,000	4.8%	119,367	3.38%
Naples	773,550,000	537,570	831,600,000	7.5%	570,001	6.03%
New Gloucester	505,350,000	351,187	557,400,000	10.3%	382,057	8.79%
North Yarmouth	484,450,000	336,663	528,500,000	9.1%	362,248	7.60%
Portland	9,049,500,000	6,288,845	9,687,850,000	7.1%	6,640,316	5.59%
Pownal	245,150,000	170,364	259,450,000	5.8%	177,834	4.38%
Raymond	1,067,550,000	741,881	1,150,200,000	7.7%	788,378	6.27%
Scarborough	4,068,100,000	2,827,079	4,313,600,000	6.0%	2,956,659	4.58%
Sebang	380,850,000	264,667	396,200,000	4.0%	271,566	2.61%
South Portland	4,008,550,000	2,785,695	4,308,100,000	7.5%	2,952,889	6.00%
Standish	1,054,250,000	732,639	1,103,700,000	4.7%	756,506	3.26%
Westbrook	2,017,700,000	1,402,177	2,144,350,000	6.3%	1,469,796	4.82%
Windham	1,916,750,000	1,332,023	2,095,000,000	9.3%	1,435,970	7.80%
Yarmouth	1,635,900,000	1,136,850	1,711,350,000	4.6%	1,173,006	3.18%
	44,050,850,000	30,612,626	46,892,350,000	6.45%	32,141,295	4.99%
Tax Calculation	2016	2017	2018		2019	
Total Estimated Expense	39,895,902	41,464,388	43,098,407		44,787,515	
Total Estimated Revenue	(12,251,379)	(12,181,326)	(12,485,782)		(12,646,220)	
Designated Surplus	-	-	-		-	Net Increase
Tax Revenue Required	27,644,523	29,283,062	30,612,625		32,141,295	4.99%
	2016	2017	2018		2019	
Mil Rate	0.000677449	0.000694902	0.0006949383		0.0006854273	
Per \$1,000	0.6774489	0.6949019	0.69493835		0.68542726	
Amount for \$200,000 ↑ \$	135.49	\$ 138.98	\$ 138.99		\$ 137.09	
Increase \$	(0.49)	\$ 3.49	\$ 0.01		\$ (1.90)	

Memberships/Other 65-00

CITY OF PORTLAND, ME
FY20 DEPARTMENT ORG NET SUMMARY REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund						
Memberships / Other 65						
10065200 Total EXPENDITURE	\$2,713,649	\$2,709,916	\$2,787,772	\$2,787,772	\$74,123	2.73%
10065200 Total REVENUE	\$0	\$0	\$0	(\$302,717)	(\$302,717)	---
** Transit District (Metro) NET	\$2,713,649	\$2,709,916	\$2,787,772	\$2,485,055	(\$228,594)	-8.42%
10065300 Total EXPENDITURE	\$72,380	\$72,380	\$78,480	\$78,480	\$6,100	8.43%
** Regional Transportation NET	\$72,380	\$72,380	\$78,480	\$78,480	\$6,100	8.43%
10065400 Total EXPENDITURE	\$403,910	\$404,302	\$403,910	\$437,388	\$33,478	8.29%
** Memberships - Misc NET	\$403,910	\$404,302	\$403,910	\$437,388	\$33,478	8.29%
**** Memberships / Other Net	\$3,189,939	\$3,186,598	\$3,270,162	\$3,000,923	(\$189,016)	-5.93%

CITY OF PORTLAND, ME
FY20 DEPARTMENT CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund							
Memberships / Other 65							
*	Contractual Services	\$50,000	\$50,392	\$50,000	\$50,000	\$0	0.00%
*	Contributions	\$3,139,939	\$3,136,206	\$3,220,162	\$3,253,640	\$113,701	3.62%
****	Memberships / Other	\$3,189,939	\$3,186,598	\$3,270,162	\$3,303,640	\$113,701	3.56%

November 1, 2018

[SUBMITTED VIA E-MAIL]

Jon Jennings
City Manager
City of Portland
389 Congress Street
Portland, ME 04101

Re: Preliminary 2019 Budget and Formula

Dear Mr. Jennings,

On October 25, 2018, the Greater Portland Transit District (Metro) Board of Directors unanimously approved the Fiscal Year 2019 Preliminary Budget and Formula. In accordance with 30-A-MRS §3516 and 30-A-MRS §3516 (Attachment B), Metro is submitting its Fiscal Year 2019 Preliminary Budget and Formula. Accordingly, the City of Portland is required to notify Metro of a refusal to accept the method (i.e., formula) by which local contributions are distributed within thirty (30) calendar days of this submission.

For **BUS SERVICE** in Portland, the Metro Board of Directors approved a 2019 local contribution of **\$2,787,772**. This is a **2.8% increase compared to 2018**. Portland residents will continue to benefit from an **expansion of METRO transit service in mid-2018**. The Transit West Project doubled frequency of service on the Brighton Avenue corridor with the introduction of the Husky Line, brought new service to the Riverton areas of northwest Portland with the new Route 3 cross-town bus route, and introduced an unlimited access transit pass program for University of Southern Maine students, staff and faculty. Notably, the Route 3 transit improvement that connect the city of Westbrook to South Portland will relieve overcrowding on Route 4 (Brighton) and Route 5 (Outer Congress).

The table below outlines service levels in terms of revenue miles.



Table 1: Service Levels in Revenue Miles

Bus Route	Mode	Municipalities	Portland	Westbrook	Falmouth	S. Portland	Gorham	Breez	Total
Route 1	Local	Portland	95,554	-	-	-	-	-	95,554
Route 2	Local	Portland-Westbrook	111,768	18,506	-	-	-	-	130,274
Route 3	Local	Portland-Westbrook-South Portland	10,456	106,097	-	43,006	-	-	159,559
Route 4	Local	Portland-Westbrook	87,849	79,700	-	-	-	-	167,549
Route 5	Local	Portland-South Portland	106,731	-	-	37,731	-	-	144,462
Route 7	Local	Portland-Falmouth	25,948	-	44,049	-	-	-	69,997
Route 8	Circulator	Portland	50,786	-	-	-	-	-	50,786
Route 9A	Local	Portland	105,310	-	-	-	-	-	105,310
Route 9B	Local	Portland-Falmouth	104,631	-	8,029	-	-	-	112,661
Husky Line	Arterial BRT	Portland-Westbrook-Gorham	93,672	62,775	-	-	74,702	-	231,149
Breez	Express	Brunswick-Freeport-Yarmouth-Portland	-	-	-	-	-	255,534	255,534
Total			792,704	267,078	52,079	80,737	74,702	255,534	1,522,834
Mileage Percentages			52%	18%	3%	5%	5%	17%	100%
			2018 Revenue Miles	717,783	163,208	52,079	35,623	25,067	1,248,737
			2019 Absolute Change	74,921	103,870	-	45,114	49,635	274,097
			2019 % Change	10%	64%	0%	127%	198%	22%
			2017 Revenue Miles	691,065	111,964	52,306	34,249	-	1,010,254
			2019 Absolute Change	101,639	155,114	(227)	46,488	74,702	512,580
			2019 % Change	15%	139%	0%	136%	n/a	51%

For **ADA PARATRANSIT SERVICE** in Portland, the 2019 local contribution is projected to not exceed **\$78,480** which was the budget amount for 2018. ADA Paratransit costs are determined based on projected ridership and the cost-per-trip charged by Metro's provider, Regional Transportation Program (RTP). ADA paratransit boardings increased substantially in 2017 due to changes in how the state's non-emergency medical transportation broker (Logisticare) assigns trips for passengers who are eligible for ADA Paratransit Service. Ridership in Portland has leveled off in 2018 and is expected to total 14,000-14,500 boardings. Similar use is expected in 2019. In 2018, METRO staff renegotiated its contract with RTP substantially lowering the cost per boarding.

For your convenience, I have incorporated the major elements of the approved preliminary budget in the body of this letter. In addition, I have attached a document outlining the statutory budget procedures prepared by Metro's legal counsel. Provided below is a discussion of Metro's 2018 accomplishments, 2019 objectives, and additional information on the 2019 budget.

METRO OVERVIEW

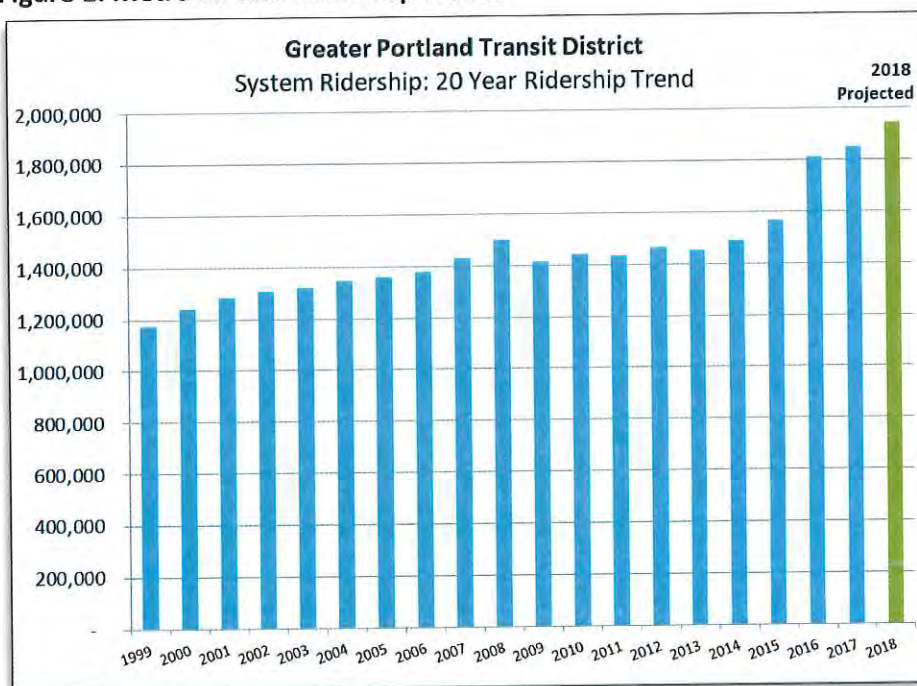
Metro operates ten (10) bus routes serving the communities of Brunswick, Falmouth, Freeport, Gorham, Portland, South Portland, Westbrook, and Yarmouth. Metro works with the Portland Area Comprehensive Transportation System (PACTS), the Greater Portland Council of Governments (GPCOG), multiple partner transit agencies, and member communities to implement a coordinated regional transit system.



The following key performance metrics are provided for information:

- Projected 2018 Ridership: 1,940,000 (up 5% from 1,850,000 in 2017)
- Projected 2018 Fare Recovery Ratio: 23% (down from 24% in 2017)
- Projected 2018 LOCAL System Productivity: 2.0 boardings per mile (matching 2017).

Figure 1: Metro 20 Year Ridership Trends



2018 TOP ACCOMPLISHMENTS

- **Ridership Growth** – 2018 ridership is expected to be 5% higher than 2017 due to mid-year service expansions.
- **Transit West Project** – In August 2018, Metro implemented as scheduled two new bus routes (the Husky Line and Route 3) along with supporting bus stop improvements, restructured three (3) existing routes to be more direct and efficient, and introduced the USM Transit Pass Program.
- **New and Replacement Bus Fleet** – Based on a 2016 competitive procurement, Metro took delivery of eight 40-foot expansion buses in 2018 along with three 40-foot replacement buses. The new buses are larger and include modern amenities such as: three position bike



racks, in-seat USB ports, improved seating, modern styling, and brighter interiors. An additional 13 buses of the same model will be delivered over the course of 2019 and 2020 which will replace buses that will have surpassed their 12-year useful life.

- **Fleet Wide Wi-Fi** – Along with the new bus fleet, Wi-Fi was installed on ALL Metro buses to improve the passenger experience.
- **Metro Brand Update** – With the incoming expansion and replacement buses during 2018-2020, 2018 was the right year to update Metro's brand, logo, and vehicle paint scheme. The updated brand and paint scheme reflect Metro's work toward modernizing public transit in Maine and establishing a stronger identity in the region.
- **Bus Shelters** – In addition to the bus stop improvements supporting the new bus routes, eight bus shelters were installed.
- **Rebooted Website** – Metro introduced a new web site with the goals of improving easy access to transit information and aligning with the agency's new look.

2019 TOP OBJECTIVES

- **Automated Fare Payment** – complete procurement phase for deployment of automated fare payment, which will allow better fare payment options for customers (e.g., payments by mobile app and smart cards) and roll-out of more special programs for universities, schools, and major employers. Implementation is planned for mid-to-late 2019.
- **Fare Pricing Changes** – alongside improvements in fare payment options, Metro plans to modify, and most likely increase, pricing of the single one-way cash fare along with the various pass products. However, new fare payment technology and "fare capping" will allow a major improvement in the cost equity of fare payment. Fare capping is a method whereby passengers using smart cards or smart phone apps will receive price discounts based on trips taken. This stands in contrast to the current system which provides discounts based on up-front costs.
- **Portland Peninsula Transit Restructure** – In 2019, Metro will commence a community planning process to re-imagine and restructure how public transit on the peninsula can be improved. This process must be strongly integrated with city goals and activities to improve mobility and reduce parking demand and traffic congestion. Metro anticipates working in partnership with the City of Portland, stakeholders and the public and advancing a slate of service changes and improvements that can be implemented in mid-2020. These service improvements will be focused on improving mobility options for getting onto and around the peninsula and be implemented in connection with the introduction of battery electric buses.



- **Falmouth Transit Service** – Metro anticipates working with the town of Falmouth in 2019 on options to improve transit service within the town.
- **Metro BREEZ Permanence** – during the course of early 2019, Metro will be working with the communities of Brunswick, Freeport and Yarmouth to move the project from its pilot phase to permanence. This also entails bringing these communities onto the Metro Board of Directors as full members who also share in covering their fair portion of the agency's fixed and overhead costs.
- **PACTS Regional Transit Development Plan Phase 2** – Work with PACTS/GPCOG and regional transportation partners to complete Phase 2 of the Regional Transit Development Plan. Phase 2 will have a longer-term focus aimed at recommending the strongest possible transit system and investment priorities for the region.
- **Replacement Facility Preliminary Study** – Metro plans to complete a preliminary study of the options, locations, cost, funding strategies and overall feasibility of constructing a replacement facility within 5-7 years. This study would be based on a reasonable long-range forecast of service expansion needs and projected fleet size.

2019 OPERATING AND CAPITAL BUDGET

The current draft of the 2019 operating budget totals \$11,402,767. This budget represents a 13% increase over the 2018 total budget of \$10,102,931. The major reason for the increase includes the annualization of costs related to the Transit West expansion but for which Metro also receives offsetting revenue from a variety of sources including federal funding and fare revenue. The remainder of the cost increase is related debt service related to the expansion and replacement fleet; programmatic improvements including software maintenance fees for a replacement financial management system, additional positions and customer amenities; and cost and price increases related to labor, fuel, and commodities. Amounts related to these items are provided below.

The body of this memo reports on the proposed 2019 expenditures, anticipated revenues, proposed new cost allocation method for determining local contributions, and the proposed 2019-2023 Capital Improvement Program.



Table 2: Summary of Proposed 2019 Operating Budget

Budget Category	2018 Budget	2019 Budget	Expansion	Program Imp	Cost/Price Increase	Reduct/ Efficiencies	Total Change
Personnel	\$ 7,113,952	\$ 7,920,996	\$ 346,590	\$ 66,305	\$ 415,979	\$ (21,830)	\$ 807,044
Non-personnel	\$ 2,131,597	\$ 2,593,129	\$ 156,870	\$ 187,720	\$ 157,417	\$ (40,475)	\$ 461,532
Debt Service	\$ 157,582	\$ 270,642	\$ 31,309	\$ 58,491	\$ 23,260	\$ -	\$ 113,060
Capital Program	\$ 131,600	\$ 166,000	\$ -	\$ 29,400	\$ -	\$ -	\$ 29,400
Fund Balance	\$ 45,000	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ -
ADA Paratransit	\$ 523,200	\$ 450,000	\$ -	\$ -	\$ -	\$ (73,200)	\$ (73,200)
<i>Additional Budget Reduction</i>	<i>\$ -</i>	<i>\$ (43,000)</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ (43,000)</i>	<i>\$ (43,000)</i>
Total	\$ 10,102,931	\$ 11,402,767	\$ 534,769	\$ 341,916	\$ 596,656	\$ (178,505)	\$ 1,294,836
			5%	3%	6%	-2%	13%

Table 3: Draft 2019 Line Item Operating Budget

	2017 ACTUAL	2018 ORIG BUD	2019 Request	2019 \$ +/-	2019 % +/-	Note #
Wages & Benefit Expenditures						
Wages						
Regular Wages	\$ 4,010,640	\$ 4,692,117	\$ 5,259,226	\$ 567,109	12.1%	1
Overtime - Operations	271,720	253,880	332,321	78,441	30.9%	2
Overtime - Maintenance	32,263	40,040	42,600	2,560	6.4%	
Overtime - Administration	3,895	5,000	2,900	(2,100)	-42.0%	
Total Wages	4,318,518	4,991,037	5,637,047	646,010	12.9%	
Benefits						
FICA	321,793	368,942	408,974	40,032	10.9%	3
Health Ins	955,278	1,219,774	1,310,041	90,267	7.4%	4
HRA Payments	51,952	70,000	59,668	(10,332)	-14.8%	5
Dental Insurance	47,497	55,839	64,285	8,446	15.1%	6
Disability Insurance	31,758	32,584	48,108	15,524	47.6%	7
Workers Comp	64,550	77,741	92,166	14,425	18.6%	
Unemployment	10,660	9,000	2,000	(7,000)	-77.8%	8
Pension	228,927	260,985	258,587	(2,398)	-0.9%	9
Uniforms	16,172	20,150	28,820	8,670	43.0%	10
Contract Reimb	9,254	7,900	11,300	3,400	43.0%	11
Total Benefits	1,737,841	2,122,915	2,283,949	161,034	7.6%	



Table 3: Draft 2019 Line Item Operating Budget Continued

	2017 ACTUAL	2018 ORIG BUD	2019 Request	2019 \$ +/-	2019 % +/-	Note #
<i>Non-Personnel Expenditures</i>						
Tuition Reimbursement	1,508	3,000	-	(3,000)	-100.0%	
Wellnes Program	3,279	12,000	6,516	(5,484)	-45.7%	
Legal Fees	32,527	30,000	30,000	-	0.0%	
Audit Fees	21,000	20,000	19,500	(500)	-2.5%	
Arch & Engineering Fees	-	5,000	-	(5,000)	-100.0%	
Temporary Help	88,511	-	26,000	26,000	100.0%	12
Employment Services	8,787	6,538	6,538	-	0.0%	
HRA Fees	5,140	6,600	6,864	264	4.0%	
Technology Services	36,432	45,074	113,698	68,624	152.2%	13
Bank and CC Fees	8,220	7,800	9,840	2,040	26.2%	
Advertising	21,739	40,500	34,550	(5,950)	-14.7%	14
Postage	3,255	3,886	3,536	(350)	-9.0%	
Other Contracted Services	57,444	110,990	106,310	(4,680)	-4.2%	15
Office Machine Maintenance	3,327	3,047	5,090	2,043	67.0%	
Maintenance Services	82,637	139,377	140,677	1,300	0.9%	
Snow Plowing and Removal Svc	7,192	8,000	9,000	1,000	12.5%	
Custodial Services	-	-	20,000	20,000	-100.0%	16
Miscellaneous Services	2,049	2,920	2,420	(500)	-17.1%	
CNG Fuel	202,055	278,000	371,882	93,882	33.8%	17
Diesel Fuel	208,296	259,794	407,338	147,544	56.8%	18
Greases and Fluids	46,974	45,139	59,500	14,361	31.8%	
Tires and Tubes	47,657	41,000	61,000	20,000	48.8%	19
Shop Supplies	22,466	28,000	31,000	3,000	10.7%	
Shelter Supplies	6,335	10,000	10,000	-	0.0%	
Building Supplies	36,722	58,500	53,000	(5,500)	-9.4%	
Supplies Cust Rel & Promo	20,006	19,800	34,850	15,050	76.0%	20
Office Supplies	16,199	18,000	23,000	5,000	27.8%	
Fare Media	10,493	11,150	7,500	(3,650)	-32.7%	
Parts	364,771	301,500	295,764	(5,736)	-1.9%	21
Minor Equipment- Buildings	-	1,000	7,720	6,720	-100.0%	
Heating Fuel	129,121	157,008	163,523	6,515	4.1%	
Electricity	110,129	116,942	131,241	14,299	12.2%	
Water/Sewer/Stormwater	22,161	23,728	27,803	4,075	17.2%	
Phone/Cell/Internet	25,424	47,748	61,988	14,240	29.8%	22
Auto/Liability Insurance	180,832	225,911	257,026	31,115	13.8%	23
Dues and Subscriptions	19,392	22,603	21,978	(625)	-2.8%	
Conferences and Travel	8,382	14,820	19,920	5,100	34.4%	24
Meals and Hosting	7,569	5,832	5,932	100	1.7%	
Liscenses and Permits	386	390	625	235	60.3%	
ADA Paratransit Services	535,646	523,200	450,000	(73,200)	-14.0%	25
Interest Expense	23,417	20,134	62,068	41,934	208.3%	26
Debt Service Principal	122,971	137,448	208,574	71,126	51.7%	27
Contribution to Unrest Balance	45,000	45,000	45,000	-	0.0%	
GF Cap Outlay for Oth Cap Itms	124,600	131,600	166,000	34,400	26.1%	28
<i>Additional Budget Reductions</i>	-	-	<i>(43,000)</i>	<i>(43,000)</i>	<i>n/a</i>	<i>29</i>
Total Non-personnel	2,720,051	2,988,979	3,481,771	492,792	16.5%	
Total Expenditures	\$ 8,776,410	\$ 10,102,931	\$ 11,402,767	\$ 1,299,836	12.9%	



Table 4: Notes on Draft 2019 Line Item Operating Budget

Note #	Line Item	Explanation
1	Regular Wages	Increase related to annualization of 11 bus operator positions added in 2018 to support the Transit West expansion. Also, 2.5 new positions are proposed in 2019 and include a Fleet Care Worker, an additional Bus Operator and a Technology Manager scheduled to be hired mid-year. Finally, labor costs are increasing due to 2.75% COLA increase based on the Collective Bargaining Agreement (CBA) as well as programmed step increases which are also mandated by the CBA.
2	Overtime Wages	Overtime wages is increasing in the operations category due to higher service levels and numbers of employees. As a percentage of Regular Wages, Overtime Wages is expected to be consistent at about 7-8%. The current year (2018) is seeing very high overtime wages due to health related employee absences and position vacancies. Staff is preparing additional information for the Board on how the overtime budget is developed and optimized.
3	FICA	This increase is driven by wages.
4	Health Insurance	Additional employees as well as Medical insurance costs estimated to increase by 5%. Past increases were 8% in 2018 and 13% in 2017.
5	HRA Payments	Cost is determined in relation to actual history of payments and numbers of employees.
6	Dental Insurance	Dental insurance costs are estimated to increase by 5% along with additional employees.
7	Disability Insurance	This amount is based on on wages (updated 2018 and 2019 wage base).
8	Unemployment	Increase related to Modification Rate increase and increase in overall wages.
9	Pension	Despite the increase in staff, the retirement program is now voluntary, so the participation rate assumption is slightly lower.
10	Uniforms	An increase in the allowance for uniforms was included as part of the current CBA.
11	Contract Reimb	An increase in the allowance for uniforms was included as part of the current CBA.
12	Temporary Help	This cost is related to sourcing temporary assistance to cover a planned leave in the Finance Dept.
13	Technology Services	Cost increase is related to the software hosting/maintenance fees for the Financial Management System (Finance, Payroll, HR) as well as the annual maintenance fee for the new web site.
14	Advertising	Net reduction related to reduced advertising need in relation to the 2018 expansion year (-\$15,000). There are programmed increases for recruiting (\$5,000) and BREEZ outreach (\$7,500).
15	Other Contracted Services	Net reduction related to removal of one-time expenses (-\$35,000) related to the 2018 Transit West launch. Programmed increases include a Security Program (\$38,000), marketing design and creative services (\$22,000) and design/production of new regional map (\$15,000).
16	Custodial Services	With building/grounds staff taking on additional duties related to bus stop/and shelter maintenance, there is a need to outsource custodial services at the main office and passenger facility at Elm/Congress.
17	CNG Fuel	Cost increase related to expansion service and anticipated higher natural gas pricing.
18	Diesel Fuel	Cost increase related to expansion service and anticipated higher diesel pricing as of September 2019.
19	Tires and Tubes	Cost increase related to fleet expansion from 36 to 44.
20	Supplies Cust Rel & Promo	Increase related to higher quantity needs for transit schedules and informational brochures.
21	Parts	Although fleet size is increasing, new buses incorporated in 2018 and planned to be phased in in 2019 will contain growth in this line item.
22	Phone/Cell/Internet	Added cost related to extending Wi-Fi to entire fleet and annual maintenance fees related to extending the AVL system to additional buses.
23	Auto/Liability Insurance	Increase related to fleet size increasing as well as higher cost to ensure newer buses compared to older ones.
24	Conferences and Travel	Conferences and training opportunities programmed for all departments.
25	ADA Paratransit Services	Reduction related to new agreement with RTP which reduced rate per boarding.
26	Interest Expense	Short and long term interest increasing due to greater utilization of short-term debt due to cash flow and long-term interest on bonded debt for buses.
27	Debt Service Principal	Increase related to bonded debt to cover local match on 8 expansion buses and 3 replacement buses.
28	Capital Program	Refer to proposed Capital Improvement Program - Attachment A
29	Additional Budget Reductions	An additional \$43,000 in budget reduction measures is needed to ensure municipal contributions are sustainable in 2019. Staff are continuing to identify and advance additional measures.



Table 5: Draft 2019 Line Item Revenue Budget

Revenue Category	2018 Budget	% of Total	2019 Budget	% of Total	# Change	% Change	Note #
Fare Revenue	\$ 2,280,878	22.6%	\$ 2,634,201	23.1%	\$ 353,323	15.5%	1
Miscellaneous Revenue	\$ 361,024	3.6%	\$ 420,000	3.7%	\$ 58,976	16.3%	2
State	\$ 170,426	1.7%	\$ 170,426	1.5%	\$ -	0.0%	3
Federal 5307 (Operations)	\$ 1,822,174	18.0%	\$ 2,013,698	17.7%	\$ 191,524	10.5%	4
Federal 5307 (Prev. Maint.)	\$ 706,801	7.0%	\$ 845,000	7.4%	\$ 138,199	19.6%	5
Federal 5307 (JARC)	\$ -	0.0%	\$ 15,459	0.1%	\$ 15,459	0.0%	6
Federal 5307 (ADA)	\$ 418,560	4.1%	\$ 360,000	3.2%	\$ (58,560)	-14.0%	7
Federal CMAQ (Breez)	\$ 303,464	3.0%	\$ 329,800	2.9%	\$ 26,336	8.7%	8
Federal CMAQ (Transit West)	\$ 296,667	2.9%	\$ 623,822	5.5%	\$ 327,155	110.3%	9
Federal (Alt Fuel Tax Credit)	\$ -	0.0%	\$ -	0.0%	\$ -	0.0%	
Municipal (Non-Members)	\$ 148,334	1.5%	\$ 158,200	1.4%	\$ 9,866	6.7%	10
Municipal (Members - ADA)	\$ 104,640	1.0%	\$ 90,000	0.8%	\$ (14,640)	-14.0%	11
Municipal (Members - BUS)	\$ 3,489,964	34.5%	\$ 3,742,162	32.8%	\$ 252,198	7.2%	12
Total	\$ 10,102,931	100%	\$ 11,402,767	100%	\$ 1,299,836	13%	

Revenues

1. **Fare Revenue** – Fare revenue is budgeted to total \$2,634,201. The 2018 fare revenue budget is \$2,280,878 while actual fare revenue is expected to total \$2,175,000-\$2,200,000. The increase in 2019 is related to the anticipated ridership increase stemming from the Transit West expansion as well as a fare increase in the second half of the fiscal year. Budgeted Fare Recovery (ratio of fare revenue to operating expenses) is anticipated to be 25% in 2019. Actual fare recovery in 2018 is projected to be 22-23%. Fare recovery in 2020 should exceed 25% given this will be the first full year of the fare increase, but also depends on 2020 cost factors.
2. **Miscellaneous Revenue** – includes revenue from advertising, lease revenue, and fuel/maintenance services provided to other agencies. This revenue is allocated by revenue hour to the LOCAL system only. While under the pilot phase, the BREEZ system does not draw from these revenue sources.
 - a. *Advertising Revenue* – is expected to increase from \$232,300 to \$270,000 due to increasing base advertising sales in 2018 and anticipated revenue from advertising on new bus shelters including on Congress Street in Portland.
 - b. *Lease Revenue* – is expected to increase from \$38,424 to \$40,732 based on lease terms with RTP.
 - c. *Outside Repair/CNG Sales* – is expected to decrease from \$58,000 to \$52,000 based on history.



- d. *Miscellaneous Income* – is expected to increase from \$32,000 to \$58,100 due to higher interest income, sale of surplus buses and revenue from USM through advertising.
- 3. **State Funding** – includes annual funding from the state of Maine. This funding source is static at \$170,426 and is not expected to increase for several more years. This revenue is allocated by revenue hour to the LOCAL system only. While under the pilot phase, the BREEZ system does not draw from this revenue source.
- 4. **Federal Funding (Operations)** – set at **\$2,013,698** this includes Federal Transit Administration (FTA) Section 5307 funding for Operations activities. This revenue is allocated by revenue hour to the LOCAL system only. While under the pilot phase, the BREEZ system does not draw from this funding source.
 - a. Based on current PACTS programming, Metro is scheduled to receive **\$1,958,990** in federal funding to support operations. This is an increase of \$135,388 (7.4%).
 - i. Of this amount, \$98,916 reflects the first year of permanent federal operating support for the Metro BREEZ. As the start-up CMAQ funding is drawn down, this amount will assist with the transition of the BREEZ from its pilot phase to permanence.
 - ii. The remaining \$36,472 reflects the annual 2% increase programmed in the PACTS' Six Year Operating and Capital Program (SYCOP) to support cost increases of ongoing operations.
 - b. Metro staff will be submitting a request to PACTS to increase the inflation factor to 5-7% in 2019. At 5%, this could add an additional **\$54,708**. The annual escalation rate currently programmed in the SYCOP is 2%. From 2016-2019, the cost of labor and external price increases have averaged 3.8% annually. In addition, Metro will request that the SYCOP assume 3% annual increases prospectively to adequately cover the price increases related to labor costs, health insurance, and fuel.
- 5. **Federal Funding (Preventive Maintenance)** – includes FTA Section 5307 funding for Preventive Maintenance activities. This revenue is allocated by revenue hour to the LOCAL system only. While under the pilot phase, the BREEZ system does not draw from this funding source. Based on current PACTS programming, Metro is scheduled to receive \$720,937 in federal funding to support Preventive Maintenance activities. This funding



can cover the cost of fleet and facilities maintenance including labor, parts, and external repair contracted services. This is an increase of \$14,136 (2.0%).

- a. Metro staff will be submitting a request to PACTS to increase this to at least 5% in 2019 to correct under-funding the previous three years. The annual escalation rate programmed in the PACTS Six Year Operating and Capital Program (SYCOP) is 2%. From 2016-2019, the cost of labor and external price increases have averaged 3.8% annually. In addition, Metro will request that the SYCOP assume 3% annual increases prospectively.
 - b. Metro is proposing to utilize \$100,000 from a Preventive Maintenance reserve grant in 2019 as a bridge to offset the impact of a half-year fare increase in 2019. The other half of the fare increase will be realized in 2020 and ensure this use of one-time funding is backed by a recurring funding solution.
6. **Federal Funding (JARC)** – Since the mid-2000s through 2017, Metro allocated a \$40,500 credit to Falmouth with corresponding proportional debits to Portland and Westbrook. In 2018, the Board approved a reduction to \$30,917 as part of a 3-year phase out of the program. Based on Finance Committee direction on August 6, 2018, the amount is reduced by 50% to \$15,917. Along with this change, staff recommend an additional change:
- a. Secure an additional \$15,917 in FTA Section 5307 funding for 2019 only and allocate to Falmouth's portion of the Route 7 as a direct source of funding rather than a credit which impacts Portland and Westbrook. This tactic is subject to PACTS approval in early 2019. *Using supplemental funding and this approach, Portland and Westbrook are no longer subsidizing Falmouth's portion of the Route 7.*
7. **Federal Funding (ADA)** – includes FTA Section 5307 funding that supports the required ADA Complementary Paratransit services for Metro's bus service area. The amount of federal funding is expected to decrease from \$418,560 in 2018 to \$360,000 in 2019 due to a new agreement with Metro's service provider, RTP. In the new agreement, the cost per trip was reduced. However, Metro's 2019 funding programmed at PACTS is only \$272,000. Metro staff will be requesting an increase through the regular PACTS process in early 2019.



8. **Federal Funding (CMAQ BREEZ)** – includes Federal Highway Administration (FHWA) Congestion Mitigation and Air Quality (CMAQ) funding to support three years of operations activities for the BREEZ. This revenue is allocated by revenue hour to the BREEZ Route only, but evenly split among the communities served. Revenue hours are evenly split because this is limited stop, express bus service with significant segments operated on highway.
 - a. Budgeted Funding - 2019 funding is budgeted to be \$329,800 up slightly from 328,821 in 2018. This final allocation of the CMAQ start-up grant will fund the BREEZ through the end of the pilot period in 2019.
9. **Federal Funding (CMAQ Transit West)** – includes Federal Highway Administration (FHWA) Congestion Mitigation and Air Quality (CMAQ) funding to support 3 years of operations activities for the Transit West Routes. This revenue is allocated by revenue hour to the Transit West Routes only (Husky Line and Route 3).
 - a. Budgeted Funding - 2019 funding is budgeted to be \$623,822 up from 296,667 in 2018. This is the first year of full funding and second year overall.
10. **Municipal (Non-Members)** – the budgeted amount of \$158,200 represents that anticipated local funding from the towns of Brunswick, Freeport, and Yarmouth (each at \$41,067) for the continuation of service through December 31, 2019 and a transition to bearing the appropriate share of maintenance and overhead costs. This amount also includes the town of Gorham's \$35,000 contribution to the Husky Line.
11. **Municipal (Members-ADA)** – the budgeted amount of \$90,000 represents anticipated local funding needed to support ADA Complementary Paratransit services for Metro's bus service area. The amount of funding is expected to decrease from \$104,640 in 2018 to \$90,000 in 2019 due to a new agreement with Metro's service provider, RTP. In the new agreement, the cost per trip was reduced. Please note that a portion of Gorham's contribution to the Husky Line includes a small dollar amount for any ADA paratransit trips in Gorham.
12. **Municipal (Members)** – Historically, Metro has allocated the net cost of service to municipalities based on Revenue Miles. For a small transit system with uniform service levels and characteristics, this was a simple and generally equitable method.



However, because Fixed and Variable costs are not separated, the principal weakness of the method is that mileage changes in one municipality can have large impacts on costs in other municipalities. Additionally, as Metro grows and has introduced higher speed/limited stop services, the Revenue Miles metric is less accurate at equitably representing the service supplied to a community, and by extension, the costs to provide it. Finally, while Revenue Miles is a fair measure of service supply, the metric is detached from any productive incentives at the municipal level to take steps toward improving the conditions in which transit operates.

Accordingly, staff recommended and the Metro Board approved allocating costs based on the following methods:

- a) **Revenue Hours** – In order to standardize the cost to operate service across routes with varying speeds and because personnel expense is Metro’s largest cost category, staff recommend using Revenue Hours as the primary cost allocation factor. Revenue Hours levels the playing field as it relates to allocating costs across routes. In general, using Revenue Hours as the primary cost allocation method will mean that faster routes have lower costs and slower routes have higher costs.
 - Importantly, this method creates a productive incentive for municipalities to work with Metro on strategies to shorten running times (e.g., transit signal priority systems, intersection treatments that allow buses to leap-frog long traffic cues, in-line stops, and dedicated lanes or lane segments).
- b) **Costs per Hour** – use separate costs per hour (CPH) for the LOCAL system and the BREEZ system. This is related to the structural differences in the cost to operate the BREEZ, including lower fleet maintenance, insurance and fuel costs; segmented local funding for capital projects; and the BREEZ’s status as a pilot project which temporarily exempts it from Metro’s overhead costs. The CPH for both the LOCAL and BREEZ systems are generated by dividing the total cost to operate each system by each system’s revenue hours.
- c) **Fare Revenue** – allocate fare revenue by route and jurisdiction based on ridership and average fare. This is a standard method for allocating fare revenue in multi-jurisdictional transit agencies. The benefits of this method are that communities delivering higher ridership receive the appropriate fare revenue. Moreover, the method avoids questions over whether and to what extent higher ridership communities are subsidizing lower ridership communities.



- Similar to Revenue Miles, allocating fare revenue to municipalities according to ridership creates a productive incentive to build ridership as well as critically examine and take corrective action on under-performing routes.
- d) **Non-Member Communities** – continue the policy of allocating the cost of service in a non-member community’s jurisdiction based on the member communities’ allocation percentages. This practice is undertaken when Metro determines that the value of providing service in a non-member community’s jurisdiction outweighs the absence of local funding coming from that community. The main example and precedent for this policy is Metro’s operation of the Route 5 to the Maine Mall. In 2019, this policy extends to the Route 3 segment in South Portland and the Husky Line segment in Gorham less the amount contributed by Gorham under the pilot program.

Based on the anticipated expenditures and revenue and proposed improvements in cost/revenue allocation, Table 5 presents the anticipated assessments for 2019.

Table 6: Member Community Assessments

<i>Member Communities</i>	<i>2018 Allocations</i>	<i>Rev. Member Allocations</i>	<i>\$ Change</i>	<i>% Change</i>	<i>Service Increase %</i>
Falmouth	\$ 163,873	\$ 179,941	\$ 16,068	8.9%	0%
Portland	\$ 2,709,916	\$ 2,787,772	\$ 77,856	2.8%	10%
Westbrook	\$ 616,175	\$ 774,449	\$ 158,274	20.4%	64%
Total	\$ 3,489,964	\$ 3,742,162	\$ 252,198	6.7%	22%

Notes on major factors impacting each community:

Portland

- The factors affecting Portland’s anticipated assessment are the Transit West improvements, program/cost increases, planned fare increase, and Westbrook’s proportional service increase, which means Portland’s relative share of fixed and overhead costs reduces.
- The proposed changes to cost and revenue allocation generally offset each other in 2019, but set the stage for relatively stronger cost containment in the future than would be possible under the status quo.
 - Portland has the highest ridership performance and the greatest potential for future ridership development. All things being equal, activities that help create ridership in Portland will mean Portland receives 100% of the associated fares compared to only about 70% under the existing method.



- Metro and Portland can and should work together to improve route speeds through efforts to prioritize and further streamline transit, which can also positively impact future assessments.
- The proposal to fund the final year of the Falmouth JARC program with new funding means Portland will no longer bear any share of maintaining this program.

Falmouth

- The major contributing factors to Falmouth's anticipated assessment are the overall program and cost increases, planned fare increase, and the planned reduction of the JARC grant program.
- The proposed change to cost allocation generally favors Falmouth due to the faster speeds of routes in the town. The proposed change to fare revenue allocation negatively impacts Falmouth due to its current lower relative ridership. However, Metro and the town of Falmouth can work together to positively impact this.

Westbrook

- The major contributing factors to Westbrook's anticipated assessment are the Transit West improvements, program/cost increases, planned fare increase, and Westbrook's proportional service increase, which means it absorbs more of Metro's fixed and overhead costs. The \$774k assessment amount is within expectations previously provided to Westbrook City Administration and City Council in 2017.
- The proposed changes to cost and revenue allocation generally offset each other in 2019 but set the stage for relatively stronger cost containment in the future than would be possible under the status quo. Especially due to the Husky Line and Route 3, route speeds are generally faster, whereas ridership and fare revenue are below the system average. However, ridership and revenue are expected to increase as the new routes mature. The addition of a stop at the Rock Row development is expected to increase ridership on the Husky Line in Westbrook.
- Looking ahead, Metro and Westbrook should continue to work together to improve route speeds through efforts to prioritize and further streamline transit.



- The proposal to fund the final year of the Falmouth JARC program with new funding means Westbrook will no longer bear any share of maintaining this program.

On behalf of the Metro Board of Directors, please accept our thanks for supporting public transportation. We look forward to continuing our efforts and record of results in advancing transit in the region. If you have any questions, please do not hesitate to contact me.

Respectfully,

Greg Jordan

Greg Jordan
General Manager/CEO

Attachment A – 2019-2023 Capital Improvement Program

Attachment B – Statutory Budget Procedures Applicable to the Greater Portland Transit District



**CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Memberships / Other 65							
Transit District (Metro) 10065200							
*	Contributions	\$2,713,649	\$2,709,916	\$2,787,772	\$2,787,772	\$74,123	2.73%
**	Transit District (Metro)	\$2,713,649	\$2,709,916	\$2,787,772	\$2,787,772	\$74,123	2.73%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Regional Transportation 10065300							
*	Contributions	\$72,380	\$72,380	\$78,480	\$78,480	\$6,100	8.43%
**	Regional Transportation	\$72,380	\$72,380	\$78,480	\$78,480	\$6,100	8.43%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Memberships - Misc 10065400							
*	Contractual Services	\$50,000	\$50,392	\$50,000	\$50,000	\$0	0.00%
*	Contributions	\$353,910	\$353,910	\$353,910	\$387,388	\$33,478	9.46%
**	Memberships - Misc	\$403,910	\$404,302	\$403,910	\$437,388	\$33,478	8.29%
****	Memberships / Other	\$3,189,939	\$3,186,598	\$3,270,162	\$3,303,640	\$113,701	3.56%



**Peaks Island Council
FY 2020 Budget Request
As Approved for Submission
February 27, 2019**

Motion: The Peaks Island Council requests the Portland City Council to allocate the following funds to the **Peaks Island Council FY2020** Parking and Transportation Fund in the amount of \$40,000 in accordance with the following items:

Item A: The Peaks Island Council requests the City Manager or his designee to expend monies from the Parking and Transportation Fund payable to Casco Bay Lines to purchase bicycle tickets for a **summer bike ticket program** on Peaks Island. The total is not to exceed \$500.00 .

Jon Jennings, Portland City Manager

Date

Item B: The Peaks Island Council requests the City Manager or his designee to expend monies from the Parking and Transportation Fund payable to Casco Bay Lines to purchase tickets for needs-based Peaks Island residents. To receive **Needs-Based tickets**, recipients must fit defined criteria developed by the Peaks Island Council. The total is not to exceed \$3,800.

Jon Jennings, Portland City Manager

Date

Item C: The Peaks Island Council requests the City Manager or his designee to transfer to the Portland School Department \$5,000.00 to cover the cost of extending Portland School Department issued 10-month Casco Bay Lines **passes for Peaks Island public middle and high schools students** to 12-month passes.

Jon Jennings, Portland City Manager

Date

Item D: The Peaks Island Council requests the City Manager or his designee to expend monies from the Parking and Transportation Fund payable to Casco Bay Lines for Island resident **college students**: for up to 3 monthly stickers per student @ \$82.45/sticker, not to exceed \$247.00 . For the purposes of PIC transportation support, a college student shall be defined as a full-time island resident carrying a full-time course load (12 credits) at a Portland-area institution of higher education.

Jon Jennings, Portland City Manager

Date

Item E: The Peaks Island Council requests the City Manager or his designee to issue vouchers in the amount of \$84 per voucher per student to the parents of **children attending private schools** off-island. Criteria for determination of residency will be directed through the Island/Neighborhood Administrator's Office. Total cost allocated is \$330.00 .

Jon Jennings, Portland City Manager

Date

Item F: Police Cadet

The Peaks Island Council requests that the Portland City Manager allow the allocation of \$2,067 to reimburse the Portland Police Department for a portion of the cost of establishing a Police Cadet on Peaks Island for the period from ***July 1, 2019 – Sept 17, 2019, and for the period from May 25, 2020-June 30, 2020.*** The Cadet will focus on the Island Avenue/Welch Street area. The Cadet will assist with congestion issues in and around the Peaks Island ferry landing.

Jon Jennings, Portland City Manager

Date

Item G: ITS: a.k.a., Island "Taxi" The Peaks Island Council requests the City Manager or his designee to provide an allocation of \$20,000.00 to the **Island Transportation System** for continued support of the only transportation service available to residents.

Jon Jennings, Portland City Manager

Date

Item H: The Peaks Island Council requests the City Manager or his designee to provide an allocation of \$4,750.00 to **Peaks Island Tax & Energy Assistance (PITEA)** for the express purposes of assisting eligible island residents with heating costs. Applications for eligibility approved by Peaks Island Clergy, and monies are paid by PITEA directly to the fuel company.

Jon Jennings, Portland City Manager

Date

Item I: The Peaks Island Council requests the City Manager or his designee to provide an allocation of \$750 to the **Peaks Island Environmental Team (PEAT)** for the purposes of printing visitor-education materials.

Jon Jennings, Portland City Manager

Date

Item J: The Peaks Island Council requests the City Manager, or his designee to provide an allocation of \$2056.00 to the Peaks Island Council for **Administrative Expenses**.

Jon Jennings, Portland City Manager

Date

Item K: The Peaks Island Council requests the City Manager, or his designee provide an allocation of \$500.00 in support of the **Peaks Island Website** to Friends of the Peaks Island Library, a 501c3 organization, serving as fiscal agent for the website effort.

Jon Jennings, Portland City Manager

Date

Wage Adjustment 67-00

**CITY OF PORTLAND, ME
FY20 DEPARTMENT ORG NET SUMMARY REPORT**

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
General Fund						
Wage Adjustment 67						
10067000 Total EXPENDITURE	\$60,000	\$0	\$50,000	(\$165,000)	(\$225,000)	-375.00%
** Wage Adjustment NET	\$60,000	\$0	\$50,000	(\$165,000)	(\$225,000)	-375.00%
**** Wage Adjustment Net	\$60,000	\$0	\$50,000	(\$165,000)	(\$225,000)	-375.00%
***** General Fund Net	\$102,390,784	\$100,576,679	\$111,852,969	\$104,921,340	\$2,530,556	2.47%

Fish Pier 530

CITY OF PORTLAND, ME
FY20 ENTERPRISE FUND NET SUMMARY REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Fish Pier Authority Fund						
Public Buildings & Waterfront 35						
53035301 Total EXPENDITURE	\$398,213	\$434,713	\$381,927	\$388,679	(\$9,534)	-2.39%
53035301 Total REVENUE	(\$398,213)	(\$434,713)	(\$381,927)	(\$388,679)	\$9,534	-2.39%
** Pub Bldg & Wtrfnt - Fish Pier NET	\$0	\$0	\$0	\$0	\$0	---
*** PB & Wtrfnt - Waterfront NET	\$0	\$0	\$0	\$0	\$0	---
**** Public Buildings & Waterfront NET	\$0	\$0	\$0	\$0	\$0	---
***** Fish Pier Authority Fund NET	\$0	\$0	\$0	\$0	\$0	---

CITY OF PORTLAND, ME
FY20 ENTERPRISE FUND CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Fish Pier Authority Fund 0530						
* Payroll	\$32,000	\$32,000	\$32,000	\$32,000	\$0	0.00%
* Benefits	\$0	\$0	\$0	\$0	\$0	---
* Operating Transfers	\$0	\$0	\$0	\$0	\$0	---
* Administrative Sves	\$7,842	\$7,842	\$7,842	\$14,594	\$6,752	86.10%
* Contractual Services	\$44,619	\$44,619	\$42,676	\$42,676	(\$1,943)	-4.35%
* Maintenance & Repair	\$235,000	\$268,500	\$225,000	\$225,000	(\$10,000)	-4.26%
* Insurance	\$13,440	\$13,440	\$13,119	\$13,119	(\$321)	-2.39%
* Supplies	\$13,500	\$13,500	\$13,500	\$13,500	\$0	0.00%
* Utilities	\$35,304	\$38,304	\$35,304	\$35,304	\$0	0.00%
* Contributions	\$0	\$0	\$0	\$0	\$0	---
* Capital Outlay	\$0	\$0	\$0	\$0	\$0	---
* Debt Service	\$16,508	\$16,508	\$12,486	\$12,486	(\$4,022)	-24.36%
** Fish Pier Authority Fund	\$398,213	\$434,713	\$381,927	\$388,679	(\$9,534)	-2.39%

Sewer Fund 570

**CITY OF PORTLAND, ME
FY20 ENTERPRISE FUND NET SUMMARY REPORT**

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Sewer Utility Fund Finance 15						
57015300 Total EXPENDITURE	\$134,810	\$136,045	\$141,938	\$141,938	\$7,128	5.29%
** Sewer Utility Finance NET	\$134,810	\$136,045	\$141,938	\$141,938	\$7,128	5.29%
*** Acct, Budget & Purchasing NET	\$134,810	\$136,045	\$141,938	\$141,938	\$7,128	5.29%
**** Finance NET	\$134,810	\$136,045	\$141,938	\$141,938	\$7,128	5.29%
Sewer Utility Fund Public Works 31						
57031000 Total REVENUE	(\$26,321,527)	(\$25,866,840)	(\$27,901,689)	(\$27,032,572)	(\$711,045)	2.70%
** Sewer Utility Public Works NET	(\$26,321,527)	(\$25,866,840)	(\$27,901,689)	(\$27,032,572)	(\$711,045)	2.70%
*** Public Works NET	(\$26,321,527)	(\$25,866,840)	(\$27,901,689)	(\$27,032,572)	(\$711,045)	2.70%
57031100 Total EXPENDITURE	\$780,653	\$769,784	\$817,844	\$838,548	\$57,895	7.42%
** Sewer Utility PW Admin NET	\$780,653	\$769,784	\$817,844	\$838,548	\$57,895	7.42%
*** Public Works Administration NET	\$780,653	\$769,784	\$817,844	\$838,548	\$57,895	7.42%
57031202 Total EXPENDITURE	\$3,019,206	\$2,855,550	\$3,420,967	\$2,637,279	(\$381,927)	-12.65%
** Sewer Utility Districting NET	\$3,019,206	\$2,855,550	\$3,420,967	\$2,637,279	(\$381,927)	-12.65%
57031204 Total EXPENDITURE	\$67,687	\$63,438	\$65,808	\$65,808	(\$1,879)	-2.78%
** Sewer Communications NET	\$67,687	\$63,438	\$65,808	\$65,808	(\$1,879)	-2.78%
*** PW Operations NET	\$3,086,893	\$2,918,988	\$3,486,775	\$2,703,087	(\$383,806)	-12.43%
57031303 Total EXPENDITURE	\$618,211	\$599,870	\$718,082	\$603,082	(\$15,129)	-2.45%
** Sewer Engineering NET	\$618,211	\$599,870	\$718,082	\$603,082	(\$15,129)	-2.45%
*** PW Eng / Transport NET	\$618,211	\$599,870	\$718,082	\$603,082	(\$15,129)	-2.45%
57031600 Total EXPENDITURE	\$7,745,068	\$7,745,068	\$8,088,788	\$8,088,788	\$343,720	4.44%
** Sewer Utility Debt Service NET	\$7,745,068	\$7,745,068	\$8,088,788	\$8,088,788	\$343,720	4.44%
*** Debt Service NET	\$7,745,068	\$7,745,068	\$8,088,788	\$8,088,788	\$343,720	4.44%

**CITY OF PORTLAND, ME
FY20 ENTERPRISE FUND NET SUMMARY REPORT**

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
57031700 Total EXPENDITURE	\$1,493,120	\$1,264,833	\$1,510,622	\$1,519,490	\$26,370	1.77%
** Sewer Utility Fringe Benefits NET	\$1,493,120	\$1,264,833	\$1,510,622	\$1,519,490	\$26,370	1.77%
*** Fringe Benefits NET	\$1,493,120	\$1,264,833	\$1,510,622	\$1,519,490	\$26,370	1.77%
57031800 Total EXPENDITURE	\$12,462,772	\$12,432,252	\$13,137,639	\$13,137,639	\$674,867	5.42%
** Sewer Utility PWD Assessment NET	\$12,462,772	\$12,432,252	\$13,137,639	\$13,137,639	\$674,867	5.42%
*** PWD Assessment NET	\$12,462,772	\$12,432,252	\$13,137,639	\$13,137,639	\$674,867	5.42%
**** Public Works NET	(\$134,810)	(\$136,045)	(\$141,938)	(\$141,938)	(\$7,128)	5.29%
***** Sewer Utility Fund NET	\$0	\$0	\$0	\$0	\$0	---

CITY OF PORTLAND, ME
FY20 ENTERPRISE FUND CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Sewer Utility Fund 0570							
*	Payroll	\$2,130,270	\$2,127,810	\$2,335,892	\$2,274,391	\$144,121	6.77%
*	Benefits	\$984,419	\$737,862	\$996,546	\$998,752	\$14,333	1.46%
*	Administrative Svcs	\$13,111,352	\$13,058,584	\$13,744,238	\$13,745,800	\$634,448	4.84%
*	Contractual Services	\$1,476,659	\$1,283,920	\$1,477,104	\$897,104	(\$579,555)	-39.25%
*	Maintenance & Repair	\$510,278	\$535,995	\$359,220	\$359,220	(\$151,058)	-29.60%
*	Rentals	\$68,116	\$86,816	\$98,448	\$117,065	\$48,949	71.86%
*	Insurance	\$30,795	\$39,520	\$30,729	\$30,729	(\$66)	-0.21%
*	Supplies	\$273,742	\$268,700	\$273,701	\$273,701	(\$41)	-0.02%
*	Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
*	Utilities	\$120,828	\$112,565	\$112,024	\$112,024	(\$8,804)	-7.29%
*	Contributions	\$0	\$0	\$0	\$0	\$0	---
*	Capital Outlay	\$35,000	\$35,000	\$550,000	\$300,000	\$265,000	757.14%
*	Debt Service	\$7,580,068	\$7,580,068	\$7,923,788	\$7,923,788	\$343,720	4.53%
**	Sewer Utility Fund	\$26,321,527	\$25,866,840	\$27,901,689	\$27,032,572	\$711,045	2.70%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Finance 15						
Acct, Budget & Purchasing						
Sewer Utility Finance 57015300						
* Payroll	\$73,057	\$74,825	\$79,648	\$79,648	\$6,591	9.02%
* Administrative Svcs	\$5,433	\$5,100	\$5,820	\$5,820	\$387	7.12%
* Contractual Services	\$53,620	\$53,620	\$53,620	\$53,620	\$0	0.00%
* Supplies	\$2,700	\$2,500	\$2,850	\$2,850	\$150	5.56%
** Sewer Utility Finance	\$134,810	\$136,045	\$141,938	\$141,938	\$7,128	5.29%
*** Acct, Budget & Purchasing	\$134,810	\$136,045	\$141,938	\$141,938	\$7,128	5.29%
**** Finance	\$134,810	\$136,045	\$141,938	\$141,938	\$7,128	5.29%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Public Works 31							
Public Works Administration							
Sewer Utility PW Admin 57031100							
*	Payroll	\$609,312	\$608,531	\$645,740	\$652,927	\$43,615	7.16%
*	Benefits	\$5,580	\$3,000	\$3,192	\$3,192	(\$2,388)	-42.79%
*	Administrative Svcs	\$42,020	\$36,250	\$39,895	\$34,795	(\$7,225)	-17.19%
*	Contractual Services	\$48,450	\$40,650	\$30,750	\$30,750	(\$17,700)	-36.53%
*	Maintenance & Repair	\$53,083	\$58,395	\$86,857	\$86,857	\$33,774	63.62%
*	Rentals	\$1,008	\$1,008	\$1,060	\$19,677	\$18,669	1852.03%
*	Supplies	\$21,200	\$21,950	\$10,350	\$10,350	(\$10,850)	-51.18%
*	Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
*	Capital Outlay	\$0	\$0	\$0	\$0	\$0	---
**	Sewer Utility PW Admin	\$780,653	\$769,784	\$817,844	\$838,548	\$57,895	7.42%
***	Public Works Administration	\$780,653	\$769,784	\$817,844	\$838,548	\$57,895	7.42%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
PW Operations							
Sewer Utility Districting 57031202							
*	Payroll	\$1,048,645	\$1,050,141	\$1,191,753	\$1,138,065	\$89,420	8.53%
*	Benefits	\$22,741	\$17,936	\$21,781	\$21,781	(\$960)	-4.22%
*	Administrative Svcs	\$61,545	\$51,100	\$28,695	\$28,695	(\$32,850)	-53.38%
*	Contractual Services	\$977,039	\$800,600	\$998,252	\$518,252	(\$458,787)	-46.96%
*	Maintenance & Repair	\$456,500	\$477,000	\$271,501	\$271,501	(\$184,999)	-40.53%
*	Rentals	\$64,608	\$83,608	\$93,960	\$93,960	\$29,352	45.43%
*	Supplies	\$232,300	\$227,600	\$253,001	\$253,001	\$20,701	8.91%
*	Utilities	\$120,828	\$112,565	\$112,024	\$112,024	(\$8,804)	-7.29%
*	Capital Outlay	\$35,000	\$35,000	\$450,000	\$200,000	\$165,000	471.43%
**	Sewer Utility Districting	\$3,019,206	\$2,855,550	\$3,420,967	\$2,637,279	(\$381,927)	-12.65%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Sewer Communications 57031204							
*	Payroll	\$62,430	\$59,063	\$59,821	\$59,822	(\$2,608)	-4.18%
*	Benefits	\$615	\$375	\$442	\$442	(\$173)	-28.19%
*	Administrative Svcs	\$100	\$0	\$417	\$417	\$317	316.62%
*	Contractual Services	\$0	\$0	\$983	\$983	\$983	---
*	Maintenance & Repair	\$0	\$0	\$167	\$167	\$167	---
*	Rentals	\$1,500	\$1,200	\$2,678	\$2,678	\$1,178	78.56%
*	Supplies	\$3,042	\$2,800	\$1,300	\$1,300	(\$1,742)	-57.27%
**	Sewer Communications	\$67,687	\$63,438	\$65,808	\$65,808	(\$1,879)	-2.78%
***	PW Operations	\$3,086,893	\$2,918,988	\$3,486,775	\$2,703,087	(\$383,806)	-12.43%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
PW Eng / Transport							
Sewer Engineering 57031303							
*	Payroll	\$336,826	\$335,250	\$358,929	\$343,929	\$7,103	2.11%
*	Benefits	\$4,880	\$2,960	\$2,960	\$2,960	(\$1,920)	-39.34%
*	Administrative Svcs	\$27,760	\$22,160	\$20,050	\$20,050	(\$7,710)	-27.77%
*	Contractual Services	\$232,550	\$224,050	\$228,498	\$128,498	(\$104,052)	-44.74%
*	Maintenance & Repair	\$695	\$600	\$695	\$695	\$0	0.00%
*	Rentals	\$1,000	\$1,000	\$750	\$750	(\$250)	-25.00%
*	Supplies	\$14,500	\$13,850	\$6,200	\$6,200	(\$8,300)	-57.24%
*	Contributions	\$0	\$0	\$0	\$0	\$0	---
*	Capital Outlay	\$0	\$0	\$100,000	\$100,000	\$100,000	---
**	Sewer Engineering	\$618,211	\$599,870	\$718,082	\$603,082	(\$15,129)	-2.45%
***	PW Eng / Transport	\$618,211	\$599,870	\$718,082	\$603,082	(\$15,129)	-2.45%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Debt Service							
Sewer Utility Debt Service 57031600							
*	Contractual Services	\$165,000	\$165,000	\$165,000	\$165,000	\$0	0.00%
*	Debt Service	\$7,580,068	\$7,580,068	\$7,923,788	\$7,923,788	\$343,720	4.53%
**	Sewer Utility Debt Service	\$7,745,068	\$7,745,068	\$8,088,788	\$8,088,788	\$343,720	4.44%
***	Debt Service	\$7,745,068	\$7,745,068	\$8,088,788	\$8,088,788	\$343,720	4.44%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Fringe Benefits						
Sewer Utility Fringe Benefits 57031700						
* Payroll	\$0	\$0	\$0	\$0	\$0	---
* Benefits	\$950,603	\$713,591	\$968,171	\$970,377	\$19,774	2.08%
* Administrative Svcs	\$511,722	\$511,722	\$511,722	\$518,384	\$6,662	1.30%
* Insurance	\$30,795	\$39,520	\$30,729	\$30,729	(\$66)	-0.21%
** Sewer Utility Fringe Benefits	\$1,493,120	\$1,264,833	\$1,510,622	\$1,519,490	\$26,370	1.77%
*** Fringe Benefits	\$1,493,120	\$1,264,833	\$1,510,622	\$1,519,490	\$26,370	1.77%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY 20 / FY 19	APPRO % CHG FY 20 / FY 19
PWD Assessment						
Sewer Utility PWD Assessment 57031800						
* Administrative Svcs	\$12,462,772	\$12,432,252	\$13,137,639	\$13,137,639	\$674,867	5.42%
** Sewer Utility PWD Assessment	\$12,462,772	\$12,432,252	\$13,137,639	\$13,137,639	\$674,867	5.42%
*** PWD Assessment	\$12,462,772	\$12,432,252	\$13,137,639	\$13,137,639	\$674,867	5.42%
**** Public Works	\$26,186,717	\$25,730,795	\$27,759,750	\$26,890,634	\$703,917	2.69%
***** Sewer Utility Fund	\$26,321,527	\$25,866,840	\$27,901,689	\$27,032,572	\$711,045	2.70%

Stormwater Fund 571

**CITY OF PORTLAND, ME
FY20 ENTERPRISE FUND NET SUMMARY REPORT**

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Stormwater Fund Finance 15						
57115100 Total EXPENDITURE	\$265,463	\$224,575	\$275,145	\$275,145	\$9,682	3.65%
** Stormwater Finance NET	\$265,463	\$224,575	\$275,145	\$275,145	\$9,682	3.65%
*** Finance Administration NET	\$265,463	\$224,575	\$275,145	\$275,145	\$9,682	3.65%
**** Finance NET	\$265,463	\$224,575	\$275,145	\$275,145	\$9,682	3.65%
Stormwater Fund Public Works 31						
57131000 Total REVENUE	(\$2,759,614)	(\$2,733,131)	(\$3,132,277)	(\$2,788,837)	(\$29,223)	1.06%
** Stormwater Public Works NET	(\$2,759,614)	(\$2,733,131)	(\$3,132,277)	(\$2,788,837)	(\$29,223)	1.06%
*** Public Works NET	(\$2,759,614)	(\$2,733,131)	(\$3,132,277)	(\$2,788,837)	(\$29,223)	1.06%
57131500 Total EXPENDITURE	\$1,817,499	\$1,879,932	\$1,888,217	\$1,543,268	(\$274,231)	-15.09%
** Stormwater Management NET	\$1,817,499	\$1,879,932	\$1,888,217	\$1,543,268	(\$274,231)	-15.09%
57131600 Total EXPENDITURE	\$389,797	\$379,797	\$685,421	\$685,421	\$295,624	75.84%
** Stormwater Debt Service NET	\$389,797	\$379,797	\$685,421	\$685,421	\$295,624	75.84%
*** Debt Service NET	\$389,797	\$379,797	\$685,421	\$685,421	\$295,624	75.84%
57131700 Total EXPENDITURE	\$286,855	\$248,827	\$283,494	\$285,003	(\$1,852)	-0.65%
** Stormwater Fringe Benefits NET	\$286,855	\$248,827	\$283,494	\$285,003	(\$1,852)	-0.65%
*** Fringe Benefits NET	\$286,855	\$248,827	\$283,494	\$285,003	(\$1,852)	-0.65%
**** Public Works NET	(\$265,463)	(\$224,575)	(\$275,145)	(\$275,145)	(\$9,682)	3.65%
***** Stormwater Fund NET	\$0	\$0	\$0	\$0	\$0	---

CITY OF PORTLAND, ME
FY20 ENTERPRISE FUND CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Stormwater Fund 0571							
*	Payroll	\$928,636	\$947,188	\$1,000,595	\$982,030	\$53,394	5.75%
*	Benefits	\$221,501	\$183,473	\$218,860	\$219,571	(\$1,930)	-0.87%
*	Administrative Svcs	\$162,971	\$151,899	\$178,422	\$179,220	\$16,249	9.97%
*	Contractual Services	\$553,709	\$510,550	\$687,459	\$442,459	(\$111,250)	-20.09%
*	Maintenance & Repair	\$82,500	\$72,500	\$82,500	\$82,500	\$0	0.00%
*	Rentals	\$25,000	\$35,000	\$46,000	\$64,617	\$39,617	158.47%
*	Insurance	\$0	\$0	\$0	\$0	\$0	---
*	Supplies	\$130,500	\$120,575	\$143,020	\$143,020	\$12,520	9.59%
*	Capital Outlay	\$275,000	\$332,149	\$100,000	\$0	(\$275,000)	-100.00%
*	Debt Service	\$379,797	\$379,797	\$675,421	\$675,421	\$295,624	77.84%
**	Stormwater Fund	\$2,759,614	\$2,733,131	\$3,132,277	\$2,788,837	\$29,223	1.06%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Finance 15						
Finance Administration						
Stormwater Finance 57115100						
* Payroll	\$161,436	\$150,000	\$168,104	\$168,104	\$6,668	4.13%
* Administrative Svcs	\$44,087	\$34,500	\$46,953	\$46,953	\$2,866	6.50%
* Contractual Services	\$54,940	\$35,500	\$54,939	\$54,939	(\$1)	0.00%
* Supplies	\$5,000	\$4,575	\$5,150	\$5,150	\$150	3.00%
** Stormwater Finance	\$265,463	\$224,575	\$275,145	\$275,145	\$9,682	3.65%
*** Finance Administration	\$265,463	\$224,575	\$275,145	\$275,145	\$9,682	3.65%
**** Finance	\$265,463	\$224,575	\$275,145	\$275,145	\$9,682	3.65%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Public Works 31							
Stormwater Management 57131500							
*	Payroll	\$767,200	\$797,188	\$832,491	\$813,926	\$46,726	6.09%
*	Benefits	\$2,700	\$2,700	\$3,420	\$3,420	\$720	26.67%
*	Administrative Svcs	\$50,830	\$49,345	\$63,415	\$63,415	\$12,585	24.76%
*	Contractual Services	\$488,769	\$475,050	\$622,520	\$377,520	(\$111,249)	-22.76%
*	Maintenance & Repair	\$82,500	\$72,500	\$82,500	\$82,500	\$0	0.00%
*	Rentals	\$25,000	\$35,000	\$46,000	\$64,617	\$39,617	158.47%
*	Supplies	\$125,500	\$116,000	\$137,870	\$137,870	\$12,370	9.86%
*	Capital Outlay	\$275,000	\$332,149	\$100,000	\$0	(\$275,000)	-100.00%
**	Stormwater Management	\$1,817,499	\$1,879,932	\$1,888,217	\$1,543,268	(\$274,231)	-15.09%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Debt Service							
Stormwater Debt Service 57131600							
*	Contractual Services	\$10,000	\$0	\$10,000	\$10,000	\$0	0.00%
*	Debt Service	\$379,797	\$379,797	\$675,421	\$675,421	\$295,624	77.84%
**	Stormwater Debt Service	\$389,797	\$379,797	\$685,421	\$685,421	\$295,624	75.84%
***	Debt Service	\$389,797	\$379,797	\$685,421	\$685,421	\$295,624	75.84%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Fringe Benefits							
Stormwater Fringe Benefits 57131700							
*	Payroll	\$0	\$0	\$0	\$0	\$0	---
*	Benefits	\$218,801	\$180,773	\$215,440	\$216,151	(\$2,650)	-1.21%
*	Administrative Svcs	\$68,054	\$68,054	\$68,054	\$68,852	\$798	1.17%
*	Insurance	\$0	\$0	\$0	\$0	\$0	---
**	Stormwater Fringe Benefits	\$286,855	\$248,827	\$283,494	\$285,003	(\$1,852)	-0.65%
***	Fringe Benefits	\$286,855	\$248,827	\$283,494	\$285,003	(\$1,852)	-0.65%
****	Public Works	\$2,494,151	\$2,508,556	\$2,857,132	\$2,513,692	\$19,541	0.78%
*****	Stormwater Fund	\$2,759,614	\$2,733,131	\$3,132,277	\$2,788,837	\$29,223	1.06%

Jetport 583

**CITY OF PORTLAND, ME
FY20 ENTERPRISE FUND NET SUMMARY REPORT**

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Jetport Fund						
Jetport 28						
58328000 Total REVENUE	(\$15,729,371)	(\$16,201,252)	(\$16,970,819)	(\$16,970,819)	(\$1,241,448)	7.89%
** Jetport Transportation NET	(\$15,729,371)	(\$16,201,252)	(\$16,970,819)	(\$16,970,819)	(\$1,241,448)	7.89%
*** Jetport NET	(\$15,729,371)	(\$16,201,252)	(\$16,970,819)	(\$16,970,819)	(\$1,241,448)	7.89%
58328101 Total EXPENDITURE	\$1,047,618	\$1,047,757	\$1,221,479	\$1,221,479	\$173,861	16.60%
** Jetport Administration NET	\$1,047,618	\$1,047,757	\$1,221,479	\$1,221,479	\$173,861	16.60%
58328102 Total EXPENDITURE	\$501,890	\$529,890	\$598,640	\$598,640	\$96,750	19.28%
** Jetport Marketing NET	\$501,890	\$529,890	\$598,640	\$598,640	\$96,750	19.28%
58328103 Total EXPENDITURE	\$3,960,802	\$3,851,979	\$4,041,594	\$4,084,313	\$123,511	3.12%
** Jetport Fringe/Indirect Costs NET	\$3,960,802	\$3,851,979	\$4,041,594	\$4,084,313	\$123,511	3.12%
*** Jetport Administration Div. NET	\$5,510,310	\$5,429,626	\$5,861,713	\$5,904,432	\$394,122	7.15%
58328200 Total EXPENDITURE	\$4,091,912	\$4,022,687	\$4,577,799	\$4,577,799	\$485,887	11.87%
** Jetport Field NET	\$4,091,912	\$4,022,687	\$4,577,799	\$4,577,799	\$485,887	11.87%
58328300 Total EXPENDITURE	\$17,168	\$17,168	\$17,168	\$17,168	\$0	0.00%
58328300 Total REVENUE	(\$189,431)	(\$232,153)	(\$246,500)	(\$246,500)	(\$57,069)	30.13%
** Jetport General Aviation NET	(\$172,263)	(\$214,985)	(\$229,332)	(\$229,332)	(\$57,069)	33.13%
58328400 Total EXPENDITURE	\$2,595,898	\$2,615,740	\$2,702,802	\$2,702,802	\$106,904	4.12%
58328400 Total REVENUE	(\$42,625)	(\$42,625)	(\$58,125)	(\$58,125)	(\$15,500)	36.36%
** Jetport Operations NET	\$2,553,273	\$2,573,115	\$2,644,677	\$2,644,677	\$91,404	3.58%
58328500 Total EXPENDITURE	\$5,970,545	\$6,053,954	\$6,992,649	\$6,992,649	\$1,022,104	17.12%
** Jetport Terminal Division NET	\$5,970,545	\$6,053,954	\$6,992,649	\$6,992,649	\$1,022,104	17.12%
58328600 Total EXPENDITURE	\$4,447,615	\$4,502,052	\$4,907,020	\$4,907,020	\$459,405	10.33%
58328600 Total REVENUE	(\$7,406,650)	(\$7,439,641)	(\$8,585,042)	(\$8,585,042)	(\$1,178,392)	15.91%
** Jetport Parking Division NET	(\$2,959,035)	(\$2,937,589)	(\$3,678,022)	(\$3,678,022)	(\$718,987)	24.30%
58328700 Total EXPENDITURE	\$700,661	\$701,911	\$674,781	\$674,781	(\$25,880)	-3.69%
58328700 Total REVENUE	(\$744,670)	(\$744,670)	(\$717,789)	(\$717,789)	\$26,881	-3.61%

**CITY OF PORTLAND, ME
FY20 ENTERPRISE FUND NET SUMMARY REPORT**

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
** Jetport Airfield Deicing Fac. NET	(\$44,009)	(\$42,759)	(\$43,008)	(\$43,008)	\$1,001	-2.27%
58328900 Total EXPENDITURE	\$778,638	\$1,317,203	\$844,342	\$801,624	\$22,986	2.95%
** Jetport Surplus NET	\$778,638	\$1,317,203	\$844,342	\$801,624	\$22,986	2.95%
**** Jetport NET	\$0	\$0	\$0	\$0	\$0	---
***** Jetport Fund NET	\$0	\$0	\$0	\$0	\$0	---

CITY OF PORTLAND, ME
FY20 ENTERPRISE FUND CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Jetport Fund 0583							
*	Payroll	\$3,490,470	\$3,328,312	\$3,749,872	\$3,749,872	\$259,402	7.43%
*	Benefits	\$2,242,033	\$2,136,271	\$2,409,387	\$2,412,846	\$170,813	7.62%
*	Administrative Svcs	\$1,620,745	\$2,145,440	\$1,756,643	\$1,753,185	\$132,440	8.17%
*	Contractual Services	\$5,354,253	\$5,456,522	\$5,680,615	\$5,680,615	\$326,362	6.10%
*	Maintenance & Repair	\$1,221,127	\$1,239,041	\$1,225,320	\$1,225,320	\$4,193	0.34%
*	Rentals	\$41,183	\$43,061	\$22,670	\$22,670	(\$18,513)	-44.95%
*	Insurance	\$174,100	\$159,100	\$187,568	\$187,568	\$13,468	7.74%
*	Supplies	\$889,201	\$1,012,294	\$1,039,092	\$1,039,092	\$149,891	16.86%
*	Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
*	Utilities	\$1,295,890	\$1,312,841	\$1,398,547	\$1,398,547	\$102,657	7.92%
*	Contributions	\$1,748,630	\$1,748,494	\$1,741,102	\$1,741,102	(\$7,528)	-0.43%
*	Capital Outlay	\$1,892,152	\$1,936,002	\$3,232,645	\$3,232,645	\$1,340,493	70.84%
*	Debt Service	\$4,142,963	\$4,142,963	\$4,134,813	\$4,134,813	(\$8,150)	-0.20%
**	Jetport Fund	\$24,112,747	\$24,660,341	\$26,578,275	\$26,578,275	\$2,465,528	10.22%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Jetport 28						
Jetport Administration Div.						
Jetport Administration 58328101						
* Payroll	\$734,433	\$700,200	\$849,572	\$849,572	\$115,139	15.68%
* Benefits	\$2,200	\$2,000	\$2,200	\$2,200	\$0	0.00%
* Administrative Svcs	\$57,618	\$65,498	\$70,118	\$70,118	\$12,500	21.69%
* Contractual Services	\$217,300	\$230,550	\$217,300	\$217,300	\$0	0.00%
* Maintenance & Repair	\$8,146	\$10,146	\$8,146	\$8,146	\$0	0.00%
* Rentals	\$4,200	\$4,500	\$4,200	\$4,200	\$0	0.00%
* Supplies	\$14,363	\$24,863	\$24,463	\$24,463	\$10,100	70.32%
* Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
* Utilities	\$9,358	\$10,000	\$7,980	\$7,980	(\$1,378)	-14.73%
* Capital Outlay	\$0	\$0	\$37,500	\$37,500	\$37,500	---
** Jetport Administration	\$1,047,618	\$1,047,757	\$1,221,479	\$1,221,479	\$173,861	16.60%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Jetport Marketing 58328102							
*	Payroll	\$0	\$0	\$6,750	\$6,750	\$6,750	---
*	Administrative Svcs	\$141,390	\$141,390	\$167,390	\$167,390	\$26,000	18.39%
*	Contractual Services	\$360,500	\$388,500	\$417,000	\$417,000	\$56,500	15.67%
*	Supplies	\$0	\$0	\$7,500	\$7,500	\$7,500	---
**	Jetport Marketing	\$501,890	\$529,890	\$598,640	\$598,640	\$96,750	19.28%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Jetport Fringe/Indirect Costs 58328103							
*	Benefits	\$2,182,016	\$2,088,193	\$2,245,194	\$2,248,653	\$66,637	3.05%
*	Administrative Sves	\$513,192	\$513,192	\$531,151	\$570,411	\$57,219	11.15%
*	Insurance	\$174,100	\$159,100	\$187,568	\$187,568	\$13,468	7.74%
*	Contributions	\$1,091,494	\$1,091,494	\$1,077,681	\$1,077,681	(\$13,813)	-1.27%
**	Jetport Fringe/Indirect Costs	\$3,960,802	\$3,851,979	\$4,041,594	\$4,084,313	\$123,511	3.12%
***	Jetport Administration Div.	\$5,510,310	\$5,429,626	\$5,861,713	\$5,904,432	\$394,122	7.15%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Jetport Field 58328200							
*	Payroll	\$1,020,634	\$922,912	\$1,025,415	\$1,025,415	\$4,781	0.47%
*	Benefits	\$38,464	\$25,350	\$100,498	\$100,498	\$62,034	161.28%
*	Administrative Sves	\$33,565	\$33,565	\$32,515	\$32,515	(\$1,050)	-3.13%
*	Contractual Services	\$1,074,774	\$1,034,374	\$1,178,311	\$1,178,311	\$103,537	9.63%
*	Maintenance & Repair	\$506,074	\$504,250	\$508,647	\$508,647	\$2,573	0.51%
*	Rentals	\$4,891	\$5,481	\$10,258	\$10,258	\$5,367	109.73%
*	Supplies	\$733,700	\$817,750	\$807,150	\$807,150	\$73,450	10.01%
*	Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
*	Utilities	\$155,810	\$155,005	\$162,820	\$162,820	\$7,010	4.50%
*	Capital Outlay	\$524,000	\$524,000	\$752,185	\$752,185	\$228,185	43.55%
**	Jetport Field	\$4,091,912	\$4,022,687	\$4,577,799	\$4,577,799	\$485,887	11.87%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Jetport General Aviation 58328300						
* Payroll	\$500	\$500	\$500	\$500	\$0	0.00%
* Contractual Services	\$15,168	\$15,168	\$15,168	\$15,168	\$0	0.00%
* Maintenance & Repair	\$1,500	\$1,500	\$1,500	\$1,500	\$0	0.00%
* Supplies	\$0	\$0	\$0	\$0	\$0	---
* Capital Outlay	\$0	\$0	\$0	\$0	\$0	---
** Jetport General Aviation	\$17,168	\$17,168	\$17,168	\$17,168	\$0	0.00%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Jetport Operations 58328400							
*	Payroll	\$905,558	\$901,505	\$1,004,221	\$1,004,221	\$98,663	10.90%
*	Benefits	\$10,903	\$12,278	\$52,305	\$52,305	\$41,402	379.73%
*	Administrative Svcs	\$83,140	\$60,840	\$58,935	\$58,935	(\$24,205)	-29.11%
*	Contractual Services	\$581,244	\$606,650	\$552,988	\$552,988	(\$28,256)	-4.86%
*	Maintenance & Repair	\$28,100	\$29,600	\$24,223	\$24,223	(\$3,877)	-13.80%
*	Supplies	\$37,125	\$48,625	\$55,375	\$55,375	\$18,250	49.16%
*	Utilities	\$9,192	\$9,192	\$8,256	\$8,256	(\$936)	-10.18%
*	Contributions	\$657,136	\$657,000	\$663,421	\$663,421	\$6,285	0.96%
*	Capital Outlay	\$283,500	\$290,050	\$283,078	\$283,078	(\$422)	-0.15%
**	Jetport Operations	\$2,595,898	\$2,615,740	\$2,702,802	\$2,702,802	\$106,904	4.12%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Jetport Terminal Division 58328500							
*	Payroll	\$816,845	\$788,845	\$846,914	\$846,914	\$30,069	3.68%
*	Benefits	\$8,450	\$8,450	\$9,190	\$9,190	\$740	8.76%
*	Administrative Svcs	\$12,042	\$12,592	\$51,032	\$51,032	\$38,990	323.78%
*	Contractual Services	\$2,345,546	\$2,410,709	\$2,540,127	\$2,540,127	\$194,581	8.30%
*	Maintenance & Repair	\$579,353	\$580,604	\$572,125	\$572,125	(\$7,228)	-1.25%
*	Rentals	\$4,712	\$5,700	\$7,712	\$7,712	\$3,000	63.67%
*	Supplies	\$83,900	\$100,943	\$124,492	\$124,492	\$40,592	48.38%
*	Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
*	Utilities	\$1,116,334	\$1,133,448	\$1,214,295	\$1,214,295	\$97,961	8.78%
*	Capital Outlay	\$490,000	\$499,300	\$1,115,000	\$1,115,000	\$625,000	127.55%
*	Debt Service	\$513,363	\$513,363	\$511,763	\$511,763	(\$1,600)	-0.31%
**	Jetport Terminal Division	\$5,970,545	\$6,053,954	\$6,992,649	\$6,992,649	\$1,022,104	17.12%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Jetport Parking Division 58328600							
*	Payroll	\$11,500	\$12,100	\$14,500	\$14,500	\$3,000	26.09%
*	Administrative Svcs	\$1,160	\$1,160	\$1,160	\$1,160	\$0	0.00%
*	Contractual Services	\$97,015	\$107,865	\$97,015	\$97,015	\$0	0.00%
*	Maintenance & Repair	\$89,004	\$103,991	\$101,729	\$101,729	\$12,725	14.30%
*	Rentals	\$500	\$500	\$500	\$500	\$0	0.00%
*	Supplies	\$18,988	\$18,988	\$18,988	\$18,988	\$0	0.00%
*	Utilities	\$5,196	\$5,196	\$5,196	\$5,196	\$0	0.00%
*	Capital Outlay	\$594,652	\$622,652	\$1,044,882	\$1,044,882	\$450,230	75.71%
*	Debt Service	\$3,629,600	\$3,629,600	\$3,623,050	\$3,623,050	(\$6,550)	-0.18%
**	Jetport Parking Division	\$4,447,615	\$4,502,052	\$4,907,020	\$4,907,020	\$459,405	10.33%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Jetport Airfield Deicing Fac. 58328700							
*	Payroll	\$1,000	\$2,250	\$2,000	\$2,000	\$1,000	100.00%
*	Contractual Services	\$662,706	\$662,706	\$662,706	\$662,706	\$0	0.00%
*	Maintenance & Repair	\$8,950	\$8,950	\$8,950	\$8,950	\$0	0.00%
*	Rentals	\$26,880	\$26,880	\$0	\$0	(\$26,880)	-100.00%
*	Supplies	\$1,125	\$1,125	\$1,125	\$1,125	\$0	0.00%
*	Utilities	\$0	\$0	\$0	\$0	\$0	---
**	Jetport Airfield Deicing Fac.	\$700,661	\$701,911	\$674,781	\$674,781	(\$25,880)	-3.69%

CITY OF PORTLAND, ME
FY20 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 REVISED APPRO (01/31/19)	FY19 TOTAL PROJECTION	FY20 DEPT REQUEST	FY20 MGR RECOMM	INCR / (DECR) FY20 / FY19	APPRO % CHG FY20 / FY19
Jetport Surplus 58328900							
*	Administrative Svcs	\$778,638	\$1,317,203	\$844,342	\$801,624	\$22,986	2.95%
**	Jetport Surplus	\$778,638	\$1,317,203	\$844,342	\$801,624	\$22,986	2.95%
****	Jetport	\$24,112,747	\$24,660,341	\$26,578,275	\$26,578,275	\$2,465,528	10.22%
*****	Jetport Fund	\$24,112,747	\$24,660,341	\$26,578,275	\$26,578,275	\$2,465,528	10.22%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
General Fund (100 & 107):						
City Council 11						
City Council 10011000						
* Payroll	\$131,202	\$132,291	\$132,320	\$131,109	(\$1,182)	-0.89%
* Benefits	\$1,700	\$1,200	\$1,900	\$1,200	\$0	0.00%
* Administrative Svcs	\$66,585	\$51,610	\$53,610	\$42,410	(\$9,200)	-17.83%
* Contractual Services	\$93,998	\$154,945	\$153,945	\$125,245	(\$29,700)	-19.17%
* Supplies	\$2,293	\$4,000	\$3,800	\$4,250	\$250	6.25%
** City Council	\$295,778	\$344,046	\$345,575	\$304,214	(\$39,832)	-11.58%
**** City Council	\$295,778	\$344,046	\$345,575	\$304,214	(\$39,832)	-11.58%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
City Clerk 12							
City Clerk 10012000							
*	Payroll	\$458,615	\$466,672	\$501,581	\$507,161	\$40,489	8.68%
*	Benefits	\$600	\$600	\$600	\$600	\$0	0.00%
*	Administrative Svcs	\$2,744	\$6,361	\$6,361	\$5,426	(\$935)	-14.70%
*	Contractual Services	\$24,408	\$68,621	\$70,321	\$104,147	\$35,526	51.77%
*	Maintenance & Repair	\$3,028	\$5,710	\$5,710	\$5,660	(\$50)	-0.88%
*	Rentals	\$10,365	\$29,306	\$29,456	\$50,560	\$21,254	72.52%
*	Supplies	\$9,850	\$45,451	\$45,451	\$5,900	(\$39,551)	-87.02%
**	City Clerk	\$509,609	\$622,721	\$659,480	\$679,454	\$56,733	9.11%
****	City Clerk	\$509,609	\$622,721	\$659,480	\$679,454	\$56,733	9.11%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
City Manager 13						
City Manager Administration 10013100						
* Payroll	\$861,314	\$852,266	\$975,432	\$683,921	(\$168,345)	-19.75%
* Benefits	\$10,946	\$11,200	\$12,100	\$10,600	(\$600)	-5.36%
* Administrative Svcs	\$37,065	\$29,274	\$32,000	\$17,650	(\$11,624)	-39.71%
* Contractual Services	\$61,394	\$21,327	\$20,540	\$7,537	(\$13,790)	-64.66%
* Rentals	\$5,749	\$6,500	\$6,500	\$6,500	\$0	0.00%
* Supplies	\$12,951	\$9,310	\$9,310	\$7,900	(\$1,410)	-15.15%
** City Manager Administration	\$989,419	\$929,877	\$1,055,882	\$734,108	(\$195,769)	-21.05%
**** City Manager	\$989,419	\$929,877	\$1,055,882	\$734,108	(\$195,769)	-21.05%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Assessor 14							
Assessor 10014000							
*	Payroll	\$375,047	\$394,383	\$393,000	\$391,475	(\$2,908)	-0.74%
*	Benefits	\$538	\$960	\$400	\$360	(\$600)	-62.50%
*	Administrative Svcs	\$7,854	\$16,960	\$9,960	\$8,920	(\$8,040)	-47.41%
*	Contractual Services	\$9,276	\$12,340	\$10,750	\$7,765	(\$4,575)	-37.07%
*	Maintenance & Repair	\$0	\$0	\$0	\$0	\$0	---
*	Rentals	\$1,962	\$2,016	\$2,016	\$2,100	\$84	4.17%
*	Supplies	\$5,207	\$8,500	\$8,500	\$8,000	(\$500)	-5.88%
**	Assessor	\$399,885	\$435,159	\$424,626	\$418,620	(\$16,539)	-3.80%
****	Assessor	\$399,885	\$435,159	\$424,626	\$418,620	(\$16,539)	-3.80%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Finance 15							
Finance Administration 10015100							
*	Payroll	\$1,055,902	\$1,096,661	\$1,067,698	\$1,061,032	(\$35,629)	-3.25%
*	Benefits	\$1,946	\$2,016	\$2,016	\$2,016	\$0	0.00%
*	Administrative Svcs	\$82,339	\$93,740	\$87,560	\$85,095	(\$8,645)	-9.22%
*	Contractual Services	\$4,667	\$5,350	\$13,688	\$5,000	(\$350)	-6.54%
*	Rentals	\$5,011	\$4,860	\$4,860	\$5,220	\$360	7.41%
*	Supplies	\$11,990	\$16,100	\$15,600	\$14,600	(\$1,500)	-9.32%
*	Capital Outlay	\$255,208	\$0	\$0	\$0	\$0	---
**	Finance Administration	\$1,417,063	\$1,218,727	\$1,191,422	\$1,172,963	(\$45,764)	-3.76%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Treasury 10015200						
* Payroll	\$449,423	\$516,246	\$471,000	\$501,458	(\$14,788)	-2.86%
* Administrative Svcs	\$65,459	\$93,375	\$77,300	\$76,525	(\$16,850)	-18.05%
* Contractual Services	\$97,623	\$108,057	\$97,644	\$98,306	(\$9,751)	-9.02%
* Maintenance & Repair	\$0	\$500	\$0	\$500	\$0	0.00%
* Rentals	\$2,467	\$2,425	\$2,450	\$2,500	\$75	3.10%
* Supplies	\$9,856	\$13,400	\$13,614	\$13,250	(\$150)	-1.12%
* Capital Outlay	\$0	\$0	\$0	\$0	\$0	---
** Treasury	\$624,828	\$734,003	\$662,008	\$692,539	(\$41,464)	-5.65%
**** Finance	\$2,041,891	\$1,952,730	\$1,853,430	\$1,865,502	(\$87,228)	-4.47%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Legal 16							
Legal 10016000							
* Payroll		\$607,994	\$667,533	\$667,533	\$672,108	\$4,575	0.69%
* Benefits		\$42	\$3,000	\$600	\$840	(\$2,160)	-72.00%
* Administrative Svcs		\$19,489	\$26,841	\$26,841	\$22,641	(\$4,200)	-15.65%
* Contractual Services		\$12,746	\$35,964	\$35,500	\$30,732	(\$5,232)	-14.55%
* Maintenance & Repair		\$0	\$0	\$0	\$0	\$0	---
* Supplies		\$8,928	\$8,000	\$8,000	\$2,500	(\$5,500)	-68.75%
** Legal		\$649,199	\$741,338	\$738,474	\$728,821	(\$12,517)	-1.69%
**** Legal		\$649,199	\$741,338	\$738,474	\$728,821	(\$12,517)	-1.69%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Human Resources 17							
Human Resources 10017100							
*	Payroll	\$854,728	\$879,333	\$911,135	\$903,725	\$24,392	2.77%
*	Benefits	\$3,927	\$4,040	\$4,040	\$3,790	(\$250)	-6.19%
*	Administrative Svcs	\$36,515	\$42,650	\$42,650	\$46,795	\$4,145	9.72%
*	Contractual Services	\$148,676	\$110,111	\$188,695	\$83,770	(\$26,341)	-23.92%
*	Maintenance & Repair	\$0	\$4,000	\$4,000	\$1,000	(\$3,000)	-75.00%
*	Rentals	\$10,306	\$9,000	\$17,400	\$16,800	\$7,800	86.67%
*	Supplies	\$15,439	\$22,000	\$22,000	\$16,650	(\$5,350)	-24.32%
**	Human Resources	\$1,069,591	\$1,071,134	\$1,189,920	\$1,072,530	\$1,396	0.13%
****	Human Resources	\$1,069,591	\$1,071,134	\$1,189,920	\$1,072,530	\$1,396	0.13%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Parking 18							
Parking Administration 10018100							
*	Payroll	\$881,223	\$962,374	\$976,313	\$985,526	\$23,152	2.41%
*	Benefits	\$13,767	\$14,220	\$14,185	\$14,184	(\$36)	-0.25%
*	Administrative Svcs	\$19,706	\$17,695	\$17,555	\$11,740	(\$5,955)	-33.65%
*	Contractual Services	\$243,142	\$311,320	\$288,858	\$282,650	(\$28,670)	-9.21%
*	Maintenance & Repair	\$164	\$850	\$750	\$3,700	\$2,850	335.29%
*	Rentals	\$128,576	\$130,912	\$132,942	\$138,293	\$7,381	5.64%
*	Supplies	\$59,255	\$47,100	\$48,571	\$43,020	(\$4,080)	-8.66%
*	Utilities	\$1,067	\$1,140	\$1,100	\$1,140	\$0	0.00%
*	Contributions	\$1,440	\$1,440	\$1,440	\$1,440	\$0	0.00%
**	Parking Administration	\$1,348,340	\$1,487,050	\$1,481,714	\$1,481,693	(\$5,357)	-0.36%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Elm Street Garage 10018200							
*	Payroll	\$200,377	\$202,869	\$204,869	\$171,403	(\$31,466)	-15.51%
*	Benefits	\$694	\$1,100	\$1,100	\$1,100	\$0	0.00%
*	Contractual Services	\$26,649	\$31,175	\$31,100	\$31,655	\$480	1.54%
*	Maintenance & Repair	\$48,167	\$45,840	\$46,970	\$29,280	(\$16,560)	-36.13%
*	Supplies	\$3,559	\$5,455	\$5,454	\$3,975	(\$1,480)	-27.13%
*	Utilities	\$13,825	\$13,725	\$14,030	\$13,300	(\$425)	-3.10%
**	Elm Street Garage	\$293,270	\$300,164	\$303,523	\$250,713	(\$49,451)	-16.47%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Spring Street Garage 10018300						
* Payroll	\$285,270	\$269,680	\$271,680	\$272,442	\$2,762	1.02%
* Benefits	\$898	\$1,100	\$1,100	\$1,100	\$0	0.00%
* Contractual Services	\$54,325	\$65,240	\$60,550	\$64,520	(\$720)	-1.10%
* Maintenance & Repair	\$73,200	\$68,090	\$69,220	\$49,470	(\$18,620)	-27.35%
* Rentals	\$0	\$100	\$0	\$0	(\$100)	-100.00%
* Supplies	\$5,960	\$6,930	\$6,829	\$5,450	(\$1,480)	-21.36%
* Utilities	\$42,150	\$41,730	\$41,925	\$41,465	(\$265)	-0.64%
** Spring Street Garage	\$461,802	\$452,870	\$451,304	\$434,447	(\$18,423)	-4.07%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Temple Street Garage 10018400							
*	Administrative Svcs	\$25,377	\$26,130	\$26,370	\$28,000	\$1,870	7.16%
*	Maintenance & Repair	\$104,097	\$100,000	\$100,000	\$50,000	(\$50,000)	-50.00%
**	Temple Street Garage	\$129,474	\$126,130	\$126,370	\$78,000	(\$48,130)	-38.16%
****	Parking	\$2,232,886	\$2,366,214	\$2,362,911	\$2,244,853	(\$121,361)	-5.13%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Economic Development 19						
Economic Development Admin 10019100						
* Payroll	\$525,238	\$564,676	\$657,979	\$617,281	\$52,605	9.32%
* Benefits	\$626	\$1,620	\$1,500	\$1,620	\$0	0.00%
* Operating Transfers	\$0	\$0	\$0	\$0	\$0	---
* Administrative Svcs	\$6,943	\$14,635	\$15,536	\$7,011	(\$7,624)	-52.09%
* Contractual Services	\$35,625	\$55,175	\$55,475	\$27,800	(\$27,375)	-49.61%
* Rentals	\$1,776	\$2,400	\$2,400	\$2,000	(\$400)	-16.67%
* Supplies	\$6,253	\$7,500	\$7,500	\$4,750	(\$2,750)	-36.67%
* Utilities	\$0	\$0	\$0	\$0	\$0	---
** Economic Development Admin	\$576,461	\$646,006	\$740,390	\$660,462	\$14,456	2.24%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Portland Development Corp 10019200						
* Administrative Svcs	\$4,449	\$4,875	\$4,875	\$4,875	\$0	0.00%
* Contractual Services	\$24,613	\$22,897	\$22,897	\$22,897	\$0	0.00%
* Supplies	\$651	\$750	\$750	\$750	\$0	0.00%
** Portland Development Corp	\$29,714	\$28,522	\$28,522	\$28,522	\$0	0.00%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Housing & Community Dev 10019300							
*	Payroll	\$0	\$0	\$0	\$531,246	\$531,246	---
**	Housing & Community Dev	\$0	\$0	\$0	\$531,246	\$531,246	---
****	Economic Development	\$606,175	\$674,528	\$768,912	\$1,220,230	\$545,702	80.90%

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ACCOUNT DESCRIPTION		FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Police Department 21							
Police Administration 10021100							
*	Payroll	\$1,064,574	\$1,255,235	\$1,041,616	\$1,199,746	(\$55,489)	-4.42%
*	Benefits	\$5,248	\$6,400	\$5,800	\$5,740	(\$660)	-10.31%
*	Administrative Svcs	\$9,061	\$8,425	\$8,113	\$8,450	\$25	0.30%
*	Contractual Services	(\$1,315)	\$0	\$0	\$0	\$0	---
*	Maintenance & Repair	\$0	\$200	\$0	\$200	\$0	0.00%
*	Rentals	\$2,217	\$2,204	\$2,200	\$2,508	\$304	13.79%
*	Supplies	\$1,229	\$1,800	\$1,200	\$1,800	\$0	0.00%
**	Police Administration	\$1,081,014	\$1,274,264	\$1,058,929	\$1,218,444	(\$55,820)	-4.38%

CITY OF PORTLAND, ME
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ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Uniformed Operations Group 10021200						
* Payroll	\$9,925,183	\$9,924,632	\$10,054,815	\$9,690,716	(\$233,916)	-2.36%
* Benefits	\$195,074	\$173,805	\$173,785	\$152,755	(\$21,050)	-12.11%
* Administrative Svcs	\$18,588	\$18,738	\$15,228	\$40,690	\$21,952	117.15%
* Contractual Services	\$227,159	\$231,692	\$188,953	\$208,602	(\$23,090)	-9.97%
* Maintenance & Repair	\$58,540	\$69,973	\$42,073	\$85,993	\$16,020	22.89%
* Rentals	\$2,743	\$7,775	\$2,775	\$2,975	(\$4,800)	-61.74%
* Supplies	\$18,060	\$189,438	\$179,161	\$124,295	(\$65,143)	-34.39%
* Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
* Utilities	\$545	\$480	\$540	\$504	\$24	5.00%
* Capital Outlay	\$0	\$0	\$0	\$0	\$0	---
** Uniformed Operations Group	\$10,445,892	\$10,616,533	\$10,657,330	\$10,306,530	(\$310,003)	-2.92%

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FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Bureau Investigative Services 10021300							
*	Payroll	\$1,578,191	\$1,963,501	\$1,755,809	\$1,795,600	(\$167,901)	-8.55%
*	Benefits	\$19,470	\$29,490	\$21,083	\$27,230	(\$2,260)	-7.66%
*	Administrative Svcs	\$297	\$1,530	\$100	\$1,280	(\$250)	-16.34%
*	Contractual Services	\$5,354	\$6,700	\$6,100	\$4,100	(\$2,600)	-38.81%
*	Maintenance & Repair	\$0	\$2,000	\$0	\$2,000	\$0	0.00%
*	Rentals	\$2,430	\$2,504	\$2,400	\$2,704	\$200	7.99%
*	Supplies	\$1,996	\$11,950	\$8,350	\$10,400	(\$1,550)	-12.97%
*	Capital Outlay	\$0	\$0	\$0	\$0	\$0	---
**	Bureau Investigative Services	\$1,607,737	\$2,017,675	\$1,793,842	\$1,843,314	(\$174,361)	-8.64%

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FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Police Operation Support Svcs 10021400						
* Payroll	\$657,712	\$658,632	\$681,112	\$657,433	(\$1,199)	-0.18%
* Benefits	\$3,665	\$6,000	\$3,500	\$6,000	\$0	0.00%
* Administrative Svcs	\$89,600	\$133,960	\$92,220	\$110,410	(\$23,550)	-17.58%
* Contractual Services	\$13,480	\$11,720	\$13,000	\$11,720	\$0	0.00%
* Maintenance & Repair	\$598	\$34,006	\$23,515	\$30,255	(\$3,751)	-11.03%
* Rentals	\$8,136	\$8,280	\$7,354	\$7,574	(\$706)	-8.53%
* Supplies	\$70,505	\$54,843	\$49,343	\$53,043	(\$1,800)	-3.28%
** Police Operation Support Svcs	\$843,696	\$907,441	\$870,044	\$876,435	(\$31,006)	-3.42%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Dispatch Services 10021500						
* Payroll	\$2,127,534	\$2,280,437	\$2,066,099	\$2,288,466	\$8,029	0.35%
* Benefits	\$6,500	\$16,700	\$6,820	\$16,700	\$0	0.00%
* Administrative Svcs	\$10,525	\$16,675	\$16,050	\$10,175	(\$6,500)	-38.98%
* Contractual Services	\$1,611	\$2,250	\$2,525	\$13,130	\$10,880	483.56%
* Maintenance & Repair	\$1,049	\$5,200	\$1,201	\$8,140	\$2,940	56.54%
* Rentals	\$587	\$641	\$770	\$641	\$0	0.00%
* Supplies	\$6,025	\$11,500	\$9,224	\$10,500	(\$1,000)	-8.70%
* Minor Capital Items	\$15,000	\$15,000	\$15,000	\$15,000	\$0	0.00%
* Utilities	\$11,948	\$11,700	\$11,600	\$13,080	\$1,380	11.79%
** Dispatch Services	\$2,180,778	\$2,360,103	\$2,129,289	\$2,375,832	\$15,729	0.67%

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ACCOUNT DESCRIPTION		FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Jetport Security 10021800							
*	Payroll	\$576,116	\$558,061	\$622,719	\$553,811	(\$4,250)	-0.76%
*	Benefits	\$1,213	\$16,815	\$1,675	\$16,815	\$0	0.00%
*	Administrative Svcs	\$1,311	\$3,450	\$450	\$1,450	(\$2,000)	-57.97%
*	Maintenance & Repair	\$0	\$250	\$0	\$250	\$0	0.00%
*	Rentals	\$345	\$648	\$350	\$648	\$0	0.00%
*	Supplies	\$1,499	\$2,300	\$350	\$2,300	\$0	0.00%
**	Jetport Security	\$580,484	\$581,524	\$625,544	\$575,274	(\$6,250)	-1.07%
****	Police Department	\$16,739,602	\$17,757,540	\$17,134,978	\$17,195,829	(\$561,711)	-3.16%

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ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Fire Department 22						
Fire Administration 10022100						
* Payroll	\$409,317	\$516,941	\$543,250	\$572,709	\$55,768	10.79%
* Benefits	\$2,587	\$4,908	\$4,908	\$2,884	(\$2,024)	-41.24%
* Administrative Svcs	\$13,491	\$24,708	\$24,708	\$18,858	(\$5,850)	-23.68%
* Contractual Services	\$6,670	\$4,800	\$4,800	\$1,600	(\$3,200)	-66.67%
* Rentals	\$1,678	\$2,160	\$2,160	\$2,160	\$0	0.00%
* Supplies	\$47,946	\$45,100	\$45,100	\$27,600	(\$17,500)	-38.80%
** Fire Administration	\$481,688	\$598,617	\$624,926	\$625,811	\$27,194	4.54%

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FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Fire Code Enforce & Comm Svcs 10022200						
* Payroll	\$214,397	\$256,231	\$256,231	\$224,061	(\$32,170)	-12.56%
* Benefits	\$2,873	\$2,832	\$3,000	\$2,976	\$144	5.08%
* Administrative Svcs	\$8,492	\$21,675	\$21,675	\$6,275	(\$15,400)	-71.05%
* Contractual Services	\$612	\$770	\$770	\$770	\$0	0.00%
* Supplies	\$4,058	\$7,000	\$7,000	\$4,000	(\$3,000)	-42.86%
** Fire Code Enforce & Comm Svcs	\$230,432	\$288,508	\$288,676	\$238,082	(\$50,426)	-17.48%

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ACCOUNT DESCRIPTION		FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Fire Field Operations 10022300							
*	Payroll	\$14,272,459	\$14,362,963	\$14,381,816	\$13,935,637	(\$427,326)	-2.98%
*	Benefits	\$440,715	\$228,972	\$265,384	\$176,832	(\$52,140)	-22.77%
*	Administrative Svcs	\$85,917	\$94,200	\$94,200	\$225,400	\$131,200	139.28%
*	Contractual Services	\$153,755	\$203,996	\$203,996	\$138,446	(\$65,550)	-32.13%
*	Maintenance & Repair	\$91,204	\$117,500	\$117,500	\$119,350	\$1,850	1.57%
*	Rentals	\$4,032	\$3,432	\$3,432	\$3,960	\$528	15.38%
*	Supplies	\$370,774	\$430,175	\$430,204	\$344,775	(\$85,400)	-19.85%
*	Minor Capital Items	\$0	\$56,000	\$55,703	\$0	(\$56,000)	-100.00%
*	Utilities	\$18,003	\$19,956	\$19,956	\$18,956	(\$1,000)	-5.01%
*	Capital Outlay	\$0	\$0	\$0	\$0	\$0	---
**	Fire Field Operations	\$15,436,859	\$15,517,194	\$15,572,191	\$14,963,356	(\$553,838)	-3.57%

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ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Fire Operation Support Svcs 10022400						
* Payroll	\$0	\$0	\$0	\$0	\$0	---
* Benefits	\$242	\$0	\$39	\$0	\$0	---
* Administrative Svcs	\$0	\$1,075	\$1,075	\$1,075	\$0	0.00%
* Contractual Services	\$27,752	\$21,500	\$21,500	\$21,815	\$315	1.47%
* Maintenance & Repair	\$108,120	\$116,715	\$116,715	\$173,630	\$56,915	48.76%
* Rentals	\$386,646	\$398,308	\$398,308	\$410,000	\$11,692	2.94%
* Supplies	\$54,260	\$64,900	\$65,804	\$58,900	(\$6,000)	-9.24%
* Utilities	\$160,350	\$200,650	\$200,650	\$207,348	\$6,698	3.34%
* Capital Outlay	\$0	\$0	\$0	\$0	\$0	---
** Fire Operation Support Svcs	\$737,369	\$803,148	\$804,091	\$872,768	\$69,620	8.67%

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ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Air Rescue Station 10022800						
* Payroll	\$857,375	\$809,859	\$823,701	\$831,197	\$21,338	2.63%
* Benefits	\$1,425	\$13,892	\$13,892	\$16,440	\$2,548	18.34%
* Administrative Svcs	\$28,338	\$46,080	\$46,080	\$46,080	\$0	0.00%
* Contractual Services	\$61	\$2,953	\$2,953	\$3,453	\$500	16.93%
* Maintenance & Repair	\$42,625	\$99,975	\$112,285	\$151,725	\$51,750	51.76%
* Supplies	\$24,561	\$39,210	\$39,210	\$39,210	\$0	0.00%
* Utilities	\$7,088	\$15,712	\$15,712	\$16,244	\$532	3.39%
** Air Rescue Station	\$961,473	\$1,027,681	\$1,053,833	\$1,104,349	\$76,668	7.46%
**** Fire Department	\$17,847,821	\$18,235,148	\$18,343,717	\$17,804,366	(\$430,782)	-2.36%

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Dept of Planning & Development 24							
Planning & Development Admin 10024100							
*	Payroll	\$416,544	\$551,119	\$437,745	\$202,313	(\$348,806)	-63.29%
*	Benefits	\$2,715	\$1,100	\$575	\$1,100	\$0	0.00%
*	Administrative Svcs	\$6,816	\$4,200	\$2,732	\$5,700	\$1,500	35.71%
*	Contractual Services	\$295	\$250	\$0	\$250	\$0	0.00%
*	Maintenance & Repair	\$0	\$100	\$0	\$0	(\$100)	-100.00%
*	Supplies	\$359	\$3,500	\$1,895	\$2,500	(\$1,000)	-28.57%
**	Planning & Development Admin	\$426,728	\$560,269	\$442,947	\$211,863	(\$348,406)	-62.19%

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Planning 10024200						
* Payroll	\$962,826	\$989,519	\$980,623	\$946,269	(\$43,250)	-4.37%
* Benefits	\$1,516	\$2,680	\$1,233	\$1,450	(\$1,230)	-45.90%
* Administrative Svcs	\$27,389	\$21,825	\$19,024	\$27,620	\$5,795	26.55%
* Contractual Services	\$271,996	\$286,970	\$241,320	\$194,600	(\$92,370)	-32.19%
* Maintenance & Repair	\$1,841	\$1,000	\$1,000	\$7,820	\$6,820	682.00%
* Rentals	\$13,946	\$15,600	\$14,500	\$15,600	\$0	0.00%
* Supplies	\$23,412	\$13,000	\$8,524	\$20,300	\$7,300	56.15%
** Planning	\$1,302,927	\$1,330,594	\$1,266,225	\$1,213,659	(\$116,935)	-8.79%

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Housing & Community Dev. 10024300							
*	Payroll	\$0	\$189,169	\$183,970	\$0	(\$189,169)	-100.00%
*	Contractual Services	\$0	\$0	\$0	\$0	\$0	---
**	Housing & Community Dev.	\$0	\$189,169	\$183,970	\$0	(\$189,169)	-100.00%
****	Dept of Planning & Development	\$1,729,655	\$2,080,032	\$1,893,142	\$1,425,522	(\$654,510)	-31.47%

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Permitting & Inspections 25						
Permitting & Inspections Admin 10025100						
* Payroll	\$178,351	\$126,097	\$105,306	\$153,388	\$27,291	21.64%
* Benefits	\$350	\$600	\$200	\$450	(\$150)	-25.00%
* Administrative Svcs	\$6,217	\$1,650	\$2,400	\$1,500	(\$150)	-9.09%
* Contractual Services	\$0	\$740	\$320	\$200	(\$540)	-72.97%
* Rentals	\$0	\$0	\$0	\$0	\$0	---
* Supplies	\$2,579	\$1,400	\$3,111	\$800	(\$600)	-42.86%
** Permitting & Inspections Admin	\$187,497	\$130,487	\$111,337	\$156,338	\$25,851	19.81%

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Inspections 10025200						
* Payroll	\$958,931	\$967,022	\$1,018,734	\$999,269	\$32,247	3.33%
* Benefits	\$6,105	\$9,850	\$9,850	\$9,130	(\$720)	-7.31%
* Administrative Svcs	\$11,346	\$27,095	\$26,595	\$17,165	(\$9,930)	-36.65%
* Contractual Services	\$40,760	\$58,300	\$25,431	\$7,000	(\$51,300)	-87.99%
* Rentals	\$1,864	\$1,800	\$1,800	\$1,800	\$0	0.00%
* Supplies	\$10,351	\$12,500	\$13,000	\$8,500	(\$4,000)	-32.00%
* Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
* Capital Outlay	\$0	\$0	\$0	\$0	\$0	---
** Inspections	\$1,029,357	\$1,076,567	\$1,095,410	\$1,042,864	(\$33,703)	-3.13%

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Housing Safety 10025300							
*	Payroll	\$297,288	\$350,934	\$293,936	\$432,696	\$81,762	23.30%
*	Benefits	\$4,264	\$5,280	\$5,280	\$5,880	\$600	11.36%
*	Administrative Svcs	\$3,654	\$7,640	\$7,490	\$3,725	(\$3,915)	-51.24%
*	Contractual Services	\$33,826	\$38,505	\$38,505	\$35,495	(\$3,010)	-7.82%
*	Rentals	\$339	\$504	\$504	\$504	\$0	0.00%
*	Supplies	\$1,503	\$4,750	\$4,950	\$3,450	(\$1,300)	-27.37%
**	Housing Safety	\$340,874	\$407,613	\$350,665	\$481,750	\$74,137	18.19%

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Business Licensing 10025400							
*	Payroll	\$195,524	\$193,879	\$219,613	\$200,353	\$6,474	3.34%
*	Benefits	\$2,499	\$2,924	\$2,924	\$2,924	\$0	0.00%
*	Administrative Svcs	\$604	\$1,330	\$1,330	\$755	(\$575)	-43.23%
*	Contractual Services	\$32,436	\$27,920	\$27,920	\$31,920	\$4,000	14.33%
*	Rentals	\$2,019	\$2,064	\$2,064	\$2,064	\$0	0.00%
*	Supplies	\$12,327	\$5,775	\$6,075	\$7,075	\$1,300	22.51%
**	Business Licensing	\$245,409	\$233,892	\$259,926	\$245,091	\$11,199	4.79%
****	Permitting & Inspections	\$1,803,137	\$1,848,559	\$1,817,338	\$1,926,043	\$77,484	4.19%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Information Technology 29							
Information Technology 10029100							
*	Payroll	\$1,226,537	\$1,148,860	\$1,135,000	\$1,164,282	\$15,422	1.34%
*	Benefits	\$5,707	\$6,180	\$5,120	\$5,136	(\$1,044)	-16.89%
*	Administrative Svcs	\$12,003	\$14,450	\$13,150	\$3,950	(\$10,500)	-72.66%
*	Contractual Services	\$419,460	\$498,583	\$527,090	\$440,837	(\$57,746)	-11.58%
*	Maintenance & Repair	\$718,592	\$800,989	\$780,254	\$613,603	(\$187,386)	-23.39%
*	Rentals	\$13,056	\$12,000	\$15,265	\$12,000	\$0	0.00%
*	Supplies	\$66,801	\$81,100	\$81,100	\$31,000	(\$50,100)	-61.78%
*	Utilities	\$364,176	\$352,320	\$348,900	\$318,440	(\$33,880)	-9.62%
*	Capital Outlay	\$0	\$0	\$0	\$0	\$0	---
**	Information Technology	\$2,826,333	\$2,914,482	\$2,905,879	\$2,589,248	(\$325,234)	-11.16%
****	Information Technology	\$2,826,333	\$2,914,482	\$2,905,879	\$2,589,248	(\$325,234)	-11.16%

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Public Works 31							
Public Works Administration 10031100							
*	Payroll	\$660,150	\$660,503	\$652,100	\$617,833	(\$42,670)	-6.46%
*	Benefits	\$2,108	\$2,772	\$1,882	\$2,052	(\$720)	-25.97%
*	Administrative Svcs	\$11,248	\$15,460	\$11,553	\$7,985	(\$7,475)	-48.35%
*	Contractual Services	\$4,045	\$6,800	\$1,479	\$6,280	(\$520)	-7.65%
*	Maintenance & Repair	\$27,281	\$25,893	\$23,436	\$24,893	(\$1,000)	-3.86%
*	Rentals	\$2,696	\$3,000	\$2,475	\$3,000	\$0	0.00%
*	Supplies	\$11,829	\$11,280	\$7,797	\$9,750	(\$1,530)	-13.56%
**	Public Works Administration	\$719,357	\$725,708	\$700,721	\$671,793	(\$53,915)	-7.43%

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PW Operations						
Districting 10031202						
* Payroll	\$1,319,961	\$1,535,122	\$1,373,998	\$1,483,747	(\$51,375)	-3.35%
* Benefits	\$55,335	\$20,030	\$29,609	\$15,630	(\$4,400)	-21.97%
* Administrative Svcs	\$1,288	\$4,880	\$1,749	\$1,880	(\$3,000)	-61.48%
* Contractual Services	\$883,410	\$5,500	\$33,415	\$23,200	\$17,700	321.82%
* Maintenance & Repair	\$47	\$2,000	\$4,000	\$2,000	\$0	0.00%
* Rentals	\$15,062	\$14,500	\$14,600	\$14,500	\$0	0.00%
* Supplies	\$133,397	\$152,443	\$184,064	\$137,383	(\$15,060)	-9.88%
* Minor Capital Items	\$0	\$7,500	\$5,755	\$0	(\$7,500)	-100.00%
* Utilities	\$573	\$0	\$550	\$0	\$0	---
* Capital Outlay	\$888,000	\$0	\$0	\$0	\$0	---
** Districting	\$3,297,072	\$1,741,974	\$1,647,740	\$1,678,340	(\$63,634)	-3.65%

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ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Solid Waste 10031203						
* Payroll	\$982,115	\$997,567	\$877,500	\$795,475	(\$202,092)	-20.26%
* Benefits	\$15,485	\$14,020	\$70,400	\$10,740	(\$3,280)	-23.40%
* Administrative Svcs	\$3,136	\$5,495	\$5,779	\$9,330	\$3,835	69.79%
* Contractual Services	\$995,896	\$1,052,180	\$1,424,685	\$1,407,295	\$355,115	33.75%
* Maintenance & Repair	\$0	\$1,500	\$1,245	\$4,680	\$3,180	212.00%
* Rentals	\$63,408	\$1,760	\$12,118	\$0	(\$1,760)	-100.00%
* Supplies	\$23,370	\$15,800	\$14,292	\$10,770	(\$5,030)	-31.84%
* Utilities	\$3,170	\$3,180	\$3,180	\$3,180	\$0	0.00%
* Capital Outlay	(\$28,125)	\$50,000	\$0	\$0	(\$50,000)	-100.00%
** Solid Waste	\$2,058,456	\$2,141,502	\$2,409,198	\$2,241,470	\$99,968	4.67%

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ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Communications 10031204						
* Payroll	\$106,445	\$179,482	\$181,500	\$175,523	(\$3,959)	-2.21%
* Benefits	\$1,488	\$1,325	\$1,758	\$1,125	(\$200)	-15.09%
* Administrative Svcs	\$779	\$1,250	\$391	\$0	(\$1,250)	-100.00%
* Contractual Services	\$7,124	\$2,950	\$3,168	\$5,700	\$2,750	93.22%
* Maintenance & Repair	\$1,083	\$500	\$2,103	\$8,500	\$8,000	1600.00%
* Rentals	\$5,087	\$8,036	\$4,000	\$1,700	(\$6,336)	-78.85%
* Supplies	\$4,964	\$3,900	\$2,514	\$3,550	(\$350)	-8.97%
** Communications	\$126,971	\$197,443	\$195,434	\$196,098	(\$1,345)	-0.68%

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ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Portland Downtown District 10031205						
* Payroll	\$301,484	\$353,907	\$329,700	\$379,573	\$25,666	7.25%
* Benefits	\$2,283	\$3,875	\$2,709	\$3,450	(\$425)	-10.97%
* Contractual Services	\$10,083	\$9,500	\$9,690	\$50	(\$9,450)	-99.47%
* Maintenance & Repair	\$255	\$500	\$275	\$500	\$0	0.00%
* Rentals	\$418	\$360	\$400	\$360	\$0	0.00%
* Supplies	\$21,137	\$30,560	\$24,136	\$25,910	(\$4,650)	-15.22%
* Utilities	\$5,973	\$6,160	\$6,360	\$4,660	(\$1,500)	-24.35%
** Portland Downtown District	\$341,633	\$404,862	\$373,269	\$414,503	\$9,641	2.38%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Winter Operations 10031206						
* Payroll	\$382,195	\$457,929	\$395,943	\$422,677	(\$35,252)	-7.70%
* Benefits	\$172	\$0	\$0	\$0	\$0	---
* Administrative Svcs	\$6,890	\$3,000	\$4,192	\$10,900	\$7,900	263.33%
* Contractual Services	\$31,465	\$27,305	\$112,160	\$115,305	\$88,000	322.29%
* Maintenance & Repair	\$8,665	\$5,000	\$0	\$5,000	\$0	0.00%
* Rentals	\$295,347	\$386,088	\$427,576	\$360,220	(\$25,868)	-6.70%
* Supplies	\$427,903	\$449,337	\$477,947	\$414,635	(\$34,702)	-7.72%
* Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
* Utilities	\$596	\$780	\$1,069	\$780	\$0	0.00%
** Winter Operations	\$1,153,232	\$1,329,439	\$1,418,888	\$1,329,517	\$78	0.01%

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FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Island Services 10031207						
* Payroll	\$467,853	\$484,326	\$478,726	\$480,106	(\$4,220)	-0.87%
* Benefits	\$3,425	\$5,520	\$2,320	\$5,295	(\$225)	-4.08%
* Administrative Svcs	\$535	\$2,950	\$383	\$2,650	(\$300)	-10.17%
* Contractual Services	\$141,578	\$140,700	\$142,826	\$138,900	(\$1,800)	-1.28%
* Maintenance & Repair	\$3,626	\$8,500	\$132	\$8,500	\$0	0.00%
* Rentals	\$0	\$0	\$10,688	\$7,020	\$7,020	---
* Supplies	\$24,426	\$33,700	\$30,445	\$34,700	\$1,000	2.97%
* Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
* Utilities	\$12,254	\$12,140	\$8,250	\$12,140	\$0	0.00%
* Capital Outlay	\$0	\$0	\$0	\$0	\$0	---
** Island Services	\$653,697	\$687,836	\$673,771	\$689,311	\$1,475	0.21%

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ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Traffic & Transportation Ops 10031208						
* Payroll	\$0	\$0	\$0	\$517,354	\$517,354	---
* Benefits	\$0	\$0	\$0	\$8,350	\$8,350	---
* Administrative Svcs	\$0	\$0	\$0	\$3,765	\$3,765	---
* Contractual Services	\$0	\$0	\$0	\$239,265	\$239,265	---
* Maintenance & Repair	\$0	\$0	\$0	\$67,675	\$67,675	---
* Supplies	\$0	\$0	\$0	\$132,646	\$132,646	---
* Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
* Utilities	\$0	\$0	\$0	\$438,844	\$438,844	---
* Capital Outlay	\$0	\$0	\$0	\$0	\$0	---
** Traffic & Transportation Ops	\$0	\$0	\$0	\$1,407,899	\$1,407,899	---
*** PW Operations	\$7,631,060	\$6,503,056	\$6,718,299	\$7,957,138	\$1,454,082	22.36%

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PW Engineering Division						
Transportation Operations 10031302						
* Payroll	\$1,035,821	\$1,135,311	\$957,000	\$400,318	(\$734,993)	-64.74%
* Benefits	\$8,752	\$15,110	\$9,500	\$3,640	(\$11,470)	-75.91%
* Administrative Svcs	\$18,907	\$29,415	\$15,207	\$11,070	(\$18,345)	-62.37%
* Contractual Services	\$309,399	\$523,030	\$813,390	\$12,750	(\$510,280)	-97.56%
* Maintenance & Repair	\$39,231	\$64,675	\$49,500	\$5,000	(\$59,675)	-92.27%
* Rentals	\$353	\$0	\$356	\$0	\$0	---
* Supplies	\$195,397	\$147,296	\$144,600	\$6,000	(\$141,296)	-95.93%
* Minor Capital Items	\$0	\$15,000	\$15,000	\$0	(\$15,000)	-100.00%
* Utilities	\$537,341	\$403,844	\$463,994	\$0	(\$403,844)	-100.00%
** Transportation Operations	\$2,145,201	\$2,333,681	\$2,468,547	\$438,778	(\$1,894,903)	-81.20%

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Engineering 10031303						
* Payroll	\$1,049,154	\$1,193,828	\$1,142,856	\$1,149,176	(\$44,652)	-3.74%
* Benefits	\$2,997	\$3,980	\$3,460	\$3,300	(\$680)	-17.09%
* Administrative Svcs	\$15,470	\$20,845	\$11,488	\$7,550	(\$13,295)	-63.78%
* Contractual Services	\$31,185	\$28,148	\$8,575	\$29,748	\$1,600	5.68%
* Maintenance & Repair	\$1,269	\$2,900	\$2,600	\$2,150	(\$750)	-25.86%
* Rentals	\$1,928	\$1,560	\$1,838	\$1,560	\$0	0.00%
* Supplies	\$47,409	\$13,350	\$3,742	\$13,200	(\$150)	-1.12%
* Utilities	\$1,274	\$1,992	\$192	\$192	(\$1,800)	-90.36%
* Capital Outlay	\$0	\$0	\$0	\$0	\$0	---
** Engineering	\$1,150,686	\$1,266,603	\$1,174,752	\$1,206,876	(\$59,727)	-4.72%
*** PW Engineering Division	\$3,295,887	\$3,600,284	\$3,643,298	\$1,645,654	(\$1,954,630)	-54.29%

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Fleet Services 10031400						
* Payroll	\$1,380,195	\$1,519,543	\$1,445,540	\$1,496,719	(\$22,824)	-1.50%
* Benefits	\$50,163	\$46,360	\$36,175	\$32,760	(\$13,600)	-29.34%
* Administrative Svcs	\$8,299	\$10,972	\$9,469	\$6,772	(\$4,200)	-38.28%
* Contractual Services	\$4,626	\$5,944	\$44,000	\$1,000	(\$4,944)	-83.18%
* Maintenance & Repair	\$1,242,619	\$1,340,200	\$1,435,241	\$1,269,500	(\$70,700)	-5.28%
* Rentals	\$31,082	\$1,980	\$40,480	\$10,480	\$8,500	429.29%
* Supplies	\$982,363	\$807,000	\$732,298	\$563,918	(\$243,082)	-30.12%
* Minor Capital Items	\$4,994	\$0	\$0	\$0	\$0	---
* Utilities	\$2,121	\$1,155	\$1,310	\$0	(\$1,155)	-100.00%
* Capital Outlay	\$25,920	\$74,000	\$11,798	\$0	(\$74,000)	-100.00%
** Fleet Services	\$3,732,382	\$3,807,154	\$3,756,311	\$3,381,149	(\$426,005)	-11.19%
**** Public Works	\$15,378,687	\$14,636,202	\$14,818,629	\$13,655,734	(\$980,468)	-6.70%

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Parks, Rec & Facilities 33							
Parks Rec & Fac Administration 10033100							
*	Payroll	\$553,578	\$608,437	\$612,564	\$454,796	(\$153,641)	-25.25%
*	Benefits	\$1,020	\$1,560	\$1,560	\$600	(\$960)	-61.54%
*	Administrative Svcs	\$11,031	\$12,145	\$12,123	\$11,368	(\$777)	-6.40%
*	Contractual Services	\$21,916	\$11,526	\$10,542	\$10,423	(\$1,103)	-9.57%
*	Rentals	\$2,463	\$2,040	\$2,520	\$2,520	\$480	23.53%
*	Supplies	\$3,921	\$3,700	\$3,864	\$3,700	\$0	0.00%
**	Parks Rec & Fac Administration	\$593,928	\$639,408	\$643,173	\$483,407	(\$156,001)	-24.40%

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Parks Division						
Parks 10033202						
* Payroll	\$667,169	\$865,488	\$759,782	\$613,096	(\$252,392)	-29.16%
* Benefits	\$23,163	\$15,870	\$13,424	\$13,180	(\$2,690)	-16.95%
* Administrative Svcs	\$3,171	\$1,800	\$1,799	\$2,025	\$225	12.50%
* Contractual Services	\$63,994	\$65,700	\$65,506	\$46,700	(\$19,000)	-28.92%
* Maintenance & Repair	\$0	\$0	\$0	\$0	\$0	---
* Rentals	\$15,727	\$28,782	\$21,548	\$24,000	(\$4,782)	-16.61%
* Supplies	\$57,444	\$72,948	\$70,481	\$70,000	(\$2,948)	-4.04%
* Minor Capital Items	\$20,925	\$10,000	\$9,939	\$7,500	(\$2,500)	-25.00%
* Utilities	\$63,845	\$69,233	\$68,317	\$70,576	\$1,343	1.94%
* Capital Outlay	\$17,316	\$0	\$0	\$0	\$0	---
** Parks	\$932,755	\$1,129,821	\$1,010,796	\$847,077	(\$282,744)	-25.03%

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Forestry 10033203						
* Payroll	\$526,236	\$572,902	\$514,607	\$582,615	\$9,713	1.70%
* Benefits	\$10,137	\$10,800	\$9,312	\$9,375	(\$1,425)	-13.19%
* Administrative Svcs	\$5,335	\$5,505	\$3,517	\$5,505	\$0	0.00%
* Contractual Services	\$84,209	\$66,300	\$74,992	\$68,300	\$2,000	3.02%
* Maintenance & Repair	\$0	\$1,700	\$1,431	\$1,700	\$0	0.00%
* Supplies	\$34,446	\$53,640	\$51,151	\$59,565	\$5,925	11.05%
* Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
** Forestry	\$660,365	\$710,847	\$655,010	\$727,060	\$16,213	2.28%

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Athletic Facilities 10033204						
* Payroll	\$477,892	\$565,510	\$550,010	\$560,095	(\$5,415)	-0.96%
* Benefits	\$6,852	\$10,295	\$10,075	\$8,520	(\$1,775)	-17.24%
* Administrative Svcs	\$3,067	\$3,700	\$3,687	\$3,700	\$0	0.00%
* Contractual Services	\$21,612	\$24,050	\$23,867	\$25,550	\$1,500	6.24%
* Maintenance & Repair	\$74,659	\$13,750	\$13,536	\$13,750	\$0	0.00%
* Rentals	\$36,249	\$33,362	\$33,117	\$33,372	\$10	0.03%
* Supplies	\$93,564	\$94,500	\$96,295	\$95,200	\$700	0.74%
* Minor Capital Items	\$0	\$7,500	\$7,790	\$0	(\$7,500)	-100.00%
* Utilities	\$61,004	\$59,000	\$59,000	\$59,000	\$0	0.00%
* Capital Outlay	\$38,637	\$0	\$0	\$0	\$0	---
** Athletic Facilities	\$813,536	\$811,667	\$797,377	\$799,187	(\$12,480)	-1.54%

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Cemeteries 10033205						
* Payroll	\$658,613	\$655,762	\$626,839	\$643,704	(\$12,058)	-1.84%
* Benefits	\$6,149	\$8,249	\$6,638	\$5,974	(\$2,275)	-27.58%
* Administrative Svcs	\$1,394	\$1,750	\$1,117	\$1,230	(\$520)	-29.71%
* Contractual Services	\$72,747	\$42,937	\$49,967	\$26,622	(\$16,315)	-38.00%
* Maintenance & Repair	\$7,330	\$35,575	\$35,103	\$26,269	(\$9,306)	-26.16%
* Rentals	\$1,073	\$8,100	\$6,534	\$7,350	(\$750)	-9.26%
* Supplies	\$54,519	\$53,208	\$53,150	\$53,350	\$142	0.27%
* Minor Capital Items	\$0	\$0	\$0	\$2,700	\$2,700	---
* Utilities	\$6,898	\$6,964	\$5,875	\$6,964	\$0	0.00%
* Capital Outlay	\$12,055	\$15,000	\$10,000	\$10,000	(\$5,000)	-33.33%
** Cemeteries	\$820,779	\$827,545	\$795,223	\$784,163	(\$43,382)	-5.24%
*** Parks Division	\$3,227,435	\$3,479,880	\$3,258,406	\$3,157,487	(\$322,393)	-9.26%

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Recreation Division						
Recreation 10033302						
* Payroll	\$1,462,564	\$1,533,977	\$1,484,634	\$1,239,898	(\$294,079)	-19.17%
* Benefits	\$15,605	\$14,190	\$13,194	\$12,830	(\$1,360)	-9.58%
* Administrative Svcs	\$26,760	\$22,110	\$20,783	\$11,460	(\$10,650)	-48.17%
* Contractual Services	\$214,882	\$211,350	\$214,706	\$110,420	(\$100,930)	-47.75%
* Rentals	\$34,937	\$51,160	\$55,461	\$4,160	(\$47,000)	-91.87%
* Supplies	\$63,483	\$64,812	\$63,060	\$42,892	(\$21,920)	-33.82%
* Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
* Utilities	\$1,687	\$3,840	\$718	\$3,840	\$0	0.00%
** Recreation	\$1,819,917	\$1,901,439	\$1,852,556	\$1,425,500	(\$475,939)	-25.03%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Aquatics 10033303						
* Payroll	\$507,300	\$528,337	\$500,824	\$388,910	(\$139,427)	-26.39%
* Benefits	\$3,170	\$3,630	\$3,360	\$2,200	(\$1,430)	-39.39%
* Administrative Svcs	\$1,730	\$2,785	\$3,268	\$2,191	(\$594)	-21.33%
* Contractual Services	\$36,158	\$37,200	\$31,900	\$31,600	(\$5,600)	-15.05%
* Maintenance & Repair	\$2,426	\$2,100	\$2,078	\$1,700	(\$400)	-19.05%
* Rentals	\$0	\$500	\$500	\$0	(\$500)	-100.00%
* Supplies	\$36,821	\$42,400	\$39,025	\$27,900	(\$14,500)	-34.20%
* Utilities	\$11,803	\$22,350	\$22,730	\$15,850	(\$6,500)	-29.08%
** Aquatics	\$599,409	\$639,302	\$603,685	\$470,351	(\$168,951)	-26.43%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Riverside Golf Course 10033304						
* Payroll	\$552,059	\$582,817	\$582,512	\$488,511	(\$94,306)	-16.18%
* Benefits	\$6,720	\$5,690	\$15,306	\$5,060	(\$630)	-11.07%
* Administrative Svcs	\$3,269	\$2,545	\$2,545	\$3,145	\$600	23.58%
* Contractual Services	\$30,259	\$49,524	\$49,524	\$48,580	(\$944)	-1.91%
* Maintenance & Repair	\$44,347	\$46,500	\$48,650	\$42,500	(\$4,000)	-8.60%
* Rentals	\$110,016	\$135,305	\$135,305	\$134,345	(\$960)	-0.71%
* Supplies	\$219,506	\$201,278	\$199,474	\$192,378	(\$8,900)	-4.42%
* Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
* Utilities	\$80,009	\$76,860	\$76,860	\$76,860	\$0	0.00%
** Riverside Golf Course	\$1,046,186	\$1,100,519	\$1,110,176	\$991,379	(\$109,140)	-9.92%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Golf Course Restaurant 10033305						
* Payroll	\$219,809	\$244,210	\$226,046	\$110,118	(\$134,092)	-54.91%
* Benefits	\$0	\$0	\$0	\$0	\$0	---
* Administrative Svcs	\$2,403	\$3,715	\$3,565	\$0	(\$3,715)	-100.00%
* Contractual Services	\$30,010	\$28,682	\$28,682	\$7,826	(\$20,856)	-72.71%
* Maintenance & Repair	\$6,473	\$4,540	\$4,540	\$1,770	(\$2,770)	-61.01%
* Rentals	\$8,023	\$8,440	\$8,440	\$7,935	(\$505)	-5.98%
* Supplies	\$241,799	\$239,200	\$237,200	\$91,050	(\$148,150)	-61.94%
* Utilities	\$10,619	\$12,000	\$11,373	\$9,000	(\$3,000)	-25.00%
** Golf Course Restaurant	\$519,136	\$540,787	\$519,846	\$227,699	(\$313,088)	-57.89%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Ice Arena 10033306						
* Payroll	\$297,268	\$312,142	\$327,142	\$287,889	(\$24,253)	-7.77%
* Benefits	\$1,601	\$1,560	\$1,499	\$4,560	\$3,000	192.31%
* Administrative Svcs	\$1,415	\$895	\$845	\$895	\$0	0.00%
* Contractual Services	\$14,391	\$16,070	\$15,712	\$14,240	(\$1,830)	-11.39%
* Maintenance & Repair	\$25,063	\$28,200	\$27,984	\$28,200	\$0	0.00%
* Rentals	\$1,308	\$1,812	\$2,070	\$2,240	\$428	23.62%
* Supplies	\$29,321	\$29,800	\$28,771	\$32,300	\$2,500	8.39%
* Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
* Utilities	\$181,849	\$204,750	\$200,377	\$180,750	(\$24,000)	-11.72%
** Ice Arena	\$552,217	\$595,229	\$604,400	\$551,074	(\$44,155)	-7.42%
*** Recreation Division	\$4,536,864	\$4,777,276	\$4,690,663	\$3,666,003	(\$1,111,273)	-23.26%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Public Assemblies						
Public Assemblies Admin 10033401						
* Payroll	\$913,684	\$936,936	\$946,477	\$440,084	(\$496,852)	-53.03%
* Benefits	\$3,175	\$3,240	\$3,198	\$2,790	(\$450)	-13.89%
* Administrative Svcs	\$6,676	\$7,290	\$7,344	\$6,025	(\$1,265)	-17.35%
* Contractual Services	\$79,787	\$66,250	\$69,277	\$33,820	(\$32,430)	-48.95%
* Maintenance & Repair	\$153	\$1,200	\$1,200	\$600	(\$600)	-50.00%
* Rentals	\$467	\$3,000	\$2,923	\$0	(\$3,000)	-100.00%
* Supplies	\$18,916	\$19,900	\$25,310	\$45,640	\$25,740	129.35%
* Minor Capital Items	\$0	\$22,620	\$22,223	\$80,280	\$57,660	254.91%
* Utilities	\$914	\$800	\$879	\$800	\$0	0.00%
** Public Assemblies Admin	\$1,023,772	\$1,061,236	\$1,078,831	\$610,039	(\$451,197)	-42.52%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Concessions 10033402						
* Payroll	\$193,844	\$199,561	\$198,906	\$146,684	(\$52,877)	-26.50%
* Benefits	\$1,572	\$1,560	\$1,550	\$1,580	\$20	1.28%
* Administrative Svcs	\$2,511	\$2,865	\$2,860	\$3,115	\$250	8.73%
* Contractual Services	\$10,967	\$13,890	\$15,890	\$15,280	\$1,390	10.01%
* Maintenance & Repair	\$5,677	\$5,500	\$5,429	\$7,600	\$2,100	38.18%
* Supplies	\$178,719	\$194,250	\$197,288	\$194,920	\$670	0.34%
* Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
* Utilities	\$550	\$800	\$662	\$800	\$0	0.00%
** Concessions	\$393,841	\$418,426	\$422,585	\$369,979	(\$48,447)	-11.58%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Exposition Buildings 10033403						
* Payroll	\$0	\$0	\$0	\$0	\$0	---
* Benefits	\$0	\$0	\$0	\$0	\$0	---
* Contractual Services	\$0	\$0	\$0	\$0	\$0	---
* Maintenance & Repair	\$0	\$0	\$0	\$0	\$0	---
* Rentals	\$0	\$0	\$0	\$0	\$0	---
* Supplies	\$0	\$0	\$0	\$0	\$0	---
* Utilities	\$0	\$0	\$0	\$0	\$0	---
** Exposition Buildings	\$0	\$0	\$0		\$0	---

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Custodial Services 10033404						
* Payroll	\$749,158	\$803,570	\$693,329	\$708,552	(\$95,018)	-11.82%
* Benefits	\$42,869	\$14,405	\$19,990	\$7,340	(\$7,065)	-49.05%
* Administrative Svcs	\$0	\$0	\$0	\$0	\$0	---
* Contractual Services	\$22,933	\$15,303	\$11,344	\$12,384	(\$2,919)	-19.07%
* Maintenance & Repair	\$1,879	\$2,000	\$1,999	\$2,000	\$0	0.00%
* Supplies	\$111,115	\$110,904	\$110,749	\$84,229	(\$26,675)	-24.05%
* Capital Outlay	\$0	\$12,196	\$12,196	\$0	(\$12,196)	-100.00%
** Custodial Services	\$927,955	\$958,378	\$849,607	\$814,505	(\$143,873)	-15.01%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Merrill Auditorium 10033405						
* Payroll	\$137,712	\$140,789	\$141,350	\$74,244	(\$66,545)	-47.27%
* Benefits	\$960	\$480	\$480	\$480	\$0	0.00%
* Contractual Services	\$13,947	\$14,320	\$19,495	\$8,690	(\$5,630)	-39.32%
* Maintenance & Repair	\$18,042	\$17,000	\$17,000	\$17,000	\$0	0.00%
* Rentals	\$801	\$1,000	\$1,000	\$0	(\$1,000)	-100.00%
* Supplies	\$10,500	\$9,000	\$9,000	\$9,000	\$0	0.00%
* Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
* Utilities	\$0	\$0	\$0	\$0	\$0	---
** Merrill Auditorium	\$181,961	\$182,589	\$188,325	\$109,414	(\$73,175)	-40.08%
*** Public Assemblies	\$2,527,529	\$2,620,629	\$2,539,348	\$1,903,937	(\$716,692)	-27.35%
**** Parks, Rec & Facilities	\$10,885,756	\$11,517,193	\$11,131,590	\$9,210,834	(\$2,306,359)	-20.03%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Public Buildings & Waterfront 35						
PB & Wtrfnt - Admin						
PB & Wtrfnt - Administration 10035100						
* Payroll	\$352,865	\$370,481	\$368,981	\$379,681	\$9,200	2.48%
* Benefits	\$2,609	\$3,320	\$2,820	\$3,320	\$0	0.00%
* Administrative Svcs	\$2,314	\$4,950	\$3,394	\$2,850	(\$2,100)	-42.42%
* Contractual Services	\$398	\$2,000	\$1,000	\$500	(\$1,500)	-75.00%
* Rentals	\$1,499	\$2,580	\$3,277	\$3,504	\$924	35.81%
* Supplies	\$2,537	\$4,400	\$3,384	\$2,500	(\$1,900)	-43.18%
** PB & Wtrfnt - Administration	\$362,223	\$387,731	\$382,856	\$392,355	\$4,624	1.19%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
PB & Wtrfnt - Trades 10035101						
* Payroll	\$601,208	\$703,346	\$699,502	\$580,995	(\$122,351)	-17.40%
* Benefits	\$10,900	\$14,500	\$14,700	\$8,200	(\$6,300)	-43.45%
* Administrative Svcs	\$3,207	\$9,070	\$7,200	\$6,690	(\$2,380)	-26.24%
* Contractual Services	\$0	\$500	\$160	\$0	(\$500)	-100.00%
* Rentals	\$1,908	\$0	\$0	\$0	\$0	---
* Supplies	\$12,767	\$9,500	\$9,500	\$9,500	\$0	0.00%
** PB & Wtrfnt - Trades	\$629,989	\$736,916	\$731,062	\$605,385	(\$131,531)	-17.85%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
PB & Wtrfnt - School HVAC 10035102						
* Payroll	\$100,894	\$122,519	\$122,519	\$128,664	\$6,145	5.02%
* Benefits	\$2,552	\$2,724	\$2,724	\$2,030	(\$694)	-25.48%
* Administrative Svcs	\$927	\$6,260	\$6,260	\$3,250	(\$3,010)	-48.08%
* Contractual Services	\$9,163	\$12,600	\$12,600	\$12,600	\$0	0.00%
* Maintenance & Repair	\$206,459	\$214,339	\$214,339	\$214,339	\$0	0.00%
* Supplies	\$128,051	\$160,000	\$160,000	\$160,000	\$0	0.00%
* Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
* Capital Outlay	\$0	\$0	\$0	\$25,000	\$25,000	---
** PB & Wtrfnt - School HVAC	\$448,046	\$518,442	\$518,442	\$545,883	\$27,441	5.29%
*** PB & Wtrfnt - Admin	\$1,440,258	\$1,643,089	\$1,632,360	\$1,543,623	(\$99,466)	-6.05%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
PB & Wtrfnt - Buildings						
PB & Wtrfnt - Public Safety 10035201						
* Payroll	\$0	\$0	\$0	\$0	\$0	---
* Benefits	\$0	\$0	\$0	\$0	\$0	---
* Contractual Services	\$5,869	\$6,700	\$5,515	\$5,900	(\$800)	-11.94%
* Maintenance & Repair	\$62,807	\$83,000	\$83,000	\$64,505	(\$18,495)	-22.28%
* Supplies	\$16,757	\$24,500	\$21,145	\$24,500	\$0	0.00%
* Utilities	\$185,087	\$203,500	\$162,500	\$203,500	\$0	0.00%
** PB & Wtrfnt - Public Safety	\$270,521	\$317,700	\$272,160	\$298,405	(\$19,295)	-6.07%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
PB & Wtrfnt - City Hall 10035202						
* Payroll	\$0	\$0	\$0	\$0	\$0	---
* Benefits	\$0	\$0	\$0	\$0	\$0	---
* Contractual Services	\$2,677	\$3,950	\$3,950	\$8,750	\$4,800	121.52%
* Maintenance & Repair	\$111,888	\$137,500	\$167,500	\$137,500	\$0	0.00%
* Rentals	\$0	\$10,000	\$10,000	\$0	(\$10,000)	-100.00%
* Supplies	\$52,414	\$48,000	\$48,000	\$48,000	\$0	0.00%
* Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
* Utilities	\$188,229	\$193,000	\$196,000	\$368,000	\$175,000	90.67%
** PB & Wtrfnt - City Hall	\$355,209	\$392,450	\$425,450	\$562,250	\$169,800	43.27%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
PB & Wtrfnt - Merrill (PB) 10035203						
* Contractual Services	\$5,865	\$4,350	\$4,350	\$2,050	(\$2,300)	-52.87%
* Maintenance & Repair	\$49,297	\$75,200	\$75,200	\$74,505	(\$695)	-0.92%
* Supplies	\$9,919	\$14,000	\$14,000	\$14,000	\$0	0.00%
* Utilities	\$76,346	\$80,000	\$80,000	\$80,000	\$0	0.00%
** PB & Wtrfnt - Merrill (PB)	\$141,427	\$173,550	\$173,550	\$170,555	(\$2,995)	-1.73%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
PB & Wtrfnt - Hadlock 10035204						
* Contractual Services	\$2,481	\$4,925	\$4,925	\$4,325	(\$600)	-12.18%
* Maintenance & Repair	\$69,282	\$70,120	\$70,120	\$70,120	\$0	0.00%
* Rentals	\$7,712	\$9,000	\$0	\$0	(\$9,000)	-100.00%
* Supplies	\$25,965	\$31,500	\$31,500	\$31,500	\$0	0.00%
* Utilities	\$165,830	\$186,531	\$180,500	\$198,000	\$11,469	6.15%
* Capital Outlay	\$21,828	\$20,000	\$14,800	\$20,000	\$0	0.00%
** PB & Wtrfnt - Hadlock	\$293,098	\$322,076	\$301,845	\$323,945	\$1,869	0.58%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
PB & Wtrfnt - Expo 10035205						
* Contractual Services	\$2,036	\$4,920	\$4,920	\$4,920	\$0	0.00%
* Maintenance & Repair	\$55,539	\$39,580	\$39,580	\$60,080	\$20,500	51.79%
* Rentals	\$0	\$0	\$0	\$0	\$0	---
* Supplies	\$12,341	\$21,000	\$21,000	\$21,000	\$0	0.00%
* Utilities	\$122,302	\$143,100	\$137,700	\$143,100	\$0	0.00%
* Capital Outlay	\$0	\$0	\$14,000	\$25,000	\$25,000	---
** PB & Wtrfnt - Expo	\$192,217	\$208,600	\$217,200	\$254,100	\$45,500	21.81%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
PB & Wtrfnt - Canco Rd 10035206						
* Payroll	\$0	\$0	\$0	\$0	\$0	---
* Contractual Services	\$13,618	\$19,550	\$15,000	\$9,450	(\$10,100)	-51.66%
* Maintenance & Repair	\$215,701	\$197,000	\$197,000	\$207,000	\$10,000	5.08%
* Supplies	\$28,343	\$30,000	\$30,000	\$30,000	\$0	0.00%
* Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
* Utilities	\$161,852	\$187,700	\$176,400	\$170,400	(\$17,300)	-9.22%
** PB & Wtrfnt - Canco Rd	\$419,514	\$434,250	\$418,400	\$416,850	(\$17,400)	-4.01%

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FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
PB & Wtrfnt - Other Bldgs 10035210						
* Payroll	\$485	\$0	(\$489)	\$0	\$0	---
* Benefits	\$0	\$0	\$0	\$0	\$0	---
* Contractual Services	\$14,320	\$10,032	\$10,032	\$11,532	\$1,500	14.95%
* Maintenance & Repair	\$59,568	\$59,855	\$59,855	\$59,855	\$0	0.00%
* Supplies	\$33,768	\$40,500	\$40,500	\$40,500	\$0	0.00%
* Minor Capital Items	\$0	\$60,000	\$60,000	\$0	(\$60,000)	-100.00%
* Utilities	\$155,373	\$100,470	\$90,470	\$113,384	\$12,914	12.85%
* Capital Outlay	\$0	\$0	\$0	\$50,000	\$50,000	---
** PB & Wtrfnt - Other Bldgs	\$263,514	\$270,857	\$260,368	\$275,271	\$4,414	1.63%
*** PB & Wtrfnt - Buildings	\$1,935,499	\$2,119,483	\$2,068,973	\$2,301,376	\$181,893	8.58%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
PB & Wtrfnt - Waterfront 10035300						
* Payroll	\$209,152	\$254,085	\$260,165	\$269,241	\$15,156	5.96%
* Benefits	\$2,481	\$4,874	\$4,874	\$4,074	(\$800)	-16.41%
* Administrative Svcs	\$11,335	\$22,300	\$22,300	\$18,300	(\$4,000)	-17.94%
* Contractual Services	\$272,780	\$365,818	\$355,818	\$178,770	(\$187,048)	-51.13%
* Maintenance & Repair	\$267,474	\$213,672	\$263,672	\$309,600	\$95,928	44.89%
* Rentals	\$7,205	\$10,080	\$10,080	\$6,900	(\$3,180)	-31.55%
* Supplies	\$174,964	\$46,800	\$46,800	\$46,800	\$0	0.00%
* Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
* Utilities	\$353,474	\$375,140	\$322,019	\$375,500	\$360	0.10%
* Capital Outlay	\$36,506	\$25,000	\$24,730	\$25,000	\$0	0.00%
** PB & Wtrfnt - Waterfront	\$1,335,371	\$1,317,769	\$1,310,458	\$1,234,185	(\$83,584)	-6.34%
**** Public Buildings & Waterfront	\$4,711,129	\$5,080,341	\$5,011,791	\$5,079,184	(\$1,157)	-0.02%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Health & Human Services 44							
HHS Administration 10044100							
* Payroll		\$377,334	\$326,696	\$299,196	\$322,335	(\$4,361)	-1.33%
* Benefits		\$1,765	\$1,980	\$1,730	\$1,980	\$0	0.00%
* Administrative Svcs		\$1,320	\$3,600	\$3,600	\$600	(\$3,000)	-83.33%
* Contractual Services		\$1,010	\$1,500	\$1,050	\$750	(\$750)	-50.00%
* Maintenance & Repair		\$0	\$0	\$0	\$0	\$0	---
* Supplies		\$883	\$3,500	\$3,500	\$3,500	\$0	0.00%
** HHS Administration		\$382,313	\$337,276	\$309,076	\$329,165	(\$8,111)	-2.40%
*** HHS Administration		\$382,313	\$337,276	\$309,076	\$329,165	(\$8,111)	-2.40%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Public Health						
Public Health Administration 10044201						
* Payroll	\$201,250	\$267,814	\$206,418	\$279,321	\$11,507	4.30%
* Benefits	\$600	\$1,200	\$500	\$600	(\$600)	-50.00%
* Administrative Svcs	\$5,218	\$11,650	\$11,650	\$5,550	(\$6,100)	-52.36%
* Contractual Services	\$2,339	\$3,510	\$13,023	\$2,850	(\$660)	-18.80%
* Rentals	\$2,138	\$2,345	\$2,345	\$2,345	\$0	-0.01%
* Supplies	\$2,667	\$4,000	\$4,000	\$3,500	(\$500)	-12.50%
** Public Health Administration	\$214,211	\$290,519	\$237,936	\$294,166	\$3,647	1.26%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Family Health 10044202						
* Payroll	\$89,835	\$121,883	\$121,883	\$125,245	\$3,362	2.76%
* Benefits	\$350	\$600	\$600	\$600	\$0	0.00%
* Administrative Svcs	\$3,446	\$4,617	\$4,617	\$2,917	(\$1,700)	-36.82%
* Client Expenses	\$0	\$0	\$0	\$0	\$0	---
* Contractual Services	\$4,068	\$5,027	\$12,313	\$2,400	(\$2,627)	-52.26%
* Rentals	\$813	\$808	\$808	\$808	\$0	-0.05%
* Supplies	\$3,016	\$3,500	\$3,500	\$2,750	(\$750)	-21.43%
* Utilities	\$632	\$720	\$720	\$720	\$0	0.00%
** Family Health	\$102,160	\$137,155	\$144,441	\$135,440	(\$1,715)	-1.25%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Chronic Disease Prevention 10044203						
* Payroll	\$70,545	\$648,522	\$720,356	\$800,501	\$151,979	23.43%
* Benefits	\$350	\$600	\$600	\$600	\$0	0.00%
* Administrative Svcs	\$2,761	\$2,500	\$2,500	\$2,000	(\$500)	-20.00%
* Client Expenses	\$14,915	\$15,000	\$15,000	\$0	(\$15,000)	-100.00%
* Contractual Services	\$3,627	\$3,500	\$3,000	\$2,250	(\$1,250)	-35.71%
* Rentals	\$396	\$12,035	\$12,035	\$12,383	\$348	2.89%
* Supplies	\$2,430	\$1,000	\$1,000	\$1,000	\$0	0.00%
* Utilities	\$0	\$2,376	\$2,376	\$2,376	\$0	0.00%
** Chronic Disease Prevention	\$95,024	\$685,533	\$756,867	\$821,110	\$135,577	19.78%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Health Equity/Research 10044204						
* Payroll	\$89,133	\$154,191	\$153,165	\$203,517	\$49,326	31.99%
* Benefits	\$720	\$900	\$900	\$900	\$0	0.00%
* Administrative Svcs	\$5,968	\$6,700	\$4,200	\$1,200	(\$5,500)	-82.09%
* Client Expenses	\$0	\$0	\$0	\$0	\$0	---
* Contractual Services	\$4,099	\$4,750	\$3,963	\$2,500	(\$2,250)	-47.37%
* Rentals	\$0	\$0	\$0	\$0	\$0	---
* Supplies	\$2,448	\$800	\$800	\$800	\$0	0.00%
** Health Equity/Research	\$102,368	\$167,341	\$163,028	\$208,917	\$41,576	24.85%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
India Street Clinic 10044205						
* Payroll	\$238,980	\$501,833	\$488,201	\$502,145	\$312	0.06%
* Benefits	\$57	\$0	\$0	\$100	\$100	---
* Administrative Svcs	\$1,152	\$3,650	\$3,650	\$3,650	\$0	0.00%
* Client Expenses	\$995	\$1,000	\$1,000	\$1,000	\$0	0.00%
* Contractual Services	\$59,347	\$118,599	\$118,970	\$80,646	(\$37,953)	-32.00%
* Maintenance & Repair	\$1,473	\$1,200	\$1,200	\$1,200	\$0	0.00%
* Rentals	\$65,055	\$55,793	\$55,793	\$57,303	\$1,510	2.71%
* Supplies	\$37,773	\$45,150	\$45,400	\$45,150	\$0	0.00%
* Utilities	\$9,436	\$10,824	\$10,824	\$10,824	\$0	0.00%
** India Street Clinic	\$414,268	\$738,049	\$725,038	\$702,018	(\$36,031)	-4.88%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Research & Evaluation 10044206						
* Payroll	\$49,667	\$64,081	\$61,620	\$46,215	(\$17,866)	-27.88%
* Benefits	\$120	\$600	\$600	\$684	\$84	14.00%
* Administrative Svcs	\$1,795	\$3,900	\$3,900	\$2,500	(\$1,400)	-35.90%
* Contractual Services	\$154	\$4,450	\$4,450	\$3,850	(\$600)	-13.48%
* Maintenance & Repair	\$0	\$1,500	\$1,500	\$1,500	\$0	0.00%
* Supplies	\$7,219	\$400	\$400	\$400	\$0	0.00%
** Research & Evaluation	\$58,955	\$74,931	\$72,470	\$55,149	(\$19,782)	-26.40%
*** Public Health	\$986,986	\$2,093,528	\$2,099,780	\$2,216,800	\$123,272	5.89%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Social Services						
Social Services Administration 10044301						
* Payroll	\$447,769	\$520,478	\$513,602	\$538,117	\$17,639	3.39%
* Benefits	\$6,138	\$7,600	\$7,500	\$5,000	(\$2,600)	-34.21%
* Administrative Svcs	\$2,887	\$5,575	\$5,575	\$1,075	(\$4,500)	-80.72%
* Contractual Services	\$2,264	\$6,326	\$6,326	\$6,326	\$0	0.00%
* Maintenance & Repair	\$0	\$1,000	\$1,000	\$1,000	\$0	0.00%
* Rentals	\$58,802	\$61,085	\$60,881	\$62,048	\$963	1.58%
* Supplies	\$9,227	\$11,806	\$11,806	\$8,806	(\$3,000)	-25.41%
* Utilities	\$5,152	\$10,698	\$6,271	\$6,698	(\$4,000)	-37.39%
** Social Services Administration	\$532,239	\$624,568	\$612,961	\$629,070	\$4,502	0.72%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
General Assistance 10044302						
* Payroll	\$592,297	\$626,157	\$606,388	\$622,969	(\$3,188)	-0.51%
* Benefits	\$500	\$600	\$600	\$600	\$0	0.00%
* Administrative Svcs	\$1,925	\$2,000	\$2,000	\$0	(\$2,000)	-100.00%
* Client Expenses	\$5,893,958	\$6,129,365	\$6,280,641	\$7,589,403	\$1,460,038	23.82%
* Contractual Services	\$150,407	\$172,768	\$172,768	\$97,806	(\$74,962)	-43.39%
* Maintenance & Repair	\$2,675	\$2,500	\$2,500	\$2,500	\$0	0.00%
* Rentals	\$108,023	\$111,312	\$110,934	\$113,103	\$1,791	1.61%
* Supplies	\$14,722	\$19,000	\$19,000	\$18,000	(\$1,000)	-5.26%
* Utilities	\$14,663	\$12,880	\$12,880	\$12,880	\$0	0.00%
** General Assistance	\$6,779,169	\$7,076,582	\$7,207,711	\$8,457,261	\$1,380,679	19.51%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Portland Community Support 10044303						
* Payroll	\$0	\$0	\$0	\$0	\$0	---
* Client Expenses	\$303,918	\$200,000	\$27,400	\$0	(\$200,000)	-100.00%
** Portland Community Support	\$303,918	\$200,000	\$27,400		(\$200,000)	-100.00%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Oxford Street Shelter 10044304						
* Payroll	\$1,781,457	\$2,756,336	\$2,778,825	\$3,115,212	\$358,876	13.02%
* Benefits	\$0	\$1,800	\$1,800	\$1,800	\$0	0.00%
* Administrative Svcs	\$1,491	\$4,000	\$4,000	\$0	(\$4,000)	-100.00%
* Client Expenses	\$6,624	\$79,450	\$79,450	\$79,450	\$0	0.00%
* Contractual Services	\$217,144	\$193,093	\$193,093	\$87,028	(\$106,065)	-54.93%
* Maintenance & Repair	\$0	\$68,946	\$68,946	\$68,946	\$0	0.00%
* Rentals	\$36,066	\$258,280	\$162,280	\$167,077	(\$91,203)	-35.31%
* Supplies	\$458	\$265,407	\$202,825	\$239,833	(\$25,574)	-9.64%
* Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
* Utilities	\$48,523	\$49,501	\$49,501	\$52,501	\$3,000	6.06%
* Capital Outlay	\$0	\$0	\$0	\$0	\$0	---
** Oxford Street Shelter	\$2,091,763	\$3,676,813	\$3,540,720	\$3,811,847	\$135,034	3.67%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Family Shelter 10044305						
* Payroll	\$340,700	\$1,082,314	\$1,292,244	\$1,193,671	\$111,357	10.29%
* Benefits	\$1,440	\$2,400	\$2,700	\$3,000	\$600	25.00%
* Administrative Svcs	\$0	\$2,000	\$2,000	\$0	(\$2,000)	-100.00%
* Client Expenses	\$8,280	\$16,800	\$26,671	\$16,800	\$0	0.00%
* Contractual Services	\$13,628	\$80,814	\$138,744	\$67,924	(\$12,890)	-15.95%
* Maintenance & Repair	\$2,394	\$40,000	\$52,698	\$40,000	\$0	0.00%
* Rentals	\$164,876	\$278,968	\$278,968	\$287,274	\$8,306	2.98%
* Supplies	\$9,114	\$37,960	\$29,907	\$41,960	\$4,000	10.54%
* Utilities	\$79,356	\$48,528	\$69,619	\$74,528	\$26,000	53.58%
** Family Shelter	\$619,788	\$1,589,784	\$1,893,551	\$1,725,157	\$135,373	8.52%
*** Social Services	\$10,326,877	\$13,167,747	\$13,282,343	\$14,623,335	\$1,455,588	11.05%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Barron Center						
Office of Elder Affairs 10044402						
* Payroll	\$225,965	\$337,386	\$334,343	\$330,632	(\$6,754)	-2.00%
* Benefits	\$0	\$0	\$0	\$0	\$0	---
* Administrative Svcs	\$3,229	\$3,000	\$3,250	\$3,010	\$10	0.33%
* Contractual Services	\$5,828	\$6,325	\$4,530	\$900	(\$5,425)	-85.77%
* Supplies	\$30,789	\$36,775	\$35,550	\$24,875	(\$11,900)	-32.36%
* Utilities	\$300	\$300	\$300	\$300	\$0	0.00%
** Office of Elder Affairs	\$266,112	\$383,786	\$377,973	\$359,717	(\$24,069)	-6.27%
*** Barron Center	\$266,112	\$383,786	\$377,973	\$359,717	(\$24,069)	-6.27%
**** Health & Human Services	\$11,962,287	\$15,982,337	\$16,069,172	\$17,529,017	\$1,546,680	9.68%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Debt Service 47							
Debt Service 10047000							
*	Contractual Services	\$763,325	\$730,500	\$730,500	\$760,000	\$29,500	4.04%
*	Debt Service	\$41,262,888	\$44,357,298	\$43,444,397	\$44,940,279	\$582,981	1.31%
**	Debt Service	\$42,026,213	\$45,087,798	\$44,174,897	\$45,700,279	\$612,481	1.36%
****	Debt Service	\$42,026,213	\$45,087,798	\$44,174,897	\$45,700,279	\$612,481	1.36%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Library 48							
Library 10048000							
*	Payroll	\$2,852,765	\$2,955,700	\$2,955,700	\$2,804,154	(\$151,546)	-5.13%
*	Benefits	\$507,253	\$505,000	\$505,000	\$537,000	\$32,000	6.34%
*	Supplies	\$1,984	\$0	\$0	\$0	\$0	---
*	Utilities	\$0	\$0	\$0	\$0	\$0	---
*	Contributions	\$699,997	\$717,850	\$717,850	\$586,683	(\$131,167)	-18.27%
**	Library	\$4,062,000	\$4,178,550	\$4,178,550	\$3,927,837	(\$250,713)	-6.00%
****	Library	\$4,062,000	\$4,178,550	\$4,178,550	\$3,927,837	(\$250,713)	-6.00%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
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Pension 51

Pension 10051200

*	Benefits	\$7,928,610	\$8,398,292	\$8,246,577	\$7,764,619	(\$633,673)	-7.55%
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**	Pension	\$7,928,610	\$8,398,292	\$8,246,577	\$7,764,619	(\$633,673)	-7.55%
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****	Pension	\$7,928,610	\$8,398,292	\$8,246,577	\$7,764,619	(\$633,673)	-7.55%
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CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Employee Benefits 52						
Health Insurance Program 10052200						
* Benefits	\$16,327,123	\$18,848,578	\$16,865,999	\$17,861,128	(\$987,450)	-5.24%
* Administrative Svcs	\$954,977	\$1,086,811	\$747,907	\$866,826	(\$219,985)	-20.24%
* Rentals	\$9,730	\$12,084	\$12,000	\$12,000	(\$84)	-0.70%
* Utilities	\$1,344	\$1,420	\$733	\$1,464	\$44	3.10%
** Health Insurance Program	\$17,293,174	\$19,948,893	\$17,626,639	\$18,741,418	(\$1,207,475)	-6.05%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Workers' Compensation 10052300							
*	Administrative Svcs	(\$269,447)	(\$103,572)	(\$125,000)	(\$184,000)	(\$80,428)	77.65%
*	Contractual Services	\$932,760	\$1,054,087	\$996,766	\$959,900	(\$94,187)	-8.94%
*	Insurance	\$1,265,046	\$950,782	\$1,047,500	\$907,400	(\$43,382)	-4.56%
*	Contributions	\$220,110	\$151,775	\$155,622	\$126,992	(\$24,783)	-16.33%
**	Workers' Compensation	\$2,148,469	\$2,053,072	\$2,074,888	\$1,810,292	(\$242,780)	-11.83%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
FICA 10052400						
* Benefits	\$1,159,074	\$1,138,099	\$1,210,226	\$1,393,538	\$255,439	22.44%
** FICA	\$1,159,074	\$1,138,099	\$1,210,226	\$1,393,538	\$255,439	22.44%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Group Life Insurance 10052500						
* Benefits	\$213,004	\$205,822	\$208,293	\$211,911	\$6,089	2.96%
** Group Life Insurance	\$213,004	\$205,822	\$208,293	\$211,911	\$6,089	2.96%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Unemployment 10052600						
* Benefits	\$61,793	\$100,000	\$75,000	\$100,000	\$0	0.00%
** Unemployment	\$61,793	\$100,000	\$75,000	\$100,000	\$0	0.00%
**** Employee Benefits	\$20,875,514	\$23,445,886	\$21,195,046	\$22,257,159	(\$1,188,727)	-5.07%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Contingency 61							
Contingency 10061000							
* Payroll		\$98,999	\$0	\$0	\$0	\$0	---
* Administrative Svcs		\$24,093	\$895	\$5,950	\$925	\$30	3.35%
* Contractual Services		\$114,018	\$249,105	\$231,597	\$249,075	(\$30)	-0.01%
* Supplies		\$21,486	\$0	\$12,453	\$0	\$0	---
* Utilities		\$0	\$0	\$0	\$0	\$0	---
* Capital Outlay		\$6,600	\$0	\$0	\$0	\$0	---
** Contingency		\$265,196	\$250,000	\$250,000	\$250,000	\$0	0.00%
**** Contingency		\$265,196	\$250,000	\$250,000	\$250,000	\$0	0.00%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Liability Insurance 62							
Liability Insurance 10062000							
*	Administrative Svcs	\$6,275	\$5,700	\$5,700	\$5,700	\$0	0.00%
*	Contractual Services	\$0	\$0	\$0	\$5,000	\$5,000	---
*	Insurance	\$695,521	\$833,625	\$788,796	\$782,428	(\$51,197)	-6.14%
**	Liability Insurance	\$701,796	\$839,325	\$794,496	\$793,128	(\$46,197)	-5.50%
****	Liability Insurance	\$701,796	\$839,325	\$794,496	\$793,128	(\$46,197)	-5.50%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
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County Tax 63

County Tax 10063000

*	Contributions	\$6,288,845	\$6,640,316	\$6,640,316	\$7,011,159	\$370,843	5.58%
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**	County Tax	\$6,288,845	\$6,640,316	\$6,640,316	\$7,011,159	\$370,843	5.58%
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****	County Tax	\$6,288,845	\$6,640,316	\$6,640,316	\$7,011,159	\$370,843	5.58%
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CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Memberships / Other 65							
Transit District (Metro) 10065200							
*	Contributions	\$2,709,916	\$2,787,772	\$2,787,772	\$2,877,058	\$89,286	3.20%
**	Transit District (Metro)	\$2,709,916	\$2,787,772	\$2,787,772	\$2,877,058	\$89,286	3.20%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Regional Transportation 10065300						
* Contributions	\$60,942	\$78,480	\$78,480	\$78,480	\$0	0.00%
** Regional Transportation	\$60,942	\$78,480	\$78,480	\$78,480	\$0	0.00%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Memberships - Misc 10065400							
*	Contractual Services	\$42,901	\$50,000	\$45,861	\$50,000	\$0	0.00%
*	Contributions	\$314,088	\$387,388	\$387,000	\$369,910	(\$17,478)	-4.51%
**	Memberships - Misc	\$356,989	\$437,388	\$432,861	\$419,910	(\$17,478)	-4.00%
****	Memberships / Other	\$3,127,847	\$3,303,640	\$3,299,113	\$3,375,448	\$71,808	2.17%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Wage Adjustment 67						
Wage Adjustment 10067000						
* Payroll	\$0	(\$165,000)	\$0	\$0	\$165,000	-100.00%
** Wage Adjustment	\$0	(\$165,000)	\$0	\$0	\$165,000	-100.00%
**** Wage Adjustment	\$0	(\$165,000)	\$0	\$0	\$165,000	-100.00%
***** General Fund (0100):	\$177,954,862	\$191,168,388	\$187,304,441	\$186,763,738	(\$4,404,650)	-2.30%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Health & Human Services 44						
Barron Center						
Barron Center Administration 10744401						
* Payroll	\$570,868	\$700,101	\$614,445	\$693,718	(\$6,383)	-0.91%
* Benefits	\$2,057	\$4,200	\$4,005	\$4,920	\$720	17.14%
* Administrative Svcs	\$42,963	\$60,685	\$56,667	\$259,670	\$198,985	327.90%
* Contractual Services	\$1,053,176	\$972,074	\$1,413,630	\$882,284	(\$89,790)	-9.24%
* Maintenance & Repair	\$10,639	\$16,240	\$12,000	\$12,940	(\$3,300)	-20.32%
* Rentals	\$3,479	\$4,020	\$3,925	\$5,340	\$1,320	32.84%
* Supplies	\$41,516	\$55,700	\$49,000	\$42,250	(\$13,450)	-24.15%
* Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
* Utilities	\$814	\$9,540	\$900	\$900	(\$8,640)	-90.57%
* Capital Outlay	\$0	\$0	\$0	\$0	\$0	---
** Barron Center Administration	\$1,725,512	\$1,822,560	\$2,154,572	\$1,902,022	\$79,462	4.36%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Therapeutic Recreation 10744403						
* Payroll	\$216,490	\$267,084	\$254,866	\$268,068	\$984	0.37%
* Administrative Svcs	\$607	\$1,100	\$770	\$325	(\$775)	-70.45%
* Contractual Services	\$10,824	\$13,100	\$13,100	\$11,600	(\$1,500)	-11.45%
* Supplies	\$7,502	\$12,300	\$12,000	\$9,250	(\$3,050)	-24.80%
** Therapeutic Recreation	\$235,422	\$293,584	\$280,736	\$289,243	(\$4,341)	-1.48%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Nursing Administration 10744404						
* Payroll	\$1,182,729	\$1,407,529	\$1,186,645	\$1,458,239	\$50,710	3.60%
* Benefits	\$8,927	\$10,600	\$9,150	\$11,000	\$400	3.77%
* Administrative Svcs	\$4,844	\$34,050	\$21,850	\$27,770	(\$6,280)	-18.44%
* Contractual Services	\$44,093	\$79,245	\$52,590	\$79,640	\$395	0.50%
* Rentals	\$1,103	\$900	\$900	\$1,680	\$780	86.67%
* Supplies	\$38,993	\$49,250	\$43,000	\$45,966	(\$3,284)	-6.67%
* Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
* Capital Outlay	\$0	\$25,000	\$0	\$25,000	\$0	0.00%
** Nursing Administration	\$1,280,690	\$1,606,574	\$1,314,135	\$1,649,295	\$42,721	2.66%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Nursing Direct Care 10744405						
* Payroll	\$6,208,875	\$6,634,928	\$6,411,242	\$6,783,782	\$148,854	2.24%
* Benefits	\$35,720	\$0	\$23,957	\$0	\$0	---
** Nursing Direct Care	\$6,244,595	\$6,634,928	\$6,435,199	\$6,783,782	\$148,854	2.24%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Nutrition & Supply 10744406						
* Payroll	\$1,261,045	\$1,332,385	\$1,318,230	\$1,290,327	(\$42,058)	-3.16%
* Benefits	\$9,874	\$10,340	\$10,150	\$11,120	\$780	7.54%
* Administrative Svcs	\$1,306	\$2,645	\$2,450	\$2,225	(\$420)	-15.88%
* Client Expenses	\$8,126	\$7,500	\$7,020	\$7,500	\$0	0.00%
* Contractual Services	\$33,868	\$45,388	\$45,911	\$45,470	\$82	0.18%
* Maintenance & Repair	\$11,433	\$12,100	\$11,450	\$12,595	\$495	4.09%
* Rentals	\$22,911	\$24,674	\$21,055	\$24,100	(\$574)	-2.33%
* Supplies	\$1,335,869	\$1,458,080	\$1,400,182	\$1,376,797	(\$81,283)	-5.57%
* Minor Capital Items	\$0	\$7,500	\$7,500	\$23,500	\$16,000	213.33%
* Capital Outlay	\$48,138	\$0	\$0	\$0	\$0	---
** Nutrition & Supply	\$2,732,568	\$2,900,612	\$2,823,948	\$2,793,634	(\$106,978)	-3.69%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Environmental Services 10744407						
* Payroll	\$357,100	\$377,381	\$432,374	\$387,568	\$10,187	2.70%
* Benefits	\$2,732	\$4,000	\$4,000	\$4,440	\$440	11.00%
* Administrative Svcs	\$2,371	\$2,600	\$1,500	\$1,250	(\$1,350)	-51.92%
* Contractual Services	\$71,767	\$70,700	\$65,822	\$75,935	\$5,235	7.40%
* Maintenance & Repair	\$95,270	\$93,790	\$91,925	\$117,930	\$24,140	25.74%
* Rentals	\$0	\$0	\$0	\$0	\$0	---
* Supplies	\$84,964	\$94,988	\$91,970	\$70,355	(\$24,633)	-25.93%
* Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
* Utilities	\$383,181	\$414,547	\$397,260	\$417,668	\$3,121	0.75%
* Capital Outlay	\$37,012	\$59,065	\$90,948	\$48,065	(\$11,000)	-18.62%
** Environmental Services	\$1,034,397	\$1,117,071	\$1,175,799	\$1,123,211	\$6,140	0.55%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Housekeeping 10744408						
* Payroll	\$470,012	\$507,205	\$458,705	\$538,910	\$31,705	6.25%
* Benefits	\$1,137	\$1,300	\$1,300	\$1,200	(\$100)	-7.69%
* Contractual Services	\$2,969	\$3,600	\$3,600	\$3,360	(\$240)	-6.67%
* Maintenance & Repair	\$888	\$665	\$665	\$2,360	\$1,695	254.89%
* Supplies	\$116,329	\$120,136	\$115,750	\$108,635	(\$11,501)	-9.57%
* Minor Capital Items	\$0	\$8,500	\$6,912	\$1,000	(\$7,500)	-88.24%
** Housekeeping	\$591,335	\$641,406	\$586,932	\$655,465	\$14,059	2.19%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Laundry Services 10744409						
* Payroll	\$450,313	\$467,668	\$476,809	\$486,800	\$19,132	4.09%
* Benefits	\$5,284	\$1,450	\$2,374	\$1,200	(\$250)	-17.24%
* Administrative Svcs	\$0	\$250	\$0	\$250	\$0	0.00%
* Maintenance & Repair	\$7,781	\$13,675	\$10,000	\$10,050	(\$3,625)	-26.51%
* Supplies	\$53,723	\$64,405	\$57,915	\$57,955	(\$6,450)	-10.01%
* Capital Outlay	\$0	\$0	\$0	\$0	\$0	---
** Laundry Services	\$517,101	\$547,448	\$547,098	\$556,255	\$8,807	1.61%
*** Barron Center	\$14,361,621	\$15,564,183	\$15,318,419	\$15,752,907	\$188,724	1.21%
**** Health & Human Services	\$14,361,621	\$15,564,183	\$15,318,419	\$15,752,907	\$188,724	1.21%
***** Barron Center General Fnd (0107):	\$14,361,621	\$15,564,183	\$15,318,419	\$15,752,907	\$188,724	1.21%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
***** GF Total (100 & 107):	\$192,316,483	\$206,732,571	\$202,622,860	\$202,516,645	(\$4,215,926)	-2.04%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Enterprise Funds (500s):						
Public Buildings & Waterfront 35						
PB & Wtrfnt - Waterfront						
Pub Bldg & Wtrfnt - Fish Pier 53035301						
* Payroll	\$25,811	\$32,000	\$32,000	\$74,647	\$42,647	133.27%
* Benefits	\$0	\$0	\$0	\$11,805	\$11,805	---
* Operating Transfers	\$0	\$0	\$0	\$0	\$0	---
* Administrative Svcs	\$6,342	\$14,594	\$14,594	\$14,594	\$0	0.00%
* Contractual Services	\$28,670	\$42,676	\$42,676	\$42,476	(\$200)	-0.47%
* Maintenance & Repair	\$112,475	\$225,000	\$225,000	\$225,000	\$0	0.00%
* Insurance	\$10,750	\$13,119	\$13,119	\$14,195	\$1,076	8.20%
* Supplies	\$4,418	\$13,500	\$13,500	\$13,500	\$0	0.00%
* Utilities	\$37,460	\$35,304	\$15,000	\$15,000	(\$20,304)	-57.51%
* Contributions	\$0	\$0	\$0	\$0	\$0	---
* Capital Outlay	\$0	\$0	\$0	\$0	\$0	---
* Debt Service	\$16,508	\$12,486	\$12,486	\$11,999	(\$487)	-3.90%
** Pub Bldg & Wtrfnt - Fish Pier	\$242,433	\$388,679	\$368,375	\$423,216	\$34,537	8.89%
*** PB & Wtrfnt - Waterfront	\$242,433	\$388,679	\$368,375	\$423,216	\$34,537	8.89%
**** Public Buildings & Waterfront	\$242,433	\$388,679	\$368,375	\$423,216	\$34,537	8.89%
***** Fish Pier Authority Fund (0530):	\$242,433	\$388,679	\$368,375	\$423,216	\$34,537	8.89%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Finance 15						
Acct, Budget & Purchasing						
Sewer Utility Finance 57015300						
* Payroll	\$74,820	\$79,648	\$76,152	\$81,246	\$1,598	2.01%
* Administrative Svcs	\$2,864	\$5,820	\$3,000	\$5,135	(\$685)	-11.77%
* Contractual Services	\$69,562	\$53,620	\$15,000	\$15,125	(\$38,495)	-71.79%
* Supplies	\$2,149	\$2,850	\$2,850	\$2,850	\$0	0.00%
** Sewer Utility Finance	\$149,395	\$141,938	\$97,002	\$104,356	(\$37,582)	-26.48%
*** Acct, Budget & Purchasing	\$149,395	\$141,938	\$97,002	\$104,356	(\$37,582)	-26.48%
**** Finance	\$149,395	\$141,938	\$97,002	\$104,356	(\$37,582)	-26.48%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Public Works 31						
Public Works Administration						
Sewer Utility PW Admin 57031100						
* Payroll	\$537,044	\$652,927	\$555,856	\$606,495	(\$46,432)	-7.11%
* Benefits	\$1,381	\$3,192	\$1,056	\$3,192	\$0	-0.01%
* Administrative Svcs	\$26,804	\$34,795	\$25,712	\$19,570	(\$15,225)	-43.76%
* Contractual Services	\$34,648	\$30,750	\$13,287	\$26,720	(\$4,030)	-13.11%
* Maintenance & Repair	\$60,010	\$86,857	\$56,713	\$57,897	(\$28,960)	-33.34%
* Rentals	\$1,072	\$19,677	\$19,737	\$19,677	\$1	0.00%
* Supplies	\$5,178	\$10,350	\$5,331	\$7,750	(\$2,600)	-25.12%
* Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
* Capital Outlay	\$0	\$0	\$0	\$0	\$0	---
** Sewer Utility PW Admin	\$666,138	\$838,548	\$677,692	\$741,301	(\$97,247)	-11.60%
*** Public Works Administration	\$666,138	\$838,548	\$677,692	\$741,301	(\$97,247)	-11.60%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
PW Operations						
Sewer Utility Districting 57031202						
* Payroll	\$1,014,891	\$1,138,065	\$1,138,250	\$1,152,646	\$14,581	1.28%
* Benefits	\$23,967	\$21,781	\$25,289	\$25,407	\$3,626	16.65%
* Administrative Svcs	\$41,498	\$28,695	\$35,988	\$37,250	\$8,555	29.81%
* Contractual Services	\$369,409	\$518,252	\$515,190	\$651,464	\$133,212	25.70%
* Maintenance & Repair	\$372,518	\$271,501	\$237,140	\$216,834	(\$54,667)	-20.14%
* Rentals	\$70,826	\$93,960	\$74,160	\$77,160	(\$16,800)	-17.88%
* Supplies	\$228,969	\$253,001	\$235,360	\$237,877	(\$15,124)	-5.98%
* Utilities	\$128,607	\$112,024	\$119,249	\$92,910	(\$19,114)	-17.06%
* Capital Outlay	\$25,001	\$200,000	\$75,000	\$64,255	(\$135,745)	-67.87%
** Sewer Utility Districting	\$2,275,685	\$2,637,279	\$2,455,626	\$2,555,803	(\$81,476)	-3.09%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Sewer Communications 57031204						
* Payroll	\$57,092	\$59,822	\$61,496	\$58,519	(\$1,303)	-2.18%
* Benefits	\$0	\$442	\$442	\$375	(\$67)	-15.09%
* Administrative Svcs	\$0	\$417	\$130	\$0	(\$417)	-100.00%
* Contractual Services	\$0	\$983	\$1,056	\$1,900	\$917	93.24%
* Maintenance & Repair	\$0	\$167	\$701	\$2,834	\$2,667	1600.57%
* Rentals	\$787	\$2,678	\$1,667	\$567	(\$2,111)	-78.83%
* Supplies	\$2,019	\$1,300	\$1,005	\$1,183	(\$117)	-8.99%
** Sewer Communications	\$59,898	\$65,808	\$66,497	\$65,378	(\$430)	-0.65%
*** PW Operations	\$2,335,583	\$2,703,087	\$2,522,122	\$2,621,181	(\$81,906)	-3.03%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
PW Engineering Division						
Sewer Engineering 57031303						
* Payroll	\$351,301	\$343,929	\$388,750	\$367,292	\$23,363	6.79%
* Benefits	\$1,910	\$2,960	\$1,740	\$2,600	(\$360)	-12.16%
* Administrative Svcs	\$16,085	\$20,050	\$6,655	\$9,710	(\$10,340)	-51.57%
* Contractual Services	\$150,170	\$128,498	\$126,200	\$125,248	(\$3,250)	-2.53%
* Maintenance & Repair	\$1,035	\$695	\$3,631	\$895	\$200	28.78%
* Rentals	\$0	\$750	\$0	\$750	\$0	0.00%
* Supplies	\$14,760	\$6,200	\$6,848	\$6,200	\$0	0.00%
* Contributions	\$0	\$0	\$0	\$0	\$0	---
* Capital Outlay	\$0	\$100,000	\$0	\$0	(\$100,000)	-100.00%
** Sewer Engineering	\$535,260	\$603,082	\$533,824	\$512,695	(\$90,387)	-14.99%
*** PW Engineering Division	\$535,260	\$603,082	\$533,824	\$512,695	(\$90,387)	-14.99%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Debt Service						
Sewer Utility Debt Service 57031600						
* Contractual Services	\$177,557	\$165,000	\$152,580	\$151,500	(\$13,500)	-8.18%
* Debt Service	\$7,374,671	\$7,923,788	\$7,700,343	\$7,878,246	(\$45,542)	-0.57%
** Sewer Utility Debt Service	\$7,552,228	\$8,088,788	\$7,852,923	\$8,029,746	(\$59,042)	-0.73%
*** Debt Service	\$7,552,228	\$8,088,788	\$7,852,923	\$8,029,746	(\$59,042)	-0.73%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Fringe Benefits						
Sewer Utility Fringe Benefits 57031700						
* Payroll	\$0	\$0	\$0	\$0	\$0	---
* Benefits	\$322,550	\$970,377	\$878,439	\$1,003,320	\$32,943	3.39%
* Administrative Svcs	\$511,722	\$518,384	\$518,384	\$518,384	\$0	0.00%
* Insurance	\$28,150	\$30,729	\$6,644	\$790	(\$29,939)	-97.43%
** Sewer Utility Fringe Benefits	\$862,422	\$1,519,490	\$1,403,467	\$1,522,494	\$3,004	0.20%
*** Fringe Benefits	\$862,422	\$1,519,490	\$1,403,467	\$1,522,494	\$3,004	0.20%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
PWD Assessment						
Sewer Utility PWD Assessment 57031800						
* Administrative Svcs	\$12,432,252	\$13,137,639	\$12,739,710	\$13,177,145	\$39,506	0.30%
** Sewer Utility PWD Assessment	\$12,432,252	\$13,137,639	\$12,739,710	\$13,177,145	\$39,506	0.30%
*** PWD Assessment	\$12,432,252	\$13,137,639	\$12,739,710	\$13,177,145	\$39,506	0.30%
**** Public Works	\$24,383,882	\$26,890,634	\$25,729,739	\$26,604,562	(\$286,072)	-1.06%
***** Sewer Utility Fund (0570):	\$24,533,277	\$27,032,572	\$25,826,741	\$26,708,918	(\$323,654)	-1.20%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Finance 15						
Finance Administration						
Stormwater Finance 57115100						
* Payroll	\$161,516	\$168,104	\$166,359	\$171,005	\$2,901	1.73%
* Administrative Svcs	\$32,495	\$46,953	\$30,704	\$44,953	(\$2,000)	-4.26%
* Contractual Services	\$34,013	\$54,939	\$23,585	\$45,120	(\$9,819)	-17.87%
* Supplies	\$2,873	\$5,150	\$5,150	\$5,150	\$0	0.00%
** Stormwater Finance	\$230,897	\$275,145	\$225,798	\$266,228	(\$8,917)	-3.24%
*** Finance Administration	\$230,897	\$275,145	\$225,798	\$266,228	(\$8,917)	-3.24%
**** Finance	\$230,897	\$275,145	\$225,798	\$266,228	(\$8,917)	-3.24%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Public Works 31							
Stormwater Management 57131500							
*	Payroll	\$759,905	\$813,926	\$799,000	\$836,610	\$22,684	2.79%
*	Benefits	\$2,998	\$3,420	\$3,200	\$3,060	(\$360)	-10.53%
*	Administrative Svcs	\$28,995	\$63,415	\$34,200	\$40,110	(\$23,305)	-36.75%
*	Contractual Services	\$202,026	\$377,520	\$320,225	\$431,520	\$54,000	14.30%
*	Maintenance & Repair	\$52,457	\$82,500	\$62,250	\$61,500	(\$21,000)	-25.45%
*	Rentals	\$28,911	\$64,617	\$38,617	\$50,617	(\$14,000)	-21.67%
*	Supplies	\$118,056	\$137,870	\$128,200	\$125,190	(\$12,680)	-9.20%
*	Capital Outlay	(\$21,770)	\$0	\$280,000	\$0	\$0	---
**	Stormwater Management	\$1,171,577	\$1,543,268	\$1,665,692	\$1,548,607	\$5,339	0.35%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Debt Service						
Stormwater Debt Service 57131600						
* Contractual Services	\$8,546	\$10,000	\$7,850	\$7,800	(\$2,200)	-22.00%
* Debt Service	\$393,769	\$675,421	\$637,158	\$747,149	\$71,728	10.62%
** Stormwater Debt Service	\$402,315	\$685,421	\$645,008	\$754,949	\$69,528	10.14%
*** Debt Service	\$402,315	\$685,421	\$645,008	\$754,949	\$69,528	10.14%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Fringe Benefits						
Stormwater Fringe Benefits 57131700						
* Payroll	\$0	\$0	\$0	\$0	\$0	---
* Benefits	\$312,892	\$216,151	\$271,055	\$332,236	\$116,085	53.71%
* Administrative Svcs	\$68,054	\$68,852	\$68,852	\$68,852	\$0	0.00%
* Insurance	\$0	\$0	\$1,988	\$2,000	\$2,000	---
** Stormwater Fringe Benefits	\$380,945	\$285,003	\$341,895	\$403,088	\$118,085	41.43%
*** Fringe Benefits	\$380,945	\$285,003	\$341,895	\$403,088	\$118,085	41.43%
**** Public Works	\$1,954,838	\$2,513,692	\$2,652,595	\$2,706,644	\$192,952	7.68%
***** Stormwater Fund (0571):	\$2,185,734	\$2,788,837	\$2,878,393	\$2,972,872	\$184,035	6.60%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Jetport 28						
Jetport Administration Div.						
Jetport Administration 58328101						
* Payroll	\$629,601	\$849,572	\$746,031	\$798,880	(\$50,692)	-5.97%
* Benefits	\$1,467	\$2,200	\$2,121	\$3,688	\$1,488	67.64%
* Administrative Svcs	\$66,663	\$70,118	\$59,632	\$90,378	\$20,260	28.89%
* Contractual Services	\$274,474	\$217,300	\$250,681	\$162,450	(\$54,850)	-25.24%
* Maintenance & Repair	\$9,313	\$8,146	\$8,086	\$8,646	\$500	6.14%
* Rentals	\$6,288	\$4,200	\$5,953	\$4,200	\$0	0.00%
* Supplies	\$27,004	\$24,463	\$13,408	\$61,463	\$37,000	151.25%
* Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
* Utilities	\$14,428	\$7,980	\$12,910	\$15,660	\$7,680	96.24%
* Capital Outlay	\$0	\$37,500	\$0	\$0	(\$37,500)	-100.00%
** Jetport Administration	\$1,029,239	\$1,221,479	\$1,098,822	\$1,145,365	(\$76,114)	-6.23%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Jetport Marketing 58328102						
* Payroll	\$0	\$6,750	\$0	\$6,750	\$0	0.00%
* Administrative Svcs	\$74,134	\$167,390	\$114,260	\$119,890	(\$47,500)	-28.38%
* Contractual Services	\$290,175	\$417,000	\$272,975	\$277,000	(\$140,000)	-33.57%
* Supplies	\$0	\$7,500	\$190	\$7,500	\$0	0.00%
** Jetport Marketing	\$364,308	\$598,640	\$387,425	\$411,140	(\$187,500)	-31.32%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Jetport Fringe/Indirect Costs 58328103						
* Benefits	\$1,363,469	\$2,248,653	\$2,180,765	\$2,347,918	\$99,265	4.41%
* Administrative Svcs	\$513,192	\$570,411	\$506,414	\$570,411	\$0	0.00%
* Insurance	\$143,821	\$187,568	\$160,331	\$182,485	(\$5,083)	-2.71%
* Contributions	\$1,076,545	\$1,077,681	\$874,766	\$1,187,349	\$109,668	10.18%
** Jetport Fringe/Indirect Costs	\$3,097,027	\$4,084,313	\$3,722,276	\$4,288,163	\$203,850	4.99%
*** Jetport Administration Div.	\$4,490,574	\$5,904,432	\$5,208,523	\$5,844,668	(\$59,764)	-1.01%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Jetport Field 58328200						
* Payroll	\$786,054	\$1,025,415	\$949,093	\$1,019,284	(\$6,131)	-0.60%
* Benefits	\$18,487	\$100,498	\$24,524	\$41,748	(\$58,750)	-58.46%
* Administrative Svcs	\$35,707	\$32,515	\$24,214	\$10,115	(\$22,400)	-68.89%
* Contractual Services	\$1,001,152	\$1,178,311	\$865,608	\$957,678	(\$220,633)	-18.72%
* Maintenance & Repair	\$376,745	\$508,647	\$442,195	\$544,647	\$36,000	7.08%
* Rentals	\$6,529	\$10,258	\$2,281	\$7,008	(\$3,250)	-31.68%
* Supplies	\$242,364	\$807,150	\$519,013	\$635,541	(\$171,609)	-21.26%
* Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
* Utilities	\$167,298	\$162,820	\$130,484	\$132,677	(\$30,143)	-18.51%
* Capital Outlay	\$64,549	\$752,185	\$508,159	\$872,000	\$119,815	15.93%
** Jetport Field	\$2,698,883	\$4,577,799	\$3,465,571	\$4,220,698	(\$357,101)	-7.80%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Jetport General Aviation 58328300						
* Payroll	\$0	\$500	\$0	\$500	\$0	0.00%
* Contractual Services	\$15,168	\$15,168	\$15,168	\$15,168	\$0	0.00%
* Maintenance & Repair	\$37	\$1,500	\$100	\$1,500	\$0	0.00%
* Supplies	\$0	\$0	\$0	\$0	\$0	---
* Capital Outlay	\$0	\$0	\$0	\$0	\$0	---
** Jetport General Aviation	\$15,205	\$17,168	\$15,268	\$17,168	\$0	0.00%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Jetport Operations 58328400						
* Payroll	\$859,659	\$1,004,221	\$699,066	\$921,948	(\$82,273)	-8.19%
* Benefits	\$14,511	\$52,305	\$10,981	\$14,680	(\$37,625)	-71.93%
* Administrative Svcs	\$44,904	\$58,935	\$40,665	\$46,305	(\$12,630)	-21.43%
* Contractual Services	\$674,900	\$552,988	\$739,371	\$511,617	(\$41,371)	-7.48%
* Maintenance & Repair	\$26,192	\$24,223	\$23,026	\$62,000	\$37,777	155.96%
* Supplies	\$36,135	\$55,375	\$33,156	\$44,088	(\$11,287)	-20.38%
* Utilities	\$8,766	\$8,256	\$8,045	\$8,760	\$504	6.10%
* Contributions	\$680,746	\$663,421	\$622,630	\$674,606	\$11,185	1.69%
* Capital Outlay	\$213,930	\$283,078	\$283,078	\$79,259	(\$203,819)	-72.00%
** Jetport Operations	\$2,559,742	\$2,702,802	\$2,460,018	\$2,363,263	(\$339,539)	-12.56%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Jetport Terminal Division 58328500						
* Payroll	\$711,061	\$846,914	\$744,076	\$873,928	\$27,014	3.19%
* Benefits	\$3,720	\$9,190	\$6,138	\$8,360	(\$830)	-9.03%
* Administrative Svcs	\$7,403	\$51,032	\$16,432	\$28,352	(\$22,680)	-44.44%
* Contractual Services	\$2,262,319	\$2,540,127	\$2,098,568	\$2,126,784	(\$413,343)	-16.27%
* Maintenance & Repair	\$574,744	\$572,125	\$647,751	\$558,303	(\$13,822)	-2.42%
* Rentals	\$6,287	\$7,712	\$10,478	\$7,500	(\$212)	-2.75%
* Supplies	\$96,204	\$124,492	\$129,157	\$152,572	\$28,081	22.56%
* Minor Capital Items	\$0	\$0	\$0	\$0	\$0	---
* Utilities	\$986,064	\$1,214,295	\$1,126,266	\$1,136,538	(\$77,757)	-6.40%
* Capital Outlay	\$255,354	\$1,115,000	\$352,295	\$1,005,000	(\$110,000)	-9.87%
* Debt Service	\$513,363	\$511,763	\$511,763	\$499,345	(\$12,418)	-2.43%
** Jetport Terminal Division	\$5,416,519	\$6,992,649	\$5,642,924	\$6,396,682	(\$595,967)	-8.52%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Jetport Parking Division 58328600						
* Payroll	\$18,581	\$14,500	\$12,753	\$14,500	\$0	0.00%
* Administrative Svcs	\$280	\$1,160	\$380	\$1,160	\$0	0.00%
* Contractual Services	\$87,959	\$97,015	\$84,299	\$97,020	\$5	0.01%
* Maintenance & Repair	\$96,329	\$101,729	\$71,092	\$101,729	\$0	0.00%
* Rentals	\$0	\$500	\$942	\$500	\$0	0.00%
* Supplies	\$5,213	\$18,988	\$4,179	\$18,989	\$1	0.01%
* Utilities	\$14,570	\$5,196	\$9,374	\$5,196	\$0	0.00%
* Capital Outlay	\$295,681	\$1,044,882	\$1,228,656	\$693,000	(\$351,882)	-33.68%
* Debt Service	\$3,600,700	\$3,623,050	\$3,623,050	\$3,625,150	\$2,100	0.06%
** Jetport Parking Division	\$4,119,313	\$4,907,020	\$5,034,725	\$4,557,244	(\$349,776)	-7.13%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Jetport Airfield Deicing Fac. 58328700							
*	Payroll	\$2,312	\$2,000	\$0	\$2,000	\$0	0.00%
*	Contractual Services	\$659,169	\$662,706	\$662,706	\$662,706	\$0	0.00%
*	Maintenance & Repair	\$823	\$8,950	\$9,795	\$8,950	\$0	0.00%
*	Rentals	\$0	\$0	\$0	\$0	\$0	---
*	Supplies	\$1,125	\$1,125	\$1,125	\$1,375	\$250	22.22%
*	Utilities	\$0	\$0	\$0	\$0	\$0	---
**	Jetport Airfield Deicing Fac.	\$663,429	\$674,781	\$673,626	\$675,031	\$250	0.04%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
Jetport Surplus 58328900						
* Administrative Svcs	\$0	\$801,624	\$0	\$0	(\$801,624)	-100.00%
** Jetport Surplus	\$0	\$801,624	\$0	\$0	(\$801,624)	-100.00%
**** Jetport	\$19,963,665	\$26,578,275	\$22,500,655	\$24,074,754	(\$2,503,521)	-9.42%
***** Jetport Fund (0583):	\$19,963,665	\$26,578,275	\$22,500,655	\$24,074,754	(\$2,503,521)	-9.42%

CITY OF PORTLAND, ME
FY21 ORG CATEGORY SUMMARY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY19 ACTUALS	FY20 REVISED APPRO (12/31/19)	FY20 TOTAL PROJECTION	FY21 CITY MGR RECOMM	INCR (DECR) FY21 / FY20	APPRO % CHG FY21 / FY20
***** EF Total (500s):	\$46,925,110	\$56,788,363	\$51,574,164	\$54,179,760	(\$2,608,603)	-4.59%
Report Total:	\$239,241,592	\$263,520,934	\$254,197,023	\$256,696,405	(\$6,824,529)	-2.59%

DEFINITIONS OF FY22 ORG CATEGORY SUMMARY EXPENDITURE REPORT COLUMNS

FY21 APPRV'D APPRO = Actual amount of the FY21 approved appropriation as approved by the City Council.

FY21 TOTAL PROJECTION = Projected total amount of expenditure in the current budget year as submitted by Departments in January 2021.

FY22 MGR RECOMM – The amount of FY22 budget request recommended by the City Manager to the City Council in April 2021 after performing detailed budget reviews with each Department.

INCR / (DECR) FY22 / FY21 – A comparison of the FY21 Apprv'd Appro Column with the FY22 Mgr Recomm column showing the budget year to budget year increase that would result (in dollars) if the FY22 City Manager's Recommended budget was approved.

APPRO % CHG FY22 / FY21 - A comparison of the FY21 Apprv'd Appro Column with the FY22 Mgr Recomm column showing the budget year to budget year percentage increase that would result if the FY22 City Manager's Recommended budget was approved.

**CITY OF PORTLAND, ME
FY22 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY221 / FY21
General Fund (100 & 107):					
General Fund City Council 11					
10011000 Total EXPENDITURE	\$450,014	\$371,152	\$424,240	(\$25,774)	-5.73%
10011000 Total REVENUE	(\$5,000)	(\$5,500)	(\$5,000)	\$0	0.00%
** City Council NET	\$445,014	\$365,652	\$419,240	(\$25,774)	-5.79%
**** City Council Net	\$445,014	\$365,652	\$419,240	(\$25,774)	-5.79%

CITY OF PORTLAND, ME
FY22 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
General Fund (100 & 107):						
General Fund City Council 11						
*	Payroll	\$131,109	\$132,109	\$145,197	\$14,088	10.75%
*	Benefits	\$1,200	\$1,138	\$1,138	(\$62)	-5.17%
*	Administrative Svcs	\$38,210	\$33,410	\$51,410	\$13,200	34.55%
*	Contractual Services	\$275,245	\$200,245	\$222,245	(\$53,000)	-19.26%
*	Supplies	\$4,250	\$4,250	\$4,250	\$0	0.00%
****	City Council	\$450,014	\$371,152	\$424,240	(\$25,774)	-5.73%

**CITY OF PORTLAND, ME
FY22 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY221 / FY21
General Fund					
City Clerk 12					
10012000 Total EXPENDITURE	\$679,454	\$666,838	\$632,235	(\$47,219)	-6.95%
10012000 Total REVENUE	(\$187,518)	(\$157,308)	(\$178,540)	\$8,978	-4.79%
** City Clerk NET	\$491,936	\$509,530	\$453,695	(\$38,241)	-7.77%
**** City Clerk Net	\$491,936	\$509,530	\$453,695	(\$38,241)	-7.77%

CITY OF PORTLAND, ME
FY22 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
General Fund						
City Clerk 12						
*	Payroll	\$507,161	\$539,775	\$512,275	\$5,114	1.01%
*	Benefits	\$600	\$600	\$600	\$0	0.00%
*	Administrative Svcs	\$5,426	\$6,399	\$8,176	\$2,750	50.68%
*	Contractual Services	\$104,147	\$76,050	\$82,864	(\$21,283)	-20.44%
*	Maintenance & Repair	\$5,660	\$5,660	\$5,660	\$0	0.00%
*	Rentals	\$50,560	\$32,337	\$16,960	(\$33,600)	-66.46%
*	Supplies	\$5,900	\$6,017	\$5,700	(\$200)	-3.39%
****	City Clerk	\$679,454	\$666,838	\$632,235	(\$47,219)	-6.95%

**CITY OF PORTLAND, ME
FY22 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY221 / FY21
General Fund					
City Manager 13					
10013100 Total EXPENDITURE	\$764,688	\$758,038	\$830,736	\$66,048	8.64%
10013100 Total REVENUE	(\$968,776)	(\$966,776)	(\$895,724)	\$73,052	-7.54%
** City Manager Administration NET	(\$204,088)	(\$208,738)	(\$64,988)	\$139,100	68.16%
**** City Manager Net	(\$204,088)	(\$208,738)	(\$64,988)	\$139,100	68.16%

CITY OF PORTLAND, ME
FY22 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
General Fund						
City Manager 13						
*	Payroll	\$714,501	\$714,001	\$790,566	\$76,065	10.65%
*	Benefits	\$10,600	\$10,600	\$11,200	\$600	5.66%
*	Administrative Svcs	\$17,650	\$14,500	\$11,870	(\$5,780)	-32.75%
*	Contractual Services	\$7,537	\$7,537	\$8,600	\$1,063	14.10%
*	Rentals	\$6,500	\$6,500	\$6,500	\$0	0.00%
*	Supplies	\$7,900	\$4,900	\$2,000	(\$5,900)	-74.68%
****	City Manager	\$764,688	\$758,038	\$830,736	\$66,048	8.64%

**CITY OF PORTLAND, ME
FY22 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY221 / FY21
General Fund					
Assessor 14					
10014000 Total EXPENDITURE	\$418,620	\$414,620	\$446,739	\$28,119	6.72%
10014000 Total REVENUE	(\$1,500)	(\$1,000)	(\$1,000)	\$500	-33.33%
** Assessor NET	\$417,120	\$413,620	\$445,739	\$28,619	6.86%
**** Assessor Net	\$417,120	\$413,620	\$445,739	\$28,619	6.86%

CITY OF PORTLAND, ME
FY22 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
General Fund						
Assessor 14						
*	Payroll	\$391,475	\$391,475	\$401,879	\$10,404	2.66%
*	Benefits	\$360	\$360	\$360	\$0	0.00%
*	Administrative Svcs	\$8,920	\$5,920	\$5,920	(\$3,000)	-33.63%
*	Contractual Services	\$7,765	\$6,765	\$28,620	\$20,855	268.58%
*	Maintenance & Repair	\$0	\$0	\$0	\$0	---
*	Rentals	\$2,100	\$2,100	\$2,160	\$60	2.86%
*	Supplies	\$8,000	\$8,000	\$7,800	(\$200)	-2.50%
****	Assessor	\$418,620	\$414,620	\$446,739	\$28,119	6.72%

**CITY OF PORTLAND, ME
FY22 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY221 / FY21
General Fund					
Finance 15					
10015000 Total REVENUE	\$0	\$0	(\$750,000)	(\$750,000)	---
** Finance Dept NET	\$0	\$0	(\$750,000)	(\$750,000)	---
*** Finance	\$0	\$0	(\$750,000)	(\$750,000)	---
10015100 Total EXPENDITURE	\$1,172,963	\$1,091,650	\$1,204,259	\$31,296	2.67%
10015100 Total REVENUE	(\$512,584)	(\$720,115)	(\$473,525)	\$39,059	-7.62%
** Finance Administration NET	\$660,379	\$371,535	\$730,734	\$70,355	10.65%
10015200 Total EXPENDITURE	\$692,539	\$637,450	\$688,701	(\$3,838)	-0.55%
10015200 Total REVENUE	(\$5,961,025)	(\$7,775,601)	(\$8,097,879)	(\$2,136,854)	35.85%
** Treasury NET	(\$5,268,486)	(\$7,138,151)	(\$7,409,178)	(\$2,140,692)	-40.63%
**** Finance Net	(\$4,608,107)	(\$6,766,616)	(\$7,428,444)	(\$2,820,337)	-61.20%

CITY OF PORTLAND, ME
FY22 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
General Fund						
Finance 15						
*	Payroll	\$1,562,490	\$1,536,750	\$1,589,948	\$27,458	1.76%
*	Benefits	\$2,016	\$2,000	\$2,016	\$0	0.00%
*	Administrative Svcs	\$161,620	\$82,850	\$161,620	\$0	0.00%
*	Contractual Services	\$103,306	\$74,200	\$103,306	\$0	0.00%
*	Maintenance & Repair	\$500	\$500	\$500	\$0	0.00%
*	Rentals	\$7,720	\$7,250	\$7,720	\$0	0.00%
*	Supplies	\$27,850	\$25,550	\$27,850	\$0	0.00%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
****	Finance	\$1,865,502	\$1,729,100	\$1,892,960	\$27,458	1.47%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Finance 15						
Finance Administration 10015100						
*	Payroll	\$1,061,032	\$1,041,750	\$1,092,328	\$31,296	2.95%
*	Benefits	\$2,016	\$2,000	\$2,016	\$0	0.00%
*	Administrative Svcs	\$85,095	\$26,650	\$85,095	\$0	0.00%
*	Contractual Services	\$5,000	\$4,200	\$5,000	\$0	0.00%
*	Rentals	\$5,220	\$4,750	\$5,220	\$0	0.00%
*	Supplies	\$14,600	\$12,300	\$14,600	\$0	0.00%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Finance Administration	\$1,172,963	\$1,091,650	\$1,204,259	\$31,296	2.67%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Treasury 10015200						
*	Payroll	\$501,458	\$495,000	\$497,620	(\$3,838)	-0.77%
*	Administrative Svcs	\$76,525	\$56,200	\$76,525	\$0	0.00%
*	Contractual Services	\$98,306	\$70,000	\$98,306	\$0	0.00%
*	Maintenance & Repair	\$500	\$500	\$500	\$0	0.00%
*	Rentals	\$2,500	\$2,500	\$2,500	\$0	0.00%
*	Supplies	\$13,250	\$13,250	\$13,250	\$0	0.00%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Treasury	\$692,539	\$637,450	\$688,701	(\$3,838)	-0.55%
****	Finance	\$1,865,502	\$1,729,100	\$1,892,960	\$27,458	1.47%

**CITY OF PORTLAND, ME
FY22 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY221 / FY21
General Fund					
Legal 16					
10016000 Total EXPENDITURE	\$728,821	\$772,582	\$845,052	\$116,231	15.95%
10016000 Total REVENUE	(\$151,525)	(\$150,960)	(\$192,940)	(\$41,415)	27.33%
** Legal NET	\$577,296	\$621,622	\$652,112	\$74,816	12.96%
**** Legal Net	\$577,296	\$621,622	\$652,112	\$74,816	12.96%

CITY OF PORTLAND, ME
FY22 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
General Fund						
Legal 16						
*	Payroll	\$672,108	\$672,108	\$788,347	\$116,239	17.29%
*	Benefits	\$840	\$200	\$840	\$0	0.00%
*	Administrative Svcs	\$22,641	\$22,641	\$22,641	\$0	0.00%
*	Contractual Services	\$30,732	\$75,200	\$30,724	(\$8)	-0.03%
*	Maintenance & Repair	\$0	\$0	\$0	\$0	---
*	Supplies	\$2,500	\$2,433	\$2,500	\$0	0.00%
****	Legal	\$728,821	\$772,582	\$845,052	\$116,231	15.95%

**CITY OF PORTLAND, ME
FY22 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY221 / FY21
General Fund					
Human Resources 17					
10017100 Total EXPENDITURE	\$1,072,530	\$939,201	\$1,157,467	\$84,937	7.92%
10017100 Total REVENUE	(\$75,945)	(\$75,945)	(\$53,692)	\$22,253	-29.30%
** Human Resources NET	\$996,585	\$863,256	\$1,103,775	\$107,190	10.76%
**** Human Resources Net	\$996,585	\$863,256	\$1,103,775	\$107,190	10.76%

CITY OF PORTLAND, ME
FY22 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
General Fund						
Human Resources 17						
*	Payroll	\$903,725	\$811,556	\$922,317	\$18,592	2.06%
*	Benefits	\$3,790	\$4,140	\$3,640	(\$150)	-3.96%
*	Administrative Svcs	\$46,795	\$9,905	\$26,825	(\$19,970)	-42.68%
*	Contractual Services	\$83,770	\$84,100	\$170,735	\$86,965	103.81%
*	Maintenance & Repair	\$1,000	\$200	\$500	(\$500)	-50.00%
*	Rentals	\$16,800	\$16,800	\$16,800	\$0	0.00%
*	Supplies	\$16,650	\$12,500	\$16,650	\$0	0.00%
****	Human Resources	\$1,072,530	\$939,201	\$1,157,467	\$84,937	7.92%

**CITY OF PORTLAND, ME
FY22 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY221 / FY21
General Fund					
Parking 18					
10018000 Total REVENUE	\$0	\$0	(\$2,000,000)	(\$2,000,000)	---
** Parking Department NET	\$0	\$0	(\$2,000,000)	(\$2,000,000)	---
*** Parking	\$0	\$0	(\$2,000,000)	(\$2,000,000)	---
10018100 Total EXPENDITURE	\$1,481,693	\$1,285,390	\$1,465,907	(\$15,786)	-1.07%
10018100 Total REVENUE	(\$4,892,700)	(\$5,177,100)	(\$5,891,750)	(\$999,050)	20.42%
** Parking Administration NET	(\$3,411,007)	(\$3,891,710)	(\$4,425,843)	(\$1,014,836)	-29.75%
10018200 Total EXPENDITURE	\$250,713	\$281,837	\$301,367	\$50,654	20.20%
10018200 Total REVENUE	(\$515,940)	(\$433,700)	(\$462,500)	\$53,440	-10.36%
** Elm Street Garage NET	(\$265,227)	(\$151,863)	(\$161,133)	\$104,094	39.25%
10018300 Total EXPENDITURE	\$434,447	\$403,776	\$493,474	\$59,027	13.59%
10018300 Total REVENUE	(\$1,205,995)	(\$976,287)	(\$1,052,009)	\$153,986	-12.77%
** Spring Street Garage NET	(\$771,548)	(\$572,511)	(\$558,535)	\$213,013	27.61%
10018400 Total EXPENDITURE	\$78,000	\$76,267	\$127,000	\$49,000	62.82%
10018400 Total REVENUE	(\$875,000)	(\$750,000)	(\$875,000)	\$0	0.00%
** Temple Street Garage NET	(\$797,000)	(\$673,733)	(\$748,000)	\$49,000	6.15%
**** Parking Net	(\$5,244,782)	(\$5,289,817)	(\$7,893,511)	(\$2,648,729)	-50.50%

CITY OF PORTLAND, ME
FY22 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
General Fund						
Parking 18						
*	Payroll	\$1,429,371	\$1,301,263	\$1,456,328	\$26,957	1.89%
*	Benefits	\$16,384	\$17,297	\$17,185	\$801	4.89%
*	Administrative Svcs	\$37,740	\$32,582	\$45,400	\$7,660	20.30%
*	Contractual Services	\$378,825	\$315,445	\$377,915	(\$910)	-0.24%
*	Maintenance & Repair	\$132,450	\$132,100	\$240,325	\$107,875	81.45%
*	Rentals	\$138,293	\$138,233	\$140,647	\$2,354	1.70%
*	Supplies	\$54,445	\$54,125	\$52,445	(\$2,000)	-3.67%
*	Utilities	\$55,905	\$54,785	\$56,063	\$158	0.28%
*	Contributions	\$1,440	\$1,440	\$1,440	\$0	0.00%
****	Parking	\$2,244,853	\$2,047,270	\$2,387,748	\$142,895	6.37%

CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Parking 18						
Parking Administration 10018100						
*	Payroll	\$985,526	\$829,662	\$959,580	(\$25,946)	-2.63%
*	Benefits	\$14,184	\$14,485	\$14,360	\$176	1.24%
*	Administrative Svcs	\$9,740	\$6,315	\$18,400	\$8,660	88.91%
*	Contractual Services	\$282,650	\$245,850	\$283,670	\$1,020	0.36%
*	Maintenance & Repair	\$3,700	\$3,500	\$3,700	\$0	0.00%
*	Rentals	\$138,293	\$138,233	\$140,647	\$2,354	1.70%
*	Supplies	\$45,020	\$44,800	\$42,970	(\$2,050)	-4.55%
*	Utilities	\$1,140	\$1,105	\$1,140	\$0	0.00%
*	Contributions	\$1,440	\$1,440	\$1,440	\$0	0.00%
**	Parking Administration	\$1,481,693	\$1,285,390	\$1,465,907	(\$15,786)	-1.07%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Elm Street Garage 10018200						
*	Payroll	\$171,403	\$204,855	\$206,185	\$34,782	20.29%
*	Benefits	\$1,100	\$1,712	\$1,725	\$625	56.82%
*	Contractual Services	\$31,655	\$28,970	\$31,060	(\$595)	-1.88%
*	Maintenance & Repair	\$29,280	\$29,200	\$45,125	\$15,845	54.12%
*	Supplies	\$3,975	\$3,875	\$3,925	(\$50)	-1.26%
*	Utilities	\$13,300	\$13,225	\$13,347	\$47	0.35%
**	Elm Street Garage	\$250,713	\$281,837	\$301,367	\$50,654	20.20%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Spring Street Garage 10018300						
*	Payroll	\$272,442	\$266,746	\$290,563	\$18,121	6.65%
*	Benefits	\$1,100	\$1,100	\$1,100	\$0	0.00%
*	Contractual Services	\$64,520	\$40,625	\$63,185	(\$1,335)	-2.07%
*	Maintenance & Repair	\$49,470	\$49,400	\$91,500	\$42,030	84.96%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$5,450	\$5,450	\$5,550	\$100	1.83%
*	Utilities	\$41,465	\$40,455	\$41,576	\$111	0.27%
**	Spring Street Garage	\$434,447	\$403,776	\$493,474	\$59,027	13.59%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Temple Street Garage 10018400						
*	Administrative Svcs	\$28,000	\$26,267	\$27,000	(\$1,000)	-3.57%
*	Maintenance & Repair	\$50,000	\$50,000	\$100,000	\$50,000	100.00%
**	Temple Street Garage	\$78,000	\$76,267	\$127,000	\$49,000	62.82%
****	Parking	\$2,244,853	\$2,047,270	\$2,387,748	\$142,895	6.37%

**CITY OF PORTLAND, ME
FY22 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY221 / FY21
General Fund					
Housing & Economic Development 19					
10019100 Total EXPENDITURE	\$660,462	\$660,092	\$710,695	\$50,233	7.61%
10019100 Total REVENUE	(\$660,099)	(\$660,092)	(\$710,695)	(\$50,596)	7.66%
** Economic Development Admin NET	\$363	\$0	\$0	(\$363)	-100.00%
10019200 Total EXPENDITURE	\$28,522	\$28,522	\$28,522	\$0	0.00%
10019200 Total REVENUE	(\$28,522)	(\$28,522)	(\$28,522)	\$0	0.00%
** Portland Development Corp NET	\$0	\$0	\$0	\$0	---
10019300 Total EXPENDITURE	\$531,246	\$531,246	\$538,174	\$6,928	1.30%
10019300 Total REVENUE	(\$531,246)	(\$531,246)	(\$538,174)	(\$6,928)	1.30%
** Housing & Community Dev NET	\$0	\$0	\$0	\$0	---
**** Housing & Economic Development Net	\$363	\$0	\$0	(\$363)	-100.00%

CITY OF PORTLAND, ME
FY22 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
General Fund						
Housing & Economic Development 19						
*	Payroll	\$1,148,527	\$1,148,527	\$1,160,654	\$12,127	1.06%
*	Benefits	\$1,620	\$1,300	\$1,620	\$0	0.00%
*	Operating Transfers	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$11,886	\$11,886	\$15,790	\$3,904	32.85%
*	Contractual Services	\$50,697	\$50,697	\$90,927	\$40,230	79.35%
*	Rentals	\$2,000	\$2,000	\$2,400	\$400	20.00%
*	Supplies	\$5,500	\$5,450	\$6,000	\$500	9.09%
*	Utilities	\$0	\$0	\$0	\$0	---
****	Housing & Economic Development	\$1,220,230	\$1,219,860	\$1,277,391	\$57,161	4.68%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Housing & Economic Development 19						
Economic Development Admin 10019100						
*	Payroll	\$617,281	\$617,281	\$622,480	\$5,199	0.84%
*	Benefits	\$1,620	\$1,300	\$1,620	\$0	0.00%
*	Operating Transfers	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$7,011	\$7,011	\$10,915	\$3,904	55.68%
*	Contractual Services	\$27,800	\$27,800	\$68,030	\$40,230	144.71%
*	Rentals	\$2,000	\$2,000	\$2,400	\$400	20.00%
*	Supplies	\$4,750	\$4,700	\$5,250	\$500	10.53%
*	Utilities	\$0	\$0	\$0	\$0	---
**	Economic Development Admin	\$660,462	\$660,092	\$710,695	\$50,233	7.61%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Portland Development Corp 10019200						
*	Administrative Svcs	\$4,875	\$4,875	\$4,875	\$0	0.00%
*	Contractual Services	\$22,897	\$22,897	\$22,897	\$0	0.00%
*	Supplies	\$750	\$750	\$750	\$0	0.00%
**	Portland Development Corp	\$28,522	\$28,522	\$28,522	\$0	0.00%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Housing & Community Dev 10019300						
*	Payroll	\$531,246	\$531,246	\$538,174	\$6,928	1.30%
*	Contractual Services	\$0	\$0	\$0	\$0	---
**	Housing & Community Dev	\$531,246	\$531,246	\$538,174	\$6,928	1.30%
****	Housing & Economic Development	\$1,220,230	\$1,219,860	\$1,277,391	\$57,161	4.68%

**CITY OF PORTLAND, ME
FY22 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY221 / FY21
General Fund					
Police Department 21					
10021100 Total EXPENDITURE	\$1,218,444	\$1,177,790	\$1,302,585	\$84,141	6.91%
10021100 Total REVENUE	(\$147,351)	(\$252,321)	(\$147,741)	(\$390)	0.26%
** Police Administration NET	\$1,071,093	\$925,469	\$1,154,844	\$83,751	7.82%
10021200 Total EXPENDITURE	\$10,306,530	\$9,685,247	\$10,417,102	\$110,572	1.07%
10021200 Total REVENUE	(\$963,393)	(\$540,902)	(\$966,139)	(\$2,746)	0.29%
** Uniformed Operations Group NET	\$9,343,137	\$9,144,345	\$9,450,963	\$107,826	1.15%
10021300 Total EXPENDITURE	\$1,843,314	\$1,746,440	\$1,872,765	\$29,451	1.60%
10021300 Total REVENUE	(\$344,720)	(\$334,069)	(\$349,402)	(\$4,682)	1.36%
** Bureau Investigative Services NET	\$1,498,594	\$1,412,371	\$1,523,363	\$24,769	1.65%
10021400 Total EXPENDITURE	\$876,435	\$795,285	\$893,343	\$16,908	1.93%
10021400 Total REVENUE	(\$78,888)	(\$39,600)	(\$78,888)	\$0	0.00%
** Police Operation Support Svcs NET	\$797,547	\$755,685	\$814,455	\$16,908	2.12%
10021500 Total EXPENDITURE	\$2,375,832	\$2,084,533	\$0	(\$2,375,832)	-100.00%
10021500 Total REVENUE	(\$1,106,048)	(\$1,106,048)	\$0	\$1,106,048	-100.00%
** Dispatch Services NET	\$1,269,784	\$978,485	\$0	(\$1,269,784)	-100.00%
10021800 Total EXPENDITURE	\$575,274	\$470,266	\$564,068	(\$11,206)	-1.95%
10021800 Total REVENUE	(\$575,274)	(\$470,266)	(\$564,068)	\$11,206	-1.95%
** Jetport Security NET	\$0	\$0	\$0	\$0	---
**** Police Department Net	\$13,980,155	\$13,216,355	\$12,943,625	(\$1,036,530)	-7.41%

CITY OF PORTLAND, ME
FY22 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
General Fund						
Police Department 21						
*	Payroll	\$16,185,772	\$15,077,139	\$14,102,511	(\$2,083,261)	-12.87%
*	Benefits	\$225,240	\$222,181	\$213,798	(\$11,442)	-5.08%
*	Administrative Svcs	\$172,455	\$74,053	\$178,550	\$6,095	3.53%
*	Contractual Services	\$237,552	\$229,911	\$212,306	(\$25,246)	-10.63%
*	Maintenance & Repair	\$126,838	\$111,929	\$95,692	(\$31,146)	-24.56%
*	Rentals	\$17,050	\$23,326	\$16,409	(\$641)	-3.76%
*	Supplies	\$202,338	\$192,446	\$230,093	\$27,755	13.72%
*	Minor Capital Items	\$15,000	\$15,000	\$0	(\$15,000)	-100.00%
*	Utilities	\$13,584	\$13,576	\$504	(\$13,080)	-96.29%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
****	Police Department	\$17,195,829	\$15,959,561	\$15,049,863	(\$2,145,966)	-12.48%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Police Department 21						
Police Administration 10021100						
*	Payroll	\$1,199,746	\$1,160,306	\$1,282,507	\$82,761	6.90%
*	Benefits	\$5,740	\$5,476	\$7,060	\$1,320	23.00%
*	Administrative Svcs	\$8,450	\$7,850	\$8,510	\$60	0.71%
*	Contractual Services	\$0	\$0	\$0	\$0	---
*	Maintenance & Repair	\$200	\$200	\$200	\$0	0.00%
*	Rentals	\$2,508	\$2,508	\$2,508	\$0	0.00%
*	Supplies	\$1,800	\$1,450	\$1,800	\$0	0.00%
**	Police Administration	\$1,218,444	\$1,177,790	\$1,302,585	\$84,141	6.91%

CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Uniformed Operations Group 10021200						
*	Payroll	\$9,690,716	\$9,106,504	\$9,789,676	\$98,960	1.02%
*	Benefits	\$152,755	\$155,707	\$158,053	\$5,298	3.47%
*	Administrative Svcs	\$40,690	\$16,185	\$43,360	\$2,670	6.56%
*	Contractual Services	\$208,602	\$200,110	\$196,911	(\$11,691)	-5.60%
*	Maintenance & Repair	\$85,993	\$74,875	\$65,073	(\$20,920)	-24.33%
*	Rentals	\$2,975	\$10,125	\$2,975	\$0	0.00%
*	Supplies	\$124,295	\$121,241	\$160,550	\$36,255	29.17%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$504	\$500	\$504	\$0	0.00%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Uniformed Operations Group	\$10,306,530	\$9,685,247	\$10,417,102	\$110,572	1.07%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Bureau Investigative Services 10021300						
*	Payroll	\$1,795,600	\$1,704,868	\$1,827,511	\$31,911	1.78%
*	Benefits	\$27,230	\$21,457	\$25,870	(\$1,360)	-4.99%
*	Administrative Svcs	\$1,280	\$1,280	\$1,280	\$0	0.00%
*	Contractual Services	\$4,100	\$6,381	\$3,000	(\$1,100)	-26.83%
*	Maintenance & Repair	\$2,000	\$1,750	\$2,000	\$0	0.00%
*	Rentals	\$2,704	\$2,704	\$2,704	\$0	0.00%
*	Supplies	\$10,400	\$8,000	\$10,400	\$0	0.00%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Bureau Investigative Services	\$1,843,314	\$1,746,440	\$1,872,765	\$29,451	1.60%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Police Operation Support Svcs 10021400						
*	Payroll	\$657,433	\$649,576	\$660,212	\$2,779	0.42%
*	Benefits	\$6,000	\$6,000	\$6,000	\$0	0.00%
*	Administrative Svcs	\$110,410	\$43,199	\$123,950	\$13,540	12.26%
*	Contractual Services	\$11,720	\$10,451	\$12,395	\$675	5.76%
*	Maintenance & Repair	\$30,255	\$29,604	\$28,169	(\$2,086)	-6.89%
*	Rentals	\$7,574	\$6,700	\$7,574	\$0	0.00%
*	Supplies	\$53,043	\$49,755	\$55,043	\$2,000	3.77%
**	Police Operation Support Svcs	\$876,435	\$795,285	\$893,343	\$16,908	1.93%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Dispatch Services 10021500						
*	Payroll	\$2,288,466	\$2,006,082	\$0	(\$2,288,466)	-100.00%
*	Benefits	\$16,700	\$16,726	\$0	(\$16,700)	-100.00%
*	Administrative Svcs	\$10,175	\$4,289	\$0	(\$10,175)	-100.00%
*	Contractual Services	\$13,130	\$12,969	\$0	(\$13,130)	-100.00%
*	Maintenance & Repair	\$8,140	\$5,250	\$0	(\$8,140)	-100.00%
*	Rentals	\$641	\$641	\$0	(\$641)	-100.00%
*	Supplies	\$10,500	\$10,500	\$0	(\$10,500)	-100.00%
*	Minor Capital Items	\$15,000	\$15,000	\$0	(\$15,000)	-100.00%
*	Utilities	\$13,080	\$13,076	\$0	(\$13,080)	-100.00%
**	Dispatch Services	\$2,375,832	\$2,084,533	\$0	(\$2,375,832)	-100.00%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Jetport Security 10021800						
*	Payroll	\$553,811	\$449,803	\$542,605	(\$11,206)	-2.02%
*	Benefits	\$16,815	\$16,815	\$16,815	\$0	0.00%
*	Administrative Svcs	\$1,450	\$1,250	\$1,450	\$0	0.00%
*	Maintenance & Repair	\$250	\$250	\$250	\$0	0.00%
*	Rentals	\$648	\$648	\$648	\$0	0.00%
*	Supplies	\$2,300	\$1,500	\$2,300	\$0	0.00%
**	Jetport Security	\$575,274	\$470,266	\$564,068	(\$11,206)	-1.95%
****	Police Department	\$17,195,829	\$15,959,561	\$15,049,863	(\$2,145,966)	-12.48%

**CITY OF PORTLAND, ME
FY22 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY221 / FY21
General Fund					
Fire Department 22					
10022000 Total REVENUE	\$0	(\$400,000)	\$0	\$0	---
** Fire Department NET	\$0	(\$400,000)	\$0	\$0	---
*** Fire	\$0	(\$400,000)	\$0	\$0	---
10022100 Total EXPENDITURE	\$625,811	\$640,777	\$647,798	\$21,987	3.51%
10022100 Total REVENUE	(\$99,785)	(\$99,785)	(\$99,785)	\$0	0.00%
** Fire Administration NET	\$526,026	\$540,992	\$548,013	\$21,987	4.18%
10022200 Total EXPENDITURE	\$238,082	\$149,139	\$177,995	(\$60,087)	-25.24%
10022200 Total REVENUE	(\$34,921)	(\$34,921)	(\$34,921)	\$0	0.00%
** Fire Code Enforce & Comm Svcs NET	\$203,161	\$114,218	\$143,074	(\$60,087)	-29.58%
10022300 Total EXPENDITURE	\$14,963,356	\$15,034,194	\$15,352,104	\$388,748	2.60%
10022300 Total REVENUE	(\$3,527,800)	(\$2,967,300)	(\$3,227,800)	\$300,000	-8.50%
** Fire Field Operations NET	\$11,435,556	\$12,066,894	\$12,124,304	\$688,748	6.02%
10022400 Total EXPENDITURE	\$872,768	\$890,095	\$896,043	\$23,275	2.67%
10022400 Total REVENUE	(\$120,225)	(\$120,225)	(\$124,625)	(\$4,400)	3.66%
** Fire Operation Support Svcs NET	\$752,543	\$769,870	\$771,418	\$18,875	2.51%
10022800 Total EXPENDITURE	\$1,104,349	\$1,110,224	\$1,107,200	\$2,851	0.26%
10022800 Total REVENUE	(\$1,104,349)	(\$1,110,224)	(\$1,107,200)	(\$2,851)	0.26%
** Air Rescue Station NET	\$0	\$0	\$0	\$0	---
**** Fire Department Net	\$12,917,286	\$13,091,974	\$13,586,809	\$669,523	5.18%

CITY OF PORTLAND, ME
FY22 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
General Fund						
Fire Department 22						
*	Payroll	\$15,563,604	\$15,452,196	\$15,598,344	\$34,740	0.22%
*	Benefits	\$199,132	\$258,553	\$198,472	(\$660)	-0.33%
*	Administrative Svcs	\$272,688	\$272,038	\$388,853	\$116,165	42.60%
*	Contractual Services	\$166,084	\$166,144	\$196,634	\$30,550	18.39%
*	Maintenance & Repair	\$444,705	\$459,430	\$404,730	(\$39,975)	-8.99%
*	Rentals	\$416,120	\$416,120	\$412,520	(\$3,600)	-0.87%
*	Supplies	\$499,485	\$541,569	\$458,485	(\$41,000)	-8.21%
*	Minor Capital Items	\$0	\$15,000	\$0	\$0	---
*	Utilities	\$242,548	\$243,379	\$243,102	\$554	0.23%
*	Capital Outlay	\$0	\$0	\$280,000	\$280,000	---
****	Fire Department	\$17,804,366	\$17,824,429	\$18,181,140	\$376,774	2.12%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Fire Department 22						
Fire Administration 10022100						
*	Payroll	\$572,709	\$585,999	\$594,096	\$21,387	3.73%
*	Benefits	\$2,884	\$3,000	\$2,884	\$0	0.00%
*	Administrative Svcs	\$18,858	\$18,858	\$18,858	\$0	0.00%
*	Contractual Services	\$1,600	\$1,660	\$1,600	\$0	0.00%
*	Rentals	\$2,160	\$2,160	\$2,160	\$0	0.00%
*	Supplies	\$27,600	\$29,100	\$28,200	\$600	2.17%
**	Fire Administration	\$625,811	\$640,777	\$647,798	\$21,987	3.51%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Fire Code Enforce & Comm Svcs 10022200						
*	Payroll	\$224,061	\$135,000	\$159,629	(\$64,432)	-28.76%
*	Benefits	\$2,976	\$3,051	\$2,976	\$0	0.00%
*	Administrative Svcs	\$6,275	\$6,275	\$8,300	\$2,025	32.27%
*	Contractual Services	\$770	\$770	\$1,490	\$720	93.51%
*	Supplies	\$4,000	\$4,043	\$5,600	\$1,600	40.00%
**	Fire Code Enforce & Comm Svcs	\$238,082	\$149,139	\$177,995	(\$60,087)	-25.24%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Fire Field Operations 10022300						
*	Payroll	\$13,935,637	\$13,900,000	\$14,014,236	\$78,599	0.56%
*	Benefits	\$176,832	\$236,007	\$176,832	\$0	0.00%
*	Administrative Svcs	\$225,400	\$224,750	\$252,040	\$26,640	11.82%
*	Contractual Services	\$138,446	\$138,446	\$165,761	\$27,315	19.73%
*	Maintenance & Repair	\$119,350	\$128,800	\$118,350	(\$1,000)	-0.84%
*	Rentals	\$3,960	\$3,960	\$0	(\$3,960)	-100.00%
*	Supplies	\$344,775	\$368,275	\$325,375	(\$19,400)	-5.63%
*	Minor Capital Items	\$0	\$15,000	\$0	\$0	---
*	Utilities	\$18,956	\$18,956	\$19,510	\$554	2.92%
*	Capital Outlay	\$0	\$0	\$280,000	\$280,000	---
**	Fire Field Operations	\$14,963,356	\$15,034,194	\$15,352,104	\$388,748	2.60%

CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Fire Operation Support Svcs 10022400						
*	Payroll	\$0	\$0	\$0	\$0	---
*	Benefits	\$0	\$55	\$0	\$0	---
*	Administrative Svcs	\$1,075	\$1,075	\$1,075	\$0	0.00%
*	Contractual Services	\$21,815	\$21,815	\$23,705	\$1,890	8.66%
*	Maintenance & Repair	\$173,630	\$173,630	\$194,655	\$21,025	12.11%
*	Rentals	\$410,000	\$410,000	\$410,360	\$360	0.09%
*	Supplies	\$58,900	\$75,341	\$58,900	\$0	0.00%
*	Utilities	\$207,348	\$208,179	\$207,348	\$0	0.00%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Fire Operation Support Svcs	\$872,768	\$890,095	\$896,043	\$23,275	2.67%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Air Rescue Station 10022800						
*	Payroll	\$831,197	\$831,197	\$830,383	(\$814)	-0.10%
*	Benefits	\$16,440	\$16,440	\$15,780	(\$660)	-4.01%
*	Administrative Svcs	\$21,080	\$21,080	\$108,580	\$87,500	415.09%
*	Contractual Services	\$3,453	\$3,453	\$4,078	\$625	18.10%
*	Maintenance & Repair	\$151,725	\$157,000	\$91,725	(\$60,000)	-39.55%
*	Supplies	\$64,210	\$64,810	\$40,410	(\$23,800)	-37.07%
*	Utilities	\$16,244	\$16,244	\$16,244	\$0	0.00%
**	Air Rescue Station	\$1,104,349	\$1,110,224	\$1,107,200	\$2,851	0.26%
****	Fire Department	\$17,804,366	\$17,824,429	\$18,181,140	\$376,774	2.12%

**CITY OF PORTLAND, ME
FY22 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY221 / FY21
General Fund					
Dispatch Services 23					
10023500 Total EXPENDITURE	\$0	\$0	\$2,417,816	\$2,417,816	---
10023500 Total REVENUE	\$0	\$0	(\$1,116,240)	(\$1,116,240)	---
** Dispatch Services NET	\$0	\$0	\$1,301,576	\$1,301,576	---
**** Dispatch Services Net	\$0	\$0	\$1,301,576	\$1,301,576	---

CITY OF PORTLAND, ME
FY22 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
General Fund						
Dispatch Services 23						
*	Payroll	\$0	\$0	\$2,318,270	\$2,318,270	---
*	Benefits	\$0	\$0	\$16,700	\$16,700	---
*	Administrative Svcs	\$0	\$0	\$11,675	\$11,675	---
*	Contractual Services	\$0	\$0	\$17,680	\$17,680	---
*	Maintenance & Repair	\$0	\$0	\$14,270	\$14,270	---
*	Rentals	\$0	\$0	\$641	\$641	---
*	Supplies	\$0	\$0	\$10,500	\$10,500	---
*	Minor Capital Items	\$0	\$0	\$15,000	\$15,000	---
*	Utilities	\$0	\$0	\$13,080	\$13,080	---
****	Dispatch Services	\$0	\$0	\$2,417,816	\$2,417,816	---

**CITY OF PORTLAND, ME
FY22 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY221 / FY21
General Fund					
Dept of Planning & Development 24					
10024100 Total EXPENDITURE	\$211,863	\$203,386	\$229,214	\$17,351	8.19%
10024100 Total REVENUE	(\$30,000)	(\$30,000)	(\$30,000)	\$0	0.00%
** Planning & Development Admin NET	\$181,863	\$173,386	\$199,214	\$17,351	9.54%
10024200 Total EXPENDITURE	\$1,213,659	\$1,242,312	\$1,369,054	\$155,395	12.80%
10024200 Total REVENUE	(\$716,865)	(\$636,865)	(\$709,313)	\$7,552	-1.05%
** Planning NET	\$496,794	\$605,447	\$659,741	\$162,947	32.80%
**** Dept of Planning & Development Net	\$678,657	\$778,833	\$858,955	\$180,298	26.57%

CITY OF PORTLAND, ME
FY22 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
General Fund						
Dept of Planning & Development 24						
*	Payroll	\$1,148,582	\$1,135,451	\$1,213,428	\$64,846	5.65%
*	Benefits	\$2,550	\$1,940	\$2,550	\$0	0.00%
*	Administrative Svcs	\$33,320	\$11,920	\$20,320	(\$13,000)	-39.02%
*	Contractual Services	\$194,850	\$257,400	\$323,850	\$129,000	66.20%
*	Maintenance & Repair	\$7,820	\$7,820	\$7,820	\$0	0.00%
*	Rentals	\$15,600	\$10,000	\$15,600	\$0	0.00%
*	Supplies	\$22,800	\$21,167	\$14,700	(\$8,100)	-35.53%
****	Dept of Planning & Development	\$1,425,522	\$1,445,698	\$1,598,268	\$172,746	12.12%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Dept of Planning & Development 24						
Planning & Development Admin 10024100						
*	Payroll	\$202,313	\$198,182	\$221,164	\$18,851	9.32%
*	Benefits	\$1,100	\$980	\$1,100	\$0	0.00%
*	Administrative Svcs	\$5,700	\$1,900	\$4,200	(\$1,500)	-26.32%
*	Contractual Services	\$250	\$0	\$250	\$0	0.00%
*	Maintenance & Repair	\$0	\$0	\$0	\$0	---
*	Supplies	\$2,500	\$2,324	\$2,500	\$0	0.00%
**	Planning & Development Admin	\$211,863	\$203,386	\$229,214	\$17,351	8.19%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Planning 10024200						
*	Payroll	\$946,269	\$937,269	\$992,264	\$45,995	4.86%
*	Benefits	\$1,450	\$960	\$1,450	\$0	0.00%
*	Administrative Svcs	\$27,620	\$10,020	\$16,120	(\$11,500)	-41.64%
*	Contractual Services	\$194,600	\$257,400	\$323,600	\$129,000	66.29%
*	Maintenance & Repair	\$7,820	\$7,820	\$7,820	\$0	0.00%
*	Rentals	\$15,600	\$10,000	\$15,600	\$0	0.00%
*	Supplies	\$20,300	\$18,843	\$12,200	(\$8,100)	-39.90%
**	Planning	\$1,213,659	\$1,242,312	\$1,369,054	\$155,395	12.80%
****	Dept of Planning & Development	\$1,425,522	\$1,445,698	\$1,598,268	\$172,746	12.12%

**CITY OF PORTLAND, ME
FY22 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY221 / FY21
General Fund					
Permitting & Inspections 25					
10025100 Total EXPENDITURE	\$156,338	\$102,329	\$179,556	\$23,218	14.85%
** Permitting & Inspections Admin NET	\$156,338	\$102,329	\$179,556	\$23,218	14.85%
10025200 Total EXPENDITURE	\$1,042,864	\$1,020,846	\$1,078,915	\$36,051	3.46%
10025200 Total REVENUE	(\$3,053,500)	(\$2,595,500)	(\$2,670,500)	\$383,000	-12.54%
** Inspections NET	(\$2,010,636)	(\$1,574,654)	(\$1,591,585)	\$419,051	20.84%
10025300 Total EXPENDITURE	\$481,750	\$533,715	\$591,019	\$109,269	22.68%
10025300 Total REVENUE	(\$638,557)	(\$1,007,450)	(\$1,011,450)	(\$372,893)	58.40%
** Housing Safety NET	(\$156,807)	(\$473,735)	(\$420,431)	(\$263,624)	-168.12%
10025400 Total EXPENDITURE	\$245,091	\$274,676	\$322,894	\$77,803	31.74%
10025400 Total REVENUE	(\$1,439,115)	(\$1,414,769)	(\$1,430,469)	\$8,646	-0.60%
** Business Licensing NET	(\$1,194,024)	(\$1,140,093)	(\$1,107,575)	\$86,449	7.24%
**** Permitting & Inspections Net	(\$3,205,129)	(\$3,086,154)	(\$2,940,035)	\$265,094	8.27%

CITY OF PORTLAND, ME
FY22 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
General Fund						
Permitting & Inspections 25						
*	Payroll	\$1,785,706	\$1,794,516	\$2,027,907	\$242,201	13.56%
*	Benefits	\$18,384	\$18,134	\$18,884	\$500	2.72%
*	Administrative Svcs	\$23,145	\$13,030	\$23,505	\$360	1.56%
*	Contractual Services	\$74,615	\$75,977	\$79,115	\$4,500	6.03%
*	Rentals	\$4,368	\$4,368	\$4,368	\$0	0.00%
*	Supplies	\$19,825	\$25,541	\$18,605	(\$1,220)	-6.15%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Capital Outlay	\$0	\$0	\$0	\$0	---
****	Permitting & Inspections	\$1,926,043	\$1,931,566	\$2,172,384	\$246,341	12.79%

CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Permitting & Inspections 25						
Permitting & Inspections Admin 10025100						
*	Payroll	\$153,388	\$100,041	\$176,456	\$23,068	15.04%
*	Benefits	\$450	\$200	\$600	\$150	33.33%
*	Administrative Svcs	\$1,500	\$1,000	\$1,500	\$0	0.00%
*	Contractual Services	\$200	\$100	\$200	\$0	0.00%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$800	\$988	\$800	\$0	0.00%
**	Permitting & Inspections Admin	\$156,338	\$102,329	\$179,556	\$23,218	14.85%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Inspections 10025200						
*	Payroll	\$999,269	\$989,227	\$1,031,210	\$31,941	3.20%
*	Benefits	\$9,130	\$9,130	\$9,480	\$350	3.83%
*	Administrative Svcs	\$17,165	\$4,825	\$17,525	\$360	2.10%
*	Contractual Services	\$7,000	\$10,982	\$10,000	\$3,000	42.86%
*	Rentals	\$1,800	\$1,800	\$1,800	\$0	0.00%
*	Supplies	\$8,500	\$4,882	\$8,900	\$400	4.71%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Inspections	\$1,042,864	\$1,020,846	\$1,078,915	\$36,051	3.46%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Housing Safety 10025300						
*	Payroll	\$432,696	\$469,970	\$540,065	\$107,369	24.81%
*	Benefits	\$5,880	\$5,880	\$5,880	\$0	0.00%
*	Administrative Svcs	\$3,725	\$5,750	\$3,725	\$0	0.00%
*	Contractual Services	\$35,495	\$36,995	\$36,995	\$1,500	4.23%
*	Rentals	\$504	\$504	\$504	\$0	0.00%
*	Supplies	\$3,450	\$14,616	\$3,850	\$400	11.59%
**	Housing Safety	\$481,750	\$533,715	\$591,019	\$109,269	22.68%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Business Licensing 10025400						
*	Payroll	\$200,353	\$235,278	\$280,176	\$79,823	39.84%
*	Benefits	\$2,924	\$2,924	\$2,924	\$0	0.00%
*	Administrative Svcs	\$755	\$1,455	\$755	\$0	0.00%
*	Contractual Services	\$31,920	\$27,900	\$31,920	\$0	0.00%
*	Rentals	\$2,064	\$2,064	\$2,064	\$0	0.00%
*	Supplies	\$7,075	\$5,055	\$5,055	(\$2,020)	-28.55%
**	Business Licensing	\$245,091	\$274,676	\$322,894	\$77,803	31.74%
****	Permitting & Inspections	\$1,926,043	\$1,931,566	\$2,172,384	\$246,341	12.79%

**CITY OF PORTLAND, ME
FY22 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY221 / FY21
General Fund					
Information Technology 29					
10029100 Total EXPENDITURE	\$2,589,248	\$2,587,962	\$2,858,804	\$269,556	10.41%
10029100 Total REVENUE	(\$429,141)	(\$429,868)	(\$313,180)	\$115,961	-27.02%
** Information Technology NET	\$2,160,107	\$2,158,094	\$2,545,624	\$385,517	17.85%
**** Information Technology Net	\$2,160,107	\$2,158,094	\$2,545,624	\$385,517	17.85%

CITY OF PORTLAND, ME
FY22 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
General Fund						
Information Technology 29						
*	Payroll	\$1,164,282	\$1,132,920	\$1,223,715	\$59,433	5.10%
*	Benefits	\$5,136	\$5,232	\$5,280	\$144	2.80%
*	Administrative Svcs	\$3,950	\$3,950	\$3,950	\$0	0.00%
*	Contractual Services	\$440,837	\$478,058	\$499,317	\$58,480	13.27%
*	Maintenance & Repair	\$613,603	\$605,551	\$768,902	\$155,299	25.31%
*	Rentals	\$12,000	\$12,000	\$12,000	\$0	0.00%
*	Supplies	\$31,000	\$31,000	\$31,000	\$0	0.00%
*	Utilities	\$318,440	\$319,251	\$314,640	(\$3,800)	-1.19%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
****	Information Technology	\$2,589,248	\$2,587,962	\$2,858,804	\$269,556	10.41%

**CITY OF PORTLAND, ME
FY22 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY221 / FY21
General Fund					
Public Works 31					
10031100 Total EXPENDITURE	\$671,793	\$644,567	\$705,111	\$33,318	4.96%
10031100 Total REVENUE	(\$273,335)	(\$275,835)	(\$273,895)	(\$560)	0.20%
** Public Works Administration NET	\$398,458	\$368,732	\$431,216	\$32,758	8.22%
10031202 Total EXPENDITURE	\$1,678,340	\$1,574,940	\$1,773,724	\$95,384	5.68%
10031202 Total REVENUE	(\$2,300)	(\$2,000)	(\$2,300)	\$0	0.00%
** Districting NET	\$1,676,040	\$1,572,940	\$1,771,424	\$95,384	5.69%
10031203 Total EXPENDITURE	\$2,241,470	\$2,421,148	\$2,413,927	\$172,457	7.69%
10031203 Total REVENUE	(\$2,168,891)	(\$2,070,456)	(\$2,161,810)	\$7,081	-0.33%
** Solid Waste NET	\$72,579	\$350,692	\$252,117	\$179,538	247.37%
10031204 Total EXPENDITURE	\$196,098	\$186,475	\$193,926	(\$2,172)	-1.11%
10031204 Total REVENUE	(\$71,262)	(\$67,788)	(\$69,814)	\$1,448	-2.03%
** Communications NET	\$124,836	\$118,687	\$124,112	(\$724)	-0.58%
10031205 Total EXPENDITURE	\$414,503	\$414,503	\$414,126	(\$377)	-0.09%
10031205 Total REVENUE	(\$414,503)	(\$414,503)	(\$414,126)	\$377	-0.09%
** Portland Downtown District NET	\$0	\$0	\$0	\$0	---
10031206 Total EXPENDITURE	\$1,329,517	\$1,291,550	\$1,383,835	\$54,318	4.09%
10031206 Total REVENUE	(\$106,450)	(\$95,800)	(\$106,450)	\$0	0.00%
** Winter Operations NET	\$1,223,067	\$1,195,750	\$1,277,385	\$54,318	4.44%
10031207 Total EXPENDITURE	\$689,311	\$784,806	\$757,211	\$67,900	9.85%
10031207 Total REVENUE	(\$4,500)	(\$3,500)	(\$3,454)	\$1,046	-23.24%
** Island Services NET	\$684,811	\$781,306	\$753,757	\$68,946	10.07%
10031208 Total EXPENDITURE	\$1,407,899	\$1,330,455	\$1,547,308	\$139,409	9.90%
10031208 Total REVENUE	(\$10,450)	(\$11,750)	(\$10,450)	\$0	0.00%
** Traffic & Transportation Ops NET	\$1,397,449	\$1,318,705	\$1,536,858	\$139,409	9.98%
*** PW Operations	\$5,178,782	\$5,338,080	\$5,715,653	\$536,871	10.37%
10031302 Total EXPENDITURE	\$438,778	\$461,613	\$441,885	\$3,107	0.71%
10031302 Total REVENUE	(\$1,040,447)	(\$1,116,250)	(\$1,131,330)	(\$90,883)	8.73%
** Transportation Engineering NET	(\$601,669)	(\$654,638)	(\$689,445)	(\$87,776)	-14.59%
10031303 Total EXPENDITURE	\$1,206,876	\$1,150,110	\$1,268,444	\$61,568	5.10%
10031303 Total REVENUE	(\$925,967)	(\$944,517)	(\$948,923)	(\$22,956)	2.48%

**CITY OF PORTLAND, ME
FY22 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY221 / FY21
**	Engineering NET	\$280,909	\$205,593	\$319,521	\$38,612	13.75%
***	PW Engineering Division	(\$320,760)	(\$449,044)	(\$369,924)	(\$49,164)	-15.33%
10031400	Total EXPENDITURE	\$3,381,149	\$3,429,356	\$3,552,126	\$170,977	5.06%
10031400	Total REVENUE	(\$204,345)	(\$353,155)	(\$220,051)	(\$15,706)	7.69%
**	Fleet Services NET	\$3,176,804	\$3,076,201	\$3,332,075	\$155,271	4.89%
****	Public Works Net	\$8,433,284	\$8,333,968	\$9,109,020	\$675,736	8.01%

CITY OF PORTLAND, ME
FY22 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
General Fund						
Public Works 31						
*	Payroll	\$7,918,501	\$7,472,263	\$8,269,596	\$351,095	4.43%
*	Benefits	\$85,842	\$120,322	\$85,982	\$140	0.16%
*	Administrative Svcs	\$60,954	\$46,700	\$68,590	\$7,636	12.53%
*	Contractual Services	\$1,983,348	\$2,122,110	\$2,159,017	\$175,669	8.86%
*	Maintenance & Repair	\$1,394,996	\$1,523,699	\$1,408,829	\$13,833	0.99%
*	Rentals	\$406,199	\$406,000	\$432,380	\$26,181	6.45%
*	Supplies	\$1,345,598	\$1,349,104	\$1,527,088	\$181,490	13.49%
*	Minor Capital Items	\$0	\$0	\$39,985	\$39,985	---
*	Utilities	\$460,296	\$475,324	\$460,156	(\$140)	-0.03%
*	Capital Outlay	\$0	\$174,000	\$0	\$0	---
****	Public Works	\$13,655,734	\$13,689,522	\$14,451,623	\$795,889	5.83%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Public Works 31						
Public Works Administration 10031100						
*	Payroll	\$617,833	\$598,000	\$648,849	\$31,016	5.02%
*	Benefits	\$2,052	\$1,852	\$2,052	\$0	0.00%
*	Administrative Svcs	\$8,087	\$5,485	\$9,230	\$1,143	14.14%
*	Contractual Services	\$6,280	\$4,530	\$6,280	\$0	0.00%
*	Maintenance & Repair	\$24,791	\$23,000	\$27,950	\$3,159	12.74%
*	Rentals	\$3,000	\$2,750	\$3,000	\$0	0.00%
*	Supplies	\$9,750	\$8,950	\$7,750	(\$2,000)	-20.51%
**	Public Works Administration	\$671,793	\$644,567	\$705,111	\$33,318	4.96%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Districting 10031202						
*	Payroll	\$1,483,747	\$1,387,500	\$1,537,949	\$54,202	3.65%
*	Benefits	\$15,630	\$15,130	\$15,630	\$0	0.00%
*	Administrative Svcs	\$1,880	\$1,450	\$2,070	\$190	10.11%
*	Contractual Services	\$23,200	\$23,100	\$59,200	\$36,000	155.17%
*	Maintenance & Repair	\$2,000	\$2,000	\$2,000	\$0	0.00%
*	Rentals	\$14,500	\$14,500	\$14,500	\$0	0.00%
*	Supplies	\$137,383	\$130,760	\$142,375	\$4,992	3.63%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$0	\$500	\$0	\$0	---
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Districting	\$1,678,340	\$1,574,940	\$1,773,724	\$95,384	5.68%

CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Solid Waste 10031203						
*	Payroll	\$795,475	\$790,000	\$931,717	\$136,242	17.13%
*	Benefits	\$10,740	\$49,000	\$10,740	\$0	0.00%
*	Administrative Svcs	\$9,330	\$8,578	\$9,630	\$300	3.22%
*	Contractual Services	\$1,407,295	\$1,554,940	\$1,440,110	\$32,815	2.33%
*	Maintenance & Repair	\$4,680	\$4,680	\$4,680	\$0	0.00%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$10,770	\$10,770	\$13,570	\$2,800	26.00%
*	Utilities	\$3,180	\$3,180	\$3,480	\$300	9.43%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Solid Waste	\$2,241,470	\$2,421,148	\$2,413,927	\$172,457	7.69%

CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Communications 10031204						
*	Payroll	\$175,523	\$172,000	\$181,351	\$5,828	3.32%
*	Benefits	\$1,125	\$1,125	\$1,125	\$0	0.00%
*	Administrative Svcs	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$5,700	\$5,700	\$5,700	\$0	0.00%
*	Maintenance & Repair	\$8,500	\$2,500	\$500	(\$8,000)	-94.12%
*	Rentals	\$1,700	\$1,700	\$1,700	\$0	0.00%
*	Supplies	\$3,550	\$3,450	\$3,550	\$0	0.00%
**	Communications	\$196,098	\$186,475	\$193,926	(\$2,172)	-1.11%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Portland Downtown District 10031205						
*	Payroll	\$379,573	\$371,883	\$379,196	(\$377)	-0.10%
*	Benefits	\$3,450	\$3,450	\$3,450	\$0	0.00%
*	Administrative Svcs	\$0	\$0	\$190	\$190	---
*	Contractual Services	\$50	\$50	\$50	\$0	0.00%
*	Maintenance & Repair	\$500	\$850	\$500	\$0	0.00%
*	Rentals	\$360	\$360	\$360	\$0	0.00%
*	Supplies	\$25,410	\$33,850	\$16,010	(\$9,400)	-36.99%
*	Minor Capital Items	\$0	\$0	\$9,710	\$9,710	---
*	Utilities	\$5,160	\$4,060	\$4,660	(\$500)	-9.69%
**	Portland Downtown District	\$414,503	\$414,503	\$414,126	(\$377)	-0.09%

CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Winter Operations 10031206						
*	Payroll	\$422,677	\$385,000	\$409,835	(\$12,842)	-3.04%
*	Benefits	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$10,900	\$8,600	\$10,900	\$0	0.00%
*	Contractual Services	\$115,305	\$113,500	\$140,305	\$25,000	21.68%
*	Maintenance & Repair	\$5,000	\$2,500	\$5,000	\$0	0.00%
*	Rentals	\$360,220	\$360,000	\$389,780	\$29,560	8.21%
*	Supplies	\$414,635	\$421,000	\$427,235	\$12,600	3.04%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$780	\$950	\$780	\$0	0.00%
**	Winter Operations	\$1,329,517	\$1,291,550	\$1,383,835	\$54,318	4.09%

CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Island Services 10031207						
*	Payroll	\$480,106	\$468,080	\$530,846	\$50,740	10.57%
*	Benefits	\$4,795	\$4,795	\$5,295	\$500	10.43%
*	Administrative Svcs	\$1,600	\$1,600	\$2,650	\$1,050	65.63%
*	Contractual Services	\$138,900	\$150,000	\$152,020	\$13,120	9.45%
*	Maintenance & Repair	\$5,500	\$5,500	\$6,500	\$1,000	18.18%
*	Rentals	\$14,379	\$14,400	\$11,000	(\$3,379)	-23.50%
*	Supplies	\$31,891	\$32,291	\$36,700	\$4,809	15.08%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$12,140	\$12,140	\$12,200	\$60	0.49%
*	Capital Outlay	\$0	\$96,000	\$0	\$0	---
**	Island Services	\$689,311	\$784,806	\$757,211	\$67,900	9.85%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Traffic & Transportation Ops 10031208						
*	Payroll	\$517,354	\$425,000	\$537,099	\$19,745	3.82%
*	Benefits	\$8,350	\$7,810	\$8,350	\$0	0.00%
*	Administrative Svcs	\$3,765	\$4,215	\$4,215	\$450	11.95%
*	Contractual Services	\$239,265	\$239,265	\$311,330	\$72,065	30.12%
*	Maintenance & Repair	\$67,375	\$67,375	\$81,549	\$14,174	21.04%
*	Supplies	\$132,946	\$132,946	\$135,646	\$2,700	2.03%
*	Minor Capital Items	\$0	\$0	\$30,275	\$30,275	---
*	Utilities	\$438,844	\$453,844	\$438,844	\$0	0.00%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Traffic & Transportation Ops	\$1,407,899	\$1,330,455	\$1,547,308	\$139,409	9.90%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Transportation Engineering 10031302						
*	Payroll	\$400,318	\$392,000	\$401,680	\$1,362	0.34%
*	Benefits	\$3,640	\$3,000	\$3,640	\$0	0.00%
*	Administrative Svcs	\$11,070	\$6,000	\$12,265	\$1,195	10.79%
*	Contractual Services	\$12,750	\$10,675	\$12,750	\$0	0.00%
*	Maintenance & Repair	\$5,000	\$26,588	\$5,000	\$0	0.00%
*	Rentals	\$0	\$250	\$0	\$0	---
*	Supplies	\$6,000	\$23,100	\$6,550	\$550	9.17%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$0	\$0	\$0	\$0	---
**	Transportation Engineering	\$438,778	\$461,613	\$441,885	\$3,107	0.71%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Engineering 10031303						
*	Payroll	\$1,149,176	\$1,112,800	\$1,208,102	\$58,926	5.13%
*	Benefits	\$3,300	\$3,300	\$3,300	\$0	0.00%
*	Administrative Svcs	\$7,550	\$4,000	\$10,190	\$2,640	34.97%
*	Contractual Services	\$29,748	\$13,850	\$29,750	\$2	0.01%
*	Maintenance & Repair	\$2,150	\$2,000	\$2,150	\$0	0.00%
*	Rentals	\$1,560	\$1,560	\$1,560	\$0	0.00%
*	Supplies	\$13,200	\$12,250	\$13,200	\$0	0.00%
*	Utilities	\$192	\$350	\$192	\$0	0.00%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Engineering	\$1,206,876	\$1,150,110	\$1,268,444	\$61,568	5.10%

CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Fleet Services 10031400						
*	Payroll	\$1,496,719	\$1,370,000	\$1,502,972	\$6,253	0.42%
*	Benefits	\$32,760	\$30,860	\$32,400	(\$360)	-1.10%
*	Administrative Svcs	\$6,772	\$6,772	\$7,250	\$478	7.06%
*	Contractual Services	\$4,855	\$6,500	\$1,522	(\$3,333)	-68.65%
*	Maintenance & Repair	\$1,269,500	\$1,386,707	\$1,273,000	\$3,500	0.28%
*	Rentals	\$10,480	\$10,480	\$10,480	\$0	0.00%
*	Supplies	\$560,063	\$539,737	\$724,502	\$164,439	29.36%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$0	\$300	\$0	\$0	---
*	Capital Outlay	\$0	\$78,000	\$0	\$0	---
**	Fleet Services	\$3,381,149	\$3,429,356	\$3,552,126	\$170,977	5.06%
****	Public Works	\$13,655,734	\$13,689,522	\$14,451,623	\$795,889	5.83%

**CITY OF PORTLAND, ME
FY22 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY221 / FY21
General Fund					
Parks, Rec & Facilities 33					
10033000 Total REVENUE	\$0	\$0	(\$1,500,000)	(\$1,500,000)	---
** Parks & Recreation Department NET	\$0	\$0	(\$1,500,000)	(\$1,500,000)	---
*** Parks & Recreation	\$0	\$0	(\$1,500,000)	(\$1,500,000)	---
10033100 Total EXPENDITURE	\$483,407	\$453,723	\$418,208	(\$65,199)	-13.49%
** Parks Rec & Fac Administration NET	\$483,407	\$453,723	\$418,208	(\$65,199)	-13.49%
10033202 Total EXPENDITURE	\$847,077	\$755,328	\$819,594	(\$27,483)	-3.24%
10033202 Total REVENUE	(\$161,680)	(\$106,083)	(\$109,180)	\$52,500	-32.47%
** Parks NET	\$685,397	\$649,245	\$710,414	\$25,017	3.65%
10033203 Total EXPENDITURE	\$727,060	\$657,271	\$771,079	\$44,019	6.05%
10033203 Total REVENUE	(\$34,900)	(\$10,000)	(\$9,900)	\$25,000	-71.63%
** Forestry NET	\$692,160	\$647,271	\$761,179	\$69,019	9.97%
10033204 Total EXPENDITURE	\$912,822	\$778,586	\$919,875	\$7,053	0.77%
10033204 Total REVENUE	(\$245,882)	(\$264,577)	(\$327,698)	(\$81,816)	33.27%
** Athletic Facilities NET	\$666,940	\$514,009	\$592,177	(\$74,763)	-11.21%
10033205 Total EXPENDITURE	\$784,163	\$733,975	\$823,303	\$39,140	4.99%
10033205 Total REVENUE	(\$691,234)	(\$641,877)	(\$742,154)	(\$50,920)	7.37%
** Cemeteries NET	\$92,929	\$92,098	\$81,149	(\$11,780)	-12.68%
*** Parks Division	\$2,137,426	\$1,902,623	\$2,144,919	\$7,493	0.35%
10033302 Total EXPENDITURE	\$1,425,500	\$1,099,712	\$1,510,842	\$85,342	5.99%
10033302 Total REVENUE	(\$1,155,517)	(\$784,224)	(\$1,199,355)	(\$43,838)	3.79%
** Recreation NET	\$269,983	\$315,488	\$311,487	\$41,504	15.37%
10033303 Total EXPENDITURE	\$470,351	\$437,885	\$542,260	\$71,909	15.29%
10033303 Total REVENUE	(\$262,064)	(\$166,113)	(\$233,420)	\$28,644	-10.93%
** Aquatics NET	\$208,287	\$271,772	\$308,840	\$100,553	48.28%
10033304 Total EXPENDITURE	\$991,379	\$1,042,366	\$1,008,813	\$17,434	1.76%
10033304 Total REVENUE	(\$1,074,725)	(\$1,365,532)	(\$1,217,064)	(\$142,339)	13.24%
** Riverside Golf Course NET	(\$83,346)	(\$323,166)	(\$208,251)	(\$124,905)	-149.86%
10033305 Total EXPENDITURE	\$227,699	\$167,080	\$19,660	(\$208,039)	-91.37%
10033305 Total REVENUE	(\$192,500)	(\$133,274)	(\$24,160)	\$168,340	-87.45%
** Golf Course Restaurant NET	\$35,199	\$33,806	(\$4,500)	(\$39,699)	-112.78%
10033306 Total EXPENDITURE	\$551,074	\$393,478	\$522,891	(\$28,183)	-5.11%

**CITY OF PORTLAND, ME
FY22 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY221 / FY21
10033306 Total REVENUE	(\$574,095)	(\$217,002)	(\$532,375)	\$41,720	-7.27%
** Ice Arena NET	(\$23,021)	\$176,476	(\$9,484)	\$13,537	58.80%
*** Recreation Division	\$407,102	\$474,376	\$398,092	(\$9,010)	-2.21%
10033401 Total EXPENDITURE	\$610,039	\$411,911	\$472,515	(\$137,524)	-22.54%
10033401 Total REVENUE	(\$698,670)	(\$129,483)	(\$610,370)	\$88,300	-12.64%
** Public Assemblies Admin NET	(\$88,631)	\$282,428	(\$137,855)	(\$49,224)	-55.54%
10033402 Total EXPENDITURE	\$369,979	\$122,947	\$389,405	\$19,426	5.25%
10033402 Total REVENUE	(\$441,633)	(\$10,000)	(\$389,750)	\$51,883	-11.75%
** Concessions NET	(\$71,654)	\$112,947	(\$345)	\$71,309	99.52%
10033404 Total EXPENDITURE	\$814,505	\$743,062	\$878,807	\$64,302	7.89%
** Custodial Services NET	\$814,505	\$743,062	\$878,807	\$64,302	7.89%
10033405 Total EXPENDITURE	\$109,414	\$87,874	\$93,732	(\$15,682)	-14.33%
10033405 Total REVENUE	(\$296,080)	(\$84,418)	(\$382,267)	(\$86,187)	29.11%
** Merrill Auditorium NET	(\$186,666)	\$3,456	(\$288,535)	(\$101,869)	-54.57%
*** Public Assemblies	\$467,554	\$1,141,893	\$452,072	(\$15,482)	-3.31%
**** Parks, Rec & Facilities Net	\$3,495,489	\$3,972,615	\$1,913,291	(\$1,582,198)	-45.26%

CITY OF PORTLAND, ME
FY22 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
General Fund						
Parks, Rec & Facilities 33						
*	Payroll	\$6,796,251	\$5,959,085	\$6,783,631	(\$12,620)	-0.19%
*	Benefits	\$74,489	\$74,338	\$68,729	(\$5,760)	-7.73%
*	Administrative Svcs	\$51,409	\$45,195	\$64,266	\$12,857	25.01%
*	Contractual Services	\$459,685	\$371,278	\$488,439	\$28,754	6.26%
*	Maintenance & Repair	\$144,089	\$131,776	\$183,345	\$39,256	27.24%
*	Rentals	\$272,502	\$267,889	\$238,793	(\$33,709)	-12.37%
*	Supplies	\$1,001,124	\$648,773	\$891,247	(\$109,877)	-10.98%
*	Minor Capital Items	\$90,480	\$10,221	\$24,800	(\$65,680)	-72.59%
*	Utilities	\$424,440	\$367,205	\$434,734	\$10,294	2.43%
*	Capital Outlay	\$10,000	\$9,438	\$13,000	\$3,000	30.00%
****	Parks, Rec & Facilities	\$9,324,469	\$7,885,198	\$9,190,984	(\$133,485)	-1.43%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Parks, Rec & Facilities 33						
Parks Rec & Fac Administration 10033100						
*	Payroll	\$454,796	\$424,040	\$373,270	(\$81,526)	-17.93%
*	Benefits	\$600	\$600	\$600	\$0	0.00%
*	Administrative Svcs	\$12,118	\$13,034	\$15,750	\$3,632	29.97%
*	Contractual Services	\$9,673	\$10,080	\$15,868	\$6,195	64.04%
*	Rentals	\$2,520	\$2,328	\$2,520	\$0	0.00%
*	Supplies	\$3,700	\$3,641	\$10,200	\$6,500	175.68%
**	Parks Rec & Fac Administration	\$483,407	\$453,723	\$418,208	(\$65,199)	-13.49%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Parks 10033202						
*	Payroll	\$613,096	\$547,489	\$589,169	(\$23,927)	-3.90%
*	Benefits	\$13,180	\$15,700	\$9,900	(\$3,280)	-24.89%
*	Administrative Svcs	\$2,025	\$1,560	\$2,025	\$0	0.00%
*	Contractual Services	\$46,700	\$46,752	\$46,700	\$0	0.00%
*	Maintenance & Repair	\$0	\$0	\$0	\$0	---
*	Rentals	\$24,000	\$24,000	\$24,000	\$0	0.00%
*	Supplies	\$70,000	\$68,491	\$72,500	\$2,500	3.57%
*	Minor Capital Items	\$7,500	\$7,501	\$7,500	\$0	0.00%
*	Utilities	\$70,576	\$43,835	\$67,800	(\$2,776)	-3.93%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Parks	\$847,077	\$755,328	\$819,594	(\$27,483)	-3.24%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Forestry 10033203						
*	Payroll	\$582,615	\$532,080	\$629,349	\$46,734	8.02%
*	Benefits	\$9,375	\$6,678	\$10,335	\$960	10.24%
*	Administrative Svcs	\$5,505	\$2,394	\$5,505	\$0	0.00%
*	Contractual Services	\$68,300	\$68,684	\$74,300	\$6,000	8.78%
*	Maintenance & Repair	\$1,700	\$1,700	\$1,700	\$0	0.00%
*	Supplies	\$59,565	\$45,735	\$44,690	(\$14,875)	-24.97%
*	Minor Capital Items	\$0	\$0	\$5,200	\$5,200	---
**	Forestry	\$727,060	\$657,271	\$771,079	\$44,019	6.05%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Athletic Facilities 10033204						
*	Payroll	\$617,150	\$493,216	\$614,602	(\$2,548)	-0.41%
*	Benefits	\$8,520	\$18,897	\$8,640	\$120	1.41%
*	Administrative Svcs	\$3,700	\$1,757	\$3,700	\$0	0.00%
*	Contractual Services	\$25,550	\$21,220	\$17,750	(\$7,800)	-30.53%
*	Maintenance & Repair	\$13,750	\$13,551	\$18,000	\$4,250	30.91%
*	Rentals	\$89,952	\$85,293	\$44,484	(\$45,468)	-50.55%
*	Supplies	\$95,200	\$90,721	\$144,299	\$49,099	51.57%
*	Minor Capital Items	\$0	\$0	\$9,400	\$9,400	---
*	Utilities	\$59,000	\$53,931	\$59,000	\$0	0.00%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Athletic Facilities	\$912,822	\$778,586	\$919,875	\$7,053	0.77%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Cemeteries 10033205						
*	Payroll	\$643,704	\$602,110	\$647,143	\$3,439	0.53%
*	Benefits	\$5,974	\$4,084	\$5,974	\$0	0.00%
*	Administrative Svcs	\$1,230	\$1,272	\$1,380	\$150	12.20%
*	Contractual Services	\$26,622	\$25,506	\$29,172	\$2,550	9.58%
*	Maintenance & Repair	\$26,269	\$24,261	\$54,070	\$27,801	105.83%
*	Rentals	\$7,350	\$7,448	\$7,350	\$0	0.00%
*	Supplies	\$53,350	\$52,344	\$55,550	\$2,200	4.12%
*	Minor Capital Items	\$2,700	\$2,700	\$2,700	\$0	0.00%
*	Utilities	\$6,964	\$4,812	\$6,964	\$0	0.00%
*	Capital Outlay	\$10,000	\$9,438	\$13,000	\$3,000	30.00%
**	Cemeteries	\$784,163	\$733,975	\$823,303	\$39,140	4.99%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Recreation 10033302						
*	Payroll	\$1,239,898	\$1,013,159	\$1,277,696	\$37,798	3.05%
*	Benefits	\$12,830	\$10,830	\$12,830	\$0	0.00%
*	Administrative Svcs	\$11,460	\$10,186	\$19,910	\$8,450	73.73%
*	Contractual Services	\$110,420	\$40,387	\$119,800	\$9,380	8.49%
*	Rentals	\$4,160	\$3,638	\$34,660	\$30,500	733.17%
*	Supplies	\$42,892	\$17,672	\$42,106	(\$786)	-1.83%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$3,840	\$3,840	\$3,840	\$0	0.00%
**	Recreation	\$1,425,500	\$1,099,712	\$1,510,842	\$85,342	5.99%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Aquatics 10033303						
*	Payroll	\$388,910	\$357,498	\$454,849	\$65,939	16.95%
*	Benefits	\$2,200	\$1,925	\$2,960	\$760	34.55%
*	Administrative Svcs	\$2,191	\$2,017	\$2,691	\$500	22.82%
*	Contractual Services	\$31,600	\$31,297	\$27,110	(\$4,490)	-14.21%
*	Maintenance & Repair	\$1,700	\$1,698	\$2,100	\$400	23.53%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$27,900	\$27,901	\$35,700	\$7,800	27.96%
*	Utilities	\$15,850	\$15,549	\$16,850	\$1,000	6.31%
**	Aquatics	\$470,351	\$437,885	\$542,260	\$71,909	15.29%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Riverside Golf Course 10033304						
*	Payroll	\$488,511	\$527,001	\$519,631	\$31,120	6.37%
*	Benefits	\$5,060	\$5,060	\$4,880	(\$180)	-3.56%
*	Administrative Svcs	\$3,145	\$3,145	\$3,145	\$0	0.00%
*	Contractual Services	\$48,580	\$53,580	\$50,080	\$1,500	3.09%
*	Maintenance & Repair	\$42,500	\$40,000	\$42,500	\$0	0.00%
*	Rentals	\$134,345	\$134,345	\$122,519	(\$11,826)	-8.80%
*	Supplies	\$192,378	\$200,772	\$190,128	(\$2,250)	-1.17%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$76,860	\$78,463	\$75,930	(\$930)	-1.21%
**	Riverside Golf Course	\$991,379	\$1,042,366	\$1,008,813	\$17,434	1.76%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Golf Course Restaurant 10033305						
*	Payroll	\$110,118	\$82,308	\$0	(\$110,118)	-100.00%
*	Benefits	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$7,826	\$2,880	\$0	(\$7,826)	-100.00%
*	Maintenance & Repair	\$2,770	\$4,995	\$7,500	\$4,730	170.76%
*	Rentals	\$7,935	\$8,597	\$2,160	(\$5,775)	-72.78%
*	Supplies	\$90,050	\$59,300	\$1,000	(\$89,050)	-98.89%
*	Utilities	\$9,000	\$9,000	\$9,000	\$0	0.00%
**	Golf Course Restaurant	\$227,699	\$167,080	\$19,660	(\$208,039)	-91.37%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Ice Arena 10033306						
*	Payroll	\$287,889	\$191,794	\$262,737	(\$25,152)	-8.74%
*	Benefits	\$4,560	\$510	\$1,400	(\$3,160)	-69.30%
*	Administrative Svcs	\$895	\$695	\$895	\$0	0.00%
*	Contractual Services	\$14,240	\$13,080	\$15,190	\$950	6.67%
*	Maintenance & Repair	\$28,200	\$18,973	\$25,275	(\$2,925)	-10.37%
*	Rentals	\$2,240	\$2,240	\$1,100	(\$1,140)	-50.89%
*	Supplies	\$32,300	\$9,263	\$22,544	(\$9,756)	-30.20%
*	Minor Capital Items	\$0	\$20	\$0	\$0	---
*	Utilities	\$180,750	\$156,903	\$193,750	\$13,000	7.19%
**	Ice Arena	\$551,074	\$393,478	\$522,891	(\$28,183)	-5.11%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Public Assemblies Admin 10033401						
*	Payroll	\$440,084	\$367,056	\$409,665	(\$30,419)	-6.91%
*	Benefits	\$2,790	\$1,530	\$1,560	(\$1,230)	-44.09%
*	Administrative Svcs	\$6,025	\$6,205	\$6,150	\$125	2.07%
*	Contractual Services	\$33,820	\$33,820	\$44,740	\$10,920	32.29%
*	Maintenance & Repair	\$600	\$0	\$600	\$0	0.00%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$45,640	\$2,500	\$9,000	(\$36,640)	-80.28%
*	Minor Capital Items	\$80,280	\$0	\$0	(\$80,280)	-100.00%
*	Utilities	\$800	\$800	\$800	\$0	0.00%
**	Public Assemblies Admin	\$610,039	\$411,911	\$472,515	(\$137,524)	-22.54%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Concessions 10033402						
*	Payroll	\$146,684	\$97,667	\$193,110	\$46,426	31.65%
*	Benefits	\$1,580	\$1,100	\$1,800	\$220	13.92%
*	Administrative Svcs	\$3,115	\$2,815	\$3,115	\$0	0.00%
*	Contractual Services	\$15,280	\$9,043	\$15,680	\$400	2.62%
*	Maintenance & Repair	\$7,600	\$7,600	\$9,100	\$1,500	19.74%
*	Supplies	\$194,920	\$4,650	\$165,800	(\$29,120)	-14.94%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$800	\$72	\$800	\$0	0.00%
**	Concessions	\$369,979	\$122,947	\$389,405	\$19,426	5.25%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Custodial Services 10033404						
*	Payroll	\$708,552	\$659,378	\$748,903	\$40,351	5.69%
*	Benefits	\$7,340	\$6,944	\$7,690	\$350	4.77%
*	Administrative Svcs	\$0	\$115	\$0	\$0	---
*	Contractual Services	\$12,384	\$13,383	\$27,984	\$15,600	125.97%
*	Maintenance & Repair	\$2,000	\$1,998	\$5,500	\$3,500	175.00%
*	Supplies	\$84,229	\$61,244	\$88,730	\$4,501	5.34%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Custodial Services	\$814,505	\$743,062	\$878,807	\$64,302	7.89%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Merrill Auditorium 10033405						
*	Payroll	\$74,244	\$64,289	\$63,507	(\$10,737)	-14.46%
*	Benefits	\$480	\$480	\$160	(\$320)	-66.67%
*	Contractual Services	\$8,690	\$1,566	\$4,065	(\$4,625)	-53.22%
*	Maintenance & Repair	\$17,000	\$17,000	\$17,000	\$0	0.00%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$9,000	\$4,539	\$9,000	\$0	0.00%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$0	\$0	\$0	\$0	---
**	Merrill Auditorium	\$109,414	\$87,874	\$93,732	(\$15,682)	-14.33%
****	Parks, Rec & Facilities	\$9,324,469	\$7,885,198	\$9,190,984	(\$133,485)	-1.43%

**CITY OF PORTLAND, ME
FY22 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY221 / FY21
General Fund					
Public Buildings & Waterfront 35					
10035000 Total REVENUE	\$0	\$0	(\$2,000,000)	(\$2,000,000)	---
** Public Bldgs & Waterfront Dept NET	\$0	\$0	(\$2,000,000)	(\$2,000,000)	---
*** Public Bldgs & Waterfront	\$0	\$0	(\$2,000,000)	(\$2,000,000)	---
10035100 Total EXPENDITURE	\$392,355	\$390,105	\$412,961	\$20,606	5.25%
** PB & Wtrfnt - Administration NET	\$392,355	\$390,105	\$412,961	\$20,606	5.25%
10035101 Total EXPENDITURE	\$605,385	\$438,498	\$622,623	\$17,238	2.85%
10035101 Total REVENUE	(\$25,000)	(\$25,000)	(\$25,000)	\$0	0.00%
** PB & Wtrfnt - Trades NET	\$580,385	\$413,498	\$597,623	\$17,238	2.97%
10035102 Total EXPENDITURE	\$545,883	\$533,399	\$558,036	\$12,153	2.23%
10035102 Total REVENUE	(\$560,847)	(\$533,399)	(\$558,036)	\$2,811	-0.50%
** PB & Wtrfnt - School HVAC NET	(\$14,964)	\$0	\$0	\$14,964	100.00%
*** PB & Wtrfnt - Admin	\$957,776	\$803,603	\$1,010,584	\$52,808	5.51%
10035201 Total EXPENDITURE	\$298,405	\$243,005	\$299,905	\$1,500	0.50%
** PB & Wtrfnt - Public Safety NET	\$298,405	\$243,005	\$299,905	\$1,500	0.50%
10035202 Total EXPENDITURE	\$562,250	\$536,500	\$649,284	\$87,034	15.48%
** PB & Wtrfnt - City Hall NET	\$562,250	\$536,500	\$649,284	\$87,034	15.48%
10035203 Total EXPENDITURE	\$170,555	\$151,505	\$673,655	\$503,100	294.98%
** PB & Wtrfnt - Merrill (PB) NET	\$170,555	\$151,505	\$673,655	\$503,100	294.98%
10035204 Total EXPENDITURE	\$323,945	\$198,790	\$267,845	(\$56,100)	-17.32%
10035204 Total REVENUE	(\$348,000)	(\$210,000)	(\$338,000)	\$10,000	-2.87%
** PB & Wtrfnt - Hadlock NET	(\$24,055)	(\$11,210)	(\$70,155)	(\$46,100)	-191.64%
10035205 Total EXPENDITURE	\$254,100	\$205,580	\$207,020	(\$47,080)	-18.53%
** PB & Wtrfnt - Expo NET	\$254,100	\$205,580	\$207,020	(\$47,080)	-18.53%
10035206 Total EXPENDITURE	\$416,850	\$385,600	\$418,400	\$1,550	0.37%
10035206 Total REVENUE	\$0	\$0	\$0	\$0	---
** PB & Wtrfnt - Canco Rd NET	\$416,850	\$385,600	\$418,400	\$1,550	0.37%
10035210 Total EXPENDITURE	\$275,271	\$225,855	\$272,614	(\$2,657)	-0.97%
** PB & Wtrfnt - Other Bldgs NET	\$275,271	\$225,855	\$272,614	(\$2,657)	-0.97%
*** PB & Wtrfnt - Buildings	\$1,953,376	\$1,736,835	\$2,450,723	\$497,347	25.46%
10035300 Total EXPENDITURE	\$1,234,185	\$1,046,585	\$1,135,799	(\$98,386)	-7.97%

**CITY OF PORTLAND, ME
FY22 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY221 / FY21
10035300 Total REVENUE		(\$687,026)	(\$682,214)	(\$674,315)	\$12,711	-1.85%
**	PB & Wtrfnt - Waterfront NET	\$547,159	\$364,371	\$461,484	(\$85,675)	-15.66%
****	Public Buildings & Waterfront Net	\$3,458,311	\$2,904,809	\$1,922,791	(\$1,535,520)	-44.40%

CITY OF PORTLAND, ME
FY22 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
General Fund						
Public Buildings & Waterfront 35						
*	Payroll	\$1,358,581	\$1,095,277	\$1,447,242	\$88,661	6.53%
*	Benefits	\$17,624	\$43,177	\$18,014	\$390	2.21%
*	Administrative Svcs	\$31,090	\$16,890	\$20,290	(\$10,800)	-34.74%
*	Contractual Services	\$238,797	\$235,470	\$218,391	(\$20,406)	-8.55%
*	Maintenance & Repair	\$1,197,504	\$1,172,504	\$1,158,569	(\$38,935)	-3.25%
*	Rentals	\$10,404	\$8,304	\$8,304	(\$2,100)	-20.18%
*	Supplies	\$428,300	\$416,300	\$426,200	(\$2,100)	-0.49%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$1,651,884	\$1,247,500	\$1,606,132	(\$45,752)	-2.77%
*	Capital Outlay	\$145,000	\$120,000	\$615,000	\$470,000	324.14%
****	Public Buildings & Waterfront	\$5,079,184	\$4,355,422	\$5,518,142	\$438,958	8.64%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Public Buildings & Waterfront 35						
PB & Wtrfnt - Administration 10035100						
*	Payroll	\$379,681	\$378,931	\$391,947	\$12,266	3.23%
*	Benefits	\$3,320	\$3,320	\$3,160	(\$160)	-4.82%
*	Administrative Svcs	\$2,850	\$2,850	\$2,850	\$0	0.00%
*	Contractual Services	\$500	\$500	\$500	\$0	0.00%
*	Rentals	\$3,504	\$3,504	\$3,504	\$0	0.00%
*	Supplies	\$2,500	\$1,000	\$11,000	\$8,500	340.00%
**	PB & Wtrfnt - Administration	\$392,355	\$390,105	\$412,961	\$20,606	5.25%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
PB & Wtrfnt - Trades 10035101						
*	Payroll	\$580,995	\$389,305	\$598,883	\$17,888	3.08%
*	Benefits	\$8,200	\$33,403	\$8,550	\$350	4.27%
*	Administrative Svcs	\$6,690	\$5,790	\$5,690	(\$1,000)	-14.95%
*	Contractual Services	\$0	\$0	\$0	\$0	---
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$9,500	\$10,000	\$9,500	\$0	0.00%
**	PB & Wtrfnt - Trades	\$605,385	\$438,498	\$622,623	\$17,238	2.85%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
PB & Wtrfnt - School HVAC 10035102						
*	Payroll	\$128,664	\$116,680	\$141,817	\$13,153	10.22%
*	Benefits	\$2,030	\$2,030	\$2,030	\$0	0.00%
*	Administrative Svcs	\$3,250	\$2,750	\$2,250	(\$1,000)	-30.77%
*	Contractual Services	\$12,600	\$12,600	\$12,600	\$0	0.00%
*	Maintenance & Repair	\$214,339	\$214,339	\$214,339	\$0	0.00%
*	Supplies	\$160,000	\$160,000	\$160,000	\$0	0.00%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Capital Outlay	\$25,000	\$25,000	\$25,000	\$0	0.00%
**	PB & Wtrfnt - School HVAC	\$545,883	\$533,399	\$558,036	\$12,153	2.23%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
PB & Wtrfnt - Public Safety 10035201						
*	Payroll	\$0	\$0	\$0	\$0	---
*	Benefits	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$5,900	\$19,000	\$7,600	\$1,700	28.81%
*	Maintenance & Repair	\$64,505	\$64,505	\$79,505	\$15,000	23.25%
*	Supplies	\$24,500	\$24,500	\$24,500	\$0	0.00%
*	Utilities	\$203,500	\$135,000	\$188,300	(\$15,200)	-7.47%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	PB & Wtrfnt - Public Safety	\$298,405	\$243,005	\$299,905	\$1,500	0.50%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
PB & Wtrfnt - City Hall 10035202						
*	Payroll	\$0	\$0	\$83,034	\$83,034	---
*	Benefits	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$8,750	\$25,000	\$12,750	\$4,000	45.71%
*	Maintenance & Repair	\$137,500	\$137,500	\$137,500	\$0	0.00%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$48,000	\$48,000	\$48,000	\$0	0.00%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$368,000	\$326,000	\$368,000	\$0	0.00%
**	PB & Wtrfnt - City Hall	\$562,250	\$536,500	\$649,284	\$87,034	15.48%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
PB & Wtrfnt - Merrill (PB) 10035203						
*	Contractual Services	\$2,050	\$1,000	\$5,150	\$3,100	151.22%
*	Maintenance & Repair	\$74,505	\$74,505	\$74,505	\$0	0.00%
*	Supplies	\$14,000	\$6,000	\$14,000	\$0	0.00%
*	Utilities	\$80,000	\$70,000	\$80,000	\$0	0.00%
*	Capital Outlay	\$0	\$0	\$500,000	\$500,000	---
**	PB & Wtrfnt - Merrill (PB)	\$170,555	\$151,505	\$673,655	\$503,100	294.98%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
PB & Wtrfnt - Hadlock 10035204						
*	Contractual Services	\$4,325	\$4,170	\$6,725	\$2,400	55.49%
*	Maintenance & Repair	\$70,120	\$70,120	\$50,120	(\$20,000)	-28.52%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$31,500	\$31,500	\$23,000	(\$8,500)	-26.98%
*	Utilities	\$198,000	\$73,000	\$188,000	(\$10,000)	-5.05%
*	Capital Outlay	\$20,000	\$20,000	\$0	(\$20,000)	-100.00%
**	PB & Wtrfnt - Hadlock	\$323,945	\$198,790	\$267,845	(\$56,100)	-17.32%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
PB & Wtrfnt - Expo 10035205					
* Contractual Services	\$4,920	\$24,500	\$4,920	\$0	0.00%
* Maintenance & Repair	\$60,080	\$60,080	\$46,000	(\$14,080)	-23.44%
* Rentals	\$0	\$0	\$0	\$0	---
* Supplies	\$21,000	\$18,000	\$21,000	\$0	0.00%
* Utilities	\$143,100	\$103,000	\$135,100	(\$8,000)	-5.59%
* Capital Outlay	\$25,000	\$0	\$0	(\$25,000)	-100.00%
** PB & Wtrfnt - Expo	\$254,100	\$205,580	\$207,020	(\$47,080)	-18.53%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
PB & Wtrfnt - Canco Rd 10035206						
*	Payroll	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$9,450	\$9,200	\$12,950	\$3,500	37.04%
*	Maintenance & Repair	\$207,000	\$207,000	\$207,000	\$0	0.00%
*	Supplies	\$30,000	\$30,000	\$30,000	\$0	0.00%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$170,400	\$139,400	\$168,450	(\$1,950)	-1.14%
**	PB & Wtrfnt - Canco Rd	\$416,850	\$385,600	\$418,400	\$1,550	0.37%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
PB & Wtrfnt - Other Bldgs 10035210						
*	Payroll	\$0	\$0	\$0	\$0	---
*	Benefits	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$11,532	\$9,500	\$15,732	\$4,200	36.42%
*	Maintenance & Repair	\$59,855	\$59,855	\$55,000	(\$4,855)	-8.11%
*	Supplies	\$40,500	\$40,500	\$40,500	\$0	0.00%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$113,384	\$66,000	\$111,382	(\$2,002)	-1.77%
*	Capital Outlay	\$50,000	\$50,000	\$50,000	\$0	0.00%
**	PB & Wtrfnt - Other Bldgs	\$275,271	\$225,855	\$272,614	(\$2,657)	-0.97%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
PB & Wtrfnt - Waterfront 10035300						
*	Payroll	\$269,241	\$210,361	\$231,561	(\$37,680)	-13.99%
*	Benefits	\$4,074	\$4,424	\$4,274	\$200	4.91%
*	Administrative Svcs	\$18,300	\$5,500	\$9,500	(\$8,800)	-48.09%
*	Contractual Services	\$178,770	\$130,000	\$139,464	(\$39,306)	-21.99%
*	Maintenance & Repair	\$309,600	\$284,600	\$294,600	(\$15,000)	-4.84%
*	Rentals	\$6,900	\$4,800	\$4,800	(\$2,100)	-30.43%
*	Supplies	\$46,800	\$46,800	\$44,700	(\$2,100)	-4.49%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$375,500	\$335,100	\$366,900	(\$8,600)	-2.29%
*	Capital Outlay	\$25,000	\$25,000	\$40,000	\$15,000	60.00%
**	PB & Wtrfnt - Waterfront	\$1,234,185	\$1,046,585	\$1,135,799	(\$98,386)	-7.97%
****	Public Buildings & Waterfront	\$5,079,184	\$4,355,422	\$5,518,142	\$438,958	8.64%

CITY OF PORTLAND, ME
FY22 HEALTH & HUMAN SERVICES DIVISION ORG NET REPORT

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
General Fund					
Health & Human Services 44					
HHS Administration 4410					
10044100 Total EXPENDITURE	\$329,165	\$329,165	\$338,515	\$9,350	2.84%
10044100 Total REVENUE	\$0	\$0	\$0	\$0	---
** HHS Administration NET	\$329,165	\$329,165	\$338,515	\$9,350	2.84%
*** HHS Administration	\$329,165	\$329,165	\$338,515	\$9,350	2.84%

CITY OF PORTLAND, ME
FY22 HEALTH & HUMAN SERVICES DIVISION CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Health & Human Services 44					
HHS Administration 4410					
* Payroll	\$322,335	\$322,335	\$322,335	\$0	0.00%
* Benefits	\$1,980	\$1,980	\$3,180	\$1,200	60.61%
* Administrative Svcs	\$600	\$600	\$3,000	\$2,400	400.00%
* Contractual Services	\$750	\$750	\$3,000	\$2,250	300.00%
* Maintenance & Repair	\$0	\$0	\$0	\$0	---
* Supplies	\$3,500	\$3,500	\$7,000	\$3,500	100.00%
** HHS Administration	\$329,165	\$329,165	\$338,515	\$9,350	2.84%

CITY OF PORTLAND, ME
FY22 HEALTH & HUMAN SERVICES DIVISION ORG NET REPORT

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
General Fund					
Health & Human Services 44					
Public Health 4420					
10044201 Total EXPENDITURE	\$294,166	\$278,917	\$408,649	\$114,483	38.92%
10044201 Total REVENUE	(\$334,726)	(\$334,726)	(\$206,298)	\$128,428	-38.37%
** Public Health Administration NET	(\$40,560)	(\$55,809)	\$202,351	\$242,911	-598.89%
10044202 Total EXPENDITURE	\$135,440	\$132,625	\$135,883	\$443	0.33%
10044202 Total REVENUE	(\$91,427)	(\$91,427)	(\$84,136)	\$7,291	-7.97%
** Family Health NET	\$44,013	\$41,198	\$51,747	\$7,734	17.57%
10044203 Total EXPENDITURE	\$821,110	\$707,127	\$800,065	(\$21,045)	-2.56%
10044203 Total REVENUE	(\$777,487)	(\$670,849)	(\$704,577)	\$72,910	-9.38%
** Chronic Disease Prevention NET	\$43,623	\$36,278	\$95,488	\$51,865	118.89%
10044204 Total EXPENDITURE	\$208,917	\$161,723	\$189,018	(\$19,899)	-9.52%
10044204 Total REVENUE	(\$75,560)	(\$67,307)	(\$58,180)	\$17,380	-23.00%
** Health Equity NET	\$133,357	\$94,416	\$130,838	(\$2,519)	-1.89%
10044205 Total EXPENDITURE	\$702,018	\$665,809	\$751,245	\$49,227	7.01%
10044205 Total REVENUE	(\$520,402)	(\$504,825)	(\$417,574)	\$102,828	-19.76%
** India Street Clinic NET	\$181,616	\$160,984	\$333,671	\$152,055	83.72%
10044206 Total EXPENDITURE	\$55,149	\$47,189	\$71,883	\$16,734	30.34%
10044206 Total REVENUE	(\$18,486)	(\$46,215)	(\$25,389)	(\$6,903)	37.34%
** Research & Evaluation NET	\$36,663	\$974	\$46,494	\$9,831	26.81%
*** Public Health	\$398,712	\$278,041	\$860,589	\$461,877	115.84%

CITY OF PORTLAND, ME
FY22 HEALTH & HUMAN SERVICES DIVISION CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Health & Human Services 44						
Public Health 4420						
*	Payroll	\$1,956,944	\$1,750,688	\$2,037,395	\$80,451	4.11%
*	Benefits	\$3,484	\$2,924	\$2,520	(\$964)	-27.67%
*	Administrative Svcs	\$17,817	\$5,635	\$28,962	\$11,145	62.55%
*	Client Expenses	\$1,000	\$1,000	\$1,000	\$0	0.00%
*	Contractual Services	\$94,496	\$116,821	\$136,956	\$42,460	44.93%
*	Maintenance & Repair	\$2,700	\$1,200	\$2,700	\$0	0.00%
*	Rentals	\$72,839	\$72,674	\$74,690	\$1,851	2.54%
*	Supplies	\$53,600	\$31,524	\$58,600	\$5,000	9.33%
*	Utilities	\$13,920	\$10,924	\$13,920	\$0	0.00%
**	Public Health	\$2,216,800	\$1,993,390	\$2,356,743	\$139,943	6.31%

CITY OF PORTLAND, ME
FY22 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Health & Human Services					
Public Health 4420					
Public Health Administration 10044201					
* Payroll	\$279,321	\$270,237	\$380,174	\$100,853	36.11%
* Benefits	\$600	\$500	\$600	\$0	0.00%
* Administrative Svcs	\$5,550	\$2,100	\$16,845	\$11,295	203.51%
* Contractual Services	\$2,850	\$400	\$3,350	\$500	17.54%
* Rentals	\$2,345	\$2,180	\$2,180	(\$165)	-7.04%
* Supplies	\$3,500	\$3,500	\$5,500	\$2,000	57.14%
** Public Health Administration	\$294,166	\$278,917	\$408,649	\$114,483	38.92%

CITY OF PORTLAND, ME
FY22 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Public Health 4420						
Family Health 10044202						
*	Payroll	\$125,245	\$125,245	\$125,688	\$443	0.35%
*	Benefits	\$600	\$600	\$600	\$0	0.00%
*	Administrative Svcs	\$2,917	\$1,084	\$2,917	\$0	0.00%
*	Client Expenses	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$2,400	\$1,907	\$2,400	\$0	0.00%
*	Rentals	\$808	\$808	\$808	\$0	0.00%
*	Supplies	\$2,750	\$2,400	\$2,750	\$0	0.00%
*	Utilities	\$720	\$581	\$720	\$0	0.00%
**	Family Health	\$135,440	\$132,625	\$135,883	\$443	0.33%

CITY OF PORTLAND, ME
FY22 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Public Health 4420						
Chronic Disease Prevention 10044203						
*	Payroll	\$800,501	\$690,707	\$779,098	(\$21,403)	-2.67%
*	Benefits	\$600	\$600	\$600	\$0	0.00%
*	Administrative Svcs	\$2,000	\$25	\$2,000	\$0	0.00%
*	Client Expenses	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$2,250	\$550	\$2,250	\$0	0.00%
*	Rentals	\$12,383	\$12,383	\$12,741	\$358	2.89%
*	Supplies	\$1,000	\$1,000	\$1,000	\$0	0.00%
*	Utilities	\$2,376	\$1,862	\$2,376	\$0	0.00%
**	Chronic Disease Prevention	\$821,110	\$707,127	\$800,065	(\$21,045)	-2.56%

CITY OF PORTLAND, ME
FY22 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Public Health 4420						
Health Equity 10044204						
*	Payroll	\$203,517	\$157,665	\$183,658	(\$19,859)	-9.76%
*	Benefits	\$900	\$900	\$360	(\$540)	-60.00%
*	Administrative Svcs	\$1,200	\$1,435	\$1,200	\$0	0.00%
*	Client Expenses	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$2,500	\$1,423	\$3,000	\$500	20.00%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$800	\$300	\$800	\$0	0.00%
**	Health Equity	\$208,917	\$161,723	\$189,018	(\$19,899)	-9.52%

CITY OF PORTLAND, ME
FY22 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Public Health 4420						
India Street Clinic 10044205						
*	Payroll	\$502,145	\$460,619	\$505,304	\$3,159	0.63%
*	Benefits	\$100	\$0	\$0	(\$100)	-100.00%
*	Administrative Svcs	\$3,650	\$541	\$3,700	\$50	1.37%
*	Client Expenses	\$1,000	\$1,000	\$1,000	\$0	0.00%
*	Contractual Services	\$80,646	\$112,541	\$122,106	\$41,460	51.41%
*	Maintenance & Repair	\$1,200	\$1,200	\$1,200	\$0	0.00%
*	Rentals	\$57,303	\$57,303	\$58,961	\$1,658	2.89%
*	Supplies	\$45,150	\$24,124	\$48,150	\$3,000	6.64%
*	Utilities	\$10,824	\$8,481	\$10,824	\$0	0.00%
**	India Street Clinic	\$702,018	\$665,809	\$751,245	\$49,227	7.01%

CITY OF PORTLAND, ME
FY22 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Public Health 4420						
Research & Evaluation 10044206						
*	Payroll	\$46,215	\$46,215	\$63,473	\$17,258	37.34%
*	Benefits	\$684	\$324	\$360	(\$324)	-47.37%
*	Administrative Svcs	\$2,500	\$450	\$2,300	(\$200)	-8.00%
*	Contractual Services	\$3,850	\$0	\$3,850	\$0	0.00%
*	Maintenance & Repair	\$1,500	\$0	\$1,500	\$0	0.00%
*	Supplies	\$400	\$200	\$400	\$0	0.00%
**	Research & Evaluation	\$55,149	\$47,189	\$71,883	\$16,734	30.34%
***	Public Health	\$2,216,800	\$1,993,390	\$2,356,743	\$139,943	6.31%

CITY OF PORTLAND, ME
FY22 HEALTH & HUMAN SERVICES DIVISION ORG NET REPORT

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
General Fund					
Health & Human Services 44					
Social Services 4430					
10044301 Total EXPENDITURE	\$629,070	\$619,771	\$726,091	\$97,021	15.42%
10044301 Total REVENUE	(\$300,056)	(\$929,801)	(\$283,551)	\$16,505	-5.50%
** Social Services Administration NET	\$329,014	(\$310,030)	\$442,540	\$113,526	34.50%
10044302 Total EXPENDITURE	\$8,457,261	\$13,585,427	\$10,084,466	\$1,627,205	19.24%
10044302 Total REVENUE	(\$5,751,801)	(\$9,694,768)	(\$6,439,394)	(\$687,593)	11.95%
** General Assistance NET	\$2,705,460	\$3,890,659	\$3,645,072	\$939,612	34.73%
10044303 Total EXPENDITURE	\$0	\$0	\$0	\$0	---
10044303 Total REVENUE	\$0	\$0	\$0	\$0	---
** Portland Community Support NET	\$0	\$0	\$0	\$0	---
10044304 Total EXPENDITURE	\$3,811,847	\$3,936,832	\$4,106,984	\$295,137	7.74%
10044304 Total REVENUE	(\$2,793,623)	(\$2,318,060)	(\$2,365,256)	\$428,367	-15.33%
** Oxford Street Shelter NET	\$1,018,224	\$1,618,772	\$1,741,728	\$723,504	71.06%
10044305 Total EXPENDITURE	\$1,725,157	\$1,471,731	\$1,797,289	\$72,132	4.18%
10044305 Total REVENUE	(\$1,366,425)	(\$1,137,891)	(\$1,230,489)	\$135,936	-9.95%
** Family Shelter NET	\$358,732	\$333,840	\$566,800	\$208,068	58.00%
*** Social Services	\$4,411,430	\$5,533,241	\$6,396,140	\$1,984,710	44.99%

CITY OF PORTLAND, ME
FY22 HEALTH & HUMAN SERVICES DIVISION CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Health & Human Services 44					
Social Services 4430					
* Payroll	\$5,469,969	\$5,465,462	\$5,917,874	\$447,905	8.19%
* Benefits	\$10,400	\$18,783	\$11,600	\$1,200	11.54%
* Administrative Svcs	\$1,075	\$1,165	\$14,575	\$13,500	1255.81%
* Client Expenses	\$7,685,653	\$12,873,509	\$9,290,443	\$1,604,790	20.88%
* Contractual Services	\$259,084	\$324,982	\$256,068	(\$3,016)	-1.16%
* Maintenance & Repair	\$112,446	\$83,295	\$117,350	\$4,904	4.36%
* Rentals	\$629,502	\$628,198	\$641,315	\$11,813	1.88%
* Insurance	\$0	\$0	\$10,000	\$10,000	---
* Supplies	\$308,599	\$99,564	\$305,599	(\$3,000)	-0.97%
* Minor Capital Items	\$0	\$0	\$0	\$0	---
* Utilities	\$146,607	\$118,803	\$150,006	\$3,399	2.32%
* Capital Outlay	\$0	\$0	\$0	\$0	---
** Social Services	\$14,623,335	\$19,613,761	\$16,714,830	\$2,091,495	14.30%

CITY OF PORTLAND, ME
FY22 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Health & Human Services					
Social Services 4430					
Social Services Administration 10044301					
* Payroll	\$538,117	\$533,379	\$630,568	\$92,451	17.18%
* Benefits	\$5,000	\$5,000	\$5,000	\$0	0.00%
* Administrative Svcs	\$1,075	\$1,155	\$5,575	\$4,500	418.60%
* Contractual Services	\$6,326	\$5,594	\$6,326	\$0	0.00%
* Maintenance & Repair	\$1,000	\$1,000	\$1,000	\$0	0.00%
* Rentals	\$62,048	\$61,637	\$63,126	\$1,078	1.74%
* Supplies	\$8,806	\$7,454	\$8,806	\$0	0.00%
* Utilities	\$6,698	\$4,552	\$5,690	(\$1,008)	-15.05%
** Social Services Administration	\$629,070	\$619,771	\$726,091	\$97,021	15.42%

CITY OF PORTLAND, ME
FY22 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Social Services 4430						
General Assistance 10044302						
*	Payroll	\$622,969	\$517,993	\$642,993	\$20,024	3.21%
*	Benefits	\$600	\$0	\$600	\$0	0.00%
*	Administrative Svcs	\$0	\$0	\$2,000	\$2,000	---
*	Client Expenses	\$7,589,403	\$12,799,264	\$9,191,993	\$1,602,590	21.12%
*	Contractual Services	\$97,806	\$128,956	\$98,006	\$200	0.20%
*	Maintenance & Repair	\$2,500	\$2,500	\$2,500	\$0	0.00%
*	Rentals	\$113,103	\$113,103	\$115,868	\$2,765	2.44%
*	Supplies	\$18,000	\$10,655	\$18,000	\$0	0.00%
*	Utilities	\$12,880	\$12,956	\$12,506	(\$374)	-2.90%
**	General Assistance	\$8,457,261	\$13,585,427	\$10,084,466	\$1,627,205	19.24%

CITY OF PORTLAND, ME
FY22 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Social Services 4430						
Oxford Street Shelter 10044304						
*	Payroll	\$3,115,212	\$3,473,446	\$3,439,384	\$324,172	10.41%
*	Benefits	\$1,800	\$1,959	\$1,800	\$0	0.00%
*	Administrative Svcs	\$0	\$0	\$4,000	\$4,000	---
*	Client Expenses	\$79,450	\$51,774	\$64,950	(\$14,500)	-18.25%
*	Contractual Services	\$87,028	\$107,967	\$55,485	(\$31,543)	-36.24%
*	Maintenance & Repair	\$68,946	\$34,891	\$68,946	\$0	0.00%
*	Rentals	\$167,077	\$166,846	\$166,851	(\$226)	-0.14%
*	Insurance	\$0	\$0	\$10,000	\$10,000	---
*	Supplies	\$239,833	\$68,241	\$236,833	(\$3,000)	-1.25%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$52,501	\$31,708	\$58,735	\$6,234	11.87%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Oxford Street Shelter	\$3,811,847	\$3,936,832	\$4,106,984	\$295,137	7.74%

CITY OF PORTLAND, ME
FY22 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Social Services 4430						
Family Shelter 10044305						
*	Payroll	\$1,193,671	\$940,644	\$1,204,929	\$11,258	0.94%
*	Benefits	\$3,000	\$11,824	\$4,200	\$1,200	40.00%
*	Administrative Svcs	\$0	\$10	\$3,000	\$3,000	---
*	Client Expenses	\$16,800	\$22,471	\$33,500	\$16,700	99.40%
*	Contractual Services	\$67,924	\$82,465	\$96,251	\$28,327	41.70%
*	Maintenance & Repair	\$40,000	\$44,904	\$44,904	\$4,904	12.26%
*	Rentals	\$287,274	\$286,612	\$295,470	\$8,196	2.85%
*	Supplies	\$41,960	\$13,214	\$41,960	\$0	0.00%
*	Utilities	\$74,528	\$69,587	\$73,075	(\$1,453)	-1.95%
**	Family Shelter	\$1,725,157	\$1,471,731	\$1,797,289	\$72,132	4.18%
***	Social Services	\$14,623,335	\$19,613,761	\$16,714,830	\$2,091,495	14.30%

CITY OF PORTLAND, ME
FY22 HEALTH & HUMAN SERVICES DIVISION ORG NET REPORT

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
General Fund					
Health & Human Services 44					
Barron Center 4440					
10744400 Total REVENUE	(\$18,994,969)	(\$16,910,651)	(\$22,199,374)	(\$3,204,405)	16.87%
** Barron Center NET	(\$18,994,969)	(\$16,910,651)	(\$22,199,374)	(\$3,204,405)	16.87%
10744401 Total EXPENDITURE	\$1,902,022	\$1,578,480	\$1,944,986	\$42,964	2.26%
** Barron Center Administration NET	\$1,902,022	\$1,578,480	\$1,944,986	\$42,964	2.26%
10044402 Total EXPENDITURE	\$359,717	\$251,492	\$377,954	\$18,237	5.07%
10044402 Total REVENUE	(\$248,400)	(\$98,690)	(\$259,200)	(\$10,800)	4.35%
** Office of Elder Affairs NET	\$111,317	\$152,802	\$118,754	\$7,437	6.68%
10744403 Total EXPENDITURE	\$289,243	\$289,767	\$295,543	\$6,300	2.18%
** Therapeutic Recreation NET	\$289,243	\$289,767	\$295,543	\$6,300	2.18%
10744404 Total EXPENDITURE	\$1,649,295	\$1,520,820	\$1,676,188	\$26,893	1.63%
** Nursing Administration NET	\$1,649,295	\$1,520,820	\$1,676,188	\$26,893	1.63%
10744405 Total EXPENDITURE	\$6,783,782	\$6,089,490	\$6,889,311	\$105,529	1.56%
** Nursing Direct Care NET	\$6,783,782	\$6,089,490	\$6,889,311	\$105,529	1.56%
10744406 Total EXPENDITURE	\$2,793,634	\$2,658,408	\$2,130,399	(\$663,235)	-23.74%
** Nutrition & Supply NET	\$2,793,634	\$2,658,408	\$2,130,399	(\$663,235)	-23.74%
10744407 Total EXPENDITURE	\$1,123,211	\$1,083,266	\$1,156,201	\$32,990	2.94%
** Environmental Services NET	\$1,123,211	\$1,083,266	\$1,156,201	\$32,990	2.94%
10744408 Total EXPENDITURE	\$655,465	\$652,968	\$657,959	\$2,494	0.38%
** Housekeeping NET	\$655,465	\$652,968	\$657,959	\$2,494	0.38%
10744409 Total EXPENDITURE	\$556,255	\$477,562	\$528,297	(\$27,958)	-5.03%
** Laundry Services NET	\$556,255	\$477,562	\$528,297	(\$27,958)	-5.03%
10744410 Total EXPENDITURE	\$0	\$0	\$880,329	\$880,329	---
** Central Supply NET	\$0	\$0	\$880,329	\$880,329	---
*** Barron Center	(\$3,130,745)	(\$2,407,088)	(\$5,921,407)	(\$2,790,662)	89.14%

CITY OF PORTLAND, ME
FY22 HEALTH & HUMAN SERVICES DIVISION CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Health & Human Services 44						
Barron Center 4440						
*	Payroll	\$12,238,044	\$11,176,965	\$12,347,828	\$109,784	0.90%
*	Benefits	\$33,880	\$36,753	\$35,405	\$1,525	4.50%
*	Administrative Svcs	\$294,500	\$226,776	\$303,240	\$8,740	2.97%
*	Client Expenses	\$7,500	\$15,000	\$9,250	\$1,750	23.33%
*	Contractual Services	\$1,099,189	\$907,458	\$1,147,859	\$48,670	4.43%
*	Maintenance & Repair	\$155,875	\$131,265	\$207,195	\$51,320	32.92%
*	Rentals	\$31,120	\$17,544	\$28,490	(\$2,630)	-8.45%
*	Supplies	\$1,736,083	\$1,609,232	\$1,921,620	\$185,537	10.69%
*	Minor Capital Items	\$24,500	\$17,814	\$28,000	\$3,500	14.29%
*	Utilities	\$418,868	\$374,366	\$421,915	\$3,047	0.73%
*	Capital Outlay	\$73,065	\$89,080	\$86,365	\$13,300	18.20%
**	Barron Center	\$16,112,624	\$14,602,253	\$16,537,167	\$424,543	2.63%

CITY OF PORTLAND, ME
FY22 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Health & Human Services					
Barron Center 4440					
Barron Center Administration 10744401					
* Payroll	\$693,718	\$700,248	\$699,907	\$6,189	0.89%
* Benefits	\$4,920	\$4,920	\$4,920	\$0	0.00%
* Administrative Svcs	\$259,670	\$216,001	\$264,835	\$5,165	1.99%
* Contractual Services	\$882,284	\$603,007	\$885,164	\$2,880	0.33%
* Maintenance & Repair	\$12,940	\$12,282	\$36,760	\$23,820	184.08%
* Rentals	\$5,340	\$3,764	\$4,500	(\$840)	-15.73%
* Supplies	\$42,250	\$37,415	\$48,000	\$5,750	13.61%
* Minor Capital Items	\$0	\$0	\$0	\$0	---
* Utilities	\$900	\$843	\$900	\$0	0.00%
* Capital Outlay	\$0	\$0	\$0	\$0	---
** Barron Center Administration	\$1,902,022	\$1,578,480	\$1,944,986	\$42,964	2.26%

CITY OF PORTLAND, ME
FY22 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Barron Center 4440						
Office of Elder Affairs 10044402						
*	Payroll	\$330,632	\$240,165	\$341,759	\$11,127	3.37%
*	Benefits	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$3,010	\$445	\$3,010	\$0	0.00%
*	Contractual Services	\$900	\$1,331	\$2,970	\$2,070	230.00%
*	Supplies	\$24,875	\$9,551	\$29,915	\$5,040	20.26%
*	Utilities	\$300	\$0	\$300	\$0	0.00%
**	Office of Elder Affairs	\$359,717	\$251,492	\$377,954	\$18,237	5.07%

CITY OF PORTLAND, ME
FY22 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Barron Center 4440						
Therapeutic Recreation 10744403						
*	Payroll	\$268,068	\$273,701	\$270,493	\$2,425	0.90%
*	Administrative Svcs	\$325	\$405	\$950	\$625	192.31%
*	Contractual Services	\$11,600	\$7,006	\$11,600	\$0	0.00%
*	Supplies	\$9,250	\$8,655	\$12,500	\$3,250	35.14%
**	Therapeutic Recreation	\$289,243	\$289,767	\$295,543	\$6,300	2.18%

CITY OF PORTLAND, ME
FY22 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Barron Center 4440						
Nursing Administration 10744404						
*	Payroll	\$1,458,239	\$1,291,506	\$1,484,138	\$25,899	1.78%
*	Benefits	\$11,000	\$5,883	\$0	(\$11,000)	-100.00%
*	Administrative Svcs	\$27,770	\$7,500	\$26,870	(\$900)	-3.24%
*	Contractual Services	\$79,640	\$175,251	\$117,680	\$38,040	47.76%
*	Rentals	\$1,680	\$1,680	\$0	(\$1,680)	-100.00%
*	Supplies	\$45,966	\$39,000	\$37,500	(\$8,466)	-18.42%
*	Minor Capital Items	\$0	\$0	\$10,000	\$10,000	---
*	Capital Outlay	\$25,000	\$0	\$0	(\$25,000)	-100.00%
**	Nursing Administration	\$1,649,295	\$1,520,820	\$1,676,188	\$26,893	1.63%

CITY OF PORTLAND, ME
FY22 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Barron Center 4440						
Nursing Direct Care 10744405						
*	Payroll	\$6,783,782	\$6,079,376	\$6,889,311	\$105,529	1.56%
*	Benefits	\$0	\$10,114	\$0	\$0	---
**	Nursing Direct Care	\$6,783,782	\$6,089,490	\$6,889,311	\$105,529	1.56%

CITY OF PORTLAND, ME
FY22 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Barron Center 4440						
Nutrition & Supply 10744406						
*	Payroll	\$1,290,327	\$1,247,229	\$1,238,634	(\$51,693)	-4.01%
*	Benefits	\$11,120	\$11,084	\$12,545	\$1,425	12.81%
*	Administrative Svcs	\$2,225	\$1,975	\$2,575	\$350	15.73%
*	Client Expenses	\$7,500	\$15,000	\$0	(\$7,500)	-100.00%
*	Contractual Services	\$45,470	\$41,210	\$48,150	\$2,680	5.89%
*	Maintenance & Repair	\$12,595	\$10,000	\$16,595	\$4,000	31.76%
*	Rentals	\$24,100	\$12,100	\$0	(\$24,100)	-100.00%
*	Supplies	\$1,376,797	\$1,302,996	\$781,600	(\$595,197)	-43.23%
*	Minor Capital Items	\$23,500	\$16,814	\$5,000	(\$18,500)	-78.72%
*	Capital Outlay	\$0	\$0	\$25,300	\$25,300	---
**	Nutrition & Supply	\$2,793,634	\$2,658,408	\$2,130,399	(\$663,235)	-23.74%

CITY OF PORTLAND, ME
FY22 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Barron Center 4440						
Environmental Services 10744407						
*	Payroll	\$387,568	\$382,890	\$391,051	\$3,483	0.90%
*	Benefits	\$4,440	\$1,000	\$3,040	(\$1,400)	-31.53%
*	Administrative Svcs	\$1,250	\$450	\$1,250	\$0	0.00%
*	Contractual Services	\$75,935	\$75,935	\$78,595	\$2,660	3.50%
*	Maintenance & Repair	\$117,930	\$99,333	\$141,430	\$23,500	19.93%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$70,355	\$61,055	\$72,055	\$1,700	2.42%
*	Minor Capital Items	\$0	\$0	\$12,000	\$12,000	---
*	Utilities	\$417,668	\$373,523	\$420,715	\$3,047	0.73%
*	Capital Outlay	\$48,065	\$89,080	\$36,065	(\$12,000)	-24.97%
**	Environmental Services	\$1,123,211	\$1,083,266	\$1,156,201	\$32,990	2.94%

CITY OF PORTLAND, ME
FY22 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Barron Center 4440						
Housekeeping 10744408						
*	Payroll	\$538,910	\$546,334	\$526,189	(\$12,721)	-2.36%
*	Benefits	\$1,200	\$2,000	\$2,175	\$975	81.25%
*	Contractual Services	\$3,360	\$3,718	\$3,700	\$340	10.12%
*	Maintenance & Repair	\$2,360	\$2,000	\$2,360	\$0	0.00%
*	Supplies	\$108,635	\$97,916	\$122,535	\$13,900	12.80%
*	Minor Capital Items	\$1,000	\$1,000	\$1,000	\$0	0.00%
**	Housekeeping	\$655,465	\$652,968	\$657,959	\$2,494	0.38%

CITY OF PORTLAND, ME
FY22 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Barron Center 4440						
Laundry Services 10744409						
*	Payroll	\$486,800	\$415,516	\$458,317	(\$28,483)	-5.85%
*	Benefits	\$1,200	\$1,752	\$1,725	\$525	43.75%
*	Administrative Svcs	\$250	\$0	\$250	\$0	0.00%
*	Contractual Services	\$0	\$0	\$0	\$0	---
*	Maintenance & Repair	\$10,050	\$7,650	\$10,050	\$0	0.00%
*	Supplies	\$57,955	\$52,644	\$57,955	\$0	0.00%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Laundry Services	\$556,255	\$477,562	\$528,297	(\$27,958)	-5.03%

CITY OF PORTLAND, ME
FY22 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Barron Center 4440						
Central Supply 10744410						
*	Payroll	\$0	\$0	\$48,029	\$48,029	---
*	Benefits	\$0	\$0	\$11,000	\$11,000	---
*	Administrative Svcs	\$0	\$0	\$3,500	\$3,500	---
*	Client Expenses	\$0	\$0	\$9,250	\$9,250	---
*	Rentals	\$0	\$0	\$23,990	\$23,990	---
*	Supplies	\$0	\$0	\$759,560	\$759,560	---
*	Capital Outlay	\$0	\$0	\$25,000	\$25,000	---
**	Central Supply	\$0	\$0	\$880,329	\$880,329	---
***	Barron Center	\$16,112,624	\$14,602,253	\$16,537,167	\$424,543	2.63%

**CITY OF PORTLAND, ME
FY22 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY221 / FY21
General Fund					
Debt Service 47					
10047000 Total EXPENDITURE	\$45,700,279	\$39,947,696	\$48,355,413	\$2,655,134	5.81%
10047000 Total REVENUE	(\$19,189,768)	(\$19,389,768)	(\$20,004,027)	(\$814,259)	4.24%
** Debt Service NET	\$26,510,511	\$20,557,928	\$28,351,386	\$1,840,875	6.94%
**** Debt Service Net	\$26,510,511	\$20,557,928	\$28,351,386	\$1,840,875	6.94%

CITY OF PORTLAND, ME
FY22 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
General Fund						
Debt Service 47						
*	Contractual Services	\$760,000	\$550,000	\$615,000	(\$145,000)	-19.08%
*	Debt Service	\$44,940,279	\$39,397,696	\$47,740,413	\$2,800,134	6.23%
****	Debt Service	\$45,700,279	\$39,947,696	\$48,355,413	\$2,655,134	5.81%

**CITY OF PORTLAND, ME
FY22 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY221 / FY21
General Fund					
Library 48					
10048000 Total EXPENDITURE	\$3,927,837	\$3,927,837	\$4,006,394	\$78,557	2.00%
** Library NET	\$3,927,837	\$3,927,837	\$4,006,394	\$78,557	2.00%
**** Library Net	\$3,927,837	\$3,927,837	\$4,006,394	\$78,557	2.00%

CITY OF PORTLAND, ME
FY22 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
General Fund						
Library 48						
*	Payroll	\$2,804,154	\$2,804,154	\$2,910,150	\$105,996	3.78%
*	Benefits	\$537,000	\$537,000	\$540,000	\$3,000	0.56%
*	Supplies	\$0	\$0	\$0	\$0	---
*	Utilities	\$0	\$0	\$0	\$0	---
*	Contributions	\$586,683	\$586,683	\$556,244	(\$30,439)	-5.19%
****	Library	\$3,927,837	\$3,927,837	\$4,006,394	\$78,557	2.00%

Portland Public Library	FY 20 Actual	FY 21 Approved	FY 22 Submission	DOLLAR INCREASE	2/8/2021
					PERCENT INCREASE
BUDGET ITEMS					
Personnel					
salaries-regular	2,735,162	2,695,304	2,801,300	105,996	3.93%
salaries-temp/sub	121,849	100,100	100,100	0	0.00%
salaries-over schedule	15,226	8,750	8,750	0	0.00%
	2,872,237	2,804,154	2,910,150	105,996	3.78%
Contractual					
medical insurance	537,204	537,000	537,000	0	0.00%
other benefits	18,370	18,224	18,224	0	0.00%
parking	48,386	57,416	57,416	0	0.00%
professional services	116,671	74,750	74,750	0	0.00%
technology	215,813	224,733	215,000	-9,733	-4.33%
utilities	140,524	144,672	144,672	0	0.00%
maintenance & security	114,037	106,400	106,400	0	0.00%
branch occupancy	48,400	40,300	40,300	0	0.00%
staff development	34,607	65,000	65,000	0	0.00%
supplies	42,574	54,050	54,050	0	0.00%
printing/duplicating	26,768	32,600	32,600	0	0.00%
postage	19,991	11,000	11,000	0	0.00%
insurance	29,370	30,000	30,000	0	0.00%
miscellaneous	18,589	3,750	3,750	0	0.00%
	1,411,304	1,399,895	1,390,162	-9,733	-0.70%
Commodities					
books-digital-AV	319,594	334,231	334,231	0	0.00%
periodicals	25,874	10,000	10,000	0	0.00%
periodicals-microfilm	8,543	8,200	8,200	0	0.00%
preservation		700	700	0	0.00%
materials processing	24,175	20,500	20,500	0	0.00%
shipping & handling	173	818	818	0	0.00%
	378,359	374,449	374,449	0	0.00%
Capital					
Equipment/Improvements	25,706	35,000	39,477	4,477	12.79%
TOTAL	4,687,605	4,613,498	4,714,238	100,740	2.18%

Portland Public Library	FY 20	FY 21 Submission	FY 22 Submission	DOLLAR INCREASE	2/8/2021
					PERCENT INCREASE
REVENUE TITLE					
Government					
Maine State Library	184,550	184,550	184,550	0	0.00%
Cumberland County	9,884	10,000	10,000	0	0.00%
	194,434	194,550	194,550	0	0.00%
Investments					
Endowment-restricted	214,000	228,000	235,000	7,000	3.07%
Other Investments	1,035	1,500	1,500	0	0.00%
	215,035	229,500	236,500	7,000	3.05%
Operations					
fees	51,132	11,500	11,500	0	0.00%
conference rooms	13,381	14,000	14,000	0	0.00%
retail	12,714	10,000	10,000	0	0.00%
photocopies/printing	13,171	13,111	13,194	83	0.63%
miscellaneous	2,789	500	500	0	0.00%
	93,188	49,111	49,194	83	0.17%
Development					
annual fund	212,246	200,000	215,100	15,100	7.55%
special events/sponsorships		12,500	12,500	0	0.00%
	212,246	212,500	227,600	15,100	7.11%
City Contribution	4,013,769	3,927,837	4,006,394	78,557	2.00%
Total Revenue	4,728,672	4,613,498	4,714,238	100,740	2.18%
Total Expenses	4,687,605	4,613,498	4,714,238	100,740	2.18%

POSITION	FY 21 Approved		FY 22 Prosposed		FTE		\$	
	FTE	Classification	FTE	Classification	Change		Change	
Executive Director	1.00	\$ 102,404.51	1.00	\$ 106,838.40	0	\$	4,433.89	
Associate Director	1.00	\$ 82,717.70	1.00	\$ 86,307.20	0	\$	3,589.50	
HR Director	1.00	\$ 72,003.17	1.00	\$ 76,050.00	0	\$	4,046.83	
Finance Director	1.00	\$ 75,731.84	1.00	\$ 78,328.50	0	\$	2,596.66	
Development Director	1.00	\$ 77,448.42	1.00	\$ 76,050.00	0	\$	(1,398.42)	
Finance Assistant	0.50	\$ 22,101.16			-0.5	\$	(22,101.16)	
Admin Assistant	0.00	\$ -			0	\$	-	
Assistant to the Director	1.00	\$ 44,590.01	1.00	\$ 47,029.50	0	\$	2,439.49	
Finance/HR Specialist	1.00	\$ 40,092.23	1.00	\$ 42,654.00	0	\$	2,561.77	
Librarian Directors	3.00	\$ 203,708.69	3.00	\$ 214,866.00	0	\$	11,157.31	
Librarian Technical Specialists	3.00	\$ 167,226.46	3.00	\$ 175,671.00	0	\$	8,444.54	
Branch Managers & Assistants	4.73	\$ 239,122.93	3.13	\$ 171,940.00	-1.60	\$	(67,182.93)	
Librarians	11.53	\$ 565,547.90	11.50	\$ 593,083.60	-0.03	\$	27,535.70	
Library Associates	5.70	\$ 239,165.56	2.53	\$ 122,490.30	-3.17	\$	(116,675.26)	
Senior Library Assistant	11.03	\$ 419,547.37	14.23	\$ 586,356.20	3.20	\$	166,808.83	
Facilities Manager	1.00	\$ 52,711.20	1.00	\$ 55,524.00	0.00	\$	2,812.80	
Security	2.50	\$ 92,423.24	2.50	\$ 102,997.80	0.00	\$	10,574.56	
Social Worker In Residence	0.50	\$ 25,679.90	0.50	\$ 18,582.50	0.00	\$	(7,097.40)	
Maintenance	3.60	\$ 124,583.31	3.66	\$ 133,098.00	0.06	\$	8,514.69	
Library Assistant	1.56	\$ 48,498.55	2.20	\$ 76,543.50	0.64	\$	28,044.95	
Marketing Associate			1.00	\$ 36,890.40	1.00	\$	36,890.40	
salaries-regular	55.66	\$ 2,695,304.15	55.25	\$ 2,801,300.90	-0.41	\$	105,996.75	
salaries-temporary		\$ 100,100.00		\$ 100,100.00		\$	-	
salaries-over schedule		\$ 8,750.00		\$ 8,750.00		\$	-	
Total Personnel		\$ 2,804,154.15		\$ 2,910,150.90		\$	105,996.75	

**CITY OF PORTLAND, ME
FY22 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY221 / FY21
General Fund					
Pension 51					
10051200 Total EXPENDITURE	\$7,764,619	\$7,745,000	\$8,531,837	\$767,218	9.88%
10051200 Total REVENUE	(\$1,159,691)	(\$1,116,868)	(\$1,041,086)	\$118,605	-10.23%
** Pension NET	\$6,604,928	\$6,628,132	\$7,490,751	\$885,823	13.41%
**** Pension Net	\$6,604,928	\$6,628,132	\$7,490,751	\$885,823	13.41%

CITY OF PORTLAND, ME
FY22 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
General Fund Pension 51						
*	Benefits	\$7,764,619	\$7,745,000	\$8,531,837	\$767,218	9.88%
****	Pension	\$7,764,619	\$7,745,000	\$8,531,837	\$767,218	9.88%

**CITY OF PORTLAND, ME
FY22 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY221 / FY21
General Fund					
Employee Benefits 52					
10052200 Total EXPENDITURE	\$18,741,418	\$18,216,059	\$17,994,636	(\$746,782)	-3.98%
10052200 Total REVENUE	(\$5,883,684)	(\$4,655,129)	(\$6,363,545)	(\$479,861)	8.16%
** Health Insurance Program NET	\$12,857,734	\$13,560,930	\$11,631,091	(\$1,226,643)	-9.54%
10052300 Total EXPENDITURE	\$1,810,292	\$2,368,250	\$1,692,000	(\$118,292)	-6.53%
10052300 Total REVENUE	(\$225,000)	(\$165,000)	(\$165,000)	\$60,000	-26.67%
** Workers' Compensation NET	\$1,585,292	\$2,203,250	\$1,527,000	(\$58,292)	-3.68%
10052400 Total EXPENDITURE	\$1,393,538	\$1,164,518	\$1,325,660	(\$67,878)	-4.87%
10052400 Total REVENUE	(\$135,495)	(\$112,522)	(\$127,253)	\$8,242	-6.08%
** FICA NET	\$1,258,043	\$1,051,996	\$1,198,407	(\$59,636)	-4.74%
10052500 Total EXPENDITURE	\$211,911	\$230,000	\$230,240	\$18,329	8.65%
10052500 Total REVENUE	(\$7,088)	(\$6,800)	(\$7,926)	(\$838)	11.82%
** Group Life Insurance NET	\$204,823	\$223,200	\$222,314	\$17,491	8.54%
10052600 Total EXPENDITURE	\$100,000	\$500,000	\$100,000	\$0	0.00%
10052600 Total REVENUE	\$0	\$0	\$0	\$0	---
** Unemployment NET	\$100,000	\$500,000	\$100,000	\$0	0.00%
**** Employee Benefits Net	\$16,005,892	\$17,539,376	\$14,678,812	(\$1,327,080)	-8.29%

CITY OF PORTLAND, ME
FY22 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
General Fund						
Employee Benefits 52						
*	Benefits	\$19,566,577	\$19,274,674	\$18,943,580	(\$622,997)	-3.18%
*	Administrative Svcs	\$682,826	\$695,903	\$568,132	(\$114,694)	-16.80%
*	Contractual Services	\$959,900	\$1,325,250	\$784,000	(\$175,900)	-18.32%
*	Rentals	\$12,000	\$0	\$12,360	\$360	3.00%
*	Insurance	\$907,400	\$1,056,000	\$906,000	(\$1,400)	-0.15%
*	Utilities	\$1,464	\$0	\$1,464	\$0	0.00%
*	Contributions	\$126,992	\$127,000	\$127,000	\$8	0.01%
****	Employee Benefits	\$22,257,159	\$22,478,827	\$21,342,536	(\$914,623)	-4.11%

CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Employee Benefits 52					
Health Insurance Program 10052200					
* Benefits	\$17,861,128	\$17,380,156	\$17,287,680	(\$573,448)	-3.21%
* Administrative Svcs	\$866,826	\$835,903	\$693,132	(\$173,694)	-20.04%
* Rentals	\$12,000	\$0	\$12,360	\$360	3.00%
* Utilities	\$1,464	\$0	\$1,464	\$0	0.00%
** Health Insurance Program	\$18,741,418	\$18,216,059	\$17,994,636	(\$746,782)	-3.98%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Workers' Compensation 10052300						
*	Administrative Svcs	(\$184,000)	(\$140,000)	(\$125,000)	\$59,000	-32.07%
*	Contractual Services	\$959,900	\$1,325,250	\$784,000	(\$175,900)	-18.32%
*	Insurance	\$907,400	\$1,056,000	\$906,000	(\$1,400)	-0.15%
*	Contributions	\$126,992	\$127,000	\$127,000	\$8	0.01%
**	Workers' Compensation	\$1,810,292	\$2,368,250	\$1,692,000	(\$118,292)	-6.53%

CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
FICA 10052400						
*	Benefits	\$1,393,538	\$1,164,518	\$1,325,660	(\$67,878)	-4.87%
**	FICA	\$1,393,538	\$1,164,518	\$1,325,660	(\$67,878)	-4.87%

CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Group Life Insurance 10052500						
*	Benefits	\$211,911	\$230,000	\$230,240	\$18,329	8.65%
**	Group Life Insurance	\$211,911	\$230,000	\$230,240	\$18,329	8.65%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Unemployment 10052600						
*	Benefits	\$100,000	\$500,000	\$100,000	\$0	0.00%
**	Unemployment	\$100,000	\$500,000	\$100,000	\$0	0.00%
****	Employee Benefits	\$22,257,159	\$22,478,827	\$21,342,536	(\$914,623)	-4.11%

**CITY OF PORTLAND, ME
FY22 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY221 / FY21
General Fund Contingency 61					
10061000 Total EXPENDITURE	\$250,000	\$250,000	\$250,000	\$0	0.00%
** Contingency NET	\$250,000	\$250,000	\$250,000	\$0	0.00%
**** Contingency Net	\$250,000	\$250,000	\$250,000	\$0	0.00%

CITY OF PORTLAND, ME
FY22 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
General Fund						
Contingency 61						
*	Payroll	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$925	\$925	\$925	\$0	0.00%
*	Contractual Services	\$249,075	\$249,075	\$249,075	\$0	0.00%
*	Supplies	\$0	\$0	\$0	\$0	---
*	Utilities	\$0	\$0	\$0	\$0	---
*	Capital Outlay	\$0	\$0	\$0	\$0	---
****	Contingency	\$250,000	\$250,000	\$250,000	\$0	0.00%

**CITY OF PORTLAND, ME
FY22 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY221 / FY21
General Fund					
Liability Insurance 62					
10062000 Total EXPENDITURE	\$793,128	\$778,260	\$817,034	\$23,906	3.01%
10062000 Total REVENUE	(\$189,275)	(\$186,564)	(\$197,138)	(\$7,863)	4.15%
** Liability Insurance NET	\$603,853	\$591,696	\$619,896	\$16,043	2.66%
**** Liability Insurance Net	\$603,853	\$591,696	\$619,896	\$16,043	2.66%

CITY OF PORTLAND, ME
FY22 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
General Fund					
Liability Insurance 62					
* Administrative Svcs	\$5,700	\$3,000	\$5,700	\$0	0.00%
* Contractual Services	\$5,000	\$2,500	\$5,000	\$0	0.00%
* Insurance	\$782,428	\$772,760	\$806,334	\$23,906	3.06%
**** Liability Insurance	\$793,128	\$778,260	\$817,034	\$23,906	3.01%

**CITY OF PORTLAND, ME
FY22 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY221 / FY21
General Fund					
County Tax 63					
10063000 Total EXPENDITURE	\$7,011,159	\$7,011,159	\$7,147,309	\$136,150	1.94%
** County Tax NET	\$7,011,159	\$7,011,159	\$7,147,309	\$136,150	1.94%
**** County Tax Net	\$7,011,159	\$7,011,159	\$7,147,309	\$136,150	1.94%

CITY OF PORTLAND, ME
FY22 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
General Fund						
County Tax 63						
*	Contributions	\$7,011,159	\$7,011,159	\$7,147,309	\$136,150	1.94%
****	County Tax	\$7,011,159	\$7,011,159	\$7,147,309	\$136,150	1.94%

FY2021 COUNTY OF CUMBERLAND-**Using 2021 Final Valuation**

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

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

Tax Distribution Schedule						
	7.52%		5.40%			
Town	State 2020 Valuation	2020 Tax	State 2021 Valuation	Val Change %	2021 Tax	Percent Tax Change
Baldwin	181,600,000	121,180	194,350,000	7.0%	124,590	2.81%
Bridgton	1,106,700,000	738,484	1,205,750,000	9.0%	772,951	4.67%
Brunswick	2,509,500,000	1,674,551	2,595,900,000	3.4%	1,664,113	-0.62%
Cape Elizabeth	2,275,600,000	1,518,473	2,427,750,000	6.7%	1,556,320	2.49%
Casco	707,700,000	472,237	757,400,000	7.0%	485,535	2.82%
Chebeague Island	237,100,000	158,213	253,150,000	6.8%	162,283	2.57%
Cumberland	1,406,550,000	938,569	1,503,000,000	6.9%	963,505	2.66%
Falmouth	2,726,900,000	1,819,618	2,887,550,000	5.9%	1,851,077	1.73%
Freeport	1,863,700,000	1,243,618	2,006,100,000	7.6%	1,286,019	3.41%
Frye Island	175,100,000	116,842	185,950,000	6.2%	119,204	2.02%
Gorham	1,992,000,000	1,329,231	2,152,750,000	8.1%	1,380,030	3.82%
Gray	1,133,450,000	756,334	1,173,400,000	3.5%	752,213	-0.54%
Harpswell	1,992,700,000	1,329,698	2,101,500,000	5.5%	1,347,176	1.31%
Harrison	545,700,000	364,137	602,950,000	10.5%	386,524	6.15%
Long Island	179,800,000	119,978	188,900,000	5.1%	121,095	0.93%
Naples	850,150,000	567,292	859,900,000	1.1%	551,243	-2.83%
New Gloucester	588,450,000	392,664	611,050,000	3.8%	391,716	-0.24%
North Yarmouth	570,400,000	380,617	617,650,000	8.3%	395,947	4.03%
Portland	10,507,000,000	7,011,159	11,149,300,000	6.1%	7,147,309	1.94%
Pownal	267,550,000	178,532	284,200,000	6.2%	182,188	2.05%
Raymond	1,175,550,000	784,426	1,206,850,000	2.7%	773,657	-1.37%
Scarborough	4,778,350,000	3,188,519	4,807,600,000	0.6%	3,081,933	-3.34%
Sebang	420,650,000	280,693	463,600,000	10.2%	297,193	5.88%
South Portland	4,622,350,000	3,084,423	4,866,700,000	5.3%	3,119,820	1.15%
Standish	1,198,800,000	799,941	1,215,150,000	1.4%	778,977	-2.62%
Westbrook	2,268,700,000	1,513,868	2,420,050,000	6.7%	1,551,384	2.48%
Windham	2,272,500,000	1,516,404	2,441,900,000	7.5%	1,565,391	3.23%
Yarmouth	1,863,100,000	1,243,218	1,958,950,000	5.1%	1,255,794	1.01%
	50,417,650,000	33,642,919	53,139,300,000	5.40%	34,065,186	1.26%
Tax Calculation	2018	2019	2020		2021	
Total Estimated Expend	43,098,407	44,787,515	46,571,931		47,151,594	
Total Estimated Revenue	(12,485,782)	(12,646,220)	(12,929,012)		(12,886,408)	
Tax Stabilization	-	-	-		(200,000)	Net Increase
Tax Revenue Required	30,612,625	32,141,295	33,642,919		34,065,186	1.26%
	2018	2019	2020		2021	
Mil Rate	0.000694902	0.000685427	0.0006672846		0.0006410545	
Per \$1,000	0.6949019	0.6854273	0.667284552		0.641054475	
Amount for \$200,000 ↑ \$	138.98	\$ 137.09	\$ 133.46		\$ 128.21	
Increase \$	(0.49)	\$ (1.89)	\$ (3.63)		\$ (5.25)	

**CITY OF PORTLAND, ME
FY22 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY221 / FY21
General Fund					
Memberships / Other 65					
10065200 Total EXPENDITURE	\$2,877,058	\$2,877,058	\$3,020,147	\$143,089	4.97%
10065200 Total REVENUE	(\$654,516)	(\$262,513)	(\$640,265)	\$14,251	-2.18%
** Transit District (Metro) NET	\$2,222,542	\$2,614,545	\$2,379,882	\$157,340	7.08%
10065300 Total EXPENDITURE	\$78,480	\$78,480	\$78,480	\$0	0.00%
** Regional Transportation NET	\$78,480	\$78,480	\$78,480	\$0	0.00%
10065400 Total EXPENDITURE	\$419,910	\$419,910	\$689,149	\$269,239	64.12%
** Memberships - Misc NET	\$419,910	\$419,910	\$689,149	\$269,239	64.12%
**** Memberships / Other Net	\$2,720,932	\$3,112,935	\$3,147,511	\$426,579	15.68%

CITY OF PORTLAND, ME
FY22 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
General Fund						
Memberships / Other 65						
*	Contractual Services	\$50,000	\$50,000	\$50,000	\$0	0.00%
*	Contributions	\$3,325,448	\$3,325,448	\$3,737,776	\$412,328	12.40%
****	Memberships / Other	\$3,375,448	\$3,375,448	\$3,787,776	\$412,328	12.22%

CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Memberships / Other 65						
Transit District (Metro) 10065200						
*	Contributions	\$2,877,058	\$2,877,058	\$3,020,147	\$143,089	4.97%
**	Transit District (Metro)	\$2,877,058	\$2,877,058	\$3,020,147	\$143,089	4.97%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Regional Transportation 10065300						
*	Contributions	\$78,480	\$78,480	\$78,480	\$0	0.00%
**	Regional Transportation	\$78,480	\$78,480	\$78,480	\$0	0.00%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Memberships - Misc 10065400						
*	Contractual Services	\$50,000	\$50,000	\$50,000	\$0	0.00%
*	Contributions	\$369,910	\$369,910	\$639,149	\$269,239	72.79%
**	Memberships - Misc	\$419,910	\$419,910	\$689,149	\$269,239	64.12%
****	Memberships / Other	\$3,375,448	\$3,375,448	\$3,787,776	\$412,328	12.22%



Peaks Island Council
FY 2022 Budget Request
As Approved for Submission
February 24, 2021

As approved at its meeting on February 24, 2021, the Peaks Island Council requests the Portland City Council to allocate the following funds to the Peaks Island Council FY2021 Parking and Transportation Fund in the amount of \$40,000.00 in accordance with the following items:

Item A: The Peaks Island Council requests the City Manager or his designee to expend monies from the Parking and Transportation Fund payable to Casco Bay Lines to purchase bicycle tickets for a **summer bike ticket program** on Peaks Island. The total is not to exceed \$500.00.

Jon Jennings, Portland City Manager

Date

Item B: The Peaks Island Council requests the City Manager or his designee to expend monies from the Parking and Transportation Fund payable to Casco Bay Lines to purchase tickets for needs-based Peaks Island residents. To receive **Needs-Based tickets**, recipients must fit defined criteria developed by the Peaks Island Council. The total is not to exceed \$3,000.00

Jon Jennings, Portland City Manager

Date

Item C: The Peaks Island Council requests the City Manager or his designee to transfer to the Portland School Department \$4,500.00 to cover the cost of extending Portland School Department issued 10-month Casco Bay Lines **passes for Peaks Island public middle and high schools students** to 12-month passes.

Jon Jennings, Portland City Manager

Date

Item D: The Peaks Island Council requests the City Manager or his designee to expend monies from the Parking and Transportation Fund payable to Casco Bay Lines for Island resident **college students**: for up to 3 monthly stickers per student @ \$82.45/sticker, not to exceed \$450.00 . For the purposes of PIC transportation support, a college student shall be defined as a full-time island resident carrying a full-time course load (12 credits) at a Portland-area institution of higher education.

Jon Jennings, Portland City Manager

Date

Item E: The Peaks Island Council requests the City Manager or his designee to issue vouchers in the amount of \$84 per voucher per student to the parents of **children attending private schools** off-island. Criteria for determination of residency will be directed through the Island/Neighborhood Administrator's Office. Total cost allocated is \$400.00 .

Jon Jennings, Portland City Manager

Date

Item F: ITS: a.k.a., Island "Taxi" The Peaks Island Council requests the City Manager or his designee to provide an allocation of \$20,984.00 to the **Island Transportation System** for continued support of the only transportation service available to residents.

Jon Jennings, Portland City Manager

Date

Item G: The Peaks Island Council requests the City Manager or his designee to provide an allocation of \$5,300.00 to **Peaks Island Tax & Energy Assistance (PITEA)** for the express purposes of assisting eligible island residents with heating costs. Applications for eligibility approved by Peaks Island Clergy, and monies are paid by PITEA directly to the fuel company.

Jon Jennings, Portland City Manager

Date

Item H: The Peaks Island Council requests the City Manager or his designee to provide an allocation of \$860.00 to the **Peaks Island Environmental Team (PEAT)** for the purposes of printing visitor-education materials.

Jon Jennings, Portland City Manager

Date

Item I: The Peaks Island Council requests the City Manager, or his designee to provide an allocation of \$2006.00 to the Peaks Island Council for **Administrative Expenses**.

Jon Jennings, Portland City Manager

Date

Item J: The Peaks Island Council requests that the City Manager or his designee provide an allocation of \$2000.00 to the **Fifth Maine Museum** for the replacement of windows to prevent heat loss and further water damage to the nearly 200 year-old building.

Jon Jennings, Portland City Manager

Date

**CITY OF PORTLAND, ME
FY22 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY221 / FY21
General Fund					
Wage Adjustment 67					
10067000 Total EXPENDITURE	\$0	\$0	\$637,738	\$637,738	---
** Wage Adjustment NET	\$0	\$0	\$637,738	\$637,738	---
**** Wage Adjustment Net	\$0	\$0	\$637,738	\$637,738	---

CITY OF PORTLAND, ME
FY22 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
General Fund						
Wage Adjustment 67						
*	Payroll	\$0	\$0	\$637,738	\$637,738	---
****	Wage Adjustment	\$0	\$0	\$637,738	\$637,738	---

**CITY OF PORTLAND, ME
FY22 ENTERPRISE FUND NET ORG REPORT**

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Fish Pier Authority Fund					
Public Buildings & Waterfront 35					
53035301 Total EXPENDITURE	\$423,216	\$391,624	\$421,641	(\$1,575)	-0.37%
53035301 Total REVENUE	(\$423,216)	(\$391,624)	(\$421,641)	\$1,575	-0.37%
** Pub Bldg & Wtrfnt - Fish Pier NET	\$0	\$0	\$0	\$0	---
***** Fish Pier Authority Fund NET	\$0	\$0	\$0	\$0	---

CITY OF PORTLAND, ME
FY22 ENTERPRISE FUND CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Fish Pier Authority Fund 0530:						
*	Payroll	\$74,647	\$49,000	\$70,646	(\$4,001)	-5.36%
*	Benefits	\$11,805	\$11,805	\$13,446	\$1,641	13.90%
*	Operating Transfers	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$14,594	\$14,594	\$11,468	(\$3,126)	-21.42%
*	Contractual Services	\$42,476	\$39,476	\$46,600	\$4,124	9.71%
*	Maintenance & Repair	\$225,000	\$225,000	\$225,000	\$0	0.00%
*	Insurance	\$14,195	\$11,250	\$14,369	\$174	1.23%
*	Supplies	\$13,500	\$13,500	\$13,500	\$0	0.00%
*	Utilities	\$15,000	\$15,000	\$15,000	\$0	0.00%
*	Contributions	\$0	\$0	\$0	\$0	---
*	Capital Outlay	\$0	\$0	\$0	\$0	---
*	Debt Service	\$11,999	\$11,999	\$11,612	(\$387)	-3.23%
**	Fish Pier Authority Fund	\$423,216	\$391,624	\$421,641	(\$1,575)	-0.37%

**CITY OF PORTLAND, ME
FY22 ENTERPRISE FUND NET ORG REPORT**

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Sewer Utility Fund					
Finance 15					
57015300 Total EXPENDITURE	\$104,356	\$8,450	\$98,104	(\$6,252)	-5.99%
** Sewer Utility Finance NET	\$104,356	\$8,450	\$98,104	(\$6,252)	-5.99%
**** Finance NET	\$104,356	\$8,450	\$98,104	(\$6,252)	-5.99%
Sewer Utility Fund					
Public Works 31					
57031000 Total REVENUE	(\$26,708,918)	(\$26,237,076)	(\$28,441,361)	(\$1,732,443)	6.49%
** Sewer Utility Public Works NET	(\$26,708,918)	(\$26,237,076)	(\$28,441,361)	(\$1,732,443)	-6.49%
57031100 Total EXPENDITURE	\$741,301	\$707,547	\$747,715	\$6,414	0.87%
** Sewer Utility PW Admin NET	\$741,301	\$707,547	\$747,715	\$6,414	0.87%
57031202 Total EXPENDITURE	\$2,555,803	\$2,839,543	\$2,725,639	\$169,836	6.65%
** Sewer Utility Districting NET	\$2,555,803	\$2,839,543	\$2,725,639	\$169,836	6.65%
57031204 Total EXPENDITURE	\$65,378	\$62,197	\$64,034	(\$1,344)	-2.06%
** Sewer Communications NET	\$65,378	\$62,197	\$64,034	(\$1,344)	-2.06%
57031303 Total EXPENDITURE	\$512,695	\$496,619	\$620,541	\$107,846	21.04%
** Sewer Engineering NET	\$512,695	\$496,619	\$620,541	\$107,846	21.04%
57031600 Total EXPENDITURE	\$8,029,746	\$8,029,746	\$8,805,095	\$775,349	9.66%
** Sewer Utility Debt Service NET	\$8,029,746	\$8,029,746	\$8,805,095	\$775,349	9.66%
57031700 Total EXPENDITURE	\$1,522,494	\$1,436,179	\$1,500,808	(\$21,686)	-1.42%
** Sewer Utility Fringe Benefits NET	\$1,522,494	\$1,436,179	\$1,500,808	(\$21,686)	-1.42%
57031800 Total EXPENDITURE	\$13,177,145	\$12,656,796	\$13,879,425	\$702,280	5.33%
** Sewer Utility PWD Assessment NET	\$13,177,145	\$12,656,796	\$13,879,425	\$702,280	5.33%
**** Public Works NET	(\$104,356)	(\$8,450)	(\$98,104)	\$6,252	5.99%
***** Sewer Utility Fund NET	\$0	\$0	\$0	\$0	---

CITY OF PORTLAND, ME
FY22 ENTERPRISE FUND CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Sewer Utility Fund 0570:						
*	Payroll	\$2,326,110	\$2,097,634	\$2,455,398	\$129,288	5.56%
*	Benefits	\$1,034,894	\$926,627	\$1,037,354	\$2,460	0.24%
*	Administrative Svcs	\$13,766,194	\$13,269,030	\$14,448,206	\$682,012	4.95%
*	Contractual Services	\$912,045	\$1,108,450	\$1,121,948	\$209,903	23.01%
*	Maintenance & Repair	\$278,460	\$363,446	\$283,990	\$5,530	1.99%
*	Rentals	\$98,154	\$100,104	\$98,365	\$211	0.21%
*	Insurance	\$790	\$20,783	\$24,540	\$23,750	3006.33%
*	Supplies	\$256,860	\$248,692	\$258,533	\$1,673	0.65%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$92,910	\$104,065	\$92,910	\$0	0.00%
*	Contributions	\$0	\$0	\$0	\$0	---
*	Capital Outlay	\$64,255	\$120,000	\$0	(\$64,255)	-100.00%
*	Debt Service	\$7,878,246	\$7,878,246	\$8,620,117	\$741,871	9.42%
**	Sewer Utility Fund	\$26,708,918	\$26,237,076	\$28,441,361	\$1,732,443	6.49%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Finance 15						
Sewer Utility Finance 57015300						
*	Payroll	\$81,246	\$0	\$82,089	\$843	1.04%
*	Administrative Svcs	\$5,135	\$2,100	\$3,765	(\$1,370)	-26.68%
*	Contractual Services	\$15,125	\$4,500	\$9,400	(\$5,725)	-37.85%
*	Supplies	\$2,850	\$1,850	\$2,850	\$0	0.00%
**	Sewer Utility Finance	\$104,356	\$8,450	\$98,104	(\$6,252)	-5.99%
****	Finance	\$104,356	\$8,450	\$98,104	(\$6,252)	-5.99%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Public Works 31						
Sewer Utility PW Admin 57031100						
*	Payroll	\$606,495	\$576,000	\$604,309	(\$2,186)	-0.36%
*	Benefits	\$3,192	\$2,700	\$3,192	\$0	0.00%
*	Administrative Svcs	\$19,570	\$17,950	\$23,921	\$4,351	22.23%
*	Contractual Services	\$26,720	\$24,700	\$19,220	(\$7,500)	-28.07%
*	Maintenance & Repair	\$57,897	\$57,150	\$66,096	\$8,199	14.16%
*	Rentals	\$19,677	\$19,677	\$19,677	\$0	0.00%
*	Supplies	\$7,750	\$9,370	\$11,300	\$3,550	45.81%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Sewer Utility PW Admin	\$741,301	\$707,547	\$747,715	\$6,414	0.87%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Sewer Utility Districting 57031202						
*	Payroll	\$1,212,558	\$1,109,655	\$1,330,508	\$117,950	9.73%
*	Benefits	\$25,407	\$24,000	\$27,847	\$2,440	9.60%
*	Administrative Svcs	\$37,250	\$66,750	\$78,095	\$40,845	109.65%
*	Contractual Services	\$591,552	\$802,300	\$661,200	\$69,648	11.77%
*	Maintenance & Repair	\$216,834	\$304,500	\$216,834	\$0	0.00%
*	Rentals	\$77,160	\$79,160	\$77,372	\$212	0.27%
*	Supplies	\$237,877	\$229,113	\$240,873	\$2,996	1.26%
*	Utilities	\$92,910	\$104,065	\$92,910	\$0	0.00%
*	Capital Outlay	\$64,255	\$120,000	\$0	(\$64,255)	-100.00%
**	Sewer Utility Districting	\$2,555,803	\$2,839,543	\$2,725,639	\$169,836	6.65%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Sewer Communications 57031204						
*	Payroll	\$58,519	\$57,345	\$59,845	\$1,326	2.27%
*	Benefits	\$375	\$375	\$375	\$0	0.00%
*	Administrative Svcs	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$1,900	\$1,900	\$1,900	\$0	0.00%
*	Maintenance & Repair	\$2,834	\$801	\$165	(\$2,669)	-94.18%
*	Rentals	\$567	\$567	\$566	(\$1)	-0.18%
*	Supplies	\$1,183	\$1,209	\$1,183	\$0	0.00%
**	Sewer Communications	\$65,378	\$62,197	\$64,034	(\$1,344)	-2.06%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Sewer Engineering 57031303						
*	Payroll	\$367,292	\$354,634	\$356,909	(\$10,383)	-2.83%
*	Benefits	\$2,600	\$2,540	\$2,600	\$0	0.00%
*	Administrative Svcs	\$8,710	\$7,050	\$11,810	\$3,100	35.59%
*	Contractual Services	\$125,248	\$123,550	\$245,250	\$120,002	95.81%
*	Maintenance & Repair	\$895	\$995	\$895	\$0	0.00%
*	Rentals	\$750	\$700	\$750	\$0	0.00%
*	Supplies	\$7,200	\$7,150	\$2,327	(\$4,873)	-67.68%
*	Contributions	\$0	\$0	\$0	\$0	---
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Sewer Engineering	\$512,695	\$496,619	\$620,541	\$107,846	21.04%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Sewer Utility Debt Service 57031600						
*	Contractual Services	\$151,500	\$151,500	\$184,978	\$33,478	22.10%
*	Debt Service	\$7,878,246	\$7,878,246	\$8,620,117	\$741,871	9.42%
**	Sewer Utility Debt Service	\$8,029,746	\$8,029,746	\$8,805,095	\$775,349	9.66%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Sewer Utility Fringe Benefits 57031700						
*	Payroll	\$0	\$0	\$21,738	\$21,738	---
*	Benefits	\$1,003,320	\$897,012	\$1,003,340	\$20	0.00%
*	Administrative Svcs	\$518,384	\$518,384	\$451,190	(\$67,194)	-12.96%
*	Insurance	\$790	\$20,783	\$24,540	\$23,750	3006.33%
**	Sewer Utility Fringe Benefits	\$1,522,494	\$1,436,179	\$1,500,808	(\$21,686)	-1.42%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Sewer Utility PWD Assessment 57031800					
* Administrative Svcs	\$13,177,145	\$12,656,796	\$13,879,425	\$702,280	5.33%
** Sewer Utility PWD Assessment	\$13,177,145	\$12,656,796	\$13,879,425	\$702,280	5.33%
**** Public Works	\$26,604,562	\$26,228,626	\$28,343,257	\$1,738,695	6.54%
***** Sewer Utility Fund	\$26,708,918	\$26,237,076	\$28,441,361	\$1,732,443	6.49%

CITY OF PORTLAND, ME
FY22 ENTERPRISE FUND NET ORG REPORT

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Stormwater Fund					
Finance 15					
57115100 Total EXPENDITURE	\$266,228	\$214,730	\$253,389	(\$12,839)	-4.82%
** Stormwater Finance NET	\$266,228	\$214,730	\$253,389	(\$12,839)	-4.82%
**** Finance NET	\$266,228	\$214,730	\$253,389	(\$12,839)	-4.82%
Stormwater Fund					
Public Works 31					
57131000 Total REVENUE	(\$2,972,872)	(\$2,867,565)	(\$3,248,661)	(\$275,789)	9.28%
** Stormwater Public Works NET	(\$2,972,872)	(\$2,867,565)	(\$3,248,661)	(\$275,789)	-9.28%
57131500 Total EXPENDITURE	\$1,548,607	\$1,568,257	\$1,685,091	\$136,484	8.81%
** Stormwater Management NET	\$1,548,607	\$1,568,257	\$1,685,091	\$136,484	8.81%
57131600 Total EXPENDITURE	\$754,949	\$754,999	\$954,037	\$199,088	26.37%
** Stormwater Debt Service NET	\$754,949	\$754,999	\$954,037	\$199,088	26.37%
57131700 Total EXPENDITURE	\$403,088	\$329,579	\$356,144	(\$46,944)	-11.65%
** Stormwater Fringe Benefits NET	\$403,088	\$329,579	\$356,144	(\$46,944)	-11.65%
**** Public Works NET	(\$266,228)	(\$214,730)	(\$253,389)	\$12,839	4.82%
***** Stormwater Fund NET	\$0	\$0	\$0	\$0	---

CITY OF PORTLAND, ME
FY22 ENTERPRISE FUND CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Stormwater Fund 0571:						
*	Payroll	\$1,007,615	\$958,690	\$1,090,090	\$82,475	8.19%
*	Benefits	\$335,296	\$260,587	\$293,629	(\$41,667)	-12.43%
*	Administrative Svcs	\$153,915	\$139,472	\$134,915	(\$19,000)	-12.34%
*	Contractual Services	\$484,440	\$532,400	\$515,000	\$30,560	6.31%
*	Maintenance & Repair	\$61,500	\$61,500	\$87,001	\$25,501	41.47%
*	Rentals	\$50,617	\$45,617	\$45,617	(\$5,000)	-9.88%
*	Insurance	\$2,000	\$2,000	\$2,000	\$0	0.00%
*	Supplies	\$130,340	\$120,150	\$145,300	\$14,960	11.48%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
*	Debt Service	\$747,149	\$747,149	\$935,109	\$187,960	25.16%
**	Stormwater Fund	\$2,972,872	\$2,867,565	\$3,248,661	\$275,789	9.28%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Finance 15						
Stormwater Finance 57115100						
*	Payroll	\$171,005	\$160,000	\$173,966	\$2,961	1.73%
*	Administrative Svcs	\$44,953	\$31,580	\$37,453	(\$7,500)	-16.68%
*	Contractual Services	\$45,120	\$20,500	\$36,820	(\$8,300)	-18.40%
*	Supplies	\$5,150	\$2,650	\$5,150	\$0	0.00%
**	Stormwater Finance	\$266,228	\$214,730	\$253,389	(\$12,839)	-4.82%
****	Finance	\$266,228	\$214,730	\$253,389	(\$12,839)	-4.82%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Public Works 31						
Stormwater Management 57131500						
*	Payroll	\$836,610	\$798,690	\$909,136	\$72,526	8.67%
*	Benefits	\$3,060	\$1,860	\$3,060	\$0	0.00%
*	Administrative Svcs	\$40,110	\$39,040	\$40,875	\$765	1.91%
*	Contractual Services	\$431,520	\$504,050	\$459,252	\$27,732	6.43%
*	Maintenance & Repair	\$61,500	\$61,500	\$87,001	\$25,501	41.47%
*	Rentals	\$50,617	\$45,617	\$45,617	(\$5,000)	-9.88%
*	Supplies	\$125,190	\$117,500	\$140,150	\$14,960	11.95%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Stormwater Management	\$1,548,607	\$1,568,257	\$1,685,091	\$136,484	8.81%

CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Stormwater Debt Service 57131600						
*	Contractual Services	\$7,800	\$7,850	\$18,928	\$11,128	142.67%
*	Debt Service	\$747,149	\$747,149	\$935,109	\$187,960	25.16%
**	Stormwater Debt Service	\$754,949	\$754,999	\$954,037	\$199,088	26.37%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Stormwater Fringe Benefits 57131700						
*	Payroll	\$0	\$0	\$6,988	\$6,988	---
*	Benefits	\$332,236	\$258,727	\$290,569	(\$41,667)	-12.54%
*	Administrative Svcs	\$68,852	\$68,852	\$56,587	(\$12,265)	-17.81%
*	Insurance	\$2,000	\$2,000	\$2,000	\$0	0.00%
**	Stormwater Fringe Benefits	\$403,088	\$329,579	\$356,144	(\$46,944)	-11.65%
****	Public Works	\$2,706,644	\$2,652,835	\$2,995,272	\$288,628	10.66%
*****	Stormwater Fund	\$2,972,872	\$2,867,565	\$3,248,661	\$275,789	9.28%

**CITY OF PORTLAND, ME
FY22 ENTERPRISE FUND NET ORG REPORT**

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Jetport Fund					
Jetport 28					
58328000 Total REVENUE	(\$10,568,721)	(\$18,114,998)	(\$15,040,336)	(\$4,471,615)	42.31%
** Jetport NET	(\$10,568,721)	(\$18,114,998)	(\$15,040,336)	(\$4,471,615)	-42.31%
58328101 Total EXPENDITURE	\$1,145,365	\$864,009	\$1,094,140	(\$51,225)	-4.47%
** Jetport Administration NET	\$1,145,365	\$864,009	\$1,094,140	(\$51,225)	-4.47%
58328102 Total EXPENDITURE	\$411,140	\$316,591	\$417,390	\$6,250	1.52%
** Jetport Marketing NET	\$411,140	\$316,591	\$417,390	\$6,250	1.52%
58328103 Total EXPENDITURE	\$4,288,163	\$3,954,345	\$4,208,328	(\$79,835)	-1.86%
** Jetport Fringe/Indirect Costs NET	\$4,288,163	\$3,954,345	\$4,208,328	(\$79,835)	-1.86%
58328200 Total EXPENDITURE	\$4,220,698	\$3,600,942	\$4,235,206	\$14,508	0.34%
** Jetport Field NET	\$4,220,698	\$3,600,942	\$4,235,206	\$14,508	0.34%
58328300 Total EXPENDITURE	\$17,168	\$15,623	\$17,168	\$0	0.00%
58328300 Total REVENUE	(\$212,680)	\$0	(\$223,750)	(\$11,070)	5.21%
** Jetport General Aviation NET	(\$195,512)	\$15,623	(\$206,582)	(\$11,070)	-5.66%
58328400 Total EXPENDITURE	\$2,363,263	\$2,139,812	\$2,439,490	\$76,227	3.23%
58328400 Total REVENUE	(\$37,500)	(\$9,925)	(\$18,750)	\$18,750	-50.00%
** Jetport Operations NET	\$2,325,763	\$2,129,887	\$2,420,740	\$94,977	4.08%
58328500 Total EXPENDITURE	\$6,396,682	\$5,940,222	\$6,385,111	(\$11,571)	-0.18%
** Jetport Terminal Division NET	\$6,396,682	\$5,940,222	\$6,385,111	(\$11,571)	-0.18%
58328600 Total EXPENDITURE	\$4,557,244	\$4,551,317	\$4,475,890	(\$81,354)	-1.79%
58328600 Total REVENUE	(\$4,616,007)	(\$3,158,472)	(\$5,249,347)	(\$633,340)	13.72%
** Jetport Parking Division NET	(\$58,763)	\$1,392,845	(\$773,457)	(\$714,694)	-1216.23%
58328700 Total EXPENDITURE	\$675,031	\$667,232	\$675,031	\$0	0.00%
58328700 Total REVENUE	(\$732,000)	(\$639,656)	(\$732,000)	\$0	0.00%
** Jetport Airfield Deicing Fac. NET	(\$56,969)	\$27,576	(\$56,969)	\$0	0.00%
58328900 Total EXPENDITURE	\$0	\$0	\$0	\$0	---
58328900 Total REVENUE	(\$7,907,846)	(\$127,042)	(\$2,683,571)	\$5,224,275	-66.06%
** Jetport Surplus NET	(\$7,907,846)	(\$127,042)	(\$2,683,571)	\$5,224,275	66.06%
***** Jetport Fund NET	\$0	\$0	\$0	\$0	---

CITY OF PORTLAND, ME
FY22 ENTERPRISE FUND CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Jetport Fund 0583:						
*	Payroll	\$3,637,790	\$3,199,071	\$3,681,688	\$43,898	1.21%
*	Benefits	\$2,416,394	\$2,134,094	\$2,404,488	(\$11,906)	-0.49%
*	Administrative Svcs	\$866,611	\$706,254	\$764,466	(\$102,145)	-11.79%
*	Contractual Services	\$4,810,423	\$4,085,424	\$4,665,771	(\$144,652)	-3.01%
*	Maintenance & Repair	\$1,285,775	\$1,259,565	\$1,334,540	\$48,765	3.79%
*	Rentals	\$19,208	\$19,776	\$31,008	\$11,800	61.43%
*	Insurance	\$182,485	\$165,910	\$163,706	(\$18,779)	-10.29%
*	Supplies	\$921,528	\$725,849	\$905,087	(\$16,441)	-1.78%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$1,298,831	\$1,241,210	\$1,268,422	(\$30,409)	-2.34%
*	Contributions	\$1,861,955	\$1,813,539	\$1,893,633	\$31,678	1.70%
*	Capital Outlay	\$2,649,259	\$2,574,906	\$2,712,550	\$63,291	2.39%
*	Debt Service	\$4,124,495	\$4,124,495	\$4,122,395	(\$2,100)	-0.05%
**	Jetport Fund	\$24,074,754	\$22,050,093	\$23,947,754	(\$127,000)	-0.53%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Jetport 28						
Jetport Administration 58328101						
*	Payroll	\$798,880	\$721,183	\$806,082	\$7,202	0.90%
*	Benefits	\$3,688	\$3,119	\$3,016	(\$672)	-18.22%
*	Administrative Svcs	\$90,378	\$22,628	\$86,823	(\$3,555)	-3.93%
*	Contractual Services	\$162,450	\$87,262	\$96,450	(\$66,000)	-40.63%
*	Maintenance & Repair	\$8,646	\$7,421	\$8,646	\$0	0.00%
*	Rentals	\$4,200	\$3,323	\$6,000	\$1,800	42.86%
*	Supplies	\$61,463	\$12,586	\$31,463	(\$30,000)	-48.81%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$15,660	\$6,487	\$15,660	\$0	0.00%
*	Capital Outlay	\$0	\$0	\$40,000	\$40,000	---
**	Jetport Administration	\$1,145,365	\$864,009	\$1,094,140	(\$51,225)	-4.47%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Jetport Marketing 58328102						
*	Payroll	\$6,750	\$0	\$0	(\$6,750)	-100.00%
*	Administrative Svcs	\$119,890	\$83,648	\$138,390	\$18,500	15.43%
*	Contractual Services	\$277,000	\$232,760	\$267,000	(\$10,000)	-3.61%
*	Supplies	\$7,500	\$183	\$12,000	\$4,500	60.00%
**	Jetport Marketing	\$411,140	\$316,591	\$417,390	\$6,250	1.52%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Jetport Fringe/Indirect Costs 58328103						
*	Payroll	\$0	\$0	\$53,182	\$53,182	---
*	Benefits	\$2,347,918	\$2,096,205	\$2,336,684	(\$11,234)	-0.48%
*	Administrative Svcs	\$570,411	\$552,452	\$449,221	(\$121,190)	-21.25%
*	Insurance	\$182,485	\$165,910	\$163,706	(\$18,779)	-10.29%
*	Contributions	\$1,187,349	\$1,139,778	\$1,205,535	\$18,186	1.53%
**	Jetport Fringe/Indirect Costs	\$4,288,163	\$3,954,345	\$4,208,328	(\$79,835)	-1.86%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Jetport Field 58328200						
*	Payroll	\$1,019,284	\$873,929	\$1,034,722	\$15,438	1.51%
*	Benefits	\$41,748	\$18,640	\$41,748	\$0	0.00%
*	Administrative Svcs	\$10,115	\$15,999	\$24,215	\$14,100	139.40%
*	Contractual Services	\$957,678	\$845,421	\$977,236	\$19,558	2.04%
*	Maintenance & Repair	\$544,647	\$480,299	\$544,647	\$0	0.00%
*	Rentals	\$7,008	\$5,130	\$17,008	\$10,000	142.69%
*	Supplies	\$635,541	\$547,219	\$665,350	\$29,809	4.69%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$132,677	\$129,430	\$149,730	\$17,053	12.85%
*	Capital Outlay	\$872,000	\$684,875	\$780,550	(\$91,450)	-10.49%
**	Jetport Field	\$4,220,698	\$3,600,942	\$4,235,206	\$14,508	0.34%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Jetport General Aviation 58328300						
*	Payroll	\$500	\$0	\$500	\$0	0.00%
*	Contractual Services	\$15,168	\$15,623	\$15,168	\$0	0.00%
*	Maintenance & Repair	\$1,500	\$0	\$1,500	\$0	0.00%
*	Supplies	\$0	\$0	\$0	\$0	---
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Jetport General Aviation	\$17,168	\$15,623	\$17,168	\$0	0.00%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Jetport Operations 58328400						
*	Payroll	\$921,948	\$792,633	\$922,002	\$54	0.01%
*	Benefits	\$14,680	\$10,908	\$14,680	\$0	0.00%
*	Administrative Svcs	\$46,305	\$12,704	\$39,305	(\$7,000)	-15.12%
*	Contractual Services	\$511,617	\$437,609	\$512,617	\$1,000	0.20%
*	Maintenance & Repair	\$62,000	\$63,682	\$65,000	\$3,000	4.84%
*	Supplies	\$44,088	\$26,606	\$33,588	(\$10,500)	-23.82%
*	Utilities	\$8,760	\$8,547	\$4,200	(\$4,560)	-52.05%
*	Contributions	\$674,606	\$673,761	\$688,098	\$13,492	2.00%
*	Capital Outlay	\$79,259	\$113,362	\$160,000	\$80,741	101.87%
**	Jetport Operations	\$2,363,263	\$2,139,812	\$2,439,490	\$76,227	3.23%

CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Jetport Terminal Division 58328500						
*	Payroll	\$873,928	\$800,159	\$848,700	(\$25,228)	-2.89%
*	Benefits	\$8,360	\$5,222	\$8,360	\$0	0.00%
*	Administrative Svcs	\$28,352	\$18,423	\$25,352	(\$3,000)	-10.58%
*	Contractual Services	\$2,126,784	\$1,742,755	\$2,036,574	(\$90,210)	-4.24%
*	Maintenance & Repair	\$558,303	\$604,163	\$601,428	\$43,125	7.72%
*	Rentals	\$7,500	\$11,073	\$7,500	\$0	0.00%
*	Supplies	\$152,572	\$133,062	\$142,322	(\$10,250)	-6.72%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$1,136,538	\$1,091,550	\$1,088,530	(\$48,008)	-4.22%
*	Capital Outlay	\$1,005,000	\$1,034,470	\$1,127,000	\$122,000	12.14%
*	Debt Service	\$499,345	\$499,345	\$499,345	\$0	0.00%
**	Jetport Terminal Division	\$6,396,682	\$5,940,222	\$6,385,111	(\$11,571)	-0.18%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Jetport Parking Division 58328600						
*	Payroll	\$14,500	\$11,167	\$14,500	\$0	0.00%
*	Administrative Svcs	\$1,160	\$400	\$1,160	\$0	0.00%
*	Contractual Services	\$97,020	\$61,288	\$98,020	\$1,000	1.03%
*	Maintenance & Repair	\$101,729	\$100,849	\$104,369	\$2,640	2.60%
*	Rentals	\$500	\$250	\$500	\$0	0.00%
*	Supplies	\$18,989	\$4,818	\$18,989	\$0	0.00%
*	Utilities	\$5,196	\$5,196	\$10,302	\$5,106	98.27%
*	Capital Outlay	\$693,000	\$742,199	\$605,000	(\$88,000)	-12.70%
*	Debt Service	\$3,625,150	\$3,625,150	\$3,623,050	(\$2,100)	-0.06%
**	Jetport Parking Division	\$4,557,244	\$4,551,317	\$4,475,890	(\$81,354)	-1.79%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Jetport Airfield Deicing Fac. 58328700						
*	Payroll	\$2,000	\$0	\$2,000	\$0	0.00%
*	Contractual Services	\$662,706	\$662,706	\$662,706	\$0	0.00%
*	Maintenance & Repair	\$8,950	\$3,151	\$8,950	\$0	0.00%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$1,375	\$1,375	\$1,375	\$0	0.00%
*	Utilities	\$0	\$0	\$0	\$0	---
**	Jetport Airfield Deicing Fac.	\$675,031	\$667,232	\$675,031	\$0	0.00%

**CITY OF PORTLAND, ME
FY22 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION	FY21 REVISED APPRO (12/31/20)	FY21 TOTAL PROJECTION	FY22 MGR RECOMM	INCR / (DECR) FY22 / FY21	APPRO % CHG FY22 / FY21
Jetport Surplus 58328900					
* Administrative Svcs	\$0	\$0	\$0	\$0	---
** Jetport Surplus	\$0	\$0	\$0	\$0	---
**** Jetport	\$24,074,754	\$22,050,093	\$23,947,754	(\$127,000)	-0.53%
***** Jetport Fund	\$24,074,754	\$22,050,093	\$23,947,754	(\$127,000)	-0.53%

DEFINITIONS OF FY23 ORG CATEGORY SUMMARY EXPENDITURE REPORT COLUMNS

FY22 REVISED APPRO = Actual amount of the FY22 approved appropriation as approved by the City Council.

FY22 TOTAL PROJECTION = Projected total amount of expenditure in the current budget year as submitted by Departments in January 2022.

FY23 MGR RECOMM – The amount of FY23 budget request recommended by the City Manager to the City Council in April 2022 after performing detailed budget reviews with each Department.

INCR / (DECR) FY23 / FY22 – A comparison of the FY22 Revised Appro Column with the FY23 Mgr Recomm column showing the budget year to budget year increase that would result (in dollars) if the FY23 City Manager's Recommended budget was approved.

APPRO % CHG FY23 / FY22 - A comparison of the FY22 Revised Appro Column with the FY23 Mgr Recomm column showing the budget year to budget year percentage increase that would result if the FY23 City Manager's Recommended budget was approved.

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
General Fund (100 & 107):					
General Fund City Council 11					
10011000 Total EXPENDITURE	\$424,240	\$457,708	\$426,699	\$2,459	0.58%
10011000 Total REVENUE	(\$5,000)	(\$5,000)	(\$5,000)	\$0	0.00%
** City Council NET	\$419,240	\$452,708	\$421,699	\$2,459	0.59%
**** City Council Net	\$419,240	\$452,708	\$421,699	\$2,459	0.59%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
General Fund (100 & 107):						
City Council 11						
City Council 10011000						
*	Payroll	\$145,197	\$145,197	\$152,535	\$7,338	5.05%
*	Benefits	\$1,138	\$2,000	\$2,326	\$1,188	104.39%
*	Administrative Svcs	\$51,410	\$46,016	\$46,250	(\$5,160)	-10.04%
*	Contractual Services	\$222,245	\$260,245	\$213,900	(\$8,345)	-3.75%
*	Maintenance & Repair	\$0	\$0	\$6,826	\$6,826	---
*	Supplies	\$4,250	\$4,250	\$4,250	\$0	0.00%
*	Utilities	\$0	\$0	\$612	\$612	---
****	City Council	\$424,240	\$457,708	\$426,699	\$2,459	0.58%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
General Fund					
City Clerk 12					
10012000 Total EXPENDITURE	\$632,235	\$610,072	\$681,447	\$49,212	7.78%
10012000 Total REVENUE	(\$178,540)	(\$201,961)	(\$183,643)	(\$5,103)	2.86%
** City Clerk NET	\$453,695	\$408,111	\$497,804	\$44,109	9.72%
**** City Clerk Net	\$453,695	\$408,111	\$497,804	\$44,109	9.72%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
City Clerk 12						
City Clerk 10012000						
*	Payroll	\$512,275	\$499,888	\$579,539	\$67,264	13.13%
*	Benefits	\$600	\$600	\$600	\$0	0.00%
*	Administrative Svcs	\$8,176	\$7,000	\$7,549	(\$627)	-7.67%
*	Contractual Services	\$82,864	\$74,664	\$49,164	(\$33,700)	-40.67%
*	Maintenance & Repair	\$5,660	\$5,660	\$7,360	\$1,700	30.04%
*	Rentals	\$16,960	\$16,960	\$30,535	\$13,575	80.04%
*	Supplies	\$5,700	\$5,300	\$6,700	\$1,000	17.54%
****	City Clerk	\$632,235	\$610,072	\$681,447	\$49,212	7.78%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
General Fund					
City Manager 13					
10013100 Total EXPENDITURE	\$830,736	\$835,502	\$977,670	\$146,934	17.69%
10013100 Total REVENUE	(\$895,724)	(\$894,724)	(\$915,794)	(\$20,070)	2.24%
** City Manager Administration NET	(\$64,988)	(\$59,222)	\$61,876	\$126,864	195.21%
**** City Manager Net	(\$64,988)	(\$59,222)	\$61,876	\$126,864	195.21%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
City Manager 13						
City Manager Administration 10013100						
*	Payroll	\$790,566	\$790,995	\$900,237	\$109,671	13.87%
*	Benefits	\$11,200	\$11,200	\$9,800	(\$1,400)	-12.50%
*	Administrative Svcs	\$11,870	\$12,195	\$16,115	\$4,245	35.76%
*	Contractual Services	\$8,600	\$12,288	\$36,227	\$27,627	321.24%
*	Maintenance & Repair	\$0	\$0	\$5,655	\$5,655	---
*	Rentals	\$6,500	\$6,500	\$1,920	(\$4,580)	-70.46%
*	Supplies	\$2,000	\$2,324	\$4,000	\$2,000	100.00%
*	Utilities	\$0	\$0	\$3,716	\$3,716	---
**	City Manager Administration	\$830,736	\$835,502	\$977,670	\$146,934	17.69%
****	City Manager	\$830,736	\$835,502	\$977,670	\$146,934	17.69%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
General Fund					
Assessor 14					
10014000 Total EXPENDITURE	\$446,739	\$441,419	\$478,268	\$31,529	7.06%
10014000 Total REVENUE	(\$1,000)	(\$500)	(\$500)	\$500	-50.00%
** Assessor NET	\$445,739	\$440,919	\$477,768	\$32,029	7.19%
**** Assessor Net	\$445,739	\$440,919	\$477,768	\$32,029	7.19%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Assessor 14						
Assessor 10014000						
*	Payroll	\$401,879	\$401,879	\$435,898	\$34,019	8.46%
*	Benefits	\$360	\$360	\$0	(\$360)	-100.00%
*	Administrative Svcs	\$5,920	\$5,920	\$5,940	\$20	0.34%
*	Contractual Services	\$28,620	\$23,300	\$23,670	(\$4,950)	-17.30%
*	Maintenance & Repair	\$0	\$0	\$3,500	\$3,500	---
*	Rentals	\$2,160	\$2,160	\$1,200	(\$960)	-44.44%
*	Supplies	\$7,800	\$7,800	\$7,700	(\$100)	-1.28%
*	Utilities	\$0	\$0	\$360	\$360	---
****	Assessor	\$446,739	\$441,419	\$478,268	\$31,529	7.06%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
General Fund					
Finance 15					
10015000 Total REVENUE	(\$750,000)	(\$750,000)	(\$5,500,000)	(\$4,750,000)	633.33%
** Finance Dept NET	(\$750,000)	(\$750,000)	(\$5,500,000)	(\$4,750,000)	-633.33%
*** Finance	(\$750,000)	(\$750,000)	(\$5,500,000)	(\$4,750,000)	-633.33%
10015100 Total EXPENDITURE	\$1,204,259	\$1,220,769	\$1,320,399	\$116,140	9.64%
10015100 Total REVENUE	(\$473,525)	(\$1,682,154)	(\$617,602)	(\$144,077)	30.43%
** Finance Administration NET	\$730,734	(\$461,385)	\$702,797	(\$27,937)	-3.82%
10015200 Total EXPENDITURE	\$688,701	\$670,470	\$731,669	\$42,968	6.24%
10015200 Total REVENUE	(\$8,097,879)	(\$720,029)	(\$11,603,678)	(\$3,505,799)	43.29%
** Treasury NET	(\$7,409,178)	(\$49,559)	(\$10,872,009)	(\$3,462,831)	-46.74%
**** Finance Net	(\$7,428,444)	(\$1,260,944)	(\$15,669,212)	(\$8,240,768)	-110.94%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Finance 15						
Finance Administration 10015100						
*	Payroll	\$1,092,328	\$1,113,165	\$1,223,139	\$130,811	11.98%
*	Benefits	\$2,016	\$2,334	\$864	(\$1,152)	-57.14%
*	Administrative Svcs	\$85,095	\$52,670	\$69,344	(\$15,751)	-18.51%
*	Contractual Services	\$5,000	\$33,500	\$5,000	\$0	0.00%
*	Rentals	\$5,220	\$4,500	\$5,220	\$0	0.00%
*	Supplies	\$14,600	\$14,600	\$15,200	\$600	4.11%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$0	\$0	\$1,632	\$1,632	---
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Finance Administration	\$1,204,259	\$1,220,769	\$1,320,399	\$116,140	9.64%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Treasury 10015200						
*	Payroll	\$497,620	\$496,620	\$533,788	\$36,168	7.27%
*	Administrative Svcs	\$76,525	\$57,600	\$69,025	(\$7,500)	-9.80%
*	Contractual Services	\$98,306	\$101,250	\$110,206	\$11,900	12.11%
*	Maintenance & Repair	\$500	\$0	\$2,900	\$2,400	480.00%
*	Rentals	\$2,500	\$2,500	\$2,500	\$0	0.00%
*	Supplies	\$13,250	\$12,500	\$13,250	\$0	0.00%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Treasury	\$688,701	\$670,470	\$731,669	\$42,968	6.24%
****	Finance	\$1,892,960	\$1,891,239	\$2,052,068	\$159,108	8.41%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
General Fund					
Legal 16					
10016000 Total EXPENDITURE	\$845,052	\$875,081	\$1,050,737	\$205,685	24.34%
10016000 Total REVENUE	(\$192,940)	(\$184,940)	(\$201,587)	(\$8,647)	4.48%
** Legal NET	\$652,112	\$690,141	\$849,150	\$197,038	30.22%
**** Legal Net	\$652,112	\$690,141	\$849,150	\$197,038	30.22%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Legal 16						
Legal 10016000						
*	Payroll	\$788,347	\$750,000	\$896,459	\$108,112	13.71%
*	Benefits	\$840	\$40	\$600	(\$240)	-28.57%
*	Administrative Svcs	\$20,741	\$20,491	\$30,900	\$10,159	48.98%
*	Contractual Services	\$30,724	\$100,150	\$100,734	\$70,010	227.87%
*	Maintenance & Repair	\$0	\$0	\$11,804	\$11,804	---
*	Supplies	\$4,400	\$4,400	\$10,000	\$5,600	127.27%
*	Utilities	\$0	\$0	\$240	\$240	---
****	Legal	\$845,052	\$875,081	\$1,050,737	\$205,685	24.34%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
General Fund					
Human Resources 17					
10017100 Total EXPENDITURE	\$1,157,467	\$1,062,962	\$1,261,163	\$103,696	8.96%
10017100 Total REVENUE	(\$53,692)	(\$53,692)	(\$56,388)	(\$2,696)	5.02%
** Human Resources NET	\$1,103,775	\$1,009,270	\$1,204,775	\$101,000	9.15%
**** Human Resources Net	\$1,103,775	\$1,009,270	\$1,204,775	\$101,000	9.15%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Human Resources 17						
Human Resources 10017100						
*	Payroll	\$922,317	\$921,517	\$1,021,076	\$98,759	10.71%
*	Benefits	\$3,640	\$3,640	\$100	(\$3,540)	-97.25%
*	Administrative Svcs	\$26,825	\$16,705	\$54,930	\$28,105	104.77%
*	Contractual Services	\$170,735	\$86,600	\$147,885	(\$22,850)	-13.38%
*	Maintenance & Repair	\$500	\$0	\$3,100	\$2,600	520.00%
*	Rentals	\$16,800	\$16,800	\$16,800	\$0	0.00%
*	Supplies	\$16,650	\$17,700	\$14,650	(\$2,000)	-12.01%
*	Utilities	\$0	\$0	\$2,622	\$2,622	---
****	Human Resources	\$1,157,467	\$1,062,962	\$1,261,163	\$103,696	8.96%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
General Fund					
Parking 18					
10018000 Total REVENUE	(\$2,000,000)	(\$2,000,000)	\$0	\$2,000,000	-100.00%
** Parking Department NET	(\$2,000,000)	(\$2,000,000)	\$0	\$2,000,000	100.00%
*** Parking	(\$2,000,000)	(\$2,000,000)	\$0	\$2,000,000	100.00%
10018100 Total EXPENDITURE	\$1,465,907	\$1,386,285	\$1,534,970	\$69,063	4.71%
10018100 Total REVENUE	(\$5,891,750)	(\$6,354,650)	(\$6,942,000)	(\$1,050,250)	17.83%
** Parking Administration NET	(\$4,425,843)	(\$4,968,365)	(\$5,407,030)	(\$981,187)	-22.17%
10018200 Total EXPENDITURE	\$301,367	\$330,071	\$304,572	\$3,205	1.06%
10018200 Total REVENUE	(\$462,500)	(\$555,500)	(\$571,848)	(\$109,348)	23.64%
** Elm Street Garage NET	(\$161,133)	(\$225,429)	(\$267,276)	(\$106,143)	-65.87%
10018300 Total EXPENDITURE	\$493,474	\$439,812	\$516,845	\$23,371	4.74%
10018300 Total REVENUE	(\$1,052,009)	(\$1,405,836)	(\$1,381,736)	(\$329,727)	31.34%
** Spring Street Garage NET	(\$558,535)	(\$966,024)	(\$864,891)	(\$306,356)	-54.85%
10018400 Total EXPENDITURE	\$127,000	\$117,800	\$117,800	(\$9,200)	-7.24%
10018400 Total REVENUE	(\$875,000)	(\$950,000)	(\$1,000,000)	(\$125,000)	14.29%
** Temple Street Garage NET	(\$748,000)	(\$832,200)	(\$882,200)	(\$134,200)	-17.94%
**** Parking Net	(\$7,893,511)	(\$8,992,018)	(\$7,421,397)	\$472,114	5.98%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Parking 18						
Parking Administration 10018100						
*	Payroll	\$959,580	\$920,930	\$1,021,424	\$61,844	6.44%
*	Benefits	\$14,360	\$13,210	\$4,600	(\$9,760)	-67.97%
*	Administrative Svcs	\$18,400	\$8,290	\$18,500	\$100	0.54%
*	Contractual Services	\$283,670	\$264,338	\$268,000	(\$15,670)	-5.52%
*	Maintenance & Repair	\$3,700	\$1,500	\$6,200	\$2,500	67.57%
*	Rentals	\$140,647	\$140,587	\$143,094	\$2,447	1.74%
*	Supplies	\$42,970	\$34,720	\$61,500	\$18,530	43.12%
*	Utilities	\$1,140	\$1,270	\$10,212	\$9,072	795.79%
*	Contributions	\$1,440	\$1,440	\$1,440	\$0	0.00%
**	Parking Administration	\$1,465,907	\$1,386,285	\$1,534,970	\$69,063	4.71%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Elm Street Garage 10018200						
*	Payroll	\$206,185	\$235,627	\$212,867	\$6,682	3.24%
*	Benefits	\$1,725	\$1,604	\$1,615	(\$110)	-6.38%
*	Contractual Services	\$31,060	\$32,240	\$32,830	\$1,770	5.70%
*	Maintenance & Repair	\$45,125	\$45,125	\$38,280	(\$6,845)	-15.17%
*	Supplies	\$3,925	\$3,925	\$5,525	\$1,600	40.76%
*	Utilities	\$13,347	\$11,550	\$13,455	\$108	0.81%
**	Elm Street Garage	\$301,367	\$330,071	\$304,572	\$3,205	1.06%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Spring Street Garage 10018300						
*	Payroll	\$290,563	\$240,652	\$307,316	\$16,753	5.77%
*	Benefits	\$1,100	\$1,100	\$1,100	\$0	0.00%
*	Contractual Services	\$63,185	\$60,700	\$71,224	\$8,039	12.72%
*	Maintenance & Repair	\$91,500	\$91,400	\$48,175	(\$43,325)	-47.35%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$5,550	\$5,550	\$7,300	\$1,750	31.53%
*	Utilities	\$41,576	\$40,410	\$41,730	\$154	0.37%
*	Capital Outlay	\$0	\$0	\$40,000	\$40,000	---
**	Spring Street Garage	\$493,474	\$439,812	\$516,845	\$23,371	4.74%

CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Temple Street Garage 10018400						
*	Administrative Svcs	\$27,000	\$17,800	\$17,800	(\$9,200)	-34.07%
*	Maintenance & Repair	\$100,000	\$100,000	\$100,000	\$0	0.00%
**	Temple Street Garage	\$127,000	\$117,800	\$117,800	(\$9,200)	-7.24%
****	Parking	\$2,387,748	\$2,273,968	\$2,474,187	\$86,439	3.62%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
General Fund					
Housing & Economic Development 19					
10019100 Total EXPENDITURE	\$710,695	\$635,308	\$883,824	\$173,129	24.36%
10019100 Total REVENUE	(\$710,695)	(\$635,308)	(\$883,824)	(\$173,129)	24.36%
** Economic Development Admin NET	\$0	\$0	\$0	\$0	---
10019200 Total EXPENDITURE	\$28,522	\$21,797	\$28,522	\$0	0.00%
10019200 Total REVENUE	(\$28,522)	(\$21,797)	(\$28,522)	\$0	0.00%
** Portland Development Corp NET	\$0	\$0	\$0	\$0	---
10019300 Total EXPENDITURE	\$538,174	\$470,690	\$574,738	\$36,564	6.79%
10019300 Total REVENUE	(\$538,174)	(\$470,690)	(\$574,738)	(\$36,564)	6.79%
** Housing & Community Dev NET	\$0	\$0	\$0	\$0	---
**** Housing & Economic Development Net	\$0	\$0	\$0	\$0	---

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Housing & Economic Development 19						
Economic Development Admin 10019100						
*	Payroll	\$622,480	\$533,013	\$704,689	\$82,209	13.21%
*	Benefits	\$1,620	\$1,000	\$960	(\$660)	-40.74%
*	Operating Transfers	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$9,915	\$8,395	\$12,095	\$2,180	21.99%
*	Contractual Services	\$66,230	\$83,200	\$151,400	\$85,170	128.60%
*	Maintenance & Repair	\$0	\$0	\$2,870	\$2,870	---
*	Rentals	\$2,400	\$2,200	\$2,400	\$0	0.00%
*	Supplies	\$8,050	\$7,500	\$8,750	\$700	8.70%
*	Utilities	\$0	\$0	\$660	\$660	---
**	Economic Development Admin	\$710,695	\$635,308	\$883,824	\$173,129	24.36%

CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Portland Development Corp 10019200						
*	Administrative Svcs	\$4,875	\$1,600	\$4,875	\$0	0.00%
*	Contractual Services	\$22,897	\$19,647	\$22,897	\$0	0.00%
*	Supplies	\$750	\$550	\$750	\$0	0.00%
**	Portland Development Corp	\$28,522	\$21,797	\$28,522	\$0	0.00%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Housing & Community Dev 10019300						
*	Payroll	\$538,174	\$470,690	\$574,738	\$36,564	6.79%
*	Contractual Services	\$0	\$0	\$0	\$0	---
**	Housing & Community Dev	\$538,174	\$470,690	\$574,738	\$36,564	6.79%
****	Housing & Economic Development	\$1,277,391	\$1,127,795	\$1,487,084	\$209,693	16.42%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
General Fund					
Police Department 21					
10021100 Total EXPENDITURE	\$1,302,585	\$1,438,096	\$1,329,925	\$27,340	2.10%
10021100 Total REVENUE	(\$147,741)	(\$152,085)	(\$165,827)	(\$18,086)	12.24%
** Police Administration NET	\$1,154,844	\$1,286,011	\$1,164,098	\$9,254	0.80%
10021200 Total EXPENDITURE	\$10,417,102	\$10,732,589	\$10,837,455	\$420,353	4.04%
10021200 Total REVENUE	(\$966,139)	(\$1,071,100)	(\$1,169,087)	(\$202,948)	21.01%
** Uniformed Operations Group NET	\$9,450,963	\$9,661,489	\$9,668,368	\$217,405	2.30%
10021300 Total EXPENDITURE	\$1,872,765	\$1,937,916	\$2,047,944	\$175,179	9.35%
10021300 Total REVENUE	(\$349,402)	(\$328,814)	(\$355,922)	(\$6,520)	1.87%
** Bureau Investigative Services NET	\$1,523,363	\$1,609,102	\$1,692,022	\$168,659	11.07%
10021400 Total EXPENDITURE	\$893,343	\$930,943	\$966,425	\$73,082	8.18%
10021400 Total REVENUE	(\$78,888)	(\$32,500)	(\$78,888)	\$0	0.00%
** Police Operation Support Svcs NET	\$814,455	\$898,443	\$887,537	\$73,082	8.97%
10021500 Total EXPENDITURE	\$0	\$0	\$0	\$0	---
10021500 Total REVENUE	\$0	\$0	\$0	\$0	---
** Dispatch Services NET	\$0	\$0	\$0	\$0	---
10021800 Total EXPENDITURE	\$564,068	\$451,102	\$580,738	\$16,670	2.96%
10021800 Total REVENUE	(\$564,068)	(\$451,102)	(\$580,738)	(\$16,670)	2.96%
** Jetport Security NET	\$0	\$0	\$0	\$0	---
**** Police Department Net	\$12,943,625	\$13,455,045	\$13,412,025	\$468,400	3.62%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Police Department 21						
Police Administration 10021100						
*	Payroll	\$1,282,507	\$1,415,658	\$1,301,147	\$18,640	1.45%
*	Benefits	\$7,060	\$9,179	\$7,060	\$0	0.00%
*	Administrative Svcs	\$8,510	\$10,000	\$17,010	\$8,500	99.88%
*	Contractual Services	\$0	\$0	\$0	\$0	---
*	Maintenance & Repair	\$200	\$200	\$400	\$200	100.00%
*	Rentals	\$2,508	\$2,000	\$2,508	\$0	0.00%
*	Supplies	\$1,800	\$1,059	\$1,800	\$0	0.00%
*	Utilities	\$0	\$0	\$0	\$0	---
**	Police Administration	\$1,302,585	\$1,438,096	\$1,329,925	\$27,340	2.10%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Uniformed Operations Group 10021200						
*	Payroll	\$9,789,676	\$10,065,840	\$10,179,041	\$389,365	3.98%
*	Benefits	\$158,053	\$277,080	\$164,300	\$6,247	3.95%
*	Administrative Svcs	\$43,360	\$13,750	\$44,185	\$825	1.90%
*	Contractual Services	\$196,911	\$192,840	\$161,109	(\$35,802)	-18.18%
*	Maintenance & Repair	\$65,073	\$38,588	\$55,607	(\$9,466)	-14.55%
*	Rentals	\$2,975	\$1,975	\$7,471	\$4,496	151.13%
*	Supplies	\$160,550	\$141,516	\$202,054	\$41,504	25.85%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$504	\$1,000	\$23,688	\$23,184	4600.00%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Uniformed Operations Group	\$10,417,102	\$10,732,589	\$10,837,455	\$420,353	4.04%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Bureau Investigative Services 10021300						
*	Payroll	\$1,827,511	\$1,805,000	\$2,000,988	\$173,477	9.49%
*	Benefits	\$25,870	\$121,226	\$28,060	\$2,190	8.47%
*	Administrative Svcs	\$1,280	\$1,000	\$1,280	\$0	0.00%
*	Contractual Services	\$3,000	\$1,940	\$3,300	\$300	10.00%
*	Maintenance & Repair	\$2,000	\$500	\$2,000	\$0	0.00%
*	Rentals	\$2,704	\$2,350	\$1,916	(\$788)	-29.14%
*	Supplies	\$10,400	\$5,900	\$10,400	\$0	0.00%
*	Utilities	\$0	\$0	\$0	\$0	---
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Bureau Investigative Services	\$1,872,765	\$1,937,916	\$2,047,944	\$175,179	9.35%

CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Police Operation Support Svcs 10021400						
*	Payroll	\$660,212	\$731,000	\$704,423	\$44,211	6.70%
*	Benefits	\$6,000	\$21,212	\$5,000	(\$1,000)	-16.67%
*	Administrative Svcs	\$123,950	\$87,420	\$155,385	\$31,435	25.36%
*	Contractual Services	\$12,395	\$9,500	\$8,800	(\$3,595)	-29.00%
*	Maintenance & Repair	\$28,169	\$27,111	\$36,970	\$8,801	31.24%
*	Rentals	\$7,574	\$6,000	\$5,637	(\$1,937)	-25.57%
*	Supplies	\$55,043	\$48,700	\$49,310	(\$5,733)	-10.42%
*	Utilities	\$0	\$0	\$900	\$900	---
**	Police Operation Support Svcs	\$893,343	\$930,943	\$966,425	\$73,082	8.18%

CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Dispatch Services 10021500						
*	Payroll	\$0	\$0	\$0	\$0	---
*	Benefits	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$0	\$0	\$0	\$0	---
*	Maintenance & Repair	\$0	\$0	\$0	\$0	---
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$0	\$0	\$0	\$0	---
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$0	\$0	\$0	\$0	---
**	Dispatch Services	\$0	\$0	\$0	\$0	---

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Jetport Security 10021800						
*	Payroll	\$542,605	\$440,500	\$557,822	\$15,217	2.80%
*	Benefits	\$16,815	\$8,302	\$16,815	\$0	0.00%
*	Administrative Svcs	\$1,450	\$500	\$1,000	(\$450)	-31.03%
*	Maintenance & Repair	\$250	\$0	\$700	\$450	180.00%
*	Rentals	\$648	\$500	\$1,401	\$753	116.20%
*	Supplies	\$2,300	\$1,300	\$3,000	\$700	30.43%
**	Jetport Security	\$564,068	\$451,102	\$580,738	\$16,670	2.96%
****	Police Department	\$15,049,863	\$15,490,646	\$15,762,487	\$712,624	4.74%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
General Fund					
Fire Department 22					
10022000 Total REVENUE	\$0	\$0	\$0	\$0	---
** Fire Department NET	\$0	\$0	\$0	\$0	---
*** Fire	\$0	\$0	\$0	\$0	---
10022100 Total EXPENDITURE	\$647,798	\$643,100	\$769,636	\$121,838	18.81%
10022100 Total REVENUE	(\$99,785)	(\$102,335)	(\$103,785)	(\$4,000)	4.01%
** Fire Administration NET	\$548,013	\$540,765	\$665,851	\$117,838	21.50%
10022200 Total EXPENDITURE	\$177,995	\$271,795	\$326,899	\$148,904	83.66%
10022200 Total REVENUE	(\$34,921)	(\$40,000)	(\$34,921)	\$0	0.00%
** Fire Code Enforce & Comm Svcs NET	\$143,074	\$231,795	\$291,978	\$148,904	104.07%
10022300 Total EXPENDITURE	\$15,352,104	\$16,630,459	\$15,878,547	\$526,443	3.43%
10022300 Total REVENUE	(\$3,227,800)	(\$3,489,300)	(\$3,769,300)	(\$541,500)	16.78%
** Fire Field Operations NET	\$12,124,304	\$13,141,159	\$12,109,247	(\$15,057)	-0.12%
10022400 Total EXPENDITURE	\$896,043	\$901,643	\$935,001	\$38,958	4.35%
10022400 Total REVENUE	(\$124,625)	(\$125,000)	(\$134,250)	(\$9,625)	7.72%
** Fire Operation Support Svcs NET	\$771,418	\$776,643	\$800,751	\$29,333	3.80%
10022800 Total EXPENDITURE	\$1,107,200	\$1,231,388	\$1,263,589	\$156,389	14.12%
10022800 Total REVENUE	(\$1,107,200)	(\$1,231,388)	(\$1,263,589)	(\$156,389)	14.12%
** Air Rescue Station NET	\$0	\$0	\$0	\$0	---
**** Fire Department Net	\$13,586,809	\$14,690,362	\$13,867,827	\$281,018	2.07%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Fire Department 22						
Fire Administration 10022100						
*	Payroll	\$594,096	\$587,580	\$706,148	\$112,052	18.86%
*	Benefits	\$2,884	\$4,202	\$1,600	(\$1,284)	-44.52%
*	Administrative Svcs	\$18,858	\$18,958	\$19,058	\$200	1.06%
*	Contractual Services	\$1,600	\$2,000	\$2,150	\$550	34.38%
*	Maintenance & Repair	\$0	\$0	\$0	\$0	---
*	Rentals	\$2,160	\$2,160	\$8,160	\$6,000	277.78%
*	Supplies	\$28,200	\$28,200	\$30,300	\$2,100	7.45%
*	Utilities	\$0	\$0	\$2,220	\$2,220	---
**	Fire Administration	\$647,798	\$643,100	\$769,636	\$121,838	18.81%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Fire Code Enforce & Comm Svcs 10022200						
*	Payroll	\$159,629	\$250,700	\$305,793	\$146,164	91.56%
*	Benefits	\$2,976	\$4,495	\$0	(\$2,976)	-100.00%
*	Administrative Svcs	\$8,300	\$8,300	\$8,700	\$400	4.82%
*	Contractual Services	\$1,490	\$2,700	\$2,500	\$1,010	67.79%
*	Supplies	\$5,600	\$5,600	\$6,450	\$850	15.18%
*	Utilities	\$0	\$0	\$3,456	\$3,456	---
**	Fire Code Enforce & Comm Svcs	\$177,995	\$271,795	\$326,899	\$148,904	83.66%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Fire Field Operations 10022300						
*	Payroll	\$14,014,236	\$15,100,000	\$14,617,995	\$603,759	4.31%
*	Benefits	\$176,832	\$216,832	\$242,035	\$65,203	36.87%
*	Administrative Svcs	\$252,040	\$253,150	\$222,525	(\$29,515)	-11.71%
*	Contractual Services	\$165,761	\$205,825	\$124,286	(\$41,475)	-25.02%
*	Maintenance & Repair	\$118,350	\$181,100	\$297,175	\$178,825	151.10%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$325,375	\$374,042	\$351,325	\$25,950	7.98%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$19,510	\$19,510	\$23,206	\$3,696	18.94%
*	Capital Outlay	\$280,000	\$280,000	\$0	(\$280,000)	-100.00%
**	Fire Field Operations	\$15,352,104	\$16,630,459	\$15,878,547	\$526,443	3.43%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Fire Operation Support Svcs 10022400						
*	Payroll	\$0	\$0	\$0	\$0	---
*	Benefits	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$1,075	\$1,075	\$1,075	\$0	0.00%
*	Contractual Services	\$23,705	\$23,705	\$20,205	(\$3,500)	-14.76%
*	Maintenance & Repair	\$194,655	\$194,655	\$211,693	\$17,038	8.75%
*	Rentals	\$410,360	\$410,360	\$426,550	\$16,190	3.95%
*	Supplies	\$58,900	\$64,500	\$53,400	(\$5,500)	-9.34%
*	Utilities	\$207,348	\$207,348	\$222,078	\$14,730	7.10%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Fire Operation Support Svcs	\$896,043	\$901,643	\$935,001	\$38,958	4.35%

CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Air Rescue Station 10022800						
*	Payroll	\$830,383	\$954,383	\$1,055,683	\$225,300	27.13%
*	Benefits	\$15,780	\$15,780	\$17,275	\$1,495	9.47%
*	Administrative Svcs	\$108,580	\$108,580	\$54,080	(\$54,500)	-50.19%
*	Contractual Services	\$4,078	\$4,078	\$3,778	(\$300)	-7.36%
*	Maintenance & Repair	\$91,725	\$91,725	\$64,350	(\$27,375)	-29.84%
*	Supplies	\$40,410	\$40,598	\$41,010	\$600	1.48%
*	Minor Capital Items	\$0	\$0	\$7,550	\$7,550	---
*	Utilities	\$16,244	\$16,244	\$19,863	\$3,619	22.28%
**	Air Rescue Station	\$1,107,200	\$1,231,388	\$1,263,589	\$156,389	14.12%
****	Fire Department	\$18,181,140	\$19,678,385	\$19,173,672	\$992,532	5.46%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
General Fund					
Dispatch Services 23					
10023500 Total EXPENDITURE	\$2,417,816	\$2,309,901	\$2,418,809	\$993	0.04%
10023500 Total REVENUE	(\$1,116,240)	(\$1,116,240)	(\$1,127,544)	(\$11,304)	1.01%
** Dispatch Services NET	\$1,301,576	\$1,193,661	\$1,291,265	(\$10,311)	-0.79%
**** Dispatch Services Net	\$1,301,576	\$1,193,661	\$1,291,265	(\$10,311)	-0.79%

CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Dispatch Services 23						
Dispatch Services 10023500						
*	Payroll	\$2,318,270	\$2,251,000	\$2,307,362	(\$10,908)	-0.47%
*	Benefits	\$16,700	\$10,500	\$13,100	(\$3,600)	-21.56%
*	Administrative Svcs	\$11,675	\$5,450	\$11,925	\$250	2.14%
*	Contractual Services	\$17,680	\$15,280	\$19,910	\$2,230	12.61%
*	Maintenance & Repair	\$14,270	\$11,530	\$12,431	(\$1,839)	-12.89%
*	Rentals	\$641	\$641	\$666	\$25	3.90%
*	Supplies	\$10,500	\$10,000	\$21,375	\$10,875	103.57%
*	Minor Capital Items	\$15,000	\$5,000	\$15,000	\$0	0.00%
*	Utilities	\$13,080	\$500	\$17,040	\$3,960	30.28%
****	Dispatch Services	\$2,417,816	\$2,309,901	\$2,418,809	\$993	0.04%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
General Fund					
Dept of Planning & Development 24					
10024100 Total EXPENDITURE	\$229,214	\$229,886	\$255,084	\$25,870	11.29%
10024100 Total REVENUE	(\$30,000)	(\$30,000)	(\$30,000)	\$0	0.00%
** Planning & Development Admin NET	\$199,214	\$199,886	\$225,084	\$25,870	12.99%
10024200 Total EXPENDITURE	\$1,369,054	\$1,430,819	\$1,316,183	(\$52,871)	-3.86%
10024200 Total REVENUE	(\$709,313)	(\$541,183)	(\$653,322)	\$55,991	-7.89%
** Planning NET	\$659,741	\$889,636	\$662,861	\$3,120	0.47%
**** Dept of Planning & Development Net	\$858,955	\$1,089,522	\$887,945	\$28,990	3.38%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Dept of Planning & Development 24						
Planning & Development Admin 10024100						
*	Payroll	\$221,164	\$223,164	\$248,534	\$27,370	12.38%
*	Benefits	\$600	\$600	\$1,100	\$500	83.33%
*	Administrative Svcs	\$4,200	\$3,100	\$4,700	\$500	11.90%
*	Contractual Services	\$250	\$0	\$250	\$0	0.00%
*	Maintenance & Repair	\$0	\$0	\$0	\$0	---
*	Supplies	\$3,000	\$3,022	\$500	(\$2,500)	-83.33%
**	Planning & Development Admin	\$229,214	\$229,886	\$255,084	\$25,870	11.29%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Planning 10024200						
*	Payroll	\$992,264	\$990,764	\$1,017,223	\$24,959	2.52%
*	Benefits	\$1,450	\$967	\$850	(\$600)	-41.38%
*	Administrative Svcs	\$16,120	\$15,244	\$12,950	(\$3,170)	-19.67%
*	Contractual Services	\$323,600	\$392,824	\$202,100	(\$121,500)	-37.55%
*	Maintenance & Repair	\$7,820	\$7,820	\$48,060	\$40,240	514.58%
*	Rentals	\$15,600	\$11,000	\$15,600	\$0	0.00%
*	Supplies	\$12,200	\$12,200	\$18,200	\$6,000	49.18%
*	Utilities	\$0	\$0	\$1,200	\$1,200	---
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Planning	\$1,369,054	\$1,430,819	\$1,316,183	(\$52,871)	-3.86%
****	Dept of Planning & Development	\$1,598,268	\$1,660,705	\$1,571,267	(\$27,001)	-1.69%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
General Fund					
Permitting & Inspections 25					
10025100 Total EXPENDITURE	\$179,556	\$178,000	\$193,366	\$13,810	7.69%
** Permitting & Inspections Admin NET	\$179,556	\$178,000	\$193,366	\$13,810	7.69%
10025200 Total EXPENDITURE	\$1,078,915	\$1,032,300	\$1,254,118	\$175,203	16.24%
10025200 Total REVENUE	(\$2,670,500)	(\$2,892,600)	(\$2,860,500)	(\$190,000)	7.11%
** Inspections NET	(\$1,591,585)	(\$1,860,300)	(\$1,606,382)	(\$14,797)	-0.93%
10025300 Total EXPENDITURE	\$591,019	\$602,484	\$653,111	\$62,092	10.51%
10025300 Total REVENUE	(\$1,011,450)	(\$808,300)	(\$908,428)	\$103,022	-10.19%
** Housing Safety NET	(\$420,431)	(\$205,816)	(\$255,317)	\$165,114	39.27%
10025400 Total EXPENDITURE	\$322,894	\$322,700	\$356,150	\$33,256	10.30%
10025400 Total REVENUE	(\$1,430,469)	(\$1,322,445)	(\$1,513,661)	(\$83,192)	5.82%
** Business Licensing NET	(\$1,107,575)	(\$999,745)	(\$1,157,511)	(\$49,936)	-4.51%
**** Permitting & Inspections Net	(\$2,940,035)	(\$2,887,861)	(\$2,825,844)	\$114,191	3.88%

CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Permitting & Inspections 25						
Permitting & Inspections Admin 10025100						
*	Payroll	\$176,456	\$176,000	\$185,935	\$9,479	5.37%
*	Benefits	\$600	\$600	\$0	(\$600)	-100.00%
*	Administrative Svcs	\$1,500	\$500	\$600	(\$900)	-60.00%
*	Contractual Services	\$200	\$100	\$200	\$0	0.00%
*	Maintenance & Repair	\$0	\$0	\$1,946	\$1,946	---
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$800	\$800	\$4,025	\$3,225	403.13%
*	Utilities	\$0	\$0	\$660	\$660	---
**	Permitting & Inspections Admin	\$179,556	\$178,000	\$193,366	\$13,810	7.69%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Inspections 10025200						
*	Payroll	\$1,031,210	\$991,364	\$1,171,796	\$140,586	13.63%
*	Benefits	\$9,480	\$9,480	\$6,600	(\$2,880)	-30.38%
*	Administrative Svcs	\$17,525	\$10,585	\$17,200	(\$325)	-1.85%
*	Contractual Services	\$10,000	\$9,800	\$12,000	\$2,000	20.00%
*	Maintenance & Repair	\$0	\$0	\$13,242	\$13,242	---
*	Rentals	\$1,800	\$1,800	\$1,800	\$0	0.00%
*	Supplies	\$8,900	\$9,271	\$27,700	\$18,800	211.24%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$0	\$0	\$3,780	\$3,780	---
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Inspections	\$1,078,915	\$1,032,300	\$1,254,118	\$175,203	16.24%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Housing Safety 10025300						
*	Payroll	\$540,065	\$544,565	\$590,947	\$50,882	9.42%
*	Benefits	\$5,880	\$12,409	\$4,800	(\$1,080)	-18.37%
*	Administrative Svcs	\$3,725	\$2,975	\$3,725	\$0	0.00%
*	Contractual Services	\$36,995	\$37,810	\$42,399	\$5,404	14.61%
*	Maintenance & Repair	\$0	\$0	\$6,346	\$6,346	---
*	Rentals	\$504	\$504	\$504	\$0	0.00%
*	Supplies	\$3,850	\$4,221	\$3,250	(\$600)	-15.58%
*	Utilities	\$0	\$0	\$1,140	\$1,140	---
**	Housing Safety	\$591,019	\$602,484	\$653,111	\$62,092	10.51%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Business Licensing 10025400						
*	Payroll	\$280,176	\$280,176	\$305,536	\$25,360	9.05%
*	Benefits	\$2,924	\$2,924	\$2,650	(\$274)	-9.37%
*	Administrative Svcs	\$755	\$680	\$1,255	\$500	66.23%
*	Contractual Services	\$31,920	\$31,920	\$35,220	\$3,300	10.34%
*	Maintenance & Repair	\$0	\$0	\$1,650	\$1,650	---
*	Rentals	\$2,064	\$2,000	\$2,064	\$0	0.00%
*	Supplies	\$5,055	\$5,000	\$6,455	\$1,400	27.70%
*	Utilities	\$0	\$0	\$1,320	\$1,320	---
**	Business Licensing	\$322,894	\$322,700	\$356,150	\$33,256	10.30%
****	Permitting & Inspections	\$2,172,384	\$2,135,484	\$2,456,745	\$284,361	13.09%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
General Fund					
Information Technology 29					
10029100 Total EXPENDITURE	\$2,858,804	\$2,635,787	\$2,892,962	\$34,158	1.19%
10029100 Total REVENUE	(\$313,180)	(\$313,180)	(\$322,599)	(\$9,419)	3.01%
** Information Technology NET	\$2,545,624	\$2,322,607	\$2,570,363	\$24,739	0.97%
**** Information Technology Net	\$2,545,624	\$2,322,607	\$2,570,363	\$24,739	0.97%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Information Technology 29						
Information Technology 10029100						
*	Payroll	\$1,223,715	\$1,198,803	\$1,342,829	\$119,114	9.73%
*	Benefits	\$5,280	\$17,346	\$1,800	(\$3,480)	-65.91%
*	Administrative Svcs	\$3,950	\$3,950	\$2,650	(\$1,300)	-32.91%
*	Contractual Services	\$499,317	\$484,984	\$211,435	(\$287,882)	-57.66%
*	Maintenance & Repair	\$768,902	\$637,919	\$966,189	\$197,287	25.66%
*	Rentals	\$12,000	\$12,000	\$12,000	\$0	0.00%
*	Supplies	\$31,000	\$31,000	\$31,000	\$0	0.00%
*	Utilities	\$314,640	\$249,785	\$325,059	\$10,419	3.31%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
****	Information Technology	\$2,858,804	\$2,635,787	\$2,892,962	\$34,158	1.19%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
General Fund					
Public Works 31					
10031100 Total EXPENDITURE	\$705,111	\$686,276	\$787,173	\$82,062	11.64%
10031100 Total REVENUE	(\$273,895)	(\$279,895)	(\$339,183)	(\$65,288)	23.84%
** Public Works Administration NET	\$431,216	\$406,381	\$447,990	\$16,774	3.89%
10031202 Total EXPENDITURE	\$1,773,724	\$1,647,400	\$1,906,294	\$132,570	7.47%
10031202 Total REVENUE	(\$2,300)	(\$1,750)	(\$2,000)	\$300	-13.04%
** Districting NET	\$1,771,424	\$1,645,650	\$1,904,294	\$132,870	7.50%
10031203 Total EXPENDITURE	\$2,413,927	\$2,390,370	\$2,807,094	\$393,167	16.29%
10031203 Total REVENUE	(\$2,161,810)	(\$2,179,402)	(\$2,405,293)	(\$243,483)	11.26%
** Solid Waste NET	\$252,117	\$210,968	\$401,801	\$149,684	59.37%
10031204 Total EXPENDITURE	\$193,926	\$202,725	\$199,907	\$5,981	3.08%
10031204 Total REVENUE	(\$69,814)	(\$74,460)	(\$71,989)	(\$2,175)	3.12%
** Communications NET	\$124,112	\$128,265	\$127,918	\$3,806	3.07%
10031205 Total EXPENDITURE	\$414,126	\$393,545	\$411,055	(\$3,071)	-0.74%
10031205 Total REVENUE	(\$414,126)	(\$414,126)	(\$411,055)	\$3,071	-0.74%
** Portland Downtown District NET	\$0	(\$20,581)	\$0	\$0	---
10031206 Total EXPENDITURE	\$1,383,835	\$1,294,296	\$1,504,853	\$121,018	8.75%
10031206 Total REVENUE	(\$106,450)	(\$99,300)	(\$106,450)	\$0	0.00%
** Winter Operations NET	\$1,277,385	\$1,194,996	\$1,398,403	\$121,018	9.47%
10031207 Total EXPENDITURE	\$757,211	\$966,771	\$823,097	\$65,886	8.70%
10031207 Total REVENUE	(\$3,454)	(\$3,454)	\$0	\$3,454	-100.00%
** Island Services NET	\$753,757	\$963,317	\$823,097	\$69,340	9.20%
10031208 Total EXPENDITURE	\$1,547,308	\$1,448,599	\$1,667,028	\$119,720	7.74%
10031208 Total REVENUE	(\$10,450)	(\$10,250)	(\$10,450)	\$0	0.00%
** Traffic & Transportation Ops NET	\$1,536,858	\$1,438,349	\$1,656,578	\$119,720	7.79%
*** PW Operations	\$5,715,653	\$5,560,964	\$6,312,091	\$596,438	10.44%
10031302 Total EXPENDITURE	\$441,885	\$465,080	\$484,194	\$42,309	9.57%
10031302 Total REVENUE	(\$1,131,330)	(\$1,334,000)	(\$1,286,868)	(\$155,538)	13.75%
** Transportation Engineering NET	(\$689,445)	(\$868,920)	(\$802,674)	(\$113,229)	-16.42%
10031303 Total EXPENDITURE	\$1,268,444	\$1,167,427	\$1,346,075	\$77,631	6.12%
10031303 Total REVENUE	(\$948,923)	(\$940,832)	(\$998,057)	(\$49,134)	5.18%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
**	Engineering NET	\$319,521	\$226,595	\$348,018	\$28,497	8.92%
***	PW Engineering Division	(\$369,924)	(\$642,325)	(\$454,656)	(\$84,732)	-22.91%
10031400	Total EXPENDITURE	\$3,552,126	\$3,710,754	\$4,376,633	\$824,507	23.21%
10031400	Total REVENUE	(\$220,051)	(\$239,730)	(\$265,489)	(\$45,438)	20.65%
**	Fleet Services NET	\$3,332,075	\$3,471,024	\$4,111,144	\$779,069	23.38%
****	Public Works Net	\$9,109,020	\$8,796,044	\$10,416,569	\$1,307,549	14.35%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Public Works 31						
Public Works Administration 10031100						
*	Payroll	\$648,849	\$640,800	\$722,621	\$73,772	11.37%
*	Benefits	\$2,052	\$1,550	\$1,920	(\$132)	-6.43%
*	Administrative Svcs	\$8,730	\$4,750	\$11,310	\$2,580	29.55%
*	Contractual Services	\$6,280	\$1,600	\$3,750	(\$2,530)	-40.29%
*	Maintenance & Repair	\$27,950	\$25,600	\$30,390	\$2,440	8.73%
*	Rentals	\$3,000	\$2,500	\$3,000	\$0	0.00%
*	Supplies	\$8,250	\$9,476	\$13,750	\$5,500	66.67%
*	Utilities	\$0	\$0	\$432	\$432	---
**	Public Works Administration	\$705,111	\$686,276	\$787,173	\$82,062	11.64%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Districting 10031202						
*	Payroll	\$1,537,949	\$1,440,000	\$1,656,699	\$118,750	7.72%
*	Benefits	\$15,630	\$13,000	\$11,270	(\$4,360)	-27.90%
*	Administrative Svcs	\$1,651	\$954	\$8,120	\$6,469	391.82%
*	Contractual Services	\$59,419	\$45,444	\$60,430	\$1,011	1.70%
*	Maintenance & Repair	\$2,200	\$2,200	\$2,500	\$300	13.64%
*	Rentals	\$14,500	\$14,500	\$14,500	\$0	0.00%
*	Supplies	\$142,375	\$131,200	\$148,575	\$6,200	4.35%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$0	\$102	\$4,200	\$4,200	---
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Districting	\$1,773,724	\$1,647,400	\$1,906,294	\$132,570	7.47%

CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Solid Waste 10031203						
*	Payroll	\$931,717	\$820,000	\$1,037,137	\$105,420	11.31%
*	Benefits	\$10,740	\$8,150	\$9,860	(\$880)	-8.19%
*	Administrative Svcs	\$9,630	\$9,630	\$16,567	\$6,937	72.04%
*	Contractual Services	\$1,440,110	\$1,528,750	\$1,722,230	\$282,120	19.59%
*	Maintenance & Repair	\$4,680	\$4,680	\$5,280	\$600	12.82%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$13,570	\$15,660	\$12,420	(\$1,150)	-8.47%
*	Utilities	\$3,480	\$3,500	\$3,600	\$120	3.45%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Solid Waste	\$2,413,927	\$2,390,370	\$2,807,094	\$393,167	16.29%

CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Communications 10031204						
*	Payroll	\$181,351	\$190,500	\$184,532	\$3,181	1.75%
*	Benefits	\$1,125	\$1,125	\$1,125	\$0	0.00%
*	Administrative Svcs	\$0	\$0	\$100	\$100	---
*	Contractual Services	\$5,700	\$5,700	\$7,000	\$1,300	22.81%
*	Maintenance & Repair	\$500	\$900	\$500	\$0	0.00%
*	Rentals	\$1,700	\$1,200	\$1,100	(\$600)	-35.29%
*	Supplies	\$3,550	\$3,300	\$5,550	\$2,000	56.34%
**	Communications	\$193,926	\$202,725	\$199,907	\$5,981	3.08%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Portland Downtown District 10031205						
*	Payroll	\$379,196	\$347,310	\$387,355	\$8,159	2.15%
*	Benefits	\$3,450	\$2,100	\$3,450	\$0	0.00%
*	Administrative Svcs	\$190	\$190	\$390	\$200	105.26%
*	Contractual Services	\$50	\$16,050	\$300	\$250	500.00%
*	Maintenance & Repair	\$500	\$475	\$300	(\$200)	-40.00%
*	Rentals	\$360	\$360	\$360	\$0	0.00%
*	Supplies	\$16,010	\$16,010	\$14,900	(\$1,110)	-6.93%
*	Minor Capital Items	\$9,710	\$9,700	\$0	(\$9,710)	-100.00%
*	Utilities	\$4,660	\$1,350	\$4,000	(\$660)	-14.16%
**	Portland Downtown District	\$414,126	\$393,545	\$411,055	(\$3,071)	-0.74%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Winter Operations 10031206						
*	Payroll	\$409,835	\$345,000	\$435,396	\$25,561	6.24%
*	Benefits	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$10,900	\$8,000	\$15,600	\$4,700	43.12%
*	Contractual Services	\$140,305	\$140,305	\$145,265	\$4,960	3.54%
*	Maintenance & Repair	\$5,000	\$3,000	\$5,000	\$0	0.00%
*	Rentals	\$389,780	\$389,780	\$447,500	\$57,720	14.81%
*	Supplies	\$427,235	\$406,975	\$454,856	\$27,621	6.47%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$780	\$1,236	\$1,236	\$456	58.46%
**	Winter Operations	\$1,383,835	\$1,294,296	\$1,504,853	\$121,018	8.75%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Island Services 10031207						
*	Payroll	\$530,846	\$448,000	\$561,192	\$30,346	5.72%
*	Benefits	\$4,795	\$2,550	\$4,935	\$140	2.92%
*	Administrative Svcs	\$650	\$3,350	\$6,700	\$6,050	930.77%
*	Contractual Services	\$152,195	\$170,290	\$169,070	\$16,875	11.09%
*	Maintenance & Repair	\$3,739	\$2,500	\$6,500	\$2,761	73.83%
*	Rentals	\$19,086	\$24,000	\$20,200	\$1,114	5.84%
*	Supplies	\$33,700	\$29,400	\$41,700	\$8,000	23.74%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$12,200	\$9,060	\$12,800	\$600	4.92%
*	Capital Outlay	\$0	\$277,621	\$0	\$0	---
**	Island Services	\$757,211	\$966,771	\$823,097	\$65,886	8.70%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Traffic & Transportation Ops 10031208						
*	Payroll	\$537,099	\$433,573	\$585,291	\$48,192	8.97%
*	Benefits	\$8,350	\$6,000	\$4,390	(\$3,960)	-47.43%
*	Administrative Svcs	\$4,215	\$4,950	\$6,565	\$2,350	55.75%
*	Contractual Services	\$311,355	\$320,280	\$335,415	\$24,060	7.73%
*	Maintenance & Repair	\$81,124	\$79,075	\$90,087	\$8,963	11.05%
*	Rentals	\$400	\$400	\$780	\$380	95.00%
*	Supplies	\$135,646	\$136,546	\$148,256	\$12,610	9.30%
*	Minor Capital Items	\$30,275	\$30,275	\$40,600	\$10,325	34.10%
*	Utilities	\$438,844	\$437,500	\$440,644	\$1,800	0.41%
*	Capital Outlay	\$0	\$0	\$15,000	\$15,000	---
**	Traffic & Transportation Ops	\$1,547,308	\$1,448,599	\$1,667,028	\$119,720	7.74%

CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Transportation Engineering 10031302						
*	Payroll	\$401,680	\$432,025	\$429,144	\$27,464	6.84%
*	Benefits	\$3,640	\$2,700	\$3,160	(\$480)	-13.19%
*	Administrative Svcs	\$12,265	\$5,775	\$11,190	(\$1,075)	-8.76%
*	Contractual Services	\$13,055	\$12,955	\$12,950	(\$105)	-0.80%
*	Maintenance & Repair	\$5,000	\$5,000	\$20,000	\$15,000	300.00%
*	Rentals	\$0	\$200	\$0	\$0	---
*	Supplies	\$6,245	\$6,425	\$7,750	\$1,505	24.10%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$0	\$0	\$0	\$0	---
**	Transportation Engineering	\$441,885	\$465,080	\$484,194	\$42,309	9.57%

CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Engineering 10031303						
*	Payroll	\$1,208,102	\$1,093,600	\$1,282,381	\$74,279	6.15%
*	Benefits	\$3,300	\$2,700	\$2,580	(\$720)	-21.82%
*	Administrative Svcs	\$10,190	\$5,190	\$9,750	(\$440)	-4.32%
*	Contractual Services	\$29,750	\$43,845	\$28,300	(\$1,450)	-4.87%
*	Maintenance & Repair	\$2,150	\$2,150	\$5,560	\$3,410	158.60%
*	Rentals	\$1,560	\$1,560	\$1,560	\$0	0.00%
*	Supplies	\$13,200	\$17,982	\$14,900	\$1,700	12.88%
*	Utilities	\$192	\$400	\$1,044	\$852	443.75%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Engineering	\$1,268,444	\$1,167,427	\$1,346,075	\$77,631	6.12%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Fleet Services 10031400						
*	Payroll	\$1,502,972	\$1,365,000	\$1,641,395	\$138,423	9.21%
*	Benefits	\$32,400	\$25,500	\$29,458	(\$2,942)	-9.08%
*	Administrative Svcs	\$4,850	\$4,850	\$27,550	\$22,700	468.04%
*	Contractual Services	\$1,522	\$1,372	\$2,555	\$1,033	67.87%
*	Maintenance & Repair	\$1,273,000	\$1,319,500	\$1,339,100	\$66,100	5.19%
*	Rentals	\$10,480	\$92,480	\$11,080	\$600	5.73%
*	Supplies	\$726,902	\$841,000	\$1,163,335	\$436,433	60.04%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$0	\$500	\$2,160	\$2,160	---
*	Capital Outlay	\$0	\$60,552	\$160,000	\$160,000	---
**	Fleet Services	\$3,552,126	\$3,710,754	\$4,376,633	\$824,507	23.21%
****	Public Works	\$14,451,623	\$14,373,243	\$16,313,403	\$1,861,780	12.88%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
General Fund					
Parks, Rec & Facilities 33					
10033000 Total REVENUE	(\$1,500,000)	(\$1,500,000)	\$0	\$1,500,000	-100.00%
** Parks & Recreation Department NET	(\$1,500,000)	(\$1,500,000)	\$0	\$1,500,000	100.00%
*** Parks & Recreation	(\$1,500,000)	(\$1,500,000)	\$0	\$1,500,000	100.00%
10033100 Total EXPENDITURE	\$418,208	\$414,198	\$514,589	\$96,381	23.05%
** Parks Rec & Fac Administration NET	\$418,208	\$414,198	\$514,589	\$96,381	23.05%
10033202 Total EXPENDITURE	\$819,594	\$817,365	\$1,057,088	\$237,494	28.98%
10033202 Total REVENUE	(\$109,180)	(\$160,375)	(\$167,605)	(\$58,425)	53.51%
** Parks NET	\$710,414	\$656,990	\$889,483	\$179,069	25.21%
10033203 Total EXPENDITURE	\$771,079	\$775,398	\$834,291	\$63,212	8.20%
10033203 Total REVENUE	(\$9,900)	(\$9,900)	(\$9,900)	\$0	0.00%
** Forestry NET	\$761,179	\$765,498	\$824,391	\$63,212	8.30%
10033204 Total EXPENDITURE	\$919,875	\$891,760	\$942,489	\$22,614	2.46%
10033204 Total REVENUE	(\$327,698)	(\$409,806)	(\$442,695)	(\$114,997)	35.09%
** Athletic Facilities NET	\$592,177	\$481,954	\$499,794	(\$92,383)	-15.60%
10033205 Total EXPENDITURE	\$823,303	\$674,644	\$785,723	(\$37,580)	-4.56%
10033205 Total REVENUE	(\$742,154)	(\$754,572)	(\$876,224)	(\$134,070)	18.06%
** Cemeteries NET	\$81,149	(\$79,928)	(\$90,501)	(\$171,650)	-211.52%
*** Parks Division	\$2,144,919	\$1,824,514	\$2,123,167	(\$21,752)	-1.01%
10033302 Total EXPENDITURE	\$1,510,842	\$1,464,292	\$1,809,159	\$298,317	19.75%
10033302 Total REVENUE	(\$1,199,355)	(\$1,510,997)	(\$1,865,098)	(\$665,743)	55.51%
** Recreation NET	\$311,487	(\$46,705)	(\$55,939)	(\$367,426)	-117.96%
10033303 Total EXPENDITURE	\$542,260	\$513,490	\$536,670	(\$5,590)	-1.03%
10033303 Total REVENUE	(\$233,420)	(\$253,747)	(\$243,981)	(\$10,561)	4.52%
** Aquatics NET	\$308,840	\$259,743	\$292,689	(\$16,151)	-5.23%
10033304 Total EXPENDITURE	\$1,008,813	\$1,002,612	\$1,050,902	\$42,089	4.17%
10033304 Total REVENUE	(\$1,217,064)	(\$1,429,080)	(\$1,532,850)	(\$315,786)	25.95%
** Riverside Golf Course NET	(\$208,251)	(\$426,468)	(\$481,948)	(\$273,697)	-131.43%
10033305 Total EXPENDITURE	\$19,660	\$19,660	\$29,660	\$10,000	50.86%
10033305 Total REVENUE	(\$24,160)	(\$22,613)	(\$32,260)	(\$8,100)	33.53%
** Golf Course Restaurant NET	(\$4,500)	(\$2,953)	(\$2,600)	\$1,900	42.22%
10033306 Total EXPENDITURE	\$522,891	\$501,534	\$531,153	\$8,262	1.58%
1A-FY23 2-CM BB Dept Org NET Presentation (CM Lvl)	18 of 42				04/26/22

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
10033306 Total REVENUE	(\$532,375)	(\$510,566)	(\$546,225)	(\$13,850)	2.60%
** Ice Arena NET	(\$9,484)	(\$9,032)	(\$15,072)	(\$5,588)	-58.92%
*** Recreation Division	\$398,092	(\$225,415)	(\$262,870)	(\$660,962)	-166.03%
10033401 Total EXPENDITURE	\$472,515	\$793,978	\$924,265	\$451,750	95.61%
10033401 Total REVENUE	(\$610,370)	(\$938,703)	(\$742,550)	(\$132,180)	21.66%
** Public Assemblies Admin NET	(\$137,855)	(\$144,725)	\$181,715	\$319,570	231.82%
10033402 Total EXPENDITURE	\$389,405	\$463,920	\$532,466	\$143,061	36.74%
10033402 Total REVENUE	(\$389,750)	(\$361,932)	(\$507,500)	(\$117,750)	30.21%
** Concessions NET	(\$345)	\$101,988	\$24,966	\$25,311	7336.52%
10033404 Total EXPENDITURE	\$878,807	\$900,430	\$1,003,164	\$124,357	14.15%
** Custodial Services NET	\$878,807	\$900,430	\$1,003,164	\$124,357	14.15%
10033405 Total EXPENDITURE	\$93,732	\$144,318	\$147,514	\$53,782	57.38%
10033405 Total REVENUE	(\$382,267)	(\$480,451)	(\$571,425)	(\$189,158)	49.48%
** Merrill Auditorium NET	(\$288,535)	(\$336,133)	(\$423,911)	(\$135,376)	-46.92%
*** Public Assemblies	\$452,072	\$521,560	\$785,934	\$333,862	73.85%
**** Parks, Rec & Facilities Net	\$1,913,291	\$1,034,857	\$3,160,820	\$1,247,529	65.20%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Parks, Rec & Facilities 33						
Parks Rec & Fac Administration 10033100						
*	Payroll	\$373,270	\$371,178	\$435,371	\$62,101	16.64%
*	Benefits	\$600	\$549	\$1,200	\$600	100.00%
*	Administrative Svcs	\$13,997	\$13,465	\$24,490	\$10,493	74.97%
*	Contractual Services	\$15,868	\$14,577	\$9,100	(\$6,768)	-42.65%
*	Maintenance & Repair	\$0	\$0	\$19,640	\$19,640	---
*	Rentals	\$2,520	\$2,520	\$4,800	\$2,280	90.48%
*	Supplies	\$11,953	\$11,909	\$18,500	\$6,547	54.77%
*	Utilities	\$0	\$0	\$1,488	\$1,488	---
**	Parks Rec & Fac Administration	\$418,208	\$414,198	\$514,589	\$96,381	23.05%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Parks 10033202						
*	Payroll	\$589,169	\$547,028	\$783,263	\$194,094	32.94%
*	Benefits	\$9,900	\$17,172	\$11,820	\$1,920	19.39%
*	Administrative Svcs	\$2,025	\$1,731	\$11,025	\$9,000	444.44%
*	Contractual Services	\$46,700	\$54,178	\$69,700	\$23,000	49.25%
*	Maintenance & Repair	\$0	\$0	\$3,000	\$3,000	---
*	Rentals	\$24,000	\$30,912	\$24,000	\$0	0.00%
*	Supplies	\$72,500	\$70,399	\$78,500	\$6,000	8.28%
*	Minor Capital Items	\$7,500	\$6,192	\$7,500	\$0	0.00%
*	Utilities	\$67,800	\$63,253	\$68,280	\$480	0.71%
*	Capital Outlay	\$0	\$26,500	\$0	\$0	---
**	Parks	\$819,594	\$817,365	\$1,057,088	\$237,494	28.98%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Forestry 10033203						
*	Payroll	\$629,349	\$611,912	\$680,861	\$51,512	8.18%
*	Benefits	\$10,335	\$9,539	\$8,335	(\$2,000)	-19.35%
*	Administrative Svcs	\$5,505	\$4,753	\$9,005	\$3,500	63.58%
*	Contractual Services	\$74,300	\$94,690	\$87,300	\$13,000	17.50%
*	Maintenance & Repair	\$1,700	\$1,500	\$1,700	\$0	0.00%
*	Supplies	\$44,690	\$47,804	\$44,690	\$0	0.00%
*	Minor Capital Items	\$5,200	\$5,200	\$0	(\$5,200)	-100.00%
*	Utilities	\$0	\$0	\$2,400	\$2,400	---
**	Forestry	\$771,079	\$775,398	\$834,291	\$63,212	8.20%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Athletic Facilities 10033204						
*	Payroll	\$614,602	\$597,956	\$634,716	\$20,114	3.27%
*	Benefits	\$8,640	\$7,789	\$7,680	(\$960)	-11.11%
*	Administrative Svcs	\$3,700	\$4,136	\$7,200	\$3,500	94.59%
*	Contractual Services	\$17,750	\$17,110	\$17,750	\$0	0.00%
*	Maintenance & Repair	\$18,000	\$15,600	\$18,000	\$0	0.00%
*	Rentals	\$44,484	\$44,484	\$44,484	\$0	0.00%
*	Supplies	\$144,299	\$138,629	\$143,299	(\$1,000)	-0.69%
*	Minor Capital Items	\$9,400	\$9,400	\$9,400	\$0	0.00%
*	Utilities	\$59,000	\$54,138	\$59,960	\$960	1.63%
*	Capital Outlay	\$0	\$2,518	\$0	\$0	---
**	Athletic Facilities	\$919,875	\$891,760	\$942,489	\$22,614	2.46%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Cemeteries 10033205						
*	Payroll	\$647,143	\$531,188	\$587,250	(\$59,893)	-9.25%
*	Benefits	\$5,974	\$2,496	\$4,692	(\$1,282)	-21.46%
*	Administrative Svcs	\$3,380	\$2,089	\$4,880	\$1,500	44.38%
*	Contractual Services	\$29,172	\$32,276	\$36,672	\$7,500	25.71%
*	Maintenance & Repair	\$54,070	\$14,070	\$49,090	(\$4,980)	-9.21%
*	Rentals	\$7,350	\$6,463	\$7,350	\$0	0.00%
*	Supplies	\$53,550	\$65,420	\$59,325	\$5,775	10.78%
*	Minor Capital Items	\$2,700	\$3,556	\$5,000	\$2,300	85.19%
*	Utilities	\$6,964	\$4,086	\$7,464	\$500	7.18%
*	Capital Outlay	\$13,000	\$13,000	\$24,000	\$11,000	84.62%
**	Cemeteries	\$823,303	\$674,644	\$785,723	(\$37,580)	-4.56%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Recreation 10033302						
*	Payroll	\$1,277,696	\$1,280,466	\$1,499,499	\$221,803	17.36%
*	Benefits	\$12,830	\$11,548	\$7,005	(\$5,825)	-45.40%
*	Administrative Svcs	\$19,910	\$21,121	\$22,470	\$2,560	12.86%
*	Contractual Services	\$107,761	\$71,822	\$150,625	\$42,864	39.78%
*	Maintenance & Repair	\$0	\$0	\$10,500	\$10,500	---
*	Rentals	\$24,660	\$16,160	\$52,300	\$27,640	112.08%
*	Supplies	\$64,145	\$59,335	\$47,480	(\$16,665)	-25.98%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$3,840	\$3,840	\$19,280	\$15,440	402.08%
**	Recreation	\$1,510,842	\$1,464,292	\$1,809,159	\$298,317	19.75%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Aquatics 10033303						
*	Payroll	\$454,849	\$425,952	\$425,755	(\$29,094)	-6.40%
*	Benefits	\$2,960	\$2,161	\$2,360	(\$600)	-20.27%
*	Administrative Svcs	\$2,691	\$1,541	\$2,705	\$14	0.52%
*	Contractual Services	\$25,110	\$31,027	\$42,700	\$17,590	70.05%
*	Maintenance & Repair	\$2,100	\$2,114	\$3,100	\$1,000	47.62%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$37,700	\$30,726	\$37,700	\$0	0.00%
*	Utilities	\$16,850	\$19,969	\$22,350	\$5,500	32.64%
**	Aquatics	\$542,260	\$513,490	\$536,670	(\$5,590)	-1.03%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Riverside Golf Course 10033304						
*	Payroll	\$519,631	\$528,428	\$531,151	\$11,520	2.22%
*	Benefits	\$4,880	\$5,039	\$5,240	\$360	7.38%
*	Administrative Svcs	\$3,345	\$3,343	\$10,245	\$6,900	206.28%
*	Contractual Services	\$45,080	\$38,480	\$58,575	\$13,495	29.94%
*	Maintenance & Repair	\$41,000	\$42,500	\$42,500	\$1,500	3.66%
*	Rentals	\$122,519	\$110,999	\$126,833	\$4,314	3.52%
*	Supplies	\$196,428	\$204,028	\$206,128	\$9,700	4.94%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$75,930	\$69,795	\$70,230	(\$5,700)	-7.51%
**	Riverside Golf Course	\$1,008,813	\$1,002,612	\$1,050,902	\$42,089	4.17%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Golf Course Restaurant 10033305						
*	Payroll	\$0	\$0	\$0	\$0	---
*	Benefits	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$0	\$0	\$0	\$0	---
*	Maintenance & Repair	\$7,500	\$7,500	\$7,500	\$0	0.00%
*	Rentals	\$2,160	\$2,160	\$2,160	\$0	0.00%
*	Supplies	\$1,000	\$1,000	\$1,000	\$0	0.00%
*	Utilities	\$9,000	\$9,000	\$9,000	\$0	0.00%
*	Capital Outlay	\$0	\$0	\$10,000	\$10,000	---
**	Golf Course Restaurant	\$19,660	\$19,660	\$29,660	\$10,000	50.86%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Ice Arena 10033306						
*	Payroll	\$262,737	\$263,524	\$281,578	\$18,841	7.17%
*	Benefits	\$1,400	\$1,240	\$1,400	\$0	0.00%
*	Administrative Svcs	\$895	\$755	\$905	\$10	1.12%
*	Contractual Services	\$15,190	\$12,690	\$13,376	(\$1,814)	-11.94%
*	Maintenance & Repair	\$22,365	\$7,641	\$26,530	\$4,165	18.62%
*	Rentals	\$1,100	\$1,100	\$1,262	\$162	14.73%
*	Supplies	\$25,454	\$20,834	\$25,150	(\$304)	-1.19%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$193,750	\$193,750	\$180,952	(\$12,798)	-6.61%
**	Ice Arena	\$522,891	\$501,534	\$531,153	\$8,262	1.58%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Public Assemblies Admin 10033401						
*	Payroll	\$409,665	\$722,674	\$853,235	\$443,570	108.28%
*	Benefits	\$1,560	\$8,229	\$2,640	\$1,080	69.23%
*	Administrative Svcs	\$6,150	\$6,987	\$6,150	\$0	0.00%
*	Contractual Services	\$44,740	\$44,740	\$39,000	(\$5,740)	-12.83%
*	Maintenance & Repair	\$600	\$600	\$600	\$0	0.00%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$9,000	\$9,948	\$18,000	\$9,000	100.00%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$800	\$800	\$4,640	\$3,840	480.00%
**	Public Assemblies Admin	\$472,515	\$793,978	\$924,265	\$451,750	95.61%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Concessions 10033402						
*	Payroll	\$193,110	\$261,660	\$332,116	\$139,006	71.98%
*	Benefits	\$1,800	\$2,150	\$2,520	\$720	40.00%
*	Administrative Svcs	\$3,115	\$3,110	\$3,460	\$345	11.08%
*	Contractual Services	\$15,680	\$15,680	\$15,640	(\$40)	-0.26%
*	Maintenance & Repair	\$9,100	\$9,099	\$9,750	\$650	7.14%
*	Supplies	\$165,800	\$171,421	\$164,100	(\$1,700)	-1.03%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$800	\$800	\$4,880	\$4,080	510.00%
**	Concessions	\$389,405	\$463,920	\$532,466	\$143,061	36.74%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Custodial Services 10033404						
*	Payroll	\$748,903	\$762,952	\$860,172	\$111,269	14.86%
*	Benefits	\$7,690	\$7,690	\$8,290	\$600	7.80%
*	Administrative Svcs	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$27,984	\$29,765	\$29,772	\$1,788	6.39%
*	Maintenance & Repair	\$5,500	\$5,500	\$6,000	\$500	9.09%
*	Supplies	\$88,730	\$94,523	\$98,930	\$10,200	11.50%
*	Utilities	\$0	\$0	\$0	\$0	---
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Custodial Services	\$878,807	\$900,430	\$1,003,164	\$124,357	14.15%

CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Merrill Auditorium 10033405						
*	Payroll	\$63,507	\$110,088	\$112,254	\$48,747	76.76%
*	Benefits	\$160	\$160	\$320	\$160	100.00%
*	Contractual Services	\$4,337	\$5,173	\$7,500	\$3,163	72.93%
*	Maintenance & Repair	\$16,728	\$17,000	\$17,000	\$272	1.63%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$9,000	\$11,897	\$9,000	\$0	0.00%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$0	\$0	\$1,440	\$1,440	---
**	Merrill Auditorium	\$93,732	\$144,318	\$147,514	\$53,782	57.38%
****	Parks, Rec & Facilities	\$9,190,984	\$9,377,599	\$10,699,133	\$1,508,149	16.41%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
General Fund					
Public Buildings & Waterfront 35					
10035000 Total REVENUE	(\$2,000,000)	(\$2,000,000)	\$0	\$2,000,000	-100.00%
** Public Bldgs & Waterfront Dept NET	(\$2,000,000)	(\$2,000,000)	\$0	\$2,000,000	100.00%
*** Public Bldgs & Waterfront	(\$2,000,000)	(\$2,000,000)	\$0	\$2,000,000	100.00%
10035100 Total EXPENDITURE	\$412,961	\$10,014	\$458,517	\$45,556	11.03%
** PB & Wtrfnt - Administration NET	\$412,961	\$10,014	\$458,517	\$45,556	11.03%
10035101 Total EXPENDITURE	\$622,623	\$31,790	\$617,991	(\$4,632)	-0.74%
10035101 Total REVENUE	(\$25,000)	(\$24,000)	(\$24,500)	\$500	-2.00%
** PB & Wtrfnt - Trades NET	\$597,623	\$7,790	\$593,491	(\$4,132)	-0.69%
10035102 Total EXPENDITURE	\$558,036	\$533,036	\$618,574	\$60,538	10.85%
10035102 Total REVENUE	(\$558,036)	(\$558,036)	(\$618,574)	(\$60,538)	10.85%
** PB & Wtrfnt - School HVAC NET	\$0	(\$25,000)	\$0	\$0	---
*** PB & Wtrfnt - Admin	\$1,010,584	(\$7,196)	\$1,052,008	\$41,424	4.10%
10035201 Total EXPENDITURE	\$299,905	\$280,405	\$317,100	\$17,195	5.73%
** PB & Wtrfnt - Public Safety NET	\$299,905	\$280,405	\$317,100	\$17,195	5.73%
10035202 Total EXPENDITURE	\$649,284	\$566,250	\$778,587	\$129,303	19.91%
** PB & Wtrfnt - City Hall NET	\$649,284	\$566,250	\$778,587	\$129,303	19.91%
10035203 Total EXPENDITURE	\$673,655	\$408,655	\$207,455	(\$466,200)	-69.20%
** PB & Wtrfnt - Merrill (PB) NET	\$673,655	\$408,655	\$207,455	(\$466,200)	-69.20%
10035204 Total EXPENDITURE	\$267,845	\$383,275	\$299,395	\$31,550	11.78%
10035204 Total REVENUE	(\$338,000)	(\$300,000)	(\$338,000)	\$0	0.00%
** PB & Wtrfnt - Hadlock NET	(\$70,155)	\$83,275	(\$38,605)	\$31,550	44.97%
10035205 Total EXPENDITURE	\$207,020	\$197,020	\$207,870	\$850	0.41%
** PB & Wtrfnt - Expo NET	\$207,020	\$197,020	\$207,870	\$850	0.41%
10035206 Total EXPENDITURE	\$418,400	\$405,730	\$407,130	(\$11,270)	-2.69%
10035206 Total REVENUE	\$0	\$0	\$0	\$0	---
** PB & Wtrfnt - Canco Rd NET	\$418,400	\$405,730	\$407,130	(\$11,270)	-2.69%
10035210 Total EXPENDITURE	\$272,614	\$150,584	\$321,627	\$49,013	17.98%
** PB & Wtrfnt - Other Bldgs NET	\$272,614	\$150,584	\$321,627	\$49,013	17.98%
*** PB & Wtrfnt - Buildings	\$2,450,723	\$2,091,919	\$2,201,164	(\$249,559)	-10.18%
10035300 Total EXPENDITURE	\$1,135,799	\$786,273	\$1,504,009	\$368,210	32.42%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
10035300 Total REVENUE		(\$674,315)	(\$781,942)	(\$1,111,305)	(\$436,990)	64.81%
**	PB & Wtrfnt - Waterfront NET	\$461,484	\$4,331	\$392,704	(\$68,780)	-14.90%
****	Public Buildings & Waterfront Net	\$1,922,791	\$89,054	\$3,645,876	\$1,723,085	89.61%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Public Buildings & Waterfront 35						
PB & Wtrfnt - Administration 10035100						
*	Payroll	\$391,947	\$0	\$438,107	\$46,160	11.78%
*	Benefits	\$3,160	\$3,160	\$3,160	\$0	0.00%
*	Administrative Svcs	\$2,850	\$1,850	\$2,850	\$0	0.00%
*	Contractual Services	\$500	\$500	\$500	\$0	0.00%
*	Maintenance & Repair	\$0	\$0	\$3,000	\$3,000	---
*	Rentals	\$3,504	\$3,504	\$3,900	\$396	11.30%
*	Supplies	\$11,000	\$1,000	\$7,000	(\$4,000)	-36.36%
*	Utilities	\$0	\$0	\$0	\$0	---
**	PB & Wtrfnt - Administration	\$412,961	\$10,014	\$458,517	\$45,556	11.03%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
PB & Wtrfnt - Trades 10035101						
*	Payroll	\$598,883	\$10,000	\$593,651	(\$5,232)	-0.87%
*	Benefits	\$8,550	\$7,050	\$9,150	\$600	7.02%
*	Administrative Svcs	\$5,690	\$5,240	\$5,690	\$0	0.00%
*	Contractual Services	\$0	\$0	\$0	\$0	---
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$9,500	\$9,500	\$9,500	\$0	0.00%
**	PB & Wtrfnt - Trades	\$622,623	\$31,790	\$617,991	(\$4,632)	-0.74%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
PB & Wtrfnt - School HVAC 10035102						
*	Payroll	\$141,817	\$141,817	\$146,239	\$4,422	3.12%
*	Benefits	\$2,030	\$2,030	\$2,030	\$0	0.00%
*	Administrative Svcs	\$2,250	\$2,250	\$2,250	\$0	0.00%
*	Contractual Services	\$12,600	\$12,600	\$39,000	\$26,400	209.52%
*	Maintenance & Repair	\$214,339	\$214,339	\$225,055	\$10,716	5.00%
*	Supplies	\$160,000	\$160,000	\$169,000	\$9,000	5.63%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$0	\$0	\$0	\$0	---
*	Capital Outlay	\$25,000	\$0	\$35,000	\$10,000	40.00%
**	PB & Wtrfnt - School HVAC	\$558,036	\$533,036	\$618,574	\$60,538	10.85%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
PB & Wtrfnt - Public Safety 10035201						
*	Payroll	\$0	\$0	\$0	\$0	---
*	Benefits	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$7,600	\$5,600	\$23,300	\$15,700	206.58%
*	Maintenance & Repair	\$79,505	\$79,505	\$66,000	(\$13,505)	-16.99%
*	Supplies	\$24,500	\$24,500	\$30,000	\$5,500	22.45%
*	Utilities	\$188,300	\$170,800	\$197,800	\$9,500	5.05%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	PB & Wtrfnt - Public Safety	\$299,905	\$280,405	\$317,100	\$17,195	5.73%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
PB & Wtrfnt - City Hall 10035202						
*	Payroll	\$83,034	\$0	\$157,937	\$74,903	90.21%
*	Benefits	\$0	\$0	\$800	\$800	---
*	Contractual Services	\$12,750	\$12,750	\$17,850	\$5,100	40.00%
*	Maintenance & Repair	\$137,500	\$137,500	\$136,000	(\$1,500)	-1.09%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$48,000	\$48,000	\$48,000	\$0	0.00%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$368,000	\$368,000	\$368,000	\$0	0.00%
*	Capital Outlay	\$0	\$0	\$50,000	\$50,000	---
**	PB & Wtrfnt - City Hall	\$649,284	\$566,250	\$778,587	\$129,303	19.91%

CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
PB & Wtrfnt - Merrill (PB) 10035203						
*	Contractual Services	\$5,150	\$5,150	\$13,450	\$8,300	161.17%
*	Maintenance & Repair	\$74,505	\$74,505	\$70,005	(\$4,500)	-6.04%
*	Supplies	\$14,000	\$14,000	\$14,000	\$0	0.00%
*	Utilities	\$80,000	\$90,000	\$110,000	\$30,000	37.50%
*	Capital Outlay	\$500,000	\$225,000	\$0	(\$500,000)	-100.00%
**	PB & Wtrfnt - Merrill (PB)	\$673,655	\$408,655	\$207,455	(\$466,200)	-69.20%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
PB & Wtrfnt - Hadlock 10035204						
*	Contractual Services	\$6,725	\$6,275	\$9,595	\$2,870	42.68%
*	Maintenance & Repair	\$50,120	\$4,000	\$48,800	(\$1,320)	-2.63%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$23,000	\$23,000	\$23,000	\$0	0.00%
*	Utilities	\$188,000	\$150,000	\$188,000	\$0	0.00%
*	Capital Outlay	\$0	\$200,000	\$30,000	\$30,000	---
**	PB & Wtrfnt - Hadlock	\$267,845	\$383,275	\$299,395	\$31,550	11.78%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
PB & Wtrfnt - Expo 10035205						
*	Contractual Services	\$4,920	\$4,920	\$5,770	\$850	17.28%
*	Maintenance & Repair	\$46,000	\$36,000	\$46,000	\$0	0.00%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$21,000	\$21,000	\$21,000	\$0	0.00%
*	Utilities	\$135,100	\$135,100	\$135,100	\$0	0.00%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	PB & Wtrfnt - Expo	\$207,020	\$197,020	\$207,870	\$850	0.41%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
PB & Wtrfnt - Canco Rd 10035206						
*	Payroll	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$12,950	\$12,950	\$14,350	\$1,400	10.81%
*	Maintenance & Repair	\$207,000	\$207,000	\$207,000	\$0	0.00%
*	Supplies	\$30,000	\$30,000	\$30,000	\$0	0.00%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$168,450	\$155,780	\$155,780	(\$12,670)	-7.52%
**	PB & Wtrfnt - Canco Rd	\$418,400	\$405,730	\$407,130	(\$11,270)	-2.69%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
PB & Wtrfnt - Other Bldgs 10035210						
*	Payroll	\$0	\$0	\$0	\$0	---
*	Benefits	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$15,732	\$0	\$16,500	\$768	4.88%
*	Maintenance & Repair	\$55,000	\$0	\$55,245	\$245	0.45%
*	Supplies	\$40,500	\$0	\$40,500	\$0	0.00%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$111,382	\$100,584	\$109,382	(\$2,000)	-1.80%
*	Capital Outlay	\$50,000	\$50,000	\$100,000	\$50,000	100.00%
**	PB & Wtrfnt - Other Bldgs	\$272,614	\$150,584	\$321,627	\$49,013	17.98%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
PB & Wtrfnt - Waterfront 10035300						
*	Payroll	\$231,561	\$0	\$254,940	\$23,379	10.10%
*	Benefits	\$4,274	\$4,274	\$4,274	\$0	0.00%
*	Administrative Svcs	\$9,500	\$9,500	\$9,500	\$0	0.00%
*	Contractual Services	\$139,464	\$113,499	\$180,495	\$41,031	29.42%
*	Maintenance & Repair	\$294,600	\$294,600	\$371,400	\$76,800	26.07%
*	Rentals	\$4,800	\$4,800	\$4,800	\$0	0.00%
*	Supplies	\$44,700	\$44,700	\$50,700	\$6,000	13.42%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$366,900	\$314,900	\$377,900	\$11,000	3.00%
*	Capital Outlay	\$40,000	\$0	\$250,000	\$210,000	525.00%
**	PB & Wtrfnt - Waterfront	\$1,135,799	\$786,273	\$1,504,009	\$368,210	32.42%
****	Public Buildings & Waterfront	\$5,518,142	\$3,753,032	\$5,738,255	\$220,113	3.99%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
General Fund					
Health & Human Services 44					
10044100 Total EXPENDITURE	\$338,515	\$353,661	\$508,407	\$169,892	50.19%
10044100 Total REVENUE	\$0	\$0	\$0	\$0	---
** HHS Administration NET	\$338,515	\$353,661	\$508,407	\$169,892	50.19%
10044201 Total EXPENDITURE	\$408,649	\$582,320	\$660,665	\$252,016	61.67%
10044201 Total REVENUE	(\$206,298)	(\$206,298)	(\$371,012)	(\$164,714)	79.84%
** Public Health Administration NET	\$202,351	\$376,022	\$289,653	\$87,302	43.14%
10044202 Total EXPENDITURE	\$135,883	\$170,078	\$179,201	\$43,318	31.88%
10044202 Total REVENUE	(\$84,136)	(\$143,579)	(\$126,784)	(\$42,648)	50.69%
** Family Health NET	\$51,747	\$26,499	\$52,417	\$670	1.29%
10044203 Total EXPENDITURE	\$800,065	\$705,973	\$854,170	\$54,105	6.76%
10044203 Total REVENUE	(\$704,577)	(\$628,806)	(\$766,197)	(\$61,620)	8.75%
** Chronic Disease Prevention NET	\$95,488	\$77,167	\$87,973	(\$7,515)	-7.87%
10044204 Total EXPENDITURE	\$189,018	\$122,447	\$209,077	\$20,059	10.61%
10044204 Total REVENUE	(\$58,180)	(\$37,775)	(\$80,506)	(\$22,326)	38.37%
** Health Equity NET	\$130,838	\$84,672	\$128,571	(\$2,267)	-1.73%
10044205 Total EXPENDITURE	\$751,245	\$752,593	\$851,330	\$100,085	13.32%
10044205 Total REVENUE	(\$417,574)	(\$417,574)	(\$449,375)	(\$31,801)	7.62%
** India Street Clinic NET	\$333,671	\$335,019	\$401,955	\$68,284	20.46%
10044206 Total EXPENDITURE	\$71,883	\$67,648	\$123,144	\$51,261	71.31%
10044206 Total REVENUE	(\$25,389)	(\$12,354)	(\$75,964)	(\$50,575)	199.20%
** Research & Evaluation NET	\$46,494	\$55,294	\$47,180	\$686	1.48%
*** Public Health	\$860,589	\$954,673	\$1,007,749	\$147,160	17.10%
10044301 Total EXPENDITURE	\$726,091	\$1,159,615	\$908,324	\$182,233	25.10%
10044301 Total REVENUE	(\$283,551)	(\$529,581)	(\$273,472)	\$10,079	-3.55%
** Social Services Administration NET	\$442,540	\$630,034	\$634,852	\$192,312	43.46%
10044302 Total EXPENDITURE	\$10,084,466	\$35,664,935	\$52,019,656	\$41,935,190	415.84%
10044302 Total REVENUE	(\$6,439,394)	(\$24,386,761)	(\$45,246,172)	(\$38,806,778)	602.65%
** General Assistance NET	\$3,645,072	\$11,278,174	\$6,773,484	\$3,128,412	85.83%
10044303 Total REVENUE	\$0	\$0	\$0	\$0	---
** Portland Community Support NET	\$0	\$0	\$0	\$0	---
10044304 Total EXPENDITURE	\$4,106,984	\$4,673,980	\$5,243,952	\$1,136,968	27.68%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
10044304 Total REVENUE	(\$2,365,256)	(\$1,860,748)	(\$2,896,307)	(\$531,051)	22.45%
** Oxford Street Shelter NET	\$1,741,728	\$2,813,232	\$2,347,645	\$605,917	34.79%
10044305 Total EXPENDITURE	\$1,797,289	\$1,509,060	\$1,828,813	\$31,524	1.75%
10044305 Total REVENUE	(\$1,230,489)	(\$1,011,620)	(\$1,190,166)	\$40,323	-3.28%
** Family Shelter NET	\$566,800	\$497,440	\$638,647	\$71,847	12.68%
*** Social Services	\$6,396,140	\$15,218,880	\$10,394,628	\$3,998,488	62.51%
10044402 Total EXPENDITURE	\$377,954	\$362,746	\$402,397	\$24,443	6.47%
10044402 Total REVENUE	(\$259,200)	(\$270,255)	(\$295,200)	(\$36,000)	13.89%
** Office of Elder Affairs NET	\$118,754	\$92,491	\$107,197	(\$11,557)	-9.73%
*** Barron Center	\$118,754	\$92,491	\$107,197	(\$11,557)	-9.73%
**** Health & Human Services Net	\$7,713,998	\$16,619,705	\$12,017,981	\$4,303,983	55.79%

CITY OF PORTLAND, ME
FY23 HEALTH & HUMAN SERVICES DIVISION ORG NET REPORT

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
General Fund					
Health & Human Services 44					
HHS Administration 4410					
10044100 Total EXPENDITURE	\$338,515	\$353,661	\$508,407	\$169,892	50.19%
10044100 Total REVENUE	\$0	\$0	\$0	\$0	---
** HHS Administration NET	\$338,515	\$353,661	\$508,407	\$169,892	50.19%
*** HHS Administration	\$338,515	\$353,661	\$508,407	\$169,892	50.19%

CITY OF PORTLAND, ME
FY23 HEALTH & HUMAN SERVICES DIVISION ORG NET REPORT

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
General Fund					
Health & Human Services 44					
Public Health 4420					
10044201 Total EXPENDITURE	\$408,649	\$582,320	\$660,665	\$252,016	61.67%
10044201 Total REVENUE	(\$206,298)	(\$206,298)	(\$371,012)	(\$164,714)	79.84%
** Public Health Administration NET	\$202,351	\$376,022	\$289,653	\$87,302	43.14%
10044202 Total EXPENDITURE	\$135,883	\$170,078	\$179,201	\$43,318	31.88%
10044202 Total REVENUE	(\$84,136)	(\$143,579)	(\$126,784)	(\$42,648)	50.69%
** Family Health NET	\$51,747	\$26,499	\$52,417	\$670	1.29%
10044203 Total EXPENDITURE	\$800,065	\$705,973	\$854,170	\$54,105	6.76%
10044203 Total REVENUE	(\$704,577)	(\$628,806)	(\$766,197)	(\$61,620)	8.75%
** Chronic Disease Prevention NET	\$95,488	\$77,167	\$87,973	(\$7,515)	-7.87%
10044204 Total EXPENDITURE	\$189,018	\$122,447	\$209,077	\$20,059	10.61%
10044204 Total REVENUE	(\$58,180)	(\$37,775)	(\$80,506)	(\$22,326)	38.37%
** Health Equity NET	\$130,838	\$84,672	\$128,571	(\$2,267)	-1.73%
10044205 Total EXPENDITURE	\$751,245	\$752,593	\$851,330	\$100,085	13.32%
10044205 Total REVENUE	(\$417,574)	(\$417,574)	(\$449,375)	(\$31,801)	7.62%
** India Street Clinic NET	\$333,671	\$335,019	\$401,955	\$68,284	20.46%
10044206 Total EXPENDITURE	\$71,883	\$67,648	\$123,144	\$51,261	71.31%
10044206 Total REVENUE	(\$25,389)	(\$12,354)	(\$75,964)	(\$50,575)	199.20%
** Research & Evaluation NET	\$46,494	\$55,294	\$47,180	\$686	1.48%
*** Public Health	\$860,589	\$954,673	\$1,007,749	\$147,160	17.10%

CITY OF PORTLAND, ME
FY23 HEALTH & HUMAN SERVICES DIVISION ORG NET REPORT

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
General Fund					
Health & Human Services 44					
Social Services 4430					
10044301 Total EXPENDITURE	\$726,091	\$1,159,615	\$908,324	\$182,233	25.10%
10044301 Total REVENUE	(\$283,551)	(\$529,581)	(\$273,472)	\$10,079	-3.55%
** Social Services Administration NET	\$442,540	\$630,034	\$634,852	\$192,312	43.46%
10044302 Total EXPENDITURE	\$10,084,466	\$35,664,935	\$52,019,656	\$41,935,190	415.84%
10044302 Total REVENUE	(\$6,439,394)	(\$24,386,761)	(\$45,246,172)	(\$38,806,778)	602.65%
** General Assistance NET	\$3,645,072	\$11,278,174	\$6,773,484	\$3,128,412	85.83%
10044303 Total REVENUE	\$0	\$0	\$0	\$0	---
** Portland Community Support NET	\$0	\$0	\$0	\$0	---
10044304 Total EXPENDITURE	\$4,106,984	\$4,673,980	\$5,243,952	\$1,136,968	27.68%
10044304 Total REVENUE	(\$2,365,256)	(\$1,860,748)	(\$2,896,307)	(\$531,051)	22.45%
** Oxford Street Shelter NET	\$1,741,728	\$2,813,232	\$2,347,645	\$605,917	34.79%
10044305 Total EXPENDITURE	\$1,797,289	\$1,509,060	\$1,828,813	\$31,524	1.75%
10044305 Total REVENUE	(\$1,230,489)	(\$1,011,620)	(\$1,190,166)	\$40,323	-3.28%
** Family Shelter NET	\$566,800	\$497,440	\$638,647	\$71,847	12.68%
*** Social Services	\$6,396,140	\$15,218,880	\$10,394,628	\$3,998,488	62.51%

CITY OF PORTLAND, ME
FY23 HEALTH & HUMAN SERVICES DIVISION ORG NET REPORT

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
General Fund					
Health & Human Services 44					
Barron Center 4440					
10744400 Total REVENUE	(\$22,199,374)	(\$17,940,243)	(\$20,557,237)	\$1,642,137	-7.40%
** Barron Center NET	(\$22,199,374)	(\$17,940,243)	(\$20,557,237)	\$1,642,137	-7.40%
10744401 Total EXPENDITURE	\$1,944,986	\$1,687,030	\$1,780,964	(\$164,022)	-8.43%
** Barron Center Administration NET	\$1,944,986	\$1,687,030	\$1,780,964	(\$164,022)	-8.43%
10044402 Total EXPENDITURE	\$377,954	\$362,746	\$402,397	\$24,443	6.47%
10044402 Total REVENUE	(\$259,200)	(\$270,255)	(\$295,200)	(\$36,000)	13.89%
** Office of Elder Affairs NET	\$118,754	\$92,491	\$107,197	(\$11,557)	-9.73%
10744403 Total EXPENDITURE	\$295,543	\$335,844	\$318,984	\$23,441	7.93%
** Therapeutic Recreation NET	\$295,543	\$335,844	\$318,984	\$23,441	7.93%
10744404 Total EXPENDITURE	\$1,676,188	\$1,652,168	\$1,991,444	\$315,256	18.81%
** Nursing Administration NET	\$1,676,188	\$1,652,168	\$1,991,444	\$315,256	18.81%
10744405 Total EXPENDITURE	\$6,889,311	\$5,314,972	\$7,192,519	\$303,208	4.40%
** Nursing Direct Care NET	\$6,889,311	\$5,314,972	\$7,192,519	\$303,208	4.40%
10744406 Total EXPENDITURE	\$2,130,399	\$1,972,011	\$2,157,396	\$26,997	1.27%
** Nutrition NET	\$2,130,399	\$1,972,011	\$2,157,396	\$26,997	1.27%
10744407 Total EXPENDITURE	\$1,156,201	\$884,021	\$1,094,400	(\$61,801)	-5.35%
** Environmental Services NET	\$1,156,201	\$884,021	\$1,094,400	(\$61,801)	-5.35%
10744408 Total EXPENDITURE	\$657,959	\$635,777	\$674,363	\$16,404	2.49%
** Housekeeping NET	\$657,959	\$635,777	\$674,363	\$16,404	2.49%
10744409 Total EXPENDITURE	\$528,297	\$588,567	\$604,138	\$75,841	14.36%
** Laundry Services NET	\$528,297	\$588,567	\$604,138	\$75,841	14.36%
10744410 Total EXPENDITURE	\$880,329	\$647,355	\$860,060	(\$20,269)	-2.30%
** Central Supply NET	\$880,329	\$647,355	\$860,060	(\$20,269)	-2.30%
*** Barron Center	(\$5,921,407)	(\$4,130,007)	(\$3,775,772)	\$2,145,635	-36.24%

CITY OF PORTLAND, ME
FY23 HEALTH & HUMAN SERVICES DIVISION ORG NET REPORT

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
**** Health & Human Services Net	\$1,673,837	\$12,397,207	\$8,135,012	\$6,461,175	386.01%
***** Report Total HHS Net	\$1,673,837	\$12,397,207	\$8,135,012	\$6,461,175	386.01%

CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Health & Human Services 44						
HHS Administration 10044100						
*	Payroll	\$322,335	\$336,762	\$490,727	\$168,392	52.24%
*	Benefits	\$3,180	\$3,180	\$3,180	\$0	0.00%
*	Administrative Svcs	\$3,000	\$2,504	\$3,000	\$0	0.00%
*	Contractual Services	\$3,000	\$4,125	\$5,000	\$2,000	66.67%
*	Maintenance & Repair	\$0	\$0	\$0	\$0	---
*	Supplies	\$7,000	\$7,090	\$6,500	(\$500)	-7.14%
*	Utilities	\$0	\$0	\$0	\$0	---
**	HHS Administration	\$338,515	\$353,661	\$508,407	\$169,892	50.19%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Public Health Administration 10044201						
*	Payroll	\$380,174	\$348,346	\$400,431	\$20,257	5.33%
*	Benefits	\$600	\$600	\$1,200	\$600	100.00%
*	Administrative Svcs	\$16,845	\$16,559	\$8,845	(\$8,000)	-47.49%
*	Contractual Services	\$3,350	\$2,350	\$2,000	(\$1,350)	-40.30%
*	Maintenance & Repair	\$0	\$0	\$0	\$0	---
*	Rentals	\$2,180	\$190,307	\$207,409	\$205,229	9414.17%
*	Supplies	\$5,500	\$5,500	\$5,500	\$0	0.00%
*	Utilities	\$0	\$18,658	\$35,280	\$35,280	---
**	Public Health Administration	\$408,649	\$582,320	\$660,665	\$252,016	61.67%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Family Health 10044202						
*	Payroll	\$125,688	\$162,512	\$171,776	\$46,088	36.67%
*	Benefits	\$600	\$600	\$600	\$0	0.00%
*	Administrative Svcs	\$2,917	\$2,500	\$2,667	(\$250)	-8.57%
*	Client Expenses	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$2,400	\$594	\$600	(\$1,800)	-75.00%
*	Rentals	\$808	\$808	\$808	\$0	0.00%
*	Supplies	\$2,750	\$2,750	\$2,750	\$0	0.00%
*	Utilities	\$720	\$314	\$0	(\$720)	-100.00%
**	Family Health	\$135,883	\$170,078	\$179,201	\$43,318	31.88%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Chronic Disease Prevention 10044203						
*	Payroll	\$779,098	\$695,312	\$848,626	\$69,528	8.92%
*	Benefits	\$600	\$600	\$600	\$0	0.00%
*	Administrative Svcs	\$2,000	\$1,520	\$2,000	\$0	0.00%
*	Client Expenses	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$2,250	\$1,250	\$1,500	(\$750)	-33.33%
*	Rentals	\$12,741	\$4,980	\$444	(\$12,297)	-96.52%
*	Supplies	\$1,000	\$1,607	\$1,000	\$0	0.00%
*	Utilities	\$2,376	\$704	\$0	(\$2,376)	-100.00%
**	Chronic Disease Prevention	\$800,065	\$705,973	\$854,170	\$54,105	6.76%

CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Health Equity 10044204						
*	Payroll	\$183,658	\$119,247	\$201,167	\$17,509	9.53%
*	Benefits	\$360	\$360	\$360	\$0	0.00%
*	Administrative Svcs	\$1,200	\$1,000	\$1,000	(\$200)	-16.67%
*	Client Expenses	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$3,000	\$1,040	\$5,750	\$2,750	91.67%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$800	\$800	\$800	\$0	0.00%
**	Health Equity	\$189,018	\$122,447	\$209,077	\$20,059	10.61%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
India Street Clinic 10044205						
*	Payroll	\$505,304	\$544,162	\$661,255	\$155,951	30.86%
*	Benefits	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$3,700	\$3,450	\$3,200	(\$500)	-13.51%
*	Client Expenses	\$1,000	\$1,000	\$1,000	\$0	0.00%
*	Contractual Services	\$122,106	\$137,798	\$144,501	\$22,395	18.34%
*	Maintenance & Repair	\$1,200	\$600	\$1,200	\$0	0.00%
*	Rentals	\$58,961	\$22,687	\$2,024	(\$56,937)	-96.57%
*	Supplies	\$48,150	\$39,688	\$38,150	(\$10,000)	-20.77%
*	Utilities	\$10,824	\$3,208	\$0	(\$10,824)	-100.00%
**	India Street Clinic	\$751,245	\$752,593	\$851,330	\$100,085	13.32%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Research & Evaluation 10044206						
*	Payroll	\$63,473	\$65,298	\$117,484	\$54,011	85.09%
*	Benefits	\$360	\$400	\$360	\$0	0.00%
*	Administrative Svcs	\$2,300	\$1,450	\$2,800	\$500	21.74%
*	Contractual Services	\$3,850	\$100	\$1,100	(\$2,750)	-71.43%
*	Maintenance & Repair	\$1,500	\$0	\$0	(\$1,500)	-100.00%
*	Supplies	\$400	\$400	\$400	\$0	0.00%
*	Utilities	\$0	\$0	\$1,000	\$1,000	---
**	Research & Evaluation	\$71,883	\$67,648	\$123,144	\$51,261	71.31%

CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Social Services Administration 10044301						
*	Payroll	\$630,568	\$567,572	\$669,131	\$38,563	6.12%
*	Benefits	\$5,000	\$5,736	\$5,000	\$0	0.00%
*	Administrative Svcs	\$5,575	\$3,080	\$5,580	\$5	0.09%
*	Contractual Services	\$6,326	\$233,654	\$9,878	\$3,552	56.15%
*	Maintenance & Repair	\$1,000	\$0	\$2,000	\$1,000	100.00%
*	Rentals	\$63,126	\$278,964	\$138,893	\$75,767	120.03%
*	Supplies	\$8,806	\$46,287	\$12,650	\$3,844	43.65%
*	Utilities	\$5,690	\$24,322	\$65,192	\$59,502	1045.73%
**	Social Services Administration	\$726,091	\$1,159,615	\$908,324	\$182,233	25.10%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
General Assistance 10044302						
*	Payroll	\$642,993	\$602,839	\$669,371	\$26,378	4.10%
*	Benefits	\$600	\$600	\$600	\$0	0.00%
*	Administrative Svcs	\$2,000	\$0	\$2,000	\$0	0.00%
*	Client Expenses	\$9,191,993	\$34,814,824	\$51,145,949	\$41,953,956	456.42%
*	Contractual Services	\$98,006	\$161,237	\$174,006	\$76,000	77.55%
*	Maintenance & Repair	\$2,500	\$650	\$2,500	\$0	0.00%
*	Rentals	\$115,868	\$61,134	\$2,485	(\$113,383)	-97.86%
*	Supplies	\$18,000	\$18,000	\$22,745	\$4,745	26.36%
*	Utilities	\$12,506	\$5,651	\$0	(\$12,506)	-100.00%
**	General Assistance	\$10,084,466	\$35,664,935	\$52,019,656	\$41,935,190	415.84%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Oxford Street Shelter 10044304						
*	Payroll	\$3,439,384	\$4,139,556	\$4,666,571	\$1,227,187	35.68%
*	Benefits	\$1,800	\$1,800	\$1,800	\$0	0.00%
*	Administrative Svcs	\$4,000	\$0	\$4,000	\$0	0.00%
*	Client Expenses	\$64,950	\$105,258	\$64,950	\$0	0.00%
*	Contractual Services	\$55,485	\$37,192	\$38,192	(\$17,293)	-31.17%
*	Maintenance & Repair	\$68,946	\$68,946	\$68,946	\$0	0.00%
*	Rentals	\$166,851	\$166,851	\$170,145	\$3,294	1.97%
*	Insurance	\$10,000	\$10,000	\$10,000	\$0	0.00%
*	Supplies	\$236,833	\$101,061	\$176,032	(\$60,801)	-25.67%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$58,735	\$43,316	\$43,316	(\$15,419)	-26.25%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Oxford Street Shelter	\$4,106,984	\$4,673,980	\$5,243,952	\$1,136,968	27.68%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Family Shelter 10044305						
*	Payroll	\$1,204,929	\$946,753	\$1,244,211	\$39,282	3.26%
*	Benefits	\$4,200	\$9,277	\$4,200	\$0	0.00%
*	Administrative Svcs	\$3,000	\$0	\$3,000	\$0	0.00%
*	Client Expenses	\$33,500	\$26,455	\$33,500	\$0	0.00%
*	Contractual Services	\$96,251	\$65,094	\$79,911	(\$16,340)	-16.98%
*	Maintenance & Repair	\$44,904	\$44,904	\$44,904	\$0	0.00%
*	Rentals	\$295,470	\$295,470	\$301,345	\$5,875	1.99%
*	Supplies	\$41,960	\$39,960	\$35,395	(\$6,565)	-15.65%
*	Utilities	\$73,075	\$81,147	\$82,347	\$9,272	12.69%
**	Family Shelter	\$1,797,289	\$1,509,060	\$1,828,813	\$31,524	1.75%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Office of Elder Affairs 10044402						
*	Payroll	\$341,759	\$331,706	\$364,678	\$22,919	6.71%
*	Benefits	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$3,010	\$2,510	\$3,014	\$4	0.13%
*	Contractual Services	\$2,970	\$1,625	\$3,270	\$300	10.10%
*	Supplies	\$29,915	\$26,605	\$31,135	\$1,220	4.08%
*	Utilities	\$300	\$300	\$300	\$0	0.00%
**	Office of Elder Affairs	\$377,954	\$362,746	\$402,397	\$24,443	6.47%
****	Health & Human Services	\$19,788,042	\$46,125,056	\$63,789,136	\$44,001,094	222.36%

CITY OF PORTLAND, ME
FY23 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Health & Human Services					
HHS Administration 4410					
HHS Administration 10044100					
* Payroll	\$322,335	\$336,762	\$490,727	\$168,392	52.24%
* Benefits	\$3,180	\$3,180	\$3,180	\$0	0.00%
* Administrative Svcs	\$3,000	\$2,504	\$3,000	\$0	0.00%
* Contractual Services	\$3,000	\$4,125	\$5,000	\$2,000	66.67%
* Maintenance & Repair	\$0	\$0	\$0	\$0	---
* Supplies	\$7,000	\$7,090	\$6,500	(\$500)	-7.14%
* Utilities	\$0	\$0	\$0	\$0	---
*** HHS Administration	\$338,515	\$353,661	\$508,407	\$169,892	50.19%

CITY OF PORTLAND, ME
FY23 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Health & Human Services					
Public Health 4420					
Public Health Administration 10044201					
* Payroll	\$380,174	\$348,346	\$400,431	\$20,257	5.33%
* Benefits	\$600	\$600	\$1,200	\$600	100.00%
* Administrative Svcs	\$16,845	\$16,559	\$8,845	(\$8,000)	-47.49%
* Contractual Services	\$3,350	\$2,350	\$2,000	(\$1,350)	-40.30%
* Maintenance & Repair	\$0	\$0	\$0	\$0	---
* Rentals	\$2,180	\$190,307	\$207,409	\$205,229	9414.17%
* Supplies	\$5,500	\$5,500	\$5,500	\$0	0.00%
* Utilities	\$0	\$18,658	\$35,280	\$35,280	---
** Public Health Administration	\$408,649	\$582,320	\$660,665	\$252,016	61.67%

CITY OF PORTLAND, ME
FY23 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Public Health 4420						
Family Health 10044202						
*	Payroll	\$125,688	\$162,512	\$171,776	\$46,088	36.67%
*	Benefits	\$600	\$600	\$600	\$0	0.00%
*	Administrative Svcs	\$2,917	\$2,500	\$2,667	(\$250)	-8.57%
*	Client Expenses	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$2,400	\$594	\$600	(\$1,800)	-75.00%
*	Rentals	\$808	\$808	\$808	\$0	0.00%
*	Supplies	\$2,750	\$2,750	\$2,750	\$0	0.00%
*	Utilities	\$720	\$314	\$0	(\$720)	-100.00%
**	Family Health	\$135,883	\$170,078	\$179,201	\$43,318	31.88%

CITY OF PORTLAND, ME
FY23 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Public Health 4420						
Chronic Disease Prevention 10044203						
*	Payroll	\$779,098	\$695,312	\$848,626	\$69,528	8.92%
*	Benefits	\$600	\$600	\$600	\$0	0.00%
*	Administrative Svcs	\$2,000	\$1,520	\$2,000	\$0	0.00%
*	Client Expenses	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$2,250	\$1,250	\$1,500	(\$750)	-33.33%
*	Rentals	\$12,741	\$4,980	\$444	(\$12,297)	-96.52%
*	Supplies	\$1,000	\$1,607	\$1,000	\$0	0.00%
*	Utilities	\$2,376	\$704	\$0	(\$2,376)	-100.00%
**	Chronic Disease Prevention	\$800,065	\$705,973	\$854,170	\$54,105	6.76%

CITY OF PORTLAND, ME
FY23 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Public Health 4420						
Health Equity 10044204						
*	Payroll	\$183,658	\$119,247	\$201,167	\$17,509	9.53%
*	Benefits	\$360	\$360	\$360	\$0	0.00%
*	Administrative Svcs	\$1,200	\$1,000	\$1,000	(\$200)	-16.67%
*	Client Expenses	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$3,000	\$1,040	\$5,750	\$2,750	91.67%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$800	\$800	\$800	\$0	0.00%
**	Health Equity	\$189,018	\$122,447	\$209,077	\$20,059	10.61%

CITY OF PORTLAND, ME
FY23 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Public Health 4420						
India Street Clinic 10044205						
*	Payroll	\$505,304	\$544,162	\$661,255	\$155,951	30.86%
*	Benefits	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$3,700	\$3,450	\$3,200	(\$500)	-13.51%
*	Client Expenses	\$1,000	\$1,000	\$1,000	\$0	0.00%
*	Contractual Services	\$122,106	\$137,798	\$144,501	\$22,395	18.34%
*	Maintenance & Repair	\$1,200	\$600	\$1,200	\$0	0.00%
*	Rentals	\$58,961	\$22,687	\$2,024	(\$56,937)	-96.57%
*	Supplies	\$48,150	\$39,688	\$38,150	(\$10,000)	-20.77%
*	Utilities	\$10,824	\$3,208	\$0	(\$10,824)	-100.00%
**	India Street Clinic	\$751,245	\$752,593	\$851,330	\$100,085	13.32%

CITY OF PORTLAND, ME
FY23 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Public Health 4420						
Research & Evaluation 10044206						
*	Payroll	\$63,473	\$65,298	\$117,484	\$54,011	85.09%
*	Benefits	\$360	\$400	\$360	\$0	0.00%
*	Administrative Svcs	\$2,300	\$1,450	\$2,800	\$500	21.74%
*	Contractual Services	\$3,850	\$100	\$1,100	(\$2,750)	-71.43%
*	Maintenance & Repair	\$1,500	\$0	\$0	(\$1,500)	-100.00%
*	Supplies	\$400	\$400	\$400	\$0	0.00%
*	Utilities	\$0	\$0	\$1,000	\$1,000	---
**	Research & Evaluation	\$71,883	\$67,648	\$123,144	\$51,261	71.31%
***	Public Health	\$2,356,743	\$2,401,059	\$2,877,587	\$520,844	22.10%

CITY OF PORTLAND, ME
FY23 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Health & Human Services					
Social Services 4430					
Social Services Administration 10044301					
* Payroll	\$630,568	\$567,572	\$669,131	\$38,563	6.12%
* Benefits	\$5,000	\$5,736	\$5,000	\$0	0.00%
* Administrative Svcs	\$5,575	\$3,080	\$5,580	\$5	0.09%
* Contractual Services	\$6,326	\$233,654	\$9,878	\$3,552	56.15%
* Maintenance & Repair	\$1,000	\$0	\$2,000	\$1,000	100.00%
* Rentals	\$63,126	\$278,964	\$138,893	\$75,767	120.03%
* Supplies	\$8,806	\$46,287	\$12,650	\$3,844	43.65%
* Utilities	\$5,690	\$24,322	\$65,192	\$59,502	1045.73%
** Social Services Administration	\$726,091	\$1,159,615	\$908,324	\$182,233	25.10%

CITY OF PORTLAND, ME
FY23 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Social Services 4430						
General Assistance 10044302						
*	Payroll	\$642,993	\$602,839	\$669,371	\$26,378	4.10%
*	Benefits	\$600	\$600	\$600	\$0	0.00%
*	Administrative Svcs	\$2,000	\$0	\$2,000	\$0	0.00%
*	Client Expenses	\$9,191,993	\$34,814,824	\$51,145,949	\$41,953,956	456.42%
*	Contractual Services	\$98,006	\$161,237	\$174,006	\$76,000	77.55%
*	Maintenance & Repair	\$2,500	\$650	\$2,500	\$0	0.00%
*	Rentals	\$115,868	\$61,134	\$2,485	(\$113,383)	-97.86%
*	Supplies	\$18,000	\$18,000	\$22,745	\$4,745	26.36%
*	Utilities	\$12,506	\$5,651	\$0	(\$12,506)	-100.00%
**	General Assistance	\$10,084,466	\$35,664,935	\$52,019,656	\$41,935,190	415.84%

CITY OF PORTLAND, ME
FY23 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Social Services 4430						
Oxford Street Shelter 10044304						
*	Payroll	\$3,439,384	\$4,139,556	\$4,666,571	\$1,227,187	35.68%
*	Benefits	\$1,800	\$1,800	\$1,800	\$0	0.00%
*	Administrative Svcs	\$4,000	\$0	\$4,000	\$0	0.00%
*	Client Expenses	\$64,950	\$105,258	\$64,950	\$0	0.00%
*	Contractual Services	\$55,485	\$37,192	\$38,192	(\$17,293)	-31.17%
*	Maintenance & Repair	\$68,946	\$68,946	\$68,946	\$0	0.00%
*	Rentals	\$166,851	\$166,851	\$170,145	\$3,294	1.97%
*	Insurance	\$10,000	\$10,000	\$10,000	\$0	0.00%
*	Supplies	\$236,833	\$101,061	\$176,032	(\$60,801)	-25.67%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$58,735	\$43,316	\$43,316	(\$15,419)	-26.25%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Oxford Street Shelter	\$4,106,984	\$4,673,980	\$5,243,952	\$1,136,968	27.68%

CITY OF PORTLAND, ME
FY23 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Social Services 4430						
Family Shelter 10044305						
*	Payroll	\$1,204,929	\$946,753	\$1,244,211	\$39,282	3.26%
*	Benefits	\$4,200	\$9,277	\$4,200	\$0	0.00%
*	Administrative Svcs	\$3,000	\$0	\$3,000	\$0	0.00%
*	Client Expenses	\$33,500	\$26,455	\$33,500	\$0	0.00%
*	Contractual Services	\$96,251	\$65,094	\$79,911	(\$16,340)	-16.98%
*	Maintenance & Repair	\$44,904	\$44,904	\$44,904	\$0	0.00%
*	Rentals	\$295,470	\$295,470	\$301,345	\$5,875	1.99%
*	Supplies	\$41,960	\$39,960	\$35,395	(\$6,565)	-15.65%
*	Utilities	\$73,075	\$81,147	\$82,347	\$9,272	12.69%
**	Family Shelter	\$1,797,289	\$1,509,060	\$1,828,813	\$31,524	1.75%
***	Social Services	\$16,714,830	\$43,007,590	\$60,000,745	\$43,285,915	258.97%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
General Fund					
Debt Service 47					
10047000 Total EXPENDITURE	\$48,355,413	\$48,355,413	\$52,546,994	\$4,191,581	8.67%
10047000 Total REVENUE	(\$20,004,027)	(\$19,799,613)	(\$24,982,556)	(\$4,978,529)	24.89%
** Debt Service NET	\$28,351,386	\$28,555,800	\$27,564,438	(\$786,948)	-2.78%
**** Debt Service Net	\$28,351,386	\$28,555,800	\$27,564,438	(\$786,948)	-2.78%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Debt Service 47						
Debt Service 10047000						
*	Contractual Services	\$615,000	\$615,000	\$353,000	(\$262,000)	-42.60%
*	Debt Service	\$47,740,413	\$47,740,413	\$52,193,994	\$4,453,581	9.33%
****	Debt Service	\$48,355,413	\$48,355,413	\$52,546,994	\$4,191,581	8.67%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
General Fund					
Library 48					
10048000 Total EXPENDITURE	\$4,006,394	\$4,006,394	\$4,312,969	\$306,575	7.65%
** Library NET	\$4,006,394	\$4,006,394	\$4,312,969	\$306,575	7.65%
**** Library Net	\$4,006,394	\$4,006,394	\$4,312,969	\$306,575	7.65%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Library 48						
Library 10048000						
*	Payroll	\$2,910,150	\$2,910,150	\$3,099,452	\$189,302	6.50%
*	Benefits	\$540,000	\$540,000	\$537,000	(\$3,000)	-0.56%
*	Supplies	\$0	\$0	\$0	\$0	---
*	Utilities	\$0	\$0	\$0	\$0	---
*	Contributions	\$556,244	\$556,244	\$676,517	\$120,273	21.62%
****	Library	\$4,006,394	\$4,006,394	\$4,312,969	\$306,575	7.65%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
General Fund					
Pension 51					
10051200 Total EXPENDITURE	\$8,531,837	\$0	\$9,448,120	\$916,283	10.74%
10051200 Total REVENUE	(\$1,041,086)	\$0	(\$985,205)	\$55,881	-5.37%
** Pension NET	\$7,490,751	\$0	\$8,462,915	\$972,164	12.98%
**** Pension Net	\$7,490,751	\$0	\$8,462,915	\$972,164	12.98%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Pension 51						
Pension 10051200						
*	Benefits	\$8,531,837	\$0	\$9,448,120	\$916,283	10.74%
*	Contractual Services	\$0	\$0	\$0	\$0	---
****	Pension	\$8,531,837	\$0	\$9,448,120	\$916,283	10.74%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
General Fund					
Employee Benefits 52					
10052200 Total EXPENDITURE	\$17,994,636	\$17,793,120	\$18,154,207	\$159,571	0.89%
10052200 Total REVENUE	(\$6,363,545)	(\$4,094,996)	(\$5,735,948)	\$627,597	-9.86%
** Health Insurance Program NET	\$11,631,091	\$13,698,124	\$12,418,259	\$787,168	6.77%
10052300 Total EXPENDITURE	\$1,692,000	\$1,735,500	\$1,697,605	\$5,605	0.33%
10052300 Total REVENUE	(\$165,000)	(\$185,000)	(\$190,000)	(\$25,000)	15.15%
** Workers' Compensation NET	\$1,527,000	\$1,550,500	\$1,507,605	(\$19,395)	-1.27%
10052400 Total EXPENDITURE	\$1,325,660	\$0	\$1,325,660	\$0	0.00%
10052400 Total REVENUE	(\$127,253)	\$0	(\$127,253)	\$0	0.00%
** FICA NET	\$1,198,407	\$0	\$1,198,407	\$0	0.00%
10052500 Total EXPENDITURE	\$230,240	\$0	\$230,240	\$0	0.00%
10052500 Total REVENUE	(\$7,926)	\$0	(\$7,926)	\$0	0.00%
** Group Life Insurance NET	\$222,314	\$0	\$222,314	\$0	0.00%
10052600 Total EXPENDITURE	\$100,000	\$60,000	\$100,000	\$0	0.00%
10052600 Total REVENUE	\$0	\$0	\$0	\$0	---
** Unemployment NET	\$100,000	\$60,000	\$100,000	\$0	0.00%
**** Employee Benefits Net	\$14,678,812	\$15,308,624	\$15,446,585	\$767,773	5.23%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Employee Benefits 52					
Health Insurance Program 10052200					
* Benefits	\$17,287,680	\$17,600,345	\$17,968,100	\$680,420	3.94%
* Administrative Svcs	\$693,132	\$179,311	\$172,283	(\$520,849)	-75.14%
* Rentals	\$12,360	\$12,000	\$12,360	\$0	0.00%
* Utilities	\$1,464	\$1,464	\$1,464	\$0	0.00%
** Health Insurance Program	\$17,994,636	\$17,793,120	\$18,154,207	\$159,571	0.89%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Workers' Compensation 10052300						
*	Administrative Svcs	(\$125,000)	(\$329,000)	(\$320,000)	(\$195,000)	156.00%
*	Contractual Services	\$784,000	\$893,500	\$842,000	\$58,000	7.40%
*	Insurance	\$906,000	\$1,006,000	\$1,045,905	\$139,905	15.44%
*	Contributions	\$127,000	\$165,000	\$129,700	\$2,700	2.13%
**	Workers' Compensation	\$1,692,000	\$1,735,500	\$1,697,605	\$5,605	0.33%

CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
FICA 10052400						
*	Benefits	\$1,325,660	\$0	\$1,325,660	\$0	0.00%
**	FICA	\$1,325,660	\$0	\$1,325,660	\$0	0.00%

CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Group Life Insurance 10052500						
*	Benefits	\$230,240	\$0	\$230,240	\$0	0.00%
**	Group Life Insurance	\$230,240	\$0	\$230,240	\$0	0.00%

CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Unemployment 10052600						
*	Benefits	\$100,000	\$60,000	\$100,000	\$0	0.00%
**	Unemployment	\$100,000	\$60,000	\$100,000	\$0	0.00%
****	Employee Benefits	\$21,342,536	\$19,588,620	\$21,507,712	\$165,176	0.77%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
General Fund Contingency 61					
10061000 Total EXPENDITURE	\$250,000	\$0	\$350,000	\$100,000	40.00%
** Contingency NET	\$250,000	\$0	\$350,000	\$100,000	40.00%
**** Contingency Net	\$250,000	\$0	\$350,000	\$100,000	40.00%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Contingency 61					
Contingency 10061000					
* Payroll	\$0	\$0	\$0	\$0	---
* Administrative Svcs	\$925	\$0	\$925	\$0	0.00%
* Contractual Services	\$224,075	\$0	\$349,075	\$125,000	55.78%
* Supplies	\$0	\$0	\$0	\$0	---
* Utilities	\$0	\$0	\$0	\$0	---
* Capital Outlay	\$25,000	\$0	\$0	(\$25,000)	-100.00%
**** Contingency	\$250,000	\$0	\$350,000	\$100,000	40.00%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
General Fund					
Liability Insurance 62					
10062000 Total EXPENDITURE	\$817,034	\$898,795	\$901,907	\$84,873	10.39%
10062000 Total REVENUE	(\$197,138)	(\$366,136)	(\$216,063)	(\$18,925)	9.60%
** Liability Insurance NET	\$619,896	\$532,659	\$685,844	\$65,948	10.64%
**** Liability Insurance Net	\$619,896	\$532,659	\$685,844	\$65,948	10.64%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Liability Insurance 62					
Liability Insurance 10062000					
* Administrative Svcs	\$5,700	\$5,700	\$5,700	\$0	0.00%
* Contractual Services	\$5,000	\$5,000	\$5,000	\$0	0.00%
* Insurance	\$806,334	\$888,095	\$891,207	\$84,873	10.53%
**** Liability Insurance	\$817,034	\$898,795	\$901,907	\$84,873	10.39%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
General Fund					
County Tax 63					
10063000 Total EXPENDITURE	\$7,147,309	\$0	\$7,563,215	\$415,906	5.82%
** County Tax NET	\$7,147,309	\$0	\$7,563,215	\$415,906	5.82%
**** County Tax Net	\$7,147,309	\$0	\$7,563,215	\$415,906	5.82%

CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
County Tax 63						
County Tax 10063000						
*	Contributions	\$7,147,309	\$0	\$7,563,215	\$415,906	5.82%
****	County Tax	\$7,147,309	\$0	\$7,563,215	\$415,906	5.82%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
General Fund					
Memberships / Other 65					
10065200 Total EXPENDITURE	\$3,020,147	\$0	\$3,137,789	\$117,642	3.90%
10065200 Total REVENUE	(\$640,265)	\$0	(\$640,265)	\$0	0.00%
** Transit District (Metro) NET	\$2,379,882	\$0	\$2,497,524	\$117,642	4.94%
10065300 Total EXPENDITURE	\$78,480	\$0	\$67,939	(\$10,541)	-13.43%
** Regional Transportation NET	\$78,480	\$0	\$67,939	(\$10,541)	-13.43%
10065400 Total EXPENDITURE	\$689,149	\$0	\$709,645	\$20,496	2.97%
** Memberships - Misc NET	\$689,149	\$0	\$709,645	\$20,496	2.97%
**** Memberships / Other Net	\$3,147,511	\$0	\$3,275,108	\$127,597	4.05%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Memberships / Other 65						
Transit District (Metro) 10065200						
*	Contributions	\$3,020,147	\$0	\$3,137,789	\$117,642	3.90%
**	Transit District (Metro)	\$3,020,147	\$0	\$3,137,789	\$117,642	3.90%

CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Regional Transportation 10065300						
*	Contributions	\$78,480	\$0	\$67,939	(\$10,541)	-13.43%
**	Regional Transportation	\$78,480	\$0	\$67,939	(\$10,541)	-13.43%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Memberships - Misc 10065400						
*	Contractual Services	\$50,000	\$0	\$52,670	\$2,670	5.34%
*	Contributions	\$639,149	\$0	\$656,975	\$17,826	2.79%
**	Memberships - Misc	\$689,149	\$0	\$709,645	\$20,496	2.97%
****	Memberships / Other	\$3,787,776	\$0	\$3,915,373	\$127,597	3.37%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
General Fund					
Wage Adjustment 67					
10067000 Total EXPENDITURE	\$637,738	\$0	(\$150,000)	(\$787,738)	-123.52%
** Wage Adjustment NET	\$637,738	\$0	(\$150,000)	(\$787,738)	-123.52%
**** Wage Adjustment Net	\$637,738	\$0	(\$150,000)	(\$787,738)	-123.52%
***** General Fund Net	\$102,973,069	\$97,495,438	\$106,378,364	\$3,405,295	3.31%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Wage Adjustment 67						
Wage Adjustment 10067000						
*	Payroll	\$637,738	\$0	(\$150,000)	(\$787,738)	-123.52%
****	Wage Adjustment	\$637,738	\$0	(\$150,000)	(\$787,738)	-123.52%
*****	General Fund	\$195,997,671	\$199,964,806	\$252,101,482	\$56,103,811	28.62%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Barron Center General Fnd Health & Human Services 44					
10744400 Total REVENUE	(\$22,199,374)	(\$17,940,243)	(\$20,557,237)	\$1,642,137	-7.40%
** Barron Center NET	(\$22,199,374)	(\$17,940,243)	(\$20,557,237)	\$1,642,137	7.40%
10744401 Total EXPENDITURE	\$1,944,986	\$1,687,030	\$1,780,964	(\$164,022)	-8.43%
** Barron Center Administration NET	\$1,944,986	\$1,687,030	\$1,780,964	(\$164,022)	-8.43%
10744403 Total EXPENDITURE	\$295,543	\$335,844	\$318,984	\$23,441	7.93%
** Therapeutic Recreation NET	\$295,543	\$335,844	\$318,984	\$23,441	7.93%
10744404 Total EXPENDITURE	\$1,676,188	\$1,652,168	\$1,991,444	\$315,256	18.81%
** Nursing Administration NET	\$1,676,188	\$1,652,168	\$1,991,444	\$315,256	18.81%
10744405 Total EXPENDITURE	\$6,889,311	\$5,314,972	\$7,192,519	\$303,208	4.40%
** Nursing Direct Care NET	\$6,889,311	\$5,314,972	\$7,192,519	\$303,208	4.40%
10744406 Total EXPENDITURE	\$2,130,399	\$1,972,011	\$2,157,396	\$26,997	1.27%
** Nutrition NET	\$2,130,399	\$1,972,011	\$2,157,396	\$26,997	1.27%
10744407 Total EXPENDITURE	\$1,156,201	\$884,021	\$1,094,400	(\$61,801)	-5.35%
** Environmental Services NET	\$1,156,201	\$884,021	\$1,094,400	(\$61,801)	-5.35%
10744408 Total EXPENDITURE	\$657,959	\$635,777	\$674,363	\$16,404	2.49%
** Housekeeping NET	\$657,959	\$635,777	\$674,363	\$16,404	2.49%
10744409 Total EXPENDITURE	\$528,297	\$588,567	\$604,138	\$75,841	14.36%
** Laundry Services NET	\$528,297	\$588,567	\$604,138	\$75,841	14.36%
10744410 Total EXPENDITURE	\$880,329	\$647,355	\$860,060	(\$20,269)	-2.30%
** Central Supply NET	\$880,329	\$647,355	\$860,060	(\$20,269)	-2.30%
**** Health & Human Services Net	(\$6,040,161)	(\$4,222,498)	(\$3,882,969)	\$2,157,192	35.71%
***** Barron Center General Fnd Net	(\$6,040,161)	(\$4,222,498)	(\$3,882,969)	\$2,157,192	35.71%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
***** GF Total (100 & 107)	\$96,932,908	\$93,272,940	\$102,495,395	5,562,487	5.74%

CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Health & Human Services 44						
Barron Center Administration 10744401						
*	Payroll	\$699,907	\$882,012	\$772,401	\$72,494	10.36%
*	Benefits	\$4,920	\$3,000	\$3,600	(\$1,320)	-26.83%
*	Administrative Svcs	\$264,835	\$232,018	\$274,370	\$9,535	3.60%
*	Contractual Services	\$885,164	\$507,234	\$666,553	(\$218,611)	-24.70%
*	Maintenance & Repair	\$36,760	\$12,500	\$16,790	(\$19,970)	-54.33%
*	Rentals	\$4,500	\$3,000	\$3,600	(\$900)	-20.00%
*	Supplies	\$48,000	\$45,456	\$42,750	(\$5,250)	-10.94%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$900	\$1,810	\$900	\$0	0.00%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Barron Center Administration	\$1,944,986	\$1,687,030	\$1,780,964	(\$164,022)	-8.43%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Therapeutic Recreation 10744403						
*	Payroll	\$270,493	\$312,244	\$293,134	\$22,641	8.37%
*	Administrative Svcs	\$950	\$500	\$950	\$0	0.00%
*	Contractual Services	\$11,600	\$11,920	\$12,400	\$800	6.90%
*	Supplies	\$12,500	\$11,180	\$12,500	\$0	0.00%
**	Therapeutic Recreation	\$295,543	\$335,844	\$318,984	\$23,441	7.93%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Nursing Administration 10744404						
*	Payroll	\$1,484,138	\$1,483,988	\$1,636,819	\$152,681	10.29%
*	Benefits	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$26,870	\$16,700	\$27,470	\$600	2.23%
*	Contractual Services	\$117,680	\$141,480	\$246,655	\$128,975	109.60%
*	Maintenance & Repair	\$0	\$0	\$37,500	\$37,500	---
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$37,500	\$0	\$8,000	(\$29,500)	-78.67%
*	Minor Capital Items	\$10,000	\$10,000	\$10,000	\$0	0.00%
*	Capital Outlay	\$0	\$0	\$25,000	\$25,000	---
**	Nursing Administration	\$1,676,188	\$1,652,168	\$1,991,444	\$315,256	18.81%

CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Nursing Direct Care 10744405						
*	Payroll	\$6,889,311	\$5,314,972	\$7,192,519	\$303,208	4.40%
*	Benefits	\$0	\$0	\$0	\$0	---
**	Nursing Direct Care	\$6,889,311	\$5,314,972	\$7,192,519	\$303,208	4.40%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Nutrition 10744406						
*	Payroll	\$1,238,634	\$1,311,336	\$1,338,261	\$99,627	8.04%
*	Benefits	\$12,545	\$9,460	\$13,065	\$520	4.15%
*	Administrative Svcs	\$2,575	\$1,670	\$2,120	(\$455)	-17.67%
*	Client Expenses	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$48,150	\$47,685	\$41,840	(\$6,310)	-13.10%
*	Maintenance & Repair	\$16,595	\$20,950	\$28,450	\$11,855	71.44%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$781,600	\$575,910	\$728,660	(\$52,940)	-6.77%
*	Minor Capital Items	\$5,000	\$5,000	\$5,000	\$0	0.00%
*	Capital Outlay	\$25,300	\$0	\$0	(\$25,300)	-100.00%
**	Nutrition	\$2,130,399	\$1,972,011	\$2,157,396	\$26,997	1.27%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Environmental Services 10744407						
*	Payroll	\$391,051	\$273,856	\$398,311	\$7,260	1.86%
*	Benefits	\$3,040	\$3,040	\$4,790	\$1,750	57.57%
*	Administrative Svcs	\$1,250	\$1,000	\$1,250	\$0	0.00%
*	Contractual Services	\$78,595	\$72,550	\$64,675	(\$13,920)	-17.71%
*	Maintenance & Repair	\$141,430	\$100,660	\$142,010	\$580	0.41%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$72,055	\$56,350	\$67,955	(\$4,100)	-5.69%
*	Minor Capital Items	\$12,000	\$12,000	\$12,000	\$0	0.00%
*	Utilities	\$420,715	\$328,500	\$367,344	(\$53,371)	-12.69%
*	Capital Outlay	\$36,065	\$36,065	\$36,065	\$0	0.00%
**	Environmental Services	\$1,156,201	\$884,021	\$1,094,400	(\$61,801)	-5.35%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Housekeeping 10744408						
*	Payroll	\$526,189	\$525,514	\$544,773	\$18,584	3.53%
*	Benefits	\$2,175	\$1,560	\$2,175	\$0	0.00%
*	Contractual Services	\$3,700	\$3,518	\$3,700	\$0	0.00%
*	Maintenance & Repair	\$2,360	\$2,360	\$2,760	\$400	16.95%
*	Supplies	\$122,535	\$101,825	\$120,955	(\$1,580)	-1.29%
*	Minor Capital Items	\$1,000	\$1,000	\$0	(\$1,000)	-100.00%
**	Housekeeping	\$657,959	\$635,777	\$674,363	\$16,404	2.49%

CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Laundry Services 10744409						
*	Payroll	\$458,317	\$517,162	\$509,588	\$51,271	11.19%
*	Benefits	\$1,725	\$1,725	\$1,725	\$0	0.00%
*	Administrative Svcs	\$250	\$0	\$250	\$0	0.00%
*	Contractual Services	\$0	\$0	\$0	\$0	---
*	Maintenance & Repair	\$10,050	\$5,000	\$10,050	\$0	0.00%
*	Supplies	\$57,955	\$64,680	\$82,525	\$24,570	42.39%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Laundry Services	\$528,297	\$588,567	\$604,138	\$75,841	14.36%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Central Supply 10744410						
*	Payroll	\$48,029	\$58,759	\$50,459	\$2,430	5.06%
*	Benefits	\$11,000	\$4,000	\$6,500	(\$4,500)	-40.91%
*	Administrative Svcs	\$3,500	\$1,750	\$0	(\$3,500)	-100.00%
*	Client Expenses	\$9,250	\$4,750	\$9,250	\$0	0.00%
*	Rentals	\$23,990	\$18,100	\$20,340	(\$3,650)	-15.21%
*	Supplies	\$759,560	\$559,996	\$773,511	\$13,951	1.84%
*	Capital Outlay	\$25,000	\$0	\$0	(\$25,000)	-100.00%
**	Central Supply	\$880,329	\$647,355	\$860,060	(\$20,269)	-2.30%
****	Health & Human Services	\$16,159,213	\$13,717,745	\$16,674,268	\$515,055	3.19%
*****	Barron Center General Fnd	\$16,159,213	\$13,717,745	\$16,674,268	\$515,055	3.19%

CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
***** GF Total (100 & 107)	\$212,156,884	\$213,682,551	\$268,775,750	\$56,618,866	26.69%

CITY OF PORTLAND, ME
FY23 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Health & Human Services					
Barron Center 4440					
Barron Center Administration 10744401					
* Payroll	\$699,907	\$882,012	\$772,401	\$72,494	10.36%
* Benefits	\$4,920	\$3,000	\$3,600	(\$1,320)	-26.83%
* Administrative Svcs	\$264,835	\$232,018	\$274,370	\$9,535	3.60%
* Contractual Services	\$885,164	\$507,234	\$666,553	(\$218,611)	-24.70%
* Maintenance & Repair	\$36,760	\$12,500	\$16,790	(\$19,970)	-54.33%
* Rentals	\$4,500	\$3,000	\$3,600	(\$900)	-20.00%
* Supplies	\$48,000	\$45,456	\$42,750	(\$5,250)	-10.94%
* Minor Capital Items	\$0	\$0	\$0	\$0	---
* Utilities	\$900	\$1,810	\$900	\$0	0.00%
* Capital Outlay	\$0	\$0	\$0	\$0	---
** Barron Center Administration	\$1,944,986	\$1,687,030	\$1,780,964	(\$164,022)	-8.43%

CITY OF PORTLAND, ME
FY23 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Barron Center 4440						
Office of Elder Affairs 10044402						
*	Payroll	\$341,759	\$331,706	\$364,678	\$22,919	6.71%
*	Benefits	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$3,010	\$2,510	\$3,014	\$4	0.13%
*	Contractual Services	\$2,970	\$1,625	\$3,270	\$300	10.10%
*	Supplies	\$29,915	\$26,605	\$31,135	\$1,220	4.08%
*	Utilities	\$300	\$300	\$300	\$0	0.00%
**	Office of Elder Affairs	\$377,954	\$362,746	\$402,397	\$24,443	6.47%

CITY OF PORTLAND, ME
FY23 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Barron Center 4440						
Therapeutic Recreation 10744403						
*	Payroll	\$270,493	\$312,244	\$293,134	\$22,641	8.37%
*	Administrative Svcs	\$950	\$500	\$950	\$0	0.00%
*	Contractual Services	\$11,600	\$11,920	\$12,400	\$800	6.90%
*	Supplies	\$12,500	\$11,180	\$12,500	\$0	0.00%
**	Therapeutic Recreation	\$295,543	\$335,844	\$318,984	\$23,441	7.93%

CITY OF PORTLAND, ME
FY23 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Barron Center 4440						
Nursing Administration 10744404						
*	Payroll	\$1,484,138	\$1,483,988	\$1,636,819	\$152,681	10.29%
*	Benefits	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$26,870	\$16,700	\$27,470	\$600	2.23%
*	Contractual Services	\$117,680	\$141,480	\$246,655	\$128,975	109.60%
*	Maintenance & Repair	\$0	\$0	\$37,500	\$37,500	---
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$37,500	\$0	\$8,000	(\$29,500)	-78.67%
*	Minor Capital Items	\$10,000	\$10,000	\$10,000	\$0	0.00%
*	Capital Outlay	\$0	\$0	\$25,000	\$25,000	---
**	Nursing Administration	\$1,676,188	\$1,652,168	\$1,991,444	\$315,256	18.81%

CITY OF PORTLAND, ME
FY23 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Barron Center 4440						
Nursing Direct Care 10744405						
*	Payroll	\$6,889,311	\$5,314,972	\$7,192,519	\$303,208	4.40%
*	Benefits	\$0	\$0	\$0	\$0	---
**	Nursing Direct Care	\$6,889,311	\$5,314,972	\$7,192,519	\$303,208	4.40%

CITY OF PORTLAND, ME
FY23 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Barron Center 4440						
Nutrition 10744406						
*	Payroll	\$1,238,634	\$1,311,336	\$1,338,261	\$99,627	8.04%
*	Benefits	\$12,545	\$9,460	\$13,065	\$520	4.15%
*	Administrative Svcs	\$2,575	\$1,670	\$2,120	(\$455)	-17.67%
*	Client Expenses	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$48,150	\$47,685	\$41,840	(\$6,310)	-13.10%
*	Maintenance & Repair	\$16,595	\$20,950	\$28,450	\$11,855	71.44%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$781,600	\$575,910	\$728,660	(\$52,940)	-6.77%
*	Minor Capital Items	\$5,000	\$5,000	\$5,000	\$0	0.00%
*	Capital Outlay	\$25,300	\$0	\$0	(\$25,300)	-100.00%
**	Nutrition	\$2,130,399	\$1,972,011	\$2,157,396	\$26,997	1.27%

CITY OF PORTLAND, ME
FY23 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Barron Center 4440						
Environmental Services 10744407						
*	Payroll	\$391,051	\$273,856	\$398,311	\$7,260	1.86%
*	Benefits	\$3,040	\$3,040	\$4,790	\$1,750	57.57%
*	Administrative Svcs	\$1,250	\$1,000	\$1,250	\$0	0.00%
*	Contractual Services	\$78,595	\$72,550	\$64,675	(\$13,920)	-17.71%
*	Maintenance & Repair	\$141,430	\$100,660	\$142,010	\$580	0.41%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$72,055	\$56,350	\$67,955	(\$4,100)	-5.69%
*	Minor Capital Items	\$12,000	\$12,000	\$12,000	\$0	0.00%
*	Utilities	\$420,715	\$328,500	\$367,344	(\$53,371)	-12.69%
*	Capital Outlay	\$36,065	\$36,065	\$36,065	\$0	0.00%
**	Environmental Services	\$1,156,201	\$884,021	\$1,094,400	(\$61,801)	-5.35%

CITY OF PORTLAND, ME
FY23 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Barron Center 4440						
Housekeeping 10744408						
*	Payroll	\$526,189	\$525,514	\$544,773	\$18,584	3.53%
*	Benefits	\$2,175	\$1,560	\$2,175	\$0	0.00%
*	Contractual Services	\$3,700	\$3,518	\$3,700	\$0	0.00%
*	Maintenance & Repair	\$2,360	\$2,360	\$2,760	\$400	16.95%
*	Supplies	\$122,535	\$101,825	\$120,955	(\$1,580)	-1.29%
*	Minor Capital Items	\$1,000	\$1,000	\$0	(\$1,000)	-100.00%
**	Housekeeping	\$657,959	\$635,777	\$674,363	\$16,404	2.49%

CITY OF PORTLAND, ME
FY23 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Barron Center 4440						
Laundry Services 10744409						
*	Payroll	\$458,317	\$517,162	\$509,588	\$51,271	11.19%
*	Benefits	\$1,725	\$1,725	\$1,725	\$0	0.00%
*	Administrative Svcs	\$250	\$0	\$250	\$0	0.00%
*	Contractual Services	\$0	\$0	\$0	\$0	---
*	Maintenance & Repair	\$10,050	\$5,000	\$10,050	\$0	0.00%
*	Supplies	\$57,955	\$64,680	\$82,525	\$24,570	42.39%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Laundry Services	\$528,297	\$588,567	\$604,138	\$75,841	14.36%

CITY OF PORTLAND, ME
FY23 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Barron Center 4440					
Central Supply 10744410					
* Payroll	\$48,029	\$58,759	\$50,459	\$2,430	5.06%
* Benefits	\$11,000	\$4,000	\$6,500	(\$4,500)	-40.91%
* Administrative Svcs	\$3,500	\$1,750	\$0	(\$3,500)	-100.00%
* Client Expenses	\$9,250	\$4,750	\$9,250	\$0	0.00%
* Rentals	\$23,990	\$18,100	\$20,340	(\$3,650)	-15.21%
* Supplies	\$759,560	\$559,996	\$773,511	\$13,951	1.84%
* Capital Outlay	\$25,000	\$0	\$0	(\$25,000)	-100.00%
** Central Supply	\$880,329	\$647,355	\$860,060	(\$20,269)	-2.30%
*** Barron Center	\$16,537,167	\$14,080,491	\$17,076,665	\$539,498	3.26%

CITY OF PORTLAND, ME
FY23 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
****	Health & Human Services	\$35,947,255	\$59,842,801	\$80,463,404	\$44,516,149	123.84%
*****	General Fund	\$35,947,255	\$59,842,801	\$80,463,404	\$44,516,149	123.84%
*****	HHS Report Total	\$35,947,255	\$59,842,801	\$80,463,404	\$44,516,149	123.84%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Enterprise Funds (500s):					
Fish Pier Authority Fund					
Public Buildings & Waterfront 35					
53035301 Total EXPENDITURE	\$421,641	\$259,358	\$427,217	\$5,576	1.32%
53035301 Total REVENUE	(\$421,641)	(\$259,358)	(\$427,217)	(\$5,576)	1.32%
** Pub Bldg & Wtrfnt - Fish Pier NET	\$0	\$0	\$0	\$0	---
*** PB & Wtrfnt - Waterfront	\$0	\$0	\$0	\$0	---
**** Public Buildings & Waterfront Net	\$0	\$0	\$0	\$0	---
***** Fish Pier Authority Fund Net	\$0	\$0	\$0	\$0	---

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Enterprise Funds (500s):					
Public Buildings & Waterfront 35					
Pub Bldg & Wtrfnt - Fish Pier 53035301					
* Payroll	\$70,646	\$69,646	\$71,926	\$1,280	1.81%
* Benefits	\$13,446	\$13,446	\$13,446	\$0	0.00%
* Operating Transfers	\$0	\$0	\$0	\$0	---
* Administrative Svcs	\$11,468	\$9,968	\$11,876	\$408	3.56%
* Contractual Services	\$46,600	\$26,317	\$48,263	\$1,663	3.57%
* Maintenance & Repair	\$225,000	\$95,000	\$227,000	\$2,000	0.89%
* Insurance	\$14,369	\$14,369	\$15,120	\$751	5.23%
* Supplies	\$13,500	\$4,000	\$13,500	\$0	0.00%
* Utilities	\$15,000	\$15,000	\$15,000	\$0	0.00%
* Contributions	\$0	\$0	\$0	\$0	---
* Capital Outlay	\$0	\$0	\$0	\$0	---
* Debt Service	\$11,612	\$11,612	\$11,086	(\$526)	-4.53%
** Pub Bldg & Wtrfnt - Fish Pier	\$421,641	\$259,358	\$427,217	\$5,576	1.32%
**** Public Buildings & Waterfront	\$421,641	\$259,358	\$427,217	\$5,576	1.32%
***** Fish Pier Authority Fund	\$421,641	\$259,358	\$427,217	\$5,576	1.32%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Sewer Utility Fund Finance 15						
57015300	Total EXPENDITURE	\$98,104	\$80,556	\$101,027	\$2,923	2.98%
** Sewer Utility Finance NET		\$98,104	\$80,556	\$101,027	\$2,923	2.98%
***	Acct, Budget & Purchasing	\$98,104	\$80,556	\$101,027	\$2,923	2.98%
****	Finance Net	\$98,104	\$80,556	\$101,027	\$2,923	2.98%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Finance 15						
Sewer Utility Finance 57015300						
*	Payroll	\$82,089	\$75,406	\$85,012	\$2,923	3.56%
*	Administrative Svcs	\$3,765	\$500	\$3,765	\$0	0.00%
*	Contractual Services	\$9,400	\$2,000	\$9,400	\$0	0.00%
*	Supplies	\$2,850	\$2,650	\$2,850	\$0	0.00%
**	Sewer Utility Finance	\$98,104	\$80,556	\$101,027	\$2,923	2.98%
****	Finance	\$98,104	\$80,556	\$101,027	\$2,923	2.98%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Sewer Utility Fund Public Works 31					
57031000 Total REVENUE	(\$28,441,361)	(\$431,137)	(\$29,318,982)	(\$877,621)	3.09%
** Sewer Utility Public Works NET	(\$28,441,361)	(\$431,137)	(\$29,318,982)	(\$877,621)	-3.09%
*** Public Works	(\$28,441,361)	(\$431,137)	(\$29,318,982)	(\$877,621)	-3.09%
57031100 Total EXPENDITURE	\$747,715	\$793,147	\$883,910	\$136,195	18.21%
** Sewer Utility PW Admin NET	\$747,715	\$793,147	\$883,910	\$136,195	18.21%
*** Public Works Administration	\$747,715	\$793,147	\$883,910	\$136,195	18.21%
57031202 Total EXPENDITURE	\$2,725,639	\$2,790,755	\$2,987,120	\$261,481	9.59%
** Sewer Utility Districting NET	\$2,725,639	\$2,790,755	\$2,987,120	\$261,481	9.59%
57031204 Total EXPENDITURE	\$64,034	\$67,710	\$65,992	\$1,958	3.06%
** Sewer Communications NET	\$64,034	\$67,710	\$65,992	\$1,958	3.06%
*** PW Operations	\$2,789,673	\$2,858,465	\$3,053,112	\$263,439	9.44%
57031303 Total EXPENDITURE	\$620,541	\$716,175	\$635,197	\$14,656	2.36%
** Sewer Engineering NET	\$620,541	\$716,175	\$635,197	\$14,656	2.36%
*** PW Engineering Division	\$620,541	\$716,175	\$635,197	\$14,656	2.36%
57031600 Total EXPENDITURE	\$8,805,095	\$0	\$9,234,630	\$429,535	4.88%
** Sewer Utility Debt Service NET	\$8,805,095	\$0	\$9,234,630	\$429,535	4.88%
*** Debt Service	\$8,805,095	\$0	\$9,234,630	\$429,535	4.88%
57031700 Total EXPENDITURE	\$1,500,808	\$0	\$1,531,681	\$30,873	2.06%
** Sewer Utility Fringe Benefits NET	\$1,500,808	\$0	\$1,531,681	\$30,873	2.06%
*** Fringe Benefits	\$1,500,808	\$0	\$1,531,681	\$30,873	2.06%
57031800 Total EXPENDITURE	\$13,879,425	\$0	\$13,879,425	\$0	0.00%
** Sewer Utility PWD Assessment NET	\$13,879,425	\$0	\$13,879,425	\$0	0.00%
*** PWD Assessment	\$13,879,425	\$0	\$13,879,425	\$0	0.00%
**** Public Works Net	(\$98,104)	\$3,936,650	(\$101,027)	(\$2,923)	-2.98%
***** Sewer Utility Fund Net	\$0	\$4,017,206	\$0	\$0	---

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Public Works 31						
Sewer Utility PW Admin 57031100						
*	Payroll	\$604,309	\$588,000	\$659,858	\$55,549	9.19%
*	Benefits	\$3,192	\$3,060	\$2,260	(\$932)	-29.20%
*	Administrative Svcs	\$23,921	\$16,800	\$30,495	\$6,574	27.48%
*	Contractual Services	\$19,220	\$98,220	\$99,220	\$80,000	416.23%
*	Maintenance & Repair	\$66,096	\$56,250	\$54,590	(\$11,506)	-17.41%
*	Rentals	\$19,677	\$19,617	\$19,677	\$0	0.00%
*	Supplies	\$11,300	\$11,200	\$15,984	\$4,684	41.45%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$0	\$0	\$1,826	\$1,826	---
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Sewer Utility PW Admin	\$747,715	\$793,147	\$883,910	\$136,195	18.21%

CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Sewer Utility Districting 57031202						
*	Payroll	\$1,330,508	\$1,140,000	\$1,422,428	\$91,920	6.91%
*	Benefits	\$27,847	\$22,000	\$15,355	(\$12,492)	-44.86%
*	Administrative Svcs	\$74,080	\$67,115	\$97,970	\$23,890	32.25%
*	Contractual Services	\$661,200	\$802,000	\$702,670	\$41,470	6.27%
*	Maintenance & Repair	\$216,834	\$225,500	\$263,214	\$46,380	21.39%
*	Rentals	\$81,387	\$98,880	\$78,350	(\$3,037)	-3.73%
*	Supplies	\$240,873	\$238,275	\$254,633	\$13,760	5.71%
*	Utilities	\$92,910	\$115,000	\$122,500	\$29,590	31.85%
*	Capital Outlay	\$0	\$81,985	\$30,000	\$30,000	---
**	Sewer Utility Districting	\$2,725,639	\$2,790,755	\$2,987,120	\$261,481	9.59%

CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Sewer Communications 57031204						
*	Payroll	\$59,845	\$63,637	\$60,896	\$1,051	1.76%
*	Benefits	\$375	\$375	\$375	\$0	0.00%
*	Administrative Svcs	\$0	\$0	\$33	\$33	---
*	Contractual Services	\$1,900	\$1,898	\$2,310	\$410	21.58%
*	Maintenance & Repair	\$165	\$300	\$165	\$0	0.00%
*	Rentals	\$566	\$400	\$364	(\$202)	-35.69%
*	Supplies	\$1,183	\$1,100	\$1,849	\$666	56.30%
**	Sewer Communications	\$64,034	\$67,710	\$65,992	\$1,958	3.06%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Sewer Engineering 57031303						
*	Payroll	\$356,909	\$322,500	\$381,778	\$24,869	6.97%
*	Benefits	\$2,600	\$2,200	\$2,120	(\$480)	-18.46%
*	Administrative Svcs	\$11,810	\$8,125	\$17,510	\$5,700	48.26%
*	Contractual Services	\$245,250	\$235,650	\$225,250	(\$20,000)	-8.15%
*	Maintenance & Repair	\$895	\$600	\$895	\$0	0.00%
*	Rentals	\$750	\$300	\$750	\$0	0.00%
*	Supplies	\$2,327	\$1,800	\$5,454	\$3,127	134.38%
*	Utilities	\$0	\$0	\$1,440	\$1,440	---
*	Contributions	\$0	\$0	\$0	\$0	---
*	Capital Outlay	\$0	\$145,000	\$0	\$0	---
**	Sewer Engineering	\$620,541	\$716,175	\$635,197	\$14,656	2.36%

CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Sewer Utility Debt Service 57031600						
*	Contractual Services	\$184,978	\$0	\$184,978	\$0	0.00%
*	Debt Service	\$8,620,117	\$0	\$9,049,652	\$429,535	4.98%
**	Sewer Utility Debt Service	\$8,805,095	\$0	\$9,234,630	\$429,535	4.88%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Sewer Utility Fringe Benefits 57031700						
*	Payroll	\$21,738	\$0	\$0	(\$21,738)	-100.00%
*	Benefits	\$1,003,340	\$0	\$1,033,411	\$30,071	3.00%
*	Administrative Svcs	\$451,190	\$0	\$473,730	\$22,540	5.00%
*	Insurance	\$24,540	\$0	\$24,540	\$0	0.00%
**	Sewer Utility Fringe Benefits	\$1,500,808	\$0	\$1,531,681	\$30,873	2.06%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Sewer Utility PWD Assessment 57031800						
*	Administrative Svcs	\$13,879,425	\$0	\$13,879,425	\$0	0.00%
**	Sewer Utility PWD Assessment	\$13,879,425	\$0	\$13,879,425	\$0	0.00%
****	Public Works	\$28,343,257	\$4,367,787	\$29,217,955	\$874,698	3.09%
*****	Sewer Utility Fund	\$28,441,361	\$4,448,343	\$29,318,982	\$877,621	3.09%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Stormwater Fund					
Finance 15					
57115100 Total EXPENDITURE	\$253,389	\$230,924	\$280,160	\$26,771	10.57%
** Stormwater Finance NET	\$253,389	\$230,924	\$280,160	\$26,771	10.57%
*** Finance Administration	\$253,389	\$230,924	\$280,160	\$26,771	10.57%
**** Finance Net	\$253,389	\$230,924	\$280,160	\$26,771	10.57%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Finance 15						
Stormwater Finance 57115100						
*	Payroll	\$173,966	\$168,274	\$200,737	\$26,771	15.39%
*	Administrative Svcs	\$37,453	\$34,000	\$37,453	\$0	0.00%
*	Contractual Services	\$36,820	\$24,000	\$36,820	\$0	0.00%
*	Supplies	\$5,150	\$4,650	\$5,150	\$0	0.00%
**	Stormwater Finance	\$253,389	\$230,924	\$280,160	\$26,771	10.57%
****	Finance	\$253,389	\$230,924	\$280,160	\$26,771	10.57%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Stormwater Fund					
Public Works 31					
57131000 Total REVENUE	(\$3,248,661)	(\$3,000)	(\$5,146,546)	(\$1,897,885)	58.42%
** Stormwater Public Works NET	(\$3,248,661)	(\$3,000)	(\$5,146,546)	(\$1,897,885)	-58.42%
*** Public Works	(\$3,248,661)	(\$3,000)	(\$5,146,546)	(\$1,897,885)	-58.42%
57131500 Total EXPENDITURE	\$1,685,091	\$1,690,787	\$1,853,709	\$168,618	10.01%
** Stormwater Management NET	\$1,685,091	\$1,690,787	\$1,853,709	\$168,618	10.01%
57131600 Total EXPENDITURE	\$954,037	\$0	\$2,660,693	\$1,706,656	178.89%
** Stormwater Debt Service NET	\$954,037	\$0	\$2,660,693	\$1,706,656	178.89%
*** Debt Service	\$954,037	\$0	\$2,660,693	\$1,706,656	178.89%
57131700 Total EXPENDITURE	\$356,144	\$0	\$351,984	(\$4,160)	-1.17%
** Stormwater Fringe Benefits NET	\$356,144	\$0	\$351,984	(\$4,160)	-1.17%
*** Fringe Benefits	\$356,144	\$0	\$351,984	(\$4,160)	-1.17%
**** Public Works Net	(\$253,389)	\$1,687,787	(\$280,160)	(\$26,771)	-10.57%
***** Stormwater Fund Net	\$0	\$1,918,711	\$0	\$0	---

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Public Works 31						
Stormwater Management 57131500						
*	Payroll	\$909,136	\$871,000	\$1,032,621	\$123,485	13.58%
*	Benefits	\$3,060	\$2,900	\$2,700	(\$360)	-11.76%
*	Administrative Svcs	\$39,944	\$47,500	\$45,385	\$5,441	13.62%
*	Contractual Services	\$459,252	\$510,010	\$475,480	\$16,228	3.53%
*	Maintenance & Repair	\$87,001	\$91,000	\$88,140	\$1,139	1.31%
*	Rentals	\$45,617	\$38,617	\$50,617	\$5,000	10.96%
*	Supplies	\$141,081	\$129,760	\$153,030	\$11,949	8.47%
*	Utilities	\$0	\$0	\$5,736	\$5,736	---
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Stormwater Management	\$1,685,091	\$1,690,787	\$1,853,709	\$168,618	10.01%

CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Stormwater Debt Service 57131600						
*	Contractual Services	\$18,928	\$0	\$18,928	\$0	0.00%
*	Debt Service	\$935,109	\$0	\$2,641,765	\$1,706,656	182.51%
**	Stormwater Debt Service	\$954,037	\$0	\$2,660,693	\$1,706,656	178.89%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Stormwater Fringe Benefits 57131700						
*	Payroll	\$6,988	\$0	\$0	(\$6,988)	-100.00%
*	Benefits	\$290,569	\$0	\$290,569	\$0	0.00%
*	Administrative Svcs	\$56,587	\$0	\$59,415	\$2,828	5.00%
*	Insurance	\$2,000	\$0	\$2,000	\$0	0.00%
**	Stormwater Fringe Benefits	\$356,144	\$0	\$351,984	(\$4,160)	-1.17%
****	Public Works	\$2,995,272	\$1,690,787	\$4,866,386	\$1,871,114	62.47%
*****	Stormwater Fund	\$3,248,661	\$1,921,711	\$5,146,546	\$1,897,885	58.42%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Jetport Fund					
Jetport 28					
58328000 Total REVENUE	(\$15,040,336)	(\$21,020,717)	(\$22,697,031)	(\$7,656,695)	50.91%
** Jetport NET	(\$15,040,336)	(\$21,020,717)	(\$22,697,031)	(\$7,656,695)	-50.91%
58328101 Total EXPENDITURE	\$1,094,140	\$1,112,901	\$1,239,982	\$145,842	13.33%
** Jetport Administration NET	\$1,094,140	\$1,112,901	\$1,239,982	\$145,842	13.33%
58328102 Total EXPENDITURE	\$417,390	\$370,190	\$429,390	\$12,000	2.88%
** Jetport Marketing NET	\$417,390	\$370,190	\$429,390	\$12,000	2.88%
58328103 Total EXPENDITURE	\$4,208,328	\$3,718,826	\$4,587,702	\$379,374	9.01%
** Jetport Fringe/Indirect Costs NET	\$4,208,328	\$3,718,826	\$4,587,702	\$379,374	9.01%
*** Jetport Administration Div.	\$5,719,858	\$5,201,917	\$6,257,074	\$537,216	9.39%
58328200 Total EXPENDITURE	\$4,235,206	\$3,831,662	\$4,617,834	\$382,628	9.03%
** Jetport Field NET	\$4,235,206	\$3,831,662	\$4,617,834	\$382,628	9.03%
58328300 Total EXPENDITURE	\$17,168	\$16,092	\$18,576	\$1,408	8.20%
58328300 Total REVENUE	(\$223,750)	(\$256,727)	(\$254,200)	(\$30,450)	13.61%
** Jetport General Aviation NET	(\$206,582)	(\$240,635)	(\$235,624)	(\$29,042)	-14.06%
58328400 Total EXPENDITURE	\$2,439,490	\$2,345,352	\$2,773,732	\$334,242	13.70%
58328400 Total REVENUE	(\$18,750)	(\$34,073)	(\$18,750)	\$0	0.00%
** Jetport Operations NET	\$2,420,740	\$2,311,279	\$2,754,982	\$334,242	13.81%
58328500 Total EXPENDITURE	\$6,385,111	\$6,789,283	\$7,619,069	\$1,233,958	19.33%
** Jetport Terminal Division NET	\$6,385,111	\$6,789,283	\$7,619,069	\$1,233,958	19.33%
58328600 Total EXPENDITURE	\$4,475,890	\$4,924,901	\$5,080,154	\$604,264	13.50%
58328600 Total REVENUE	(\$5,249,347)	(\$6,311,079)	(\$6,548,470)	(\$1,299,123)	24.75%
** Jetport Parking Division NET	(\$773,457)	(\$1,386,178)	(\$1,468,316)	(\$694,859)	-89.84%
58328700 Total EXPENDITURE	\$675,031	\$665,206	\$713,945	\$38,914	5.76%
58328700 Total REVENUE	(\$732,000)	(\$781,880)	(\$732,000)	\$0	0.00%
** Jetport Airfield Deicing Fac. NET	(\$56,969)	(\$116,674)	(\$18,055)	\$38,914	68.31%
58328900 Total EXPENDITURE	\$0	\$4,630,063	\$3,170,067	\$3,170,067	---
58328900 Total REVENUE	(\$2,683,571)	\$0	\$0	\$2,683,571	-100.00%
** Jetport Surplus NET	(\$2,683,571)	\$4,630,063	\$3,170,067	\$5,853,638	218.13%
**** Jetport Net	\$0	\$0	\$0	\$0	---

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
*****	Jetport Fund Net	\$0	\$0	\$0	\$0	---

CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Jetport 28						
Jetport Administration 58328101						
*	Payroll	\$806,082	\$840,049	\$876,910	\$70,828	8.79%
*	Benefits	\$3,016	\$3,742	\$2,800	(\$216)	-7.16%
*	Administrative Svcs	\$86,823	\$85,234	\$95,423	\$8,600	9.91%
*	Contractual Services	\$96,450	\$84,338	\$165,650	\$69,200	71.75%
*	Maintenance & Repair	\$8,646	\$8,905	\$8,646	\$0	0.00%
*	Rentals	\$6,000	\$4,115	\$6,000	\$0	0.00%
*	Supplies	\$31,463	\$21,185	\$32,413	\$950	3.02%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$15,660	\$12,833	\$7,140	(\$8,520)	-54.41%
*	Capital Outlay	\$40,000	\$52,500	\$45,000	\$5,000	12.50%
**	Jetport Administration	\$1,094,140	\$1,112,901	\$1,239,982	\$145,842	13.33%

CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Jetport Marketing 58328102						
*	Payroll	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$138,390	\$101,485	\$159,390	\$21,000	15.17%
*	Contractual Services	\$267,000	\$263,980	\$240,000	(\$27,000)	-10.11%
*	Maintenance & Repair	\$0	\$0	\$25,000	\$25,000	---
*	Supplies	\$12,000	\$4,725	\$5,000	(\$7,000)	-58.33%
**	Jetport Marketing	\$417,390	\$370,190	\$429,390	\$12,000	2.88%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Jetport Fringe/Indirect Costs 58328103						
*	Payroll	\$53,182	\$53,182	\$0	(\$53,182)	-100.00%
*	Benefits	\$2,336,684	\$1,839,890	\$2,573,406	\$236,722	10.13%
*	Administrative Svcs	\$449,221	\$449,221	\$471,235	\$22,014	4.90%
*	Insurance	\$163,706	\$170,998	\$181,137	\$17,431	10.65%
*	Contributions	\$1,205,535	\$1,205,535	\$1,361,924	\$156,389	12.97%
**	Jetport Fringe/Indirect Costs	\$4,208,328	\$3,718,826	\$4,587,702	\$379,374	9.01%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Jetport Field 58328200						
*	Payroll	\$1,034,722	\$915,552	\$1,099,634	\$64,912	6.27%
*	Benefits	\$41,748	\$16,600	\$37,708	(\$4,040)	-9.68%
*	Administrative Svcs	\$24,215	\$12,924	\$33,055	\$8,840	36.51%
*	Contractual Services	\$977,236	\$875,864	\$1,070,562	\$93,326	9.55%
*	Maintenance & Repair	\$544,647	\$462,149	\$574,632	\$29,985	5.51%
*	Rentals	\$17,008	\$16,727	\$17,008	\$0	0.00%
*	Supplies	\$665,350	\$580,119	\$606,020	(\$59,330)	-8.92%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$149,730	\$133,362	\$162,165	\$12,435	8.30%
*	Capital Outlay	\$780,550	\$818,365	\$1,017,050	\$236,500	30.30%
**	Jetport Field	\$4,235,206	\$3,831,662	\$4,617,834	\$382,628	9.03%

CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Jetport General Aviation 58328300						
*	Payroll	\$500	\$0	\$500	\$0	0.00%
*	Contractual Services	\$15,168	\$16,092	\$16,576	\$1,408	9.28%
*	Maintenance & Repair	\$1,500	\$0	\$1,500	\$0	0.00%
*	Supplies	\$0	\$0	\$0	\$0	---
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Jetport General Aviation	\$17,168	\$16,092	\$18,576	\$1,408	8.20%

CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Jetport Operations 58328400						
*	Payroll	\$922,002	\$973,394	\$983,006	\$61,004	6.62%
*	Benefits	\$14,680	\$12,365	\$7,300	(\$7,380)	-50.27%
*	Administrative Svcs	\$39,305	\$37,861	\$54,563	\$15,258	38.82%
*	Contractual Services	\$512,617	\$513,552	\$668,953	\$156,336	30.50%
*	Maintenance & Repair	\$65,000	\$45,651	\$29,000	(\$36,000)	-55.38%
*	Supplies	\$33,588	\$36,922	\$56,088	\$22,500	66.99%
*	Utilities	\$4,200	\$7,869	\$13,800	\$9,600	228.57%
*	Contributions	\$688,098	\$606,965	\$656,022	(\$32,076)	-4.66%
*	Capital Outlay	\$160,000	\$110,773	\$305,000	\$145,000	90.63%
**	Jetport Operations	\$2,439,490	\$2,345,352	\$2,773,732	\$334,242	13.70%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Jetport Terminal Division 58328500						
*	Payroll	\$848,700	\$801,254	\$974,530	\$125,830	14.83%
*	Benefits	\$8,360	\$7,529	\$6,560	(\$1,800)	-21.53%
*	Administrative Svcs	\$25,352	\$11,658	\$25,352	\$0	0.00%
*	Contractual Services	\$2,073,780	\$2,371,245	\$2,896,852	\$823,072	39.69%
*	Maintenance & Repair	\$564,222	\$624,861	\$655,618	\$91,396	16.20%
*	Rentals	\$7,500	\$6,386	\$7,500	\$0	0.00%
*	Supplies	\$142,322	\$124,130	\$114,122	(\$28,200)	-19.81%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$1,088,530	\$1,037,452	\$1,195,535	\$107,005	9.83%
*	Capital Outlay	\$1,127,000	\$1,312,218	\$1,246,250	\$119,250	10.58%
*	Debt Service	\$499,345	\$492,550	\$496,750	(\$2,595)	-0.52%
**	Jetport Terminal Division	\$6,385,111	\$6,789,283	\$7,619,069	\$1,233,958	19.33%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Jetport Parking Division 58328600						
*	Payroll	\$14,500	\$8,629	\$14,500	\$0	0.00%
*	Administrative Svcs	\$1,160	\$0	\$1,160	\$0	0.00%
*	Contractual Services	\$98,020	\$151,643	\$152,584	\$54,564	55.67%
*	Maintenance & Repair	\$104,369	\$99,997	\$104,369	\$0	0.00%
*	Rentals	\$500	\$0	\$500	\$0	0.00%
*	Supplies	\$18,989	\$3,509	\$18,989	\$0	0.00%
*	Utilities	\$10,302	\$7,450	\$10,302	\$0	0.00%
*	Capital Outlay	\$605,000	\$1,033,923	\$1,179,000	\$574,000	94.88%
*	Debt Service	\$3,623,050	\$3,619,750	\$3,598,750	(\$24,300)	-0.67%
**	Jetport Parking Division	\$4,475,890	\$4,924,901	\$5,080,154	\$604,264	13.50%

CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Jetport Airfield Deicing Fac. 58328700						
*	Payroll	\$2,000	\$0	\$2,000	\$0	0.00%
*	Contractual Services	\$662,706	\$662,706	\$701,620	\$38,914	5.87%
*	Maintenance & Repair	\$8,950	\$2,500	\$8,950	\$0	0.00%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$1,375	\$0	\$1,375	\$0	0.00%
*	Utilities	\$0	\$0	\$0	\$0	---
**	Jetport Airfield Deicing Fac.	\$675,031	\$665,206	\$713,945	\$38,914	5.76%

CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
Jetport Surplus 58328900						
*	Administrative Svcs	\$0	\$4,630,063	\$3,170,067	\$3,170,067	---
**	Jetport Surplus	\$0	\$4,630,063	\$3,170,067	\$3,170,067	---
****	Jetport	\$23,947,754	\$28,404,476	\$30,250,451	\$6,302,697	26.32%
*****	Jetport Fund	\$23,947,754	\$28,404,476	\$30,250,451	\$6,302,697	26.32%

**CITY OF PORTLAND, ME
FY23 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
***** EF Total (500s)	\$56,059,417	\$35,033,888	\$65,143,196	\$9,083,779	16.20%
***** Report Total	\$268,216,301	\$248,716,439	\$333,918,946	\$65,702,645	24.50%

**CITY OF PORTLAND, ME
FY23 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY22 REVISED APPRO (12/31/21)	FY22 TOTAL PROJECTION	FY23 MGR RECOMM	INCR / (DECR) FY23 / FY22	APPRO % CHG FY23 / FY22
***** EF Total (500s)	\$0	\$5,935,917	\$0	0	---
***** Report Total Net:					
***** Excludes Taxes & Other Misc	\$96,932,908	\$99,208,857	\$102,495,395	\$5,562,487	5.74%

**CITY OF PORTLAND, ME
FY24 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund (100 & 107):					
General Fund City Council 11					
10011000 Total EXPENDITURE	\$426,699	\$369,800	\$532,220	\$105,521	24.73%
10011000 Total REVENUE	(\$5,000)	(\$5,000)	(\$55,000)	(\$50,000)	1000.00%
** City Council NET	\$421,699	\$364,800	\$477,220	\$55,521	13.17%
**** City Council Net	\$421,699	\$364,800	\$477,220	\$55,521	13.17%

**CITY OF PORTLAND, ME
FY24 DEPARTMENT CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund (100 & 107):						
General Fund City Council 11						
*	Payroll	\$152,535	\$148,000	\$158,632	\$6,097	4.00%
*	Benefits	\$2,326	\$2,326	\$2,326	\$0	0.00%
*	Administrative Svcs	\$46,250	\$46,127	\$52,600	\$6,350	13.73%
*	Contractual Services	\$213,900	\$169,672	\$301,800	\$87,900	41.09%
*	Maintenance & Repair	\$6,826	\$0	\$9,000	\$2,174	31.85%
*	Supplies	\$4,250	\$3,063	\$7,250	\$3,000	70.59%
*	Utilities	\$612	\$612	\$612	\$0	0.00%
****	City Council	\$426,699	\$369,800	\$532,220	\$105,521	24.73%

**CITY OF PORTLAND, ME
FY24 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund					
City Clerk 12					
10012000 Total EXPENDITURE	\$681,447	\$703,141	\$1,085,708	\$404,261	59.32%
10012000 Total REVENUE	(\$183,643)	(\$220,700)	(\$178,383)	\$5,260	-2.86%
** City Clerk NET	\$497,804	\$482,441	\$907,325	\$409,521	82.27%
**** City Clerk Net	\$497,804	\$482,441	\$907,325	\$409,521	82.27%

CITY OF PORTLAND, ME
FY24 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund						
City Clerk 12						
*	Payroll	\$579,539	\$563,088	\$639,563	\$60,024	10.36%
*	Benefits	\$600	\$600	\$600	\$0	0.00%
*	Administrative Svcs	\$7,549	\$7,549	\$14,011	\$6,462	85.60%
*	Contractual Services	\$49,164	\$89,009	\$67,639	\$18,475	37.58%
*	Maintenance & Repair	\$7,360	\$5,660	\$33,710	\$26,350	358.02%
*	Rentals	\$30,535	\$30,535	\$32,485	\$1,950	6.39%
*	Supplies	\$6,700	\$6,700	\$7,700	\$1,000	14.93%
*	Contributions	\$0	\$0	\$290,000	\$290,000	---
****	City Clerk	\$681,447	\$703,141	\$1,085,708	\$404,261	59.32%

**CITY OF PORTLAND, ME
FY24 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund					
City Manager 13					
10013100 Total EXPENDITURE	\$1,047,862	\$1,054,556	\$1,328,780	\$280,918	26.81%
10013100 Total REVENUE	(\$915,794)	(\$883,947)	(\$1,011,867)	(\$96,073)	10.49%
** City Manager Administration NET	\$132,068	\$170,609	\$316,913	\$184,845	139.96%
**** City Manager Net	\$132,068	\$170,609	\$316,913	\$184,845	139.96%

CITY OF PORTLAND, ME
FY24 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund						
City Manager 13						
*	Payroll	\$962,429	\$984,728	\$1,148,981	\$186,552	19.38%
*	Benefits	\$9,800	\$4,000	\$9,800	\$0	0.00%
*	Administrative Svcs	\$16,355	\$11,600	\$50,655	\$34,300	209.72%
*	Contractual Services	\$40,987	\$34,900	\$81,469	\$40,482	98.77%
*	Maintenance & Repair	\$5,655	\$9,360	\$22,239	\$16,584	293.26%
*	Rentals	\$1,920	\$1,984	\$1,920	\$0	0.00%
*	Supplies	\$7,000	\$6,484	\$10,000	\$3,000	42.86%
*	Utilities	\$3,716	\$1,500	\$3,716	\$0	0.00%
****	City Manager	\$1,047,862	\$1,054,556	\$1,328,780	\$280,918	26.81%

CITY OF PORTLAND, ME
FY24 DEPARTMENT ORG NET REPORT

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund					
Assessor 14					
10014000 Total EXPENDITURE	\$478,268	\$452,094	\$547,107	\$68,839	14.39%
10014000 Total REVENUE	(\$500)	(\$500)	(\$500)	\$0	0.00%
** Assessor NET	\$477,768	\$451,594	\$546,607	\$68,839	14.41%
**** Assessor Net	\$477,768	\$451,594	\$546,607	\$68,839	14.41%

**CITY OF PORTLAND, ME
FY24 DEPARTMENT CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund						
Assessor 14						
*	Payroll	\$435,898	\$409,724	\$453,457	\$17,559	4.03%
*	Benefits	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$5,940	\$5,940	\$6,940	\$1,000	16.84%
*	Contractual Services	\$23,670	\$23,670	\$74,310	\$50,640	213.94%
*	Maintenance & Repair	\$3,500	\$3,500	\$3,500	\$0	0.00%
*	Rentals	\$1,200	\$1,200	\$1,200	\$0	0.00%
*	Supplies	\$7,700	\$7,700	\$7,700	\$0	0.00%
*	Utilities	\$360	\$360	\$0	(\$360)	-100.00%
****	Assessor	\$478,268	\$452,094	\$547,107	\$68,839	14.39%

**CITY OF PORTLAND, ME
FY24 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund					
Finance 15					
10015000 Total REVENUE	(\$5,500,000)	\$0	(\$4,430,000)	\$1,070,000	-19.45%
** Finance Department NET	(\$5,500,000)	\$0	(\$4,430,000)	\$1,070,000	19.45%
*** Finance	(\$5,500,000)	\$0	(\$4,430,000)	\$1,070,000	19.45%
10015100 Total EXPENDITURE	\$1,320,399	\$1,284,776	\$1,392,938	\$72,539	5.49%
10015100 Total REVENUE	(\$617,602)	(\$797,602)	(\$643,070)	(\$25,468)	4.12%
** Finance Administration NET	\$702,797	\$487,174	\$749,868	\$47,071	6.70%
10015200 Total EXPENDITURE	\$731,669	\$764,289	\$823,920	\$92,251	12.61%
10015200 Total REVENUE	(\$11,603,678)	(\$13,774,288)	(\$13,115,618)	(\$1,511,940)	13.03%
** Treasury NET	(\$10,872,009)	(\$13,009,999)	(\$12,291,698)	(\$1,419,689)	-13.06%
**** Finance Net	(\$15,669,212)	(\$12,522,825)	(\$15,971,830)	(\$302,618)	-1.93%

CITY OF PORTLAND, ME
FY24 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund						
Finance 15						
*	Payroll	\$1,756,927	\$1,711,177	\$1,861,894	\$104,967	5.97%
*	Benefits	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$138,369	\$126,922	\$138,274	(\$95)	-0.07%
*	Contractual Services	\$115,206	\$168,192	\$172,506	\$57,300	49.74%
*	Maintenance & Repair	\$3,900	\$4,900	\$6,500	\$2,600	66.67%
*	Rentals	\$7,720	\$7,270	\$7,784	\$64	0.83%
*	Supplies	\$27,450	\$27,700	\$27,200	(\$250)	-0.91%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$2,496	\$2,904	\$2,700	\$204	8.17%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
****	Finance	\$2,052,068	\$2,049,065	\$2,216,858	\$164,790	8.03%

CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Finance 15						
Finance Administration 10015100						
*	Payroll	\$1,223,139	\$1,192,500	\$1,293,069	\$69,930	5.72%
*	Benefits	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$69,344	\$64,722	\$69,999	\$655	0.94%
*	Contractual Services	\$5,000	\$3,700	\$4,800	(\$200)	-4.00%
*	Maintenance & Repair	\$1,000	\$1,000	\$2,250	\$1,250	125.00%
*	Rentals	\$5,220	\$4,750	\$5,000	(\$220)	-4.21%
*	Supplies	\$14,200	\$15,200	\$15,120	\$920	6.48%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$2,496	\$2,904	\$2,700	\$204	8.17%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Finance Administration	\$1,320,399	\$1,284,776	\$1,392,938	\$72,539	5.49%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Treasury 10015200						
*	Payroll	\$533,788	\$518,677	\$568,825	\$35,037	6.56%
*	Administrative Svcs	\$69,025	\$62,200	\$68,275	(\$750)	-1.09%
*	Contractual Services	\$110,206	\$164,492	\$167,706	\$57,500	52.18%
*	Maintenance & Repair	\$2,900	\$3,900	\$4,250	\$1,350	46.55%
*	Rentals	\$2,500	\$2,520	\$2,784	\$284	11.36%
*	Supplies	\$13,250	\$12,500	\$12,080	(\$1,170)	-8.83%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Treasury	\$731,669	\$764,289	\$823,920	\$92,251	12.61%
****	Finance	\$2,052,068	\$2,049,065	\$2,216,858	\$164,790	8.03%

**CITY OF PORTLAND, ME
FY24 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund					
Legal 16					
10016000 Total EXPENDITURE	\$1,050,737	\$988,719	\$1,081,002	\$30,265	2.88%
10016000 Total REVENUE	(\$201,587)	(\$193,087)	(\$233,537)	(\$31,950)	15.85%
** Legal NET	\$849,150	\$795,632	\$847,465	(\$1,685)	-0.20%
**** Legal Net	\$849,150	\$795,632	\$847,465	(\$1,685)	-0.20%

CITY OF PORTLAND, ME
FY24 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund						
Legal 16						
*	Payroll	\$896,459	\$810,000	\$917,625	\$21,166	2.36%
*	Benefits	\$600	\$100	\$600	\$0	0.00%
*	Administrative Svcs	\$30,900	\$30,900	\$35,951	\$5,051	16.35%
*	Contractual Services	\$100,734	\$125,500	\$100,762	\$28	0.03%
*	Maintenance & Repair	\$11,804	\$11,804	\$12,572	\$768	6.51%
*	Supplies	\$10,000	\$10,000	\$13,000	\$3,000	30.00%
*	Utilities	\$240	\$415	\$492	\$252	105.00%
****	Legal	\$1,050,737	\$988,719	\$1,081,002	\$30,265	2.88%

CITY OF PORTLAND, ME
FY24 DEPARTMENT ORG NET REPORT

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund					
Human Resources 17					
10017100 Total EXPENDITURE	\$1,261,163	\$1,228,790	\$1,368,502	\$107,339	8.51%
10017100 Total REVENUE	(\$56,388)	(\$56,388)	(\$71,420)	(\$15,032)	26.66%
** Human Resources NET	\$1,204,775	\$1,172,402	\$1,297,082	\$92,307	7.66%
**** Human Resources Net	\$1,204,775	\$1,172,402	\$1,297,082	\$92,307	7.66%

CITY OF PORTLAND, ME
FY24 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund						
Human Resources 17						
*	Payroll	\$1,021,076	\$1,013,300	\$1,164,649	\$143,573	14.06%
*	Benefits	\$100	\$600	\$300	\$200	200.00%
*	Administrative Svcs	\$54,930	\$54,440	\$79,825	\$24,895	45.32%
*	Contractual Services	\$147,885	\$122,200	\$78,150	(\$69,735)	-47.15%
*	Maintenance & Repair	\$3,100	\$3,100	\$4,900	\$1,800	58.06%
*	Rentals	\$16,800	\$16,500	\$15,100	(\$1,700)	-10.12%
*	Supplies	\$14,650	\$16,150	\$22,650	\$8,000	54.61%
*	Utilities	\$2,622	\$2,500	\$2,928	\$306	11.67%
****	Human Resources	\$1,261,163	\$1,228,790	\$1,368,502	\$107,339	8.51%

**CITY OF PORTLAND, ME
FY24 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund					
Parking 18					
10018100 Total EXPENDITURE	\$1,534,970	\$1,453,574	\$1,561,443	\$26,473	1.72%
10018100 Total REVENUE	(\$6,942,000)	(\$7,185,100)	(\$7,186,120)	(\$244,120)	3.52%
** Parking Administration NET	(\$5,407,030)	(\$5,731,526)	(\$5,624,677)	(\$217,647)	-4.03%
10018200 Total EXPENDITURE	\$304,572	\$306,738	\$293,774	(\$10,798)	-3.55%
10018200 Total REVENUE	(\$593,334)	(\$627,500)	(\$664,010)	(\$70,676)	11.91%
** Elm Street Garage NET	(\$288,762)	(\$320,762)	(\$370,236)	(\$81,474)	-28.21%
10018300 Total EXPENDITURE	\$516,845	\$505,240	\$506,836	(\$10,009)	-1.94%
10018300 Total REVENUE	(\$1,430,442)	(\$1,432,300)	(\$1,517,090)	(\$86,648)	6.06%
** Spring Street Garage NET	(\$913,597)	(\$927,060)	(\$1,010,254)	(\$96,657)	-10.58%
10018400 Total EXPENDITURE	\$117,800	\$128,562	\$119,120	\$1,320	1.12%
10018400 Total REVENUE	(\$1,000,000)	(\$1,020,000)	(\$1,000,000)	\$0	0.00%
** Temple Street Garage NET	(\$882,200)	(\$891,438)	(\$880,880)	\$1,320	0.15%
**** Parking Net	(\$7,491,589)	(\$7,870,786)	(\$7,886,047)	(\$394,458)	-5.27%

CITY OF PORTLAND, ME
FY24 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund						
Parking 18						
*	Payroll	\$1,541,607	\$1,495,423	\$1,550,627	\$9,020	0.59%
*	Benefits	\$6,800	\$6,650	\$6,680	(\$120)	-1.76%
*	Administrative Svcs	\$37,062	\$29,962	\$33,980	(\$3,082)	-8.32%
*	Contractual Services	\$351,334	\$290,019	\$352,637	\$1,303	0.37%
*	Maintenance & Repair	\$191,893	\$231,275	\$175,400	(\$16,493)	-8.59%
*	Rentals	\$143,094	\$143,094	\$145,649	\$2,555	1.79%
*	Supplies	\$94,325	\$94,165	\$82,125	(\$12,200)	-12.93%
*	Minor Capital Items	\$0	\$0	\$22,200	\$22,200	---
*	Utilities	\$65,912	\$62,136	\$65,435	(\$477)	-0.72%
*	Contributions	\$1,440	\$1,440	\$1,440	\$0	0.00%
*	Capital Outlay	\$40,720	\$39,950	\$45,000	\$4,280	10.51%
****	Parking	\$2,474,187	\$2,394,114	\$2,481,173	\$6,986	0.28%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Parking 18						
Parking Administration 10018100						
*	Payroll	\$1,021,424	\$967,883	\$1,036,467	\$15,043	1.47%
*	Benefits	\$4,600	\$4,450	\$4,480	(\$120)	-2.61%
*	Administrative Svcs	\$18,500	\$11,400	\$14,860	(\$3,640)	-19.68%
*	Contractual Services	\$256,000	\$240,032	\$254,440	(\$1,560)	-0.61%
*	Maintenance & Repair	\$6,200	\$1,700	\$3,960	(\$2,240)	-36.13%
*	Rentals	\$143,094	\$143,094	\$145,649	\$2,555	1.79%
*	Supplies	\$73,500	\$73,500	\$67,800	(\$5,700)	-7.76%
*	Minor Capital Items	\$0	\$0	\$22,200	\$22,200	---
*	Utilities	\$10,212	\$10,075	\$10,147	(\$65)	-0.64%
*	Contributions	\$1,440	\$1,440	\$1,440	\$0	0.00%
**	Parking Administration	\$1,534,970	\$1,453,574	\$1,561,443	\$26,473	1.72%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Elm Street Garage 10018200						
*	Payroll	\$212,867	\$214,577	\$204,784	(\$8,083)	-3.80%
*	Benefits	\$1,100	\$1,100	\$1,100	\$0	0.00%
*	Contractual Services	\$32,830	\$33,600	\$36,817	\$3,987	12.14%
*	Maintenance & Repair	\$38,280	\$38,225	\$31,100	(\$7,180)	-18.76%
*	Supplies	\$5,525	\$5,425	\$5,525	\$0	0.00%
*	Utilities	\$13,970	\$13,811	\$14,448	\$478	3.42%
**	Elm Street Garage	\$304,572	\$306,738	\$293,774	(\$10,798)	-3.55%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Spring Street Garage 10018300						
*	Payroll	\$307,316	\$312,963	\$309,376	\$2,060	0.67%
*	Benefits	\$1,100	\$1,100	\$1,100	\$0	0.00%
*	Contractual Services	\$62,504	\$16,387	\$61,380	(\$1,124)	-1.80%
*	Maintenance & Repair	\$48,175	\$81,350	\$40,340	(\$7,835)	-16.26%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$15,300	\$15,240	\$8,800	(\$6,500)	-42.48%
*	Utilities	\$41,730	\$38,250	\$40,840	(\$890)	-2.13%
*	Capital Outlay	\$40,720	\$39,950	\$45,000	\$4,280	10.51%
**	Spring Street Garage	\$516,845	\$505,240	\$506,836	(\$10,009)	-1.94%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Temple Street Garage 10018400						
*	Administrative Svcs	\$18,562	\$18,562	\$19,120	\$558	3.01%
*	Maintenance & Repair	\$99,238	\$110,000	\$100,000	\$762	0.77%
**	Temple Street Garage	\$117,800	\$128,562	\$119,120	\$1,320	1.12%
****	Parking	\$2,474,187	\$2,394,114	\$2,481,173	\$6,986	0.28%

**CITY OF PORTLAND, ME
FY24 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund					
Housing & Economic Development 19					
10019100 Total EXPENDITURE	\$883,824	\$503,405	\$979,625	\$95,801	10.84%
10019100 Total REVENUE	(\$883,824)	(\$503,405)	(\$979,625)	(\$95,801)	10.84%
** Economic Development Admin NET	\$0	\$0	\$0	\$0	---
10019200 Total EXPENDITURE	\$28,522	\$25,875	\$39,122	\$10,600	37.16%
10019200 Total REVENUE	(\$28,522)	(\$25,875)	(\$39,122)	(\$10,600)	37.16%
** Portland Development Corp NET	\$0	\$0	\$0	\$0	---
10019300 Total EXPENDITURE	\$574,738	\$492,780	\$778,390	\$203,652	35.43%
10019300 Total REVENUE	(\$574,738)	(\$492,780)	(\$678,390)	(\$103,652)	18.03%
** Housing & Community Dev NET	\$0	\$0	\$100,000	\$100,000	---
**** Housing & Economic Development Net	\$0	\$0	\$100,000	\$100,000	---

CITY OF PORTLAND, ME
FY24 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund						
Housing & Economic Development 19						
*	Payroll	\$1,279,427	\$857,780	\$1,273,515	(\$5,912)	-0.46%
*	Benefits	\$960	\$200	\$1,560	\$600	62.50%
*	Operating Transfers	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$16,970	\$13,170	\$32,320	\$15,350	90.45%
*	Contractual Services	\$174,297	\$142,550	\$268,297	\$94,000	53.93%
*	Maintenance & Repair	\$2,870	\$1,800	\$3,185	\$315	10.98%
*	Rentals	\$2,400	\$1,200	\$2,100	(\$300)	-12.50%
*	Supplies	\$9,500	\$4,700	\$6,500	(\$3,000)	-31.58%
*	Minor Capital Items	\$0	\$0	\$9,000	\$9,000	---
*	Utilities	\$660	\$660	\$660	\$0	0.00%
*	Contributions	\$0	\$0	\$200,000	\$200,000	---
****	Housing & Economic Development	\$1,487,084	\$1,022,060	\$1,797,137	\$310,053	20.85%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Housing & Economic Development 19						
Economic Development Admin 10019100						
*	Payroll	\$704,689	\$365,000	\$595,125	(\$109,564)	-15.55%
*	Benefits	\$960	\$200	\$1,560	\$600	62.50%
*	Operating Transfers	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$12,095	\$8,295	\$12,845	\$750	6.20%
*	Contractual Services	\$151,400	\$122,300	\$149,400	(\$2,000)	-1.32%
*	Maintenance & Repair	\$2,870	\$1,800	\$3,185	\$315	10.98%
*	Rentals	\$2,400	\$1,200	\$2,100	(\$300)	-12.50%
*	Supplies	\$8,750	\$3,950	\$5,750	(\$3,000)	-34.29%
*	Minor Capital Items	\$0	\$0	\$9,000	\$9,000	---
*	Utilities	\$660	\$660	\$660	\$0	0.00%
*	Contributions	\$0	\$0	\$200,000	\$200,000	---
**	Economic Development Admin	\$883,824	\$503,405	\$979,625	\$95,801	10.84%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Portland Development Corp 10019200						
*	Administrative Svcs	\$4,875	\$4,875	\$19,475	\$14,600	299.49%
*	Contractual Services	\$22,897	\$20,250	\$18,897	(\$4,000)	-17.47%
*	Supplies	\$750	\$750	\$750	\$0	0.00%
**	Portland Development Corp	\$28,522	\$25,875	\$39,122	\$10,600	37.16%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Housing & Community Dev 10019300						
*	Payroll	\$574,738	\$492,780	\$678,390	\$103,652	18.03%
*	Contractual Services	\$0	\$0	\$100,000	\$100,000	---
**	Housing & Community Dev	\$574,738	\$492,780	\$778,390	\$203,652	35.43%
****	Housing & Economic Development	\$1,487,084	\$1,022,060	\$1,797,137	\$310,053	20.85%

**CITY OF PORTLAND, ME
FY24 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund					
Police Department 21					
10021100 Total EXPENDITURE	\$1,329,925	\$1,290,344	\$1,371,288	\$41,363	3.11%
10021100 Total REVENUE	(\$165,827)	(\$161,783)	(\$165,827)	\$0	0.00%
** Police Administration NET	\$1,164,098	\$1,128,561	\$1,205,461	\$41,363	3.55%
10021200 Total EXPENDITURE	\$10,837,455	\$10,646,683	\$11,506,750	\$669,295	6.18%
10021200 Total REVENUE	(\$1,169,087)	(\$1,190,070)	(\$1,019,087)	\$150,000	-12.83%
** Uniformed Operations Group NET	\$9,668,368	\$9,456,613	\$10,487,663	\$819,295	8.47%
10021300 Total EXPENDITURE	\$2,047,944	\$2,236,469	\$2,272,627	\$224,683	10.97%
10021300 Total REVENUE	(\$355,922)	(\$357,709)	(\$374,711)	(\$18,789)	5.28%
** Bureau Investigative Services NET	\$1,692,022	\$1,878,760	\$1,897,916	\$205,894	12.17%
10021400 Total EXPENDITURE	\$966,425	\$963,262	\$997,159	\$30,734	3.18%
10021400 Total REVENUE	(\$78,888)	(\$67,500)	(\$78,888)	\$0	0.00%
** Police Operation Support Svcs NET	\$887,537	\$895,762	\$918,271	\$30,734	3.46%
10021800 Total EXPENDITURE	\$580,738	\$475,013	\$503,433	(\$77,305)	-13.31%
10021800 Total REVENUE	(\$580,738)	(\$475,013)	(\$503,433)	\$77,305	-13.31%
** Jetport Security NET	\$0	\$0	\$0	\$0	---
**** Police Department Net	\$13,412,025	\$13,359,696	\$14,509,311	\$1,097,286	8.18%

CITY OF PORTLAND, ME
FY24 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund						
Police Department 21						
*	Payroll	\$14,743,421	\$14,731,366	\$15,566,426	\$823,005	5.58%
*	Benefits	\$221,235	\$164,616	\$229,780	\$8,545	3.86%
*	Administrative Svcs	\$218,860	\$160,781	\$240,810	\$21,950	10.03%
*	Contractual Services	\$173,209	\$178,479	\$174,709	\$1,500	0.87%
*	Maintenance & Repair	\$95,677	\$84,891	\$132,247	\$36,570	38.22%
*	Rentals	\$18,933	\$15,850	\$18,738	(\$195)	-1.03%
*	Supplies	\$266,564	\$248,184	\$262,639	(\$3,925)	-1.47%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$24,588	\$27,604	\$25,908	\$1,320	5.37%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
****	Police Department	\$15,762,487	\$15,611,771	\$16,651,257	\$888,770	5.64%

CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Police Department 21						
Police Administration 10021100						
*	Payroll	\$1,301,147	\$1,239,496	\$1,337,510	\$36,363	2.79%
*	Benefits	\$7,060	\$3,800	\$7,060	\$0	0.00%
*	Administrative Svcs	\$17,010	\$17,853	\$22,010	\$5,000	29.39%
*	Contractual Services	\$0	\$24,356	\$0	\$0	---
*	Maintenance & Repair	\$400	\$200	\$400	\$0	0.00%
*	Rentals	\$2,508	\$1,926	\$2,508	\$0	0.00%
*	Supplies	\$1,800	\$1,594	\$1,800	\$0	0.00%
*	Utilities	\$0	\$1,119	\$0	\$0	---
**	Police Administration	\$1,329,925	\$1,290,344	\$1,371,288	\$41,363	3.11%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Uniformed Operations Group 10021200						
*	Payroll	\$10,179,041	\$10,065,111	\$10,809,486	\$630,445	6.19%
*	Benefits	\$164,300	\$147,771	\$172,325	\$8,025	4.88%
*	Administrative Svcs	\$44,185	\$19,570	\$51,435	\$7,250	16.41%
*	Contractual Services	\$161,109	\$142,220	\$161,109	\$0	0.00%
*	Maintenance & Repair	\$55,607	\$51,717	\$78,982	\$23,375	42.04%
*	Rentals	\$7,471	\$7,026	\$7,276	(\$195)	-2.61%
*	Supplies	\$202,054	\$189,738	\$201,129	(\$925)	-0.46%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$23,688	\$23,530	\$25,008	\$1,320	5.57%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Uniformed Operations Group	\$10,837,455	\$10,646,683	\$11,506,750	\$669,295	6.18%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Bureau Investigative Services 10021300						
*	Payroll	\$2,000,988	\$2,208,636	\$2,224,151	\$223,163	11.15%
*	Benefits	\$28,060	\$7,700	\$28,580	\$520	1.85%
*	Administrative Svcs	\$1,280	\$1,074	\$1,280	\$0	0.00%
*	Contractual Services	\$3,300	\$1,692	\$3,300	\$0	0.00%
*	Maintenance & Repair	\$2,000	\$1,289	\$2,000	\$0	0.00%
*	Rentals	\$1,916	\$1,498	\$1,916	\$0	0.00%
*	Supplies	\$10,400	\$13,305	\$11,400	\$1,000	9.62%
*	Utilities	\$0	\$1,275	\$0	\$0	---
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Bureau Investigative Services	\$2,047,944	\$2,236,469	\$2,272,627	\$224,683	10.97%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Police Operation Support Svcs 10021400						
*	Payroll	\$704,423	\$746,606	\$718,012	\$13,589	1.93%
*	Benefits	\$5,000	\$3,459	\$5,000	\$0	0.00%
*	Administrative Svcs	\$155,385	\$122,284	\$163,085	\$7,700	4.96%
*	Contractual Services	\$8,800	\$10,211	\$10,300	\$1,500	17.05%
*	Maintenance & Repair	\$36,970	\$31,435	\$49,915	\$12,945	35.01%
*	Rentals	\$5,637	\$5,300	\$5,637	\$0	0.00%
*	Supplies	\$49,310	\$42,287	\$44,310	(\$5,000)	-10.14%
*	Utilities	\$900	\$1,680	\$900	\$0	0.00%
**	Police Operation Support Svcs	\$966,425	\$963,262	\$997,159	\$30,734	3.18%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Jetport Security 10021800						
*	Payroll	\$557,822	\$471,517	\$477,267	(\$80,555)	-14.44%
*	Benefits	\$16,815	\$1,886	\$16,815	\$0	0.00%
*	Administrative Svcs	\$1,000	\$0	\$3,000	\$2,000	200.00%
*	Maintenance & Repair	\$700	\$250	\$950	\$250	35.71%
*	Rentals	\$1,401	\$100	\$1,401	\$0	0.00%
*	Supplies	\$3,000	\$1,260	\$4,000	\$1,000	33.33%
**	Jetport Security	\$580,738	\$475,013	\$503,433	(\$77,305)	-13.31%
****	Police Department	\$15,762,487	\$15,611,771	\$16,651,257	\$888,770	5.64%

**CITY OF PORTLAND, ME
FY24 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund					
Fire Department 22					
10022000 Total REVENUE	\$0	(\$1,623)	\$0	\$0	---
** Fire Department NET	\$0	(\$1,623)	\$0	\$0	---
*** Fire	\$0	(\$1,623)	\$0	\$0	---
10022100 Total EXPENDITURE	\$769,636	\$814,013	\$899,791	\$130,155	16.91%
10022100 Total REVENUE	(\$103,785)	(\$103,785)	(\$103,785)	\$0	0.00%
** Fire Administration NET	\$665,851	\$710,228	\$796,006	\$130,155	19.55%
10022200 Total EXPENDITURE	\$326,899	\$347,809	\$359,553	\$32,654	9.99%
10022200 Total REVENUE	(\$34,921)	(\$34,921)	(\$34,921)	\$0	0.00%
** Fire Code Enforce & Comm Svcs NET	\$291,978	\$312,888	\$324,632	\$32,654	11.18%
10022300 Total EXPENDITURE	\$15,878,547	\$16,308,324	\$16,492,965	\$614,418	3.87%
10022300 Total REVENUE	(\$3,769,300)	(\$3,782,740)	(\$3,969,300)	(\$200,000)	5.31%
** Fire Field Operations NET	\$12,109,247	\$12,525,584	\$12,523,665	\$414,418	3.42%
10022400 Total EXPENDITURE	\$935,001	\$943,696	\$1,045,755	\$110,754	11.85%
10022400 Total REVENUE	(\$134,250)	(\$134,250)	(\$134,250)	\$0	0.00%
** Fire Operation Support Svcs NET	\$800,751	\$809,446	\$911,505	\$110,754	13.83%
10022800 Total EXPENDITURE	\$1,263,589	\$1,101,953	\$1,474,498	\$210,909	16.69%
10022800 Total REVENUE	(\$1,263,589)	(\$1,101,953)	(\$1,474,498)	(\$210,909)	16.69%
** Air Rescue Station NET	\$0	\$0	\$0	\$0	---
**** Fire Department Net	\$13,867,827	\$14,356,523	\$14,555,808	\$687,981	4.96%

CITY OF PORTLAND, ME
FY24 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund						
Fire Department 22						
*	Payroll	\$16,685,619	\$17,041,801	\$17,398,041	\$712,422	4.27%
*	Benefits	\$260,910	\$283,935	\$276,604	\$15,694	6.02%
*	Administrative Svcs	\$288,883	\$272,058	\$366,993	\$78,110	27.04%
*	Contractual Services	\$152,919	\$149,841	\$189,173	\$36,254	23.71%
*	Maintenance & Repair	\$573,218	\$561,548	\$682,906	\$109,688	19.14%
*	Rentals	\$434,710	\$434,710	\$464,416	\$29,706	6.83%
*	Supplies	\$500,498	\$504,995	\$561,313	\$60,815	12.15%
*	Minor Capital Items	\$8,592	\$8,592	\$0	(\$8,592)	-100.00%
*	Utilities	\$268,323	\$258,315	\$283,116	\$14,793	5.51%
*	Capital Outlay	\$0	\$0	\$50,000	\$50,000	---
****	Fire Department	\$19,173,672	\$19,515,795	\$20,272,562	\$1,098,890	5.73%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Fire Department 22						
Fire Administration 10022100						
*	Payroll	\$706,148	\$749,670	\$830,588	\$124,440	17.62%
*	Benefits	\$1,600	\$1,600	\$1,600	\$0	0.00%
*	Administrative Svcs	\$19,058	\$19,258	\$23,073	\$4,015	21.07%
*	Contractual Services	\$2,150	\$2,150	\$2,350	\$200	9.30%
*	Maintenance & Repair	\$0	\$675	\$0	\$0	---
*	Rentals	\$8,160	\$8,160	\$8,160	\$0	0.00%
*	Supplies	\$30,300	\$30,300	\$31,800	\$1,500	4.95%
*	Utilities	\$2,220	\$2,200	\$2,220	\$0	0.00%
**	Fire Administration	\$769,636	\$814,013	\$899,791	\$130,155	16.91%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Fire Code Enforce & Comm Svcs 10022200						
*	Payroll	\$305,793	\$325,793	\$335,732	\$29,939	9.79%
*	Benefits	\$0	\$100	\$0	\$0	---
*	Administrative Svcs	\$8,700	\$9,200	\$11,915	\$3,215	36.95%
*	Contractual Services	\$2,500	\$2,500	\$2,000	(\$500)	-20.00%
*	Maintenance & Repair	\$0	\$310	\$0	\$0	---
*	Supplies	\$6,450	\$6,450	\$6,450	\$0	0.00%
*	Utilities	\$3,456	\$3,456	\$3,456	\$0	0.00%
**	Fire Code Enforce & Comm Svcs	\$326,899	\$347,809	\$359,553	\$32,654	9.99%

CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Fire Field Operations 10022300						
*	Payroll	\$14,617,995	\$14,984,622	\$14,998,420	\$380,425	2.60%
*	Benefits	\$242,035	\$272,035	\$254,154	\$12,119	5.01%
*	Administrative Svcs	\$205,970	\$222,525	\$263,100	\$57,130	27.74%
*	Contractual Services	\$124,286	\$124,286	\$139,666	\$15,380	12.37%
*	Maintenance & Repair	\$297,175	\$297,175	\$342,875	\$45,700	15.38%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$367,880	\$384,475	\$419,214	\$51,334	13.95%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$23,206	\$23,206	\$25,536	\$2,330	10.04%
*	Capital Outlay	\$0	\$0	\$50,000	\$50,000	---
**	Fire Field Operations	\$15,878,547	\$16,308,324	\$16,492,965	\$614,418	3.87%

CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Fire Operation Support Svcs 10022400						
*	Payroll	\$0	\$0	\$0	\$0	---
*	Benefits	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$1,075	\$1,075	\$1,075	\$0	0.00%
*	Contractual Services	\$20,205	\$20,205	\$22,005	\$1,800	8.91%
*	Maintenance & Repair	\$211,693	\$220,388	\$273,531	\$61,838	29.21%
*	Rentals	\$426,550	\$426,550	\$456,256	\$29,706	6.96%
*	Supplies	\$55,900	\$55,900	\$55,000	(\$900)	-1.61%
*	Utilities	\$219,578	\$219,578	\$237,888	\$18,310	8.34%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Fire Operation Support Svcs	\$935,001	\$943,696	\$1,045,755	\$110,754	11.85%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Air Rescue Station 10022800						
*	Payroll	\$1,055,683	\$981,716	\$1,233,301	\$177,618	16.82%
*	Benefits	\$17,275	\$10,200	\$20,850	\$3,575	20.69%
*	Administrative Svcs	\$54,080	\$20,000	\$67,830	\$13,750	25.43%
*	Contractual Services	\$3,778	\$700	\$23,152	\$19,374	512.81%
*	Maintenance & Repair	\$64,350	\$43,000	\$66,500	\$2,150	3.34%
*	Supplies	\$39,968	\$27,870	\$48,849	\$8,881	22.22%
*	Minor Capital Items	\$8,592	\$8,592	\$0	(\$8,592)	-100.00%
*	Utilities	\$19,863	\$9,875	\$14,016	(\$5,847)	-29.44%
**	Air Rescue Station	\$1,263,589	\$1,101,953	\$1,474,498	\$210,909	16.69%
****	Fire Department	\$19,173,672	\$19,515,795	\$20,272,562	\$1,098,890	5.73%

**CITY OF PORTLAND, ME
FY24 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund					
Dispatch Services 23					
10023500 Total EXPENDITURE	\$2,418,809	\$3,196,492	\$3,694,113	\$1,275,304	52.72%
10023500 Total REVENUE	(\$1,127,544)	(\$1,127,544)	(\$1,791,996)	(\$664,452)	58.93%
** Dispatch Services NET	\$1,291,265	\$2,068,948	\$1,902,117	\$610,852	47.31%
**** Dispatch Services Net	\$1,291,265	\$2,068,948	\$1,902,117	\$610,852	47.31%

CITY OF PORTLAND, ME
FY24 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund						
Dispatch Services 23						
*	Payroll	\$2,307,362	\$2,672,424	\$3,248,972	\$941,610	40.81%
*	Benefits	\$13,100	\$7,875	\$13,100	\$0	0.00%
*	Administrative Svcs	\$11,925	\$9,916	\$12,275	\$350	2.94%
*	Contractual Services	\$19,910	\$440,180	\$349,686	\$329,776	1656.33%
*	Maintenance & Repair	\$12,431	\$2,800	\$12,530	\$99	0.80%
*	Rentals	\$666	\$170	\$810	\$144	21.62%
*	Supplies	\$21,375	\$15,358	\$23,500	\$2,125	9.94%
*	Minor Capital Items	\$15,000	\$35,763	\$15,000	\$0	0.00%
*	Utilities	\$17,040	\$12,006	\$18,240	\$1,200	7.04%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
****	Dispatch Services	\$2,418,809	\$3,196,492	\$3,694,113	\$1,275,304	52.72%

**CITY OF PORTLAND, ME
FY24 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund					
Dept of Planning & Development 24					
10024100 Total EXPENDITURE	\$255,084	\$254,334	\$282,684	\$27,600	10.82%
10024100 Total REVENUE	(\$30,000)	(\$30,000)	(\$30,000)	\$0	0.00%
** Planning & Development Admin NET	\$225,084	\$224,334	\$252,684	\$27,600	12.26%
10024200 Total EXPENDITURE	\$1,316,183	\$1,533,936	\$1,616,527	\$300,344	22.82%
10024200 Total REVENUE	(\$653,322)	(\$935,233)	(\$825,350)	(\$172,028)	26.33%
** Planning NET	\$662,861	\$598,703	\$791,177	\$128,316	19.36%
**** Dept of Planning & Development Net	\$887,945	\$823,037	\$1,043,861	\$155,916	17.56%

CITY OF PORTLAND, ME
FY24 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund						
Dept of Planning & Development 24						
*	Payroll	\$1,265,757	\$1,212,407	\$1,358,827	\$93,070	7.35%
*	Benefits	\$1,950	\$1,400	\$3,100	\$1,150	58.97%
*	Administrative Svcs	\$17,650	\$14,700	\$28,600	\$10,950	62.04%
*	Contractual Services	\$203,115	\$478,168	\$413,800	\$210,685	103.73%
*	Maintenance & Repair	\$48,060	\$54,634	\$46,200	(\$1,860)	-3.87%
*	Rentals	\$14,839	\$9,500	\$9,000	(\$5,839)	-39.35%
*	Supplies	\$18,696	\$16,261	\$38,700	\$20,004	106.99%
*	Utilities	\$1,200	\$1,200	\$984	(\$216)	-18.00%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
****	Dept of Planning & Development	\$1,571,267	\$1,788,270	\$1,899,211	\$327,944	20.87%

CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Dept of Planning & Development 24						
Planning & Development Admin 10024100						
*	Payroll	\$248,534	\$248,884	\$264,634	\$16,100	6.48%
*	Benefits	\$1,100	\$1,100	\$1,800	\$700	63.64%
*	Administrative Svcs	\$4,700	\$3,600	\$8,000	\$3,300	70.21%
*	Contractual Services	\$250	\$250	\$500	\$250	100.00%
*	Maintenance & Repair	\$0	\$0	\$1,500	\$1,500	---
*	Supplies	\$500	\$500	\$6,250	\$5,750	1150.00%
**	Planning & Development Admin	\$255,084	\$254,334	\$282,684	\$27,600	10.82%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Planning 10024200						
*	Payroll	\$1,017,223	\$963,523	\$1,094,193	\$76,970	7.57%
*	Benefits	\$850	\$300	\$1,300	\$450	52.94%
*	Administrative Svcs	\$12,950	\$11,100	\$20,600	\$7,650	59.07%
*	Contractual Services	\$202,865	\$477,918	\$413,300	\$210,435	103.73%
*	Maintenance & Repair	\$48,060	\$54,634	\$44,700	(\$3,360)	-6.99%
*	Rentals	\$14,839	\$9,500	\$9,000	(\$5,839)	-39.35%
*	Supplies	\$18,196	\$15,761	\$32,450	\$14,254	78.33%
*	Utilities	\$1,200	\$1,200	\$984	(\$216)	-18.00%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Planning	\$1,316,183	\$1,533,936	\$1,616,527	\$300,344	22.82%
****	Dept of Planning & Development	\$1,571,267	\$1,788,270	\$1,899,211	\$327,944	20.87%

**CITY OF PORTLAND, ME
FY24 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund					
Permitting & Inspections 25					
10025100 Total EXPENDITURE	\$193,366	\$204,031	\$206,737	\$13,371	6.91%
** Permitting & Inspections Admin NET	\$193,366	\$204,031	\$206,737	\$13,371	6.91%
10025200 Total EXPENDITURE	\$1,254,118	\$1,256,080	\$1,381,204	\$127,086	10.13%
10025200 Total REVENUE	(\$2,860,500)	(\$3,136,000)	(\$2,920,700)	(\$60,200)	2.10%
** Inspections NET	(\$1,606,382)	(\$1,879,920)	(\$1,539,496)	\$66,886	4.16%
10025300 Total EXPENDITURE	\$653,111	\$653,242	\$824,333	\$171,222	26.22%
10025300 Total REVENUE	(\$908,428)	(\$919,478)	(\$919,478)	(\$11,050)	1.22%
** Housing Safety NET	(\$255,317)	(\$266,236)	(\$95,145)	\$160,172	62.73%
10025400 Total EXPENDITURE	\$356,150	\$361,309	\$372,004	\$15,854	4.45%
10025400 Total REVENUE	(\$1,513,661)	(\$1,534,161)	(\$1,672,334)	(\$158,673)	10.48%
** Business Licensing NET	(\$1,157,511)	(\$1,172,852)	(\$1,300,330)	(\$142,819)	-12.34%
**** Permitting & Inspections Net	(\$2,825,844)	(\$3,114,977)	(\$2,728,234)	\$97,610	3.45%

CITY OF PORTLAND, ME
FY24 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund						
Permitting & Inspections 25						
*	Payroll	\$2,254,214	\$2,277,750	\$2,555,682	\$301,468	13.37%
*	Benefits	\$14,050	\$13,450	\$16,950	\$2,900	20.64%
*	Administrative Svcs	\$22,780	\$22,505	\$30,825	\$8,045	35.32%
*	Contractual Services	\$89,819	\$92,643	\$99,485	\$9,666	10.76%
*	Maintenance & Repair	\$23,184	\$14,796	\$6,773	(\$16,411)	-70.79%
*	Rentals	\$4,368	\$4,368	\$4,368	\$0	0.00%
*	Supplies	\$41,430	\$42,250	\$61,855	\$20,425	49.30%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$6,900	\$6,900	\$8,340	\$1,440	20.87%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
****	Permitting & Inspections	\$2,456,745	\$2,474,662	\$2,784,278	\$327,533	13.33%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Permitting & Inspections 25						
Permitting & Inspections Admin 10025100						
*	Payroll	\$185,935	\$197,000	\$201,166	\$15,231	8.19%
*	Benefits	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$600	\$725	\$1,100	\$500	83.33%
*	Contractual Services	\$200	\$200	\$200	\$0	0.00%
*	Maintenance & Repair	\$1,946	\$1,946	\$811	(\$1,135)	-58.32%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$4,025	\$3,500	\$2,800	(\$1,225)	-30.43%
*	Utilities	\$660	\$660	\$660	\$0	0.00%
**	Permitting & Inspections Admin	\$193,366	\$204,031	\$206,737	\$13,371	6.91%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Inspections 10025200						
*	Payroll	\$1,171,796	\$1,175,300	\$1,302,033	\$130,237	11.11%
*	Benefits	\$6,600	\$6,000	\$7,200	\$600	9.09%
*	Administrative Svcs	\$17,200	\$17,200	\$22,470	\$5,270	30.64%
*	Contractual Services	\$12,000	\$13,200	\$14,500	\$2,500	20.83%
*	Maintenance & Repair	\$13,242	\$9,500	\$3,601	(\$9,641)	-72.81%
*	Rentals	\$1,800	\$1,800	\$1,800	\$0	0.00%
*	Supplies	\$27,700	\$29,300	\$25,700	(\$2,000)	-7.22%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$3,780	\$3,780	\$3,900	\$120	3.17%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Inspections	\$1,254,118	\$1,256,080	\$1,381,204	\$127,086	10.13%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Housing Safety 10025300						
*	Payroll	\$590,947	\$593,300	\$739,718	\$148,771	25.18%
*	Benefits	\$4,800	\$4,800	\$6,300	\$1,500	31.25%
*	Administrative Svcs	\$3,725	\$3,325	\$5,850	\$2,125	57.05%
*	Contractual Services	\$42,399	\$44,323	\$46,960	\$4,561	10.76%
*	Maintenance & Repair	\$6,346	\$2,600	\$1,741	(\$4,605)	-72.57%
*	Rentals	\$504	\$504	\$504	\$0	0.00%
*	Supplies	\$3,250	\$3,250	\$20,800	\$17,550	540.00%
*	Utilities	\$1,140	\$1,140	\$2,460	\$1,320	115.79%
**	Housing Safety	\$653,111	\$653,242	\$824,333	\$171,222	26.22%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Business Licensing 10025400						
*	Payroll	\$305,536	\$312,150	\$312,765	\$7,229	2.37%
*	Benefits	\$2,650	\$2,650	\$3,450	\$800	30.19%
*	Administrative Svcs	\$1,255	\$1,255	\$1,405	\$150	11.95%
*	Contractual Services	\$35,220	\$34,920	\$37,825	\$2,605	7.40%
*	Maintenance & Repair	\$1,650	\$750	\$620	(\$1,030)	-62.42%
*	Rentals	\$2,064	\$2,064	\$2,064	\$0	0.00%
*	Supplies	\$6,455	\$6,200	\$12,555	\$6,100	94.50%
*	Utilities	\$1,320	\$1,320	\$1,320	\$0	0.00%
**	Business Licensing	\$356,150	\$361,309	\$372,004	\$15,854	4.45%
****	Permitting & Inspections	\$2,456,745	\$2,474,662	\$2,784,278	\$327,533	13.33%

**CITY OF PORTLAND, ME
FY24 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund					
Information Technology 29					
10029100 Total EXPENDITURE	\$2,892,962	\$0	\$3,212,243	\$319,281	11.04%
10029100 Total REVENUE	(\$322,599)	\$0	(\$380,407)	(\$57,808)	17.92%
** Information Technology NET	\$2,570,363	\$0	\$2,831,836	\$261,473	10.17%
**** Information Technology Net	\$2,570,363	\$0	\$2,831,836	\$261,473	10.17%

CITY OF PORTLAND, ME
FY24 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund						
Information Technology 29						
*	Payroll	\$1,342,829	\$0	\$1,560,349	\$217,520	16.20%
*	Benefits	\$1,800	\$0	\$1,800	\$0	0.00%
*	Administrative Svcs	\$2,650	\$0	\$21,073	\$18,423	695.21%
*	Contractual Services	\$211,435	\$0	\$132,895	(\$78,540)	-37.15%
*	Maintenance & Repair	\$966,189	\$0	\$1,035,701	\$69,512	7.19%
*	Rentals	\$12,000	\$0	\$6,100	(\$5,900)	-49.17%
*	Supplies	\$31,000	\$0	\$104,040	\$73,040	235.61%
*	Utilities	\$325,059	\$0	\$350,285	\$25,226	7.76%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
****	Information Technology	\$2,892,962	\$0	\$3,212,243	\$319,281	11.04%

**CITY OF PORTLAND, ME
FY24 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund					
Public Works 31					
10031100 Total EXPENDITURE	\$787,173	\$689,730	\$830,122	\$42,949	5.46%
10031100 Total REVENUE	(\$339,183)	(\$339,183)	(\$351,601)	(\$12,418)	3.66%
** Public Works Administration NET	\$447,990	\$350,547	\$478,521	\$30,531	6.82%
10031202 Total EXPENDITURE	\$1,906,294	\$1,805,650	\$1,948,821	\$42,527	2.23%
10031202 Total REVENUE	(\$2,000)	(\$1,200)	(\$2,000)	\$0	0.00%
** Districting NET	\$1,904,294	\$1,804,450	\$1,946,821	\$42,527	2.23%
10031203 Total EXPENDITURE	\$2,807,094	\$2,828,812	\$3,055,233	\$248,139	8.84%
10031203 Total REVENUE	(\$2,405,293)	(\$2,369,143)	(\$2,500,125)	(\$94,832)	3.94%
** Solid Waste NET	\$401,801	\$459,669	\$555,108	\$153,307	38.15%
10031204 Total EXPENDITURE	\$199,907	\$207,175	\$214,763	\$14,856	7.43%
10031204 Total REVENUE	(\$71,989)	(\$76,750)	(\$77,329)	(\$5,340)	7.42%
** Communications NET	\$127,918	\$130,425	\$137,434	\$9,516	7.44%
10031205 Total EXPENDITURE	\$411,055	\$429,175	\$474,349	\$63,294	15.40%
10031205 Total REVENUE	(\$411,055)	(\$411,055)	(\$474,349)	(\$63,294)	15.40%
** Portland Downtown District NET	\$0	\$18,120	\$0	\$0	---
10031206 Total EXPENDITURE	\$1,504,853	\$1,074,736	\$1,450,785	(\$54,068)	-3.59%
10031206 Total REVENUE	(\$106,450)	(\$96,200)	(\$104,402)	\$2,048	-1.92%
** Winter Operations NET	\$1,398,403	\$978,536	\$1,346,383	(\$52,020)	-3.72%
10031207 Total EXPENDITURE	\$823,097	\$948,298	\$956,062	\$132,965	16.15%
10031207 Total REVENUE	\$0	\$0	\$0	\$0	---
** Island Services NET	\$823,097	\$948,298	\$956,062	\$132,965	16.15%
10031208 Total EXPENDITURE	\$1,667,028	\$1,431,187	\$1,758,878	\$91,850	5.51%
10031208 Total REVENUE	(\$10,450)	(\$5,350)	(\$6,450)	\$4,000	-38.28%
** Traffic & Transportation Ops NET	\$1,656,578	\$1,425,837	\$1,752,428	\$95,850	5.79%
*** PW Operations	\$6,312,091	\$5,765,335	\$6,694,236	\$382,145	6.05%
10031302 Total EXPENDITURE	\$484,194	\$490,460	\$511,808	\$27,614	5.70%
10031302 Total REVENUE	(\$1,286,868)	(\$1,718,000)	(\$1,296,424)	(\$9,556)	0.74%
** Transportation Engineering NET	(\$802,674)	(\$1,227,540)	(\$784,616)	\$18,058	2.25%
10031303 Total EXPENDITURE	\$1,346,075	\$1,278,764	\$1,392,734	\$46,659	3.47%
10031303 Total REVENUE	(\$998,057)	(\$1,000,728)	(\$1,132,983)	(\$134,926)	13.52%

**CITY OF PORTLAND, ME
FY24 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
**	Engineering NET	\$348,018	\$278,036	\$259,751	(\$88,267)	-25.36%
***	PW Engineering Division	(\$454,656)	(\$949,504)	(\$524,865)	(\$70,209)	-15.44%
10031400	Total EXPENDITURE	\$4,376,633	\$4,326,550	\$4,482,128	\$105,495	2.41%
10031400	Total REVENUE	(\$265,489)	(\$289,496)	(\$269,988)	(\$4,499)	1.69%
**	Fleet Services NET	\$4,111,144	\$4,037,054	\$4,212,140	\$100,996	2.46%
****	Public Works Net	\$10,416,569	\$9,203,432	\$10,860,032	\$443,463	4.26%

CITY OF PORTLAND, ME
FY24 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund						
Public Works 31						
*	Payroll	\$8,923,143	\$8,348,462	\$9,427,685	\$504,542	5.65%
*	Benefits	\$72,148	\$89,315	\$77,840	\$5,692	7.89%
*	Administrative Svcs	\$119,062	\$84,542	\$95,302	(\$23,760)	-19.96%
*	Contractual Services	\$2,487,265	\$2,481,405	\$2,615,676	\$128,411	5.16%
*	Maintenance & Repair	\$1,505,767	\$1,527,467	\$1,585,637	\$79,870	5.30%
*	Rentals	\$500,080	\$372,335	\$504,340	\$4,260	0.85%
*	Supplies	\$2,007,772	\$2,032,085	\$2,147,091	\$139,319	6.94%
*	Minor Capital Items	\$50,348	\$41,250	\$94,188	\$43,840	87.07%
*	Utilities	\$471,316	\$326,496	\$467,924	(\$3,392)	-0.72%
*	Capital Outlay	\$176,502	\$207,180	\$60,000	(\$116,502)	-66.01%
****	Public Works	\$16,313,403	\$15,510,537	\$17,075,683	\$762,280	4.67%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Public Works 31						
Public Works Administration 10031100						
*	Payroll	\$722,621	\$632,255	\$760,842	\$38,221	5.29%
*	Benefits	\$1,920	\$850	\$1,400	(\$520)	-27.08%
*	Administrative Svcs	\$11,310	\$8,050	\$12,410	\$1,100	9.73%
*	Contractual Services	\$3,750	\$1,675	\$3,600	(\$150)	-4.00%
*	Maintenance & Repair	\$30,390	\$29,450	\$32,040	\$1,650	5.43%
*	Rentals	\$3,000	\$2,200	\$3,000	\$0	0.00%
*	Supplies	\$13,750	\$14,150	\$15,450	\$1,700	12.36%
*	Utilities	\$432	\$1,100	\$1,380	\$948	219.44%
**	Public Works Administration	\$787,173	\$689,730	\$830,122	\$42,949	5.46%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Districting 10031202						
*	Payroll	\$1,656,699	\$1,540,500	\$1,693,553	\$36,854	2.22%
*	Benefits	\$11,270	\$22,100	\$11,110	(\$160)	-1.42%
*	Administrative Svcs	\$13,320	\$13,750	\$9,850	(\$3,470)	-26.05%
*	Contractual Services	\$60,430	\$70,850	\$59,783	(\$647)	-1.07%
*	Maintenance & Repair	\$3,050	\$2,850	\$2,500	(\$550)	-18.03%
*	Rentals	\$14,500	\$16,500	\$14,500	\$0	0.00%
*	Supplies	\$142,825	\$136,000	\$153,325	\$10,500	7.35%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$4,200	\$3,100	\$4,200	\$0	0.00%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Districting	\$1,906,294	\$1,805,650	\$1,948,821	\$42,527	2.23%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Solid Waste 10031203						
*	Payroll	\$1,037,137	\$1,020,000	\$1,105,248	\$68,111	6.57%
*	Benefits	\$9,860	\$10,100	\$14,700	\$4,840	49.09%
*	Administrative Svcs	\$16,587	\$12,392	\$5,867	(\$10,720)	-64.63%
*	Contractual Services	\$1,722,230	\$1,764,690	\$1,898,238	\$176,008	10.22%
*	Maintenance & Repair	\$5,280	\$5,280	\$10,960	\$5,680	107.58%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$11,200	\$11,550	\$19,020	\$7,820	69.82%
*	Utilities	\$4,800	\$4,800	\$1,200	(\$3,600)	-75.00%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Solid Waste	\$2,807,094	\$2,828,812	\$3,055,233	\$248,139	8.84%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Communications 10031204						
*	Payroll	\$184,532	\$192,100	\$197,598	\$13,066	7.08%
*	Benefits	\$1,125	\$1,125	\$1,125	\$0	0.00%
*	Administrative Svcs	\$100	\$100	\$100	\$0	0.00%
*	Contractual Services	\$7,000	\$7,500	\$8,000	\$1,000	14.29%
*	Maintenance & Repair	\$500	\$500	\$500	\$0	0.00%
*	Rentals	\$1,100	\$700	\$1,340	\$240	21.82%
*	Supplies	\$5,550	\$5,150	\$6,100	\$550	9.91%
**	Communications	\$199,907	\$207,175	\$214,763	\$14,856	7.43%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Portland Downtown District 10031205						
*	Payroll	\$387,355	\$353,000	\$422,239	\$34,884	9.01%
*	Benefits	\$3,450	\$9,900	\$3,450	\$0	0.00%
*	Administrative Svcs	\$390	\$250	\$400	\$10	2.56%
*	Contractual Services	\$300	\$50,325	\$20,400	\$20,100	6700.00%
*	Maintenance & Repair	\$300	\$300	\$300	\$0	0.00%
*	Rentals	\$360	\$200	\$360	\$0	0.00%
*	Supplies	\$14,900	\$14,200	\$18,600	\$3,700	24.83%
*	Minor Capital Items	\$0	\$0	\$6,600	\$6,600	---
*	Utilities	\$4,000	\$1,000	\$2,000	(\$2,000)	-50.00%
**	Portland Downtown District	\$411,055	\$429,175	\$474,349	\$63,294	15.40%

CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Winter Operations 10031206						
*	Payroll	\$435,396	\$263,500	\$426,634	(\$8,762)	-2.01%
*	Benefits	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$15,600	\$12,500	\$4,900	(\$10,700)	-68.59%
*	Contractual Services	\$145,265	\$51,500	\$32,265	(\$113,000)	-77.79%
*	Maintenance & Repair	\$5,000	\$2,500	\$5,000	\$0	0.00%
*	Rentals	\$447,500	\$300,000	\$447,500	\$0	0.00%
*	Supplies	\$454,856	\$443,500	\$533,250	\$78,394	17.23%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$1,236	\$1,236	\$1,236	\$0	0.00%
**	Winter Operations	\$1,504,853	\$1,074,736	\$1,450,785	(\$54,068)	-3.59%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Island Services 10031207						
*	Payroll	\$561,192	\$601,000	\$600,474	\$39,282	7.00%
*	Benefits	\$4,935	\$3,800	\$5,645	\$710	14.39%
*	Administrative Svcs	\$6,700	\$4,700	\$1,100	(\$5,600)	-83.58%
*	Contractual Services	\$169,070	\$170,520	\$211,270	\$42,200	24.96%
*	Maintenance & Repair	\$6,500	\$6,500	\$7,500	\$1,000	15.38%
*	Rentals	\$20,200	\$25,000	\$25,000	\$4,800	23.76%
*	Supplies	\$30,450	\$82,050	\$67,200	\$36,750	120.69%
*	Minor Capital Items	\$11,250	\$11,250	\$25,013	\$13,763	122.34%
*	Utilities	\$12,800	\$12,800	\$12,860	\$60	0.47%
*	Capital Outlay	\$0	\$30,678	\$0	\$0	---
**	Island Services	\$823,097	\$948,298	\$956,062	\$132,965	16.15%

CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Traffic & Transportation Ops 10031208						
*	Payroll	\$585,291	\$504,387	\$615,646	\$30,355	5.19%
*	Benefits	\$4,390	\$3,580	\$4,870	\$480	10.93%
*	Administrative Svcs	\$6,565	\$4,250	\$8,605	\$2,040	31.07%
*	Contractual Services	\$335,415	\$335,415	\$335,415	\$0	0.00%
*	Maintenance & Repair	\$90,087	\$90,087	\$130,087	\$40,000	44.40%
*	Rentals	\$780	\$500	\$780	\$0	0.00%
*	Supplies	\$148,256	\$147,466	\$152,256	\$4,000	2.70%
*	Minor Capital Items	\$39,098	\$30,000	\$50,575	\$11,477	29.35%
*	Utilities	\$440,644	\$299,000	\$440,644	\$0	0.00%
*	Capital Outlay	\$16,502	\$16,502	\$20,000	\$3,498	21.20%
**	Traffic & Transportation Ops	\$1,667,028	\$1,431,187	\$1,758,878	\$91,850	5.51%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Transportation Engineering 10031302						
*	Payroll	\$429,144	\$443,570	\$448,863	\$19,719	4.59%
*	Benefits	\$3,160	\$2,760	\$3,160	\$0	0.00%
*	Administrative Svcs	\$11,190	\$8,000	\$13,085	\$1,895	16.93%
*	Contractual Services	\$12,950	\$10,475	\$15,850	\$2,900	22.39%
*	Maintenance & Repair	\$20,000	\$20,000	\$20,000	\$0	0.00%
*	Rentals	\$0	\$5	\$0	\$0	---
*	Supplies	\$7,750	\$5,650	\$10,850	\$3,100	40.00%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$0	\$0	\$0	\$0	---
**	Transportation Engineering	\$484,194	\$490,460	\$511,808	\$27,614	5.70%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Engineering 10031303						
*	Payroll	\$1,282,381	\$1,233,150	\$1,323,045	\$40,664	3.17%
*	Benefits	\$2,580	\$1,600	\$2,580	\$0	0.00%
*	Administrative Svcs	\$9,750	\$7,800	\$14,035	\$4,285	43.95%
*	Contractual Services	\$28,300	\$16,800	\$28,300	\$0	0.00%
*	Maintenance & Repair	\$5,560	\$3,900	\$5,650	\$90	1.62%
*	Rentals	\$1,560	\$750	\$780	(\$780)	-50.00%
*	Supplies	\$14,900	\$13,464	\$16,100	\$1,200	8.05%
*	Utilities	\$1,044	\$1,300	\$2,244	\$1,200	114.94%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Engineering	\$1,346,075	\$1,278,764	\$1,392,734	\$46,659	3.47%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Fleet Services 10031400						
*	Payroll	\$1,641,395	\$1,565,000	\$1,833,543	\$192,148	11.71%
*	Benefits	\$29,458	\$33,500	\$29,800	\$342	1.16%
*	Administrative Svcs	\$27,550	\$12,750	\$24,950	(\$2,600)	-9.44%
*	Contractual Services	\$2,555	\$1,655	\$2,555	\$0	0.00%
*	Maintenance & Repair	\$1,339,100	\$1,366,100	\$1,371,100	\$32,000	2.39%
*	Rentals	\$11,080	\$26,480	\$11,080	\$0	0.00%
*	Supplies	\$1,163,335	\$1,158,905	\$1,154,940	(\$8,395)	-0.72%
*	Minor Capital Items	\$0	\$0	\$12,000	\$12,000	---
*	Utilities	\$2,160	\$2,160	\$2,160	\$0	0.00%
*	Capital Outlay	\$160,000	\$160,000	\$40,000	(\$120,000)	-75.00%
**	Fleet Services	\$4,376,633	\$4,326,550	\$4,482,128	\$105,495	2.41%
****	Public Works	\$16,313,403	\$15,510,537	\$17,075,683	\$762,280	4.67%

**CITY OF PORTLAND, ME
FY24 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund					
Parks, Rec & Facilities 33					
10033100 Total EXPENDITURE	\$514,589	\$510,551	\$528,648	\$14,059	2.73%
** Parks Rec & Fac Administration NET	\$514,589	\$510,551	\$528,648	\$14,059	2.73%
10033202 Total EXPENDITURE	\$1,057,088	\$987,659	\$1,199,129	\$142,041	13.44%
10033202 Total REVENUE	(\$167,605)	(\$142,571)	(\$154,005)	\$13,600	-8.11%
** Parks NET	\$889,483	\$845,088	\$1,045,124	\$155,641	17.50%
10033203 Total EXPENDITURE	\$834,291	\$884,881	\$883,527	\$49,236	5.90%
10033203 Total REVENUE	(\$9,900)	(\$9,900)	(\$12,000)	(\$2,100)	21.21%
** Forestry NET	\$824,391	\$874,981	\$871,527	\$47,136	5.72%
10033204 Total EXPENDITURE	\$942,489	\$1,034,417	\$1,031,807	\$89,318	9.48%
10033204 Total REVENUE	(\$442,695)	(\$499,497)	(\$517,350)	(\$74,655)	16.86%
** Athletic Facilities NET	\$499,794	\$534,920	\$514,457	\$14,663	2.93%
10033205 Total EXPENDITURE	\$785,723	\$613,022	\$696,000	(\$89,723)	-11.42%
10033205 Total REVENUE	(\$876,224)	(\$667,976)	(\$778,389)	\$97,835	-11.17%
** Cemeteries NET	(\$90,501)	(\$54,954)	(\$82,389)	\$8,112	8.96%
*** Parks Division	\$2,123,167	\$2,200,035	\$2,348,719	\$225,552	10.62%
10033302 Total EXPENDITURE	\$1,809,159	\$1,768,855	\$1,859,046	\$49,887	2.76%
10033302 Total REVENUE	(\$1,865,098)	(\$1,795,192)	(\$1,991,872)	(\$126,774)	6.80%
** Recreation NET	(\$55,939)	(\$26,337)	(\$132,826)	(\$76,887)	-137.45%
10033303 Total EXPENDITURE	\$536,670	\$535,686	\$564,029	\$27,359	5.10%
10033303 Total REVENUE	(\$243,981)	(\$273,382)	(\$318,714)	(\$74,733)	30.63%
** Aquatics NET	\$292,689	\$262,304	\$245,315	(\$47,374)	-16.19%
10033304 Total EXPENDITURE	\$1,050,902	\$1,126,198	\$1,186,340	\$135,438	12.89%
10033304 Total REVENUE	(\$1,532,850)	(\$1,668,606)	(\$1,851,500)	(\$318,650)	20.79%
** Riverside Golf Course NET	(\$481,948)	(\$542,408)	(\$665,160)	(\$183,212)	-38.01%
10033305 Total EXPENDITURE	\$29,660	\$33,998	\$32,960	\$3,300	11.13%
10033305 Total REVENUE	(\$32,260)	(\$32,260)	(\$32,960)	(\$700)	2.17%
** Golf Course Restaurant NET	(\$2,600)	\$1,738	\$0	\$2,600	100.00%
10033306 Total EXPENDITURE	\$531,153	\$567,674	\$570,647	\$39,494	7.44%
10033306 Total REVENUE	(\$546,225)	(\$572,750)	(\$596,050)	(\$49,825)	9.12%
** Ice Arena NET	(\$15,072)	(\$5,076)	(\$25,403)	(\$10,331)	-68.54%
*** Recreation Division	(\$262,870)	(\$309,779)	(\$578,074)	(\$315,204)	-119.91%

**CITY OF PORTLAND, ME
FY24 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
10033401 Total EXPENDITURE	\$924,265	\$996,846	\$1,038,567	\$114,302	12.37%
10033401 Total REVENUE	(\$742,550)	(\$800,440)	(\$745,370)	(\$2,820)	0.38%
** Public Assemblies Admin NET	\$181,715	\$196,406	\$293,197	\$111,482	61.35%
10033402 Total EXPENDITURE	\$532,466	\$582,621	\$583,436	\$50,970	9.57%
10033402 Total REVENUE	(\$507,500)	(\$500,000)	(\$511,000)	(\$3,500)	0.69%
** Concessions NET	\$24,966	\$82,621	\$72,436	\$47,470	190.14%
10033404 Total EXPENDITURE	\$1,003,164	\$976,314	\$1,031,921	\$28,757	2.87%
** Custodial Services NET	\$1,003,164	\$976,314	\$1,031,921	\$28,757	2.87%
10033405 Total EXPENDITURE	\$147,514	\$206,116	\$221,519	\$74,005	50.17%
10033405 Total REVENUE	(\$571,425)	(\$651,025)	(\$646,000)	(\$74,575)	13.05%
** Merrill Auditorium NET	(\$423,911)	(\$444,909)	(\$424,481)	(\$570)	-0.13%
*** Public Assemblies	\$785,934	\$810,432	\$973,073	\$187,139	23.81%
**** Parks, Rec & Facilities Net	\$3,160,820	\$3,211,239	\$3,272,366	\$111,546	3.53%

CITY OF PORTLAND, ME
FY24 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund						
Parks, Rec & Facilities 33						
*	Payroll	\$8,017,221	\$7,867,033	\$8,480,935	\$463,714	5.78%
*	Benefits	\$63,502	\$76,130	\$66,492	\$2,990	4.71%
*	Administrative Svcs	\$102,535	\$100,621	\$108,770	\$6,235	6.08%
*	Contractual Services	\$561,423	\$708,522	\$735,762	\$174,339	31.05%
*	Maintenance & Repair	\$233,295	\$217,224	\$199,106	(\$34,189)	-14.65%
*	Rentals	\$267,689	\$301,537	\$288,393	\$20,704	7.73%
*	Supplies	\$943,466	\$1,050,438	\$1,045,208	\$101,742	10.78%
*	Minor Capital Items	\$21,900	\$27,741	\$19,400	(\$2,500)	-11.42%
*	Utilities	\$452,364	\$448,417	\$459,210	\$6,846	1.51%
*	Capital Outlay	\$35,738	\$27,175	\$24,300	(\$11,438)	-32.01%
****	Parks, Rec & Facilities	\$10,699,133	\$10,824,838	\$11,427,576	\$728,443	6.81%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Parks, Rec & Facilities 33						
Parks Rec & Fac Administration 10033100						
*	Payroll	\$435,371	\$422,149	\$458,535	\$23,164	5.32%
*	Benefits	\$1,200	\$877	\$1,200	\$0	0.00%
*	Administrative Svcs	\$23,490	\$24,215	\$27,990	\$4,500	19.16%
*	Contractual Services	\$9,100	\$13,249	\$7,150	(\$1,950)	-21.43%
*	Maintenance & Repair	\$19,640	\$26,284	\$14,741	(\$4,899)	-24.94%
*	Rentals	\$4,800	\$2,476	\$2,520	(\$2,280)	-47.50%
*	Supplies	\$19,500	\$19,796	\$15,000	(\$4,500)	-23.08%
*	Utilities	\$1,488	\$1,505	\$1,512	\$24	1.61%
**	Parks Rec & Fac Administration	\$514,589	\$510,551	\$528,648	\$14,059	2.73%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Parks 10033202						
*	Payroll	\$783,263	\$703,988	\$917,113	\$133,850	17.09%
*	Benefits	\$11,820	\$10,163	\$13,220	\$1,400	11.84%
*	Administrative Svcs	\$11,025	\$8,745	\$4,025	(\$7,000)	-63.49%
*	Contractual Services	\$69,700	\$87,502	\$79,700	\$10,000	14.35%
*	Maintenance & Repair	\$5,691	\$4,339	\$3,811	(\$1,880)	-33.03%
*	Rentals	\$24,000	\$28,863	\$24,000	\$0	0.00%
*	Supplies	\$75,809	\$81,748	\$81,000	\$5,191	6.85%
*	Minor Capital Items	\$7,500	\$6,000	\$7,500	\$0	0.00%
*	Utilities	\$68,280	\$56,311	\$68,760	\$480	0.70%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Parks	\$1,057,088	\$987,659	\$1,199,129	\$142,041	13.44%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Forestry 10033203						
*	Payroll	\$680,861	\$635,684	\$715,597	\$34,736	5.10%
*	Benefits	\$8,335	\$17,074	\$8,335	\$0	0.00%
*	Administrative Svcs	\$9,005	\$16,946	\$5,505	(\$3,500)	-38.87%
*	Contractual Services	\$87,300	\$141,937	\$107,300	\$20,000	22.91%
*	Maintenance & Repair	\$1,700	\$1,500	\$1,700	\$0	0.00%
*	Supplies	\$44,690	\$62,312	\$42,690	(\$2,000)	-4.48%
*	Minor Capital Items	\$0	\$7,386	\$0	\$0	---
*	Utilities	\$2,400	\$2,042	\$2,400	\$0	0.00%
**	Forestry	\$834,291	\$884,881	\$883,527	\$49,236	5.90%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Athletic Facilities 10033204						
*	Payroll	\$634,716	\$656,120	\$685,394	\$50,678	7.98%
*	Benefits	\$7,680	\$6,872	\$7,680	\$0	0.00%
*	Administrative Svcs	\$7,200	\$4,797	\$3,700	(\$3,500)	-48.61%
*	Contractual Services	\$17,750	\$25,731	\$17,750	\$0	0.00%
*	Maintenance & Repair	\$25,000	\$14,782	\$23,000	(\$2,000)	-8.00%
*	Rentals	\$44,484	\$82,956	\$73,284	\$28,800	64.74%
*	Supplies	\$136,299	\$156,504	\$144,799	\$8,500	6.24%
*	Minor Capital Items	\$9,400	\$13,000	\$9,400	\$0	0.00%
*	Utilities	\$59,960	\$73,655	\$66,800	\$6,840	11.41%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Athletic Facilities	\$942,489	\$1,034,417	\$1,031,807	\$89,318	9.48%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Cemeteries 10033205						
*	Payroll	\$587,250	\$486,267	\$485,417	(\$101,833)	-17.34%
*	Benefits	\$4,692	\$2,332	\$4,092	(\$600)	-12.79%
*	Administrative Svcs	\$4,880	\$630	\$5,780	\$900	18.44%
*	Contractual Services	\$26,672	\$43,367	\$97,372	\$70,700	265.07%
*	Maintenance & Repair	\$54,090	\$19,300	\$16,620	(\$37,470)	-69.27%
*	Rentals	\$12,350	\$11,506	\$7,350	(\$5,000)	-40.49%
*	Supplies	\$59,325	\$29,492	\$57,925	(\$1,400)	-2.36%
*	Minor Capital Items	\$5,000	\$1,355	\$2,500	(\$2,500)	-50.00%
*	Utilities	\$7,464	\$3,336	\$7,944	\$480	6.43%
*	Capital Outlay	\$24,000	\$15,437	\$11,000	(\$13,000)	-54.17%
**	Cemeteries	\$785,723	\$613,022	\$696,000	(\$89,723)	-11.42%

CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Recreation 10033302						
*	Payroll	\$1,499,499	\$1,469,470	\$1,530,811	\$31,312	2.09%
*	Benefits	\$7,005	\$6,325	\$7,605	\$600	8.57%
*	Administrative Svcs	\$22,970	\$19,931	\$25,010	\$2,040	8.88%
*	Contractual Services	\$149,615	\$147,926	\$166,100	\$16,485	11.02%
*	Maintenance & Repair	\$10,500	\$10,062	\$10,811	\$311	2.96%
*	Rentals	\$51,800	\$46,060	\$50,860	(\$940)	-1.81%
*	Supplies	\$48,490	\$58,013	\$55,255	\$6,765	13.95%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$19,280	\$11,068	\$12,594	(\$6,686)	-34.68%
**	Recreation	\$1,809,159	\$1,768,855	\$1,859,046	\$49,887	2.76%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Aquatics 10033303						
*	Payroll	\$425,755	\$425,542	\$440,639	\$14,884	3.50%
*	Benefits	\$2,360	\$2,300	\$2,360	\$0	0.00%
*	Administrative Svcs	\$2,705	\$3,287	\$3,880	\$1,175	43.44%
*	Contractual Services	\$42,700	\$44,900	\$47,500	\$4,800	11.24%
*	Maintenance & Repair	\$3,100	\$3,100	\$3,800	\$700	22.58%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$37,700	\$37,682	\$43,500	\$5,800	15.38%
*	Utilities	\$22,350	\$18,875	\$22,350	\$0	0.00%
**	Aquatics	\$536,670	\$535,686	\$564,029	\$27,359	5.10%

CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Riverside Golf Course 10033304						
*	Payroll	\$531,151	\$565,101	\$598,757	\$67,606	12.73%
*	Benefits	\$5,240	\$5,240	\$6,400	\$1,160	22.14%
*	Administrative Svcs	\$10,245	\$10,245	\$19,495	\$9,250	90.29%
*	Contractual Services	\$56,575	\$58,575	\$83,575	\$27,000	47.72%
*	Maintenance & Repair	\$42,500	\$42,500	\$42,500	\$0	0.00%
*	Rentals	\$126,833	\$126,833	\$126,844	\$11	0.01%
*	Supplies	\$208,128	\$230,506	\$237,099	\$28,971	13.92%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$70,230	\$87,198	\$71,670	\$1,440	2.05%
**	Riverside Golf Course	\$1,050,902	\$1,126,198	\$1,186,340	\$135,438	12.89%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Golf Course Restaurant 10033305						
*	Payroll	\$0	\$0	\$0	\$0	---
*	Benefits	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$0	\$0	\$0	\$0	---
*	Maintenance & Repair	\$6,762	\$10,100	\$7,500	\$738	10.91%
*	Rentals	\$2,160	\$2,160	\$2,160	\$0	0.00%
*	Supplies	\$0	\$1,000	\$1,000	\$1,000	---
*	Utilities	\$9,000	\$9,000	\$9,000	\$0	0.00%
*	Capital Outlay	\$11,738	\$11,738	\$13,300	\$1,562	13.31%
**	Golf Course Restaurant	\$29,660	\$33,998	\$32,960	\$3,300	11.13%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Ice Arena 10033306						
*	Payroll	\$281,578	\$297,218	\$303,930	\$22,352	7.94%
*	Benefits	\$1,400	\$1,493	\$1,400	\$0	0.00%
*	Administrative Svcs	\$905	\$1,425	\$905	\$0	0.00%
*	Contractual Services	\$12,876	\$15,998	\$26,235	\$13,359	103.75%
*	Maintenance & Repair	\$28,530	\$44,353	\$25,840	(\$2,690)	-9.43%
*	Rentals	\$1,262	\$683	\$1,375	\$113	8.95%
*	Supplies	\$23,650	\$32,037	\$28,010	\$4,360	18.44%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$180,952	\$174,467	\$182,952	\$2,000	1.11%
**	Ice Arena	\$531,153	\$567,674	\$570,647	\$39,494	7.44%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Public Assemblies Admin 10033401						
*	Payroll	\$853,235	\$920,149	\$958,717	\$105,482	12.36%
*	Benefits	\$2,640	\$2,640	\$2,760	\$120	4.55%
*	Administrative Svcs	\$6,650	\$6,940	\$8,960	\$2,310	34.74%
*	Contractual Services	\$36,223	\$42,000	\$42,000	\$5,777	15.95%
*	Maintenance & Repair	\$3,032	\$3,032	\$2,222	(\$810)	-26.72%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$17,845	\$17,445	\$17,000	(\$845)	-4.74%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$4,640	\$4,640	\$6,908	\$2,268	48.88%
**	Public Assemblies Admin	\$924,265	\$996,846	\$1,038,567	\$114,302	12.37%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Concessions 10033402						
*	Payroll	\$332,116	\$320,634	\$335,326	\$3,210	0.97%
*	Benefits	\$2,520	\$2,520	\$2,620	\$100	3.97%
*	Administrative Svcs	\$3,460	\$3,460	\$3,520	\$60	1.73%
*	Contractual Services	\$15,640	\$34,467	\$15,540	(\$100)	-0.64%
*	Maintenance & Repair	\$9,750	\$9,750	\$9,750	\$0	0.00%
*	Supplies	\$164,100	\$206,910	\$211,800	\$47,700	29.07%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$4,880	\$4,880	\$4,880	\$0	0.00%
**	Concessions	\$532,466	\$582,621	\$583,436	\$50,970	9.57%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Custodial Services 10033404						
*	Payroll	\$860,172	\$813,376	\$892,100	\$31,928	3.71%
*	Benefits	\$8,290	\$17,494	\$8,340	\$50	0.60%
*	Administrative Svcs	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$29,772	\$29,772	\$20,540	(\$9,232)	-31.01%
*	Maintenance & Repair	\$6,000	\$9,811	\$9,811	\$3,811	63.52%
*	Supplies	\$98,930	\$105,861	\$101,130	\$2,200	2.22%
*	Utilities	\$0	\$0	\$0	\$0	---
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Custodial Services	\$1,003,164	\$976,314	\$1,031,921	\$28,757	2.87%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Merrill Auditorium 10033405						
*	Payroll	\$112,254	\$151,335	\$158,599	\$46,345	41.29%
*	Benefits	\$320	\$800	\$480	\$160	50.00%
*	Contractual Services	\$7,500	\$23,098	\$25,000	\$17,500	233.33%
*	Maintenance & Repair	\$17,000	\$18,311	\$27,000	\$10,000	58.82%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$9,000	\$11,132	\$9,000	\$0	0.00%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$1,440	\$1,440	\$1,440	\$0	0.00%
**	Merrill Auditorium	\$147,514	\$206,116	\$221,519	\$74,005	50.17%
****	Parks, Rec & Facilities	\$10,699,133	\$10,824,838	\$11,427,576	\$728,443	6.81%

**CITY OF PORTLAND, ME
FY24 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund					
Public Buildings & Waterfront 35					
10035100 Total EXPENDITURE	\$458,517	\$455,287	\$479,394	\$20,877	4.55%
10035100 Total REVENUE	\$0	\$0	\$0	\$0	---
** PB & Wtrfnt - Administration NET	\$458,517	\$455,287	\$479,394	\$20,877	4.55%
10035101 Total EXPENDITURE	\$617,991	\$537,991	\$657,625	\$39,634	6.41%
10035101 Total REVENUE	(\$24,500)	(\$25,071)	(\$32,500)	(\$8,000)	32.65%
** PB & Wtrfnt - Trades NET	\$593,491	\$512,920	\$625,125	\$31,634	5.33%
10035102 Total EXPENDITURE	\$618,574	\$554,090	\$735,454	\$116,880	18.90%
10035102 Total REVENUE	(\$618,574)	(\$554,090)	(\$735,454)	(\$116,880)	18.90%
** PB & Wtrfnt - School HVAC NET	\$0	\$0	\$0	\$0	---
*** PB & Wtrfnt - Admin	\$1,052,008	\$968,207	\$1,104,519	\$52,511	4.99%
10035201 Total EXPENDITURE	\$317,100	\$297,100	\$390,120	\$73,020	23.03%
** PB & Wtrfnt - Public Safety NET	\$317,100	\$297,100	\$390,120	\$73,020	23.03%
10035202 Total EXPENDITURE	\$778,587	\$764,737	\$851,356	\$72,769	9.35%
** PB & Wtrfnt - City Hall NET	\$778,587	\$764,737	\$851,356	\$72,769	9.35%
10035203 Total EXPENDITURE	\$207,455	\$187,455	\$281,815	\$74,360	35.84%
** PB & Wtrfnt - Merrill (PB) NET	\$207,455	\$187,455	\$281,815	\$74,360	35.84%
10035204 Total EXPENDITURE	\$299,395	\$390,895	\$319,495	\$20,100	6.71%
10035204 Total REVENUE	(\$338,000)	(\$338,000)	(\$363,000)	(\$25,000)	7.40%
** PB & Wtrfnt - Hadlock NET	(\$38,605)	\$52,895	(\$43,505)	(\$4,900)	-12.69%
10035205 Total EXPENDITURE	\$207,870	\$213,570	\$273,580	\$65,710	31.61%
** PB & Wtrfnt - Expo NET	\$207,870	\$213,570	\$273,580	\$65,710	31.61%
10035206 Total EXPENDITURE	\$407,130	\$407,130	\$408,730	\$1,600	0.39%
10035206 Total REVENUE	\$0	\$0	\$0	\$0	---
** PB & Wtrfnt - Canco Rd NET	\$407,130	\$407,130	\$408,730	\$1,600	0.39%
10035210 Total EXPENDITURE	\$321,627	\$321,759	\$223,567	(\$98,060)	-30.49%
** PB & Wtrfnt - Other Bldgs NET	\$321,627	\$321,759	\$223,567	(\$98,060)	-30.49%
*** PB & Wtrfnt - Buildings	\$2,201,164	\$2,244,646	\$2,385,663	\$184,499	8.38%
10035300 Total EXPENDITURE	\$1,504,009	\$1,520,308	\$1,779,944	\$275,935	18.35%
10035300 Total REVENUE	(\$1,111,305)	(\$2,421,325)	(\$2,930,130)	(\$1,818,825)	163.67%
** PB & Wtrfnt - Waterfront NET	\$392,704	(\$901,017)	(\$1,150,186)	(\$1,542,890)	-392.89%

**CITY OF PORTLAND, ME
FY24 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
****	Public Buildings & Waterfront Net	\$3,645,876	\$2,311,836	\$2,339,996	(\$1,305,880)	-35.82%

CITY OF PORTLAND, ME
FY24 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund						
Public Buildings & Waterfront 35						
*	Payroll	\$1,590,874	\$1,464,874	\$1,815,509	\$224,635	14.12%
*	Benefits	\$17,440	\$18,160	\$17,640	\$200	1.15%
*	Administrative Svcs	\$20,290	\$14,790	\$27,790	\$7,500	36.96%
*	Contractual Services	\$320,810	\$458,010	\$318,065	(\$2,745)	-0.86%
*	Maintenance & Repair	\$1,228,505	\$1,257,328	\$1,422,140	\$193,635	15.76%
*	Rentals	\$8,700	\$9,300	\$6,300	(\$2,400)	-27.59%
*	Supplies	\$442,700	\$438,316	\$513,700	\$71,000	16.04%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$1,643,936	\$1,572,328	\$1,614,936	(\$29,000)	-1.76%
*	Capital Outlay	\$465,000	\$417,216	\$665,000	\$200,000	43.01%
****	Public Buildings & Waterfront	\$5,738,255	\$5,650,322	\$6,401,080	\$662,825	11.55%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Public Buildings & Waterfront 35						
PB & Wtrfnt - Administration 10035100						
*	Payroll	\$438,107	\$438,107	\$459,384	\$21,277	4.86%
*	Benefits	\$2,440	\$3,160	\$2,440	\$0	0.00%
*	Administrative Svcs	\$2,850	\$1,850	\$2,850	\$0	0.00%
*	Contractual Services	\$500	\$150	\$500	\$0	0.00%
*	Maintenance & Repair	\$3,000	\$3,000	\$3,000	\$0	0.00%
*	Rentals	\$3,900	\$1,300	\$1,500	(\$2,400)	-61.54%
*	Supplies	\$7,000	\$7,000	\$9,000	\$2,000	28.57%
*	Utilities	\$720	\$720	\$720	\$0	0.00%
**	PB & Wtrfnt - Administration	\$458,517	\$455,287	\$479,394	\$20,877	4.55%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
PB & Wtrfnt - Trades 10035101						
*	Payroll	\$593,651	\$513,651	\$625,085	\$31,434	5.30%
*	Benefits	\$9,150	\$9,150	\$9,350	\$200	2.19%
*	Administrative Svcs	\$5,690	\$5,690	\$5,690	\$0	0.00%
*	Contractual Services	\$0	\$0	\$0	\$0	---
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$9,500	\$9,500	\$17,500	\$8,000	84.21%
**	PB & Wtrfnt - Trades	\$617,991	\$537,991	\$657,625	\$39,634	6.41%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
PB & Wtrfnt - School HVAC 10035102						
*	Payroll	\$146,239	\$96,239	\$169,174	\$22,935	15.68%
*	Benefits	\$1,400	\$1,400	\$1,400	\$0	0.00%
*	Administrative Svcs	\$2,250	\$2,250	\$2,250	\$0	0.00%
*	Contractual Services	\$39,000	\$39,000	\$39,000	\$0	0.00%
*	Maintenance & Repair	\$225,055	\$240,955	\$270,000	\$44,945	19.97%
*	Supplies	\$169,000	\$173,616	\$208,000	\$39,000	23.08%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$630	\$630	\$630	\$0	0.00%
*	Capital Outlay	\$35,000	\$0	\$45,000	\$10,000	28.57%
**	PB & Wtrfnt - School HVAC	\$618,574	\$554,090	\$735,454	\$116,880	18.90%

CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
PB & Wtrfnt - Public Safety 10035201						
*	Payroll	\$0	\$0	\$0	\$0	---
*	Benefits	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$23,300	\$23,300	\$28,320	\$5,020	21.55%
*	Maintenance & Repair	\$66,000	\$66,000	\$66,000	\$0	0.00%
*	Supplies	\$30,000	\$30,000	\$35,000	\$5,000	16.67%
*	Utilities	\$197,800	\$177,800	\$160,800	(\$37,000)	-18.71%
*	Capital Outlay	\$0	\$0	\$100,000	\$100,000	---
**	PB & Wtrfnt - Public Safety	\$317,100	\$297,100	\$390,120	\$73,020	23.03%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
PB & Wtrfnt - City Hall 10035202						
*	Payroll	\$157,937	\$161,937	\$184,866	\$26,929	17.05%
*	Benefits	\$800	\$800	\$800	\$0	0.00%
*	Contractual Services	\$17,850	\$35,000	\$49,690	\$31,840	178.38%
*	Maintenance & Repair	\$136,000	\$136,000	\$150,000	\$14,000	10.29%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$48,000	\$48,000	\$48,000	\$0	0.00%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$368,000	\$368,000	\$368,000	\$0	0.00%
*	Capital Outlay	\$50,000	\$15,000	\$50,000	\$0	0.00%
**	PB & Wtrfnt - City Hall	\$778,587	\$764,737	\$851,356	\$72,769	9.35%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
PB & Wtrfnt - Merrill (PB) 10035203						
*	Contractual Services	\$13,450	\$13,450	\$13,320	(\$130)	-0.97%
*	Maintenance & Repair	\$70,005	\$70,005	\$88,495	\$18,490	26.41%
*	Supplies	\$14,000	\$14,000	\$20,000	\$6,000	42.86%
*	Utilities	\$110,000	\$90,000	\$110,000	\$0	0.00%
*	Capital Outlay	\$0	\$0	\$50,000	\$50,000	---
**	PB & Wtrfnt - Merrill (PB)	\$207,455	\$187,455	\$281,815	\$74,360	35.84%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
PB & Wtrfnt - Hadlock 10035204						
*	Contractual Services	\$9,595	\$92,595	\$9,695	\$100	1.04%
*	Maintenance & Repair	\$48,800	\$48,800	\$63,800	\$15,000	30.74%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$23,000	\$23,000	\$28,000	\$5,000	21.74%
*	Utilities	\$188,000	\$188,000	\$188,000	\$0	0.00%
*	Capital Outlay	\$30,000	\$38,500	\$30,000	\$0	0.00%
**	PB & Wtrfnt - Hadlock	\$299,395	\$390,895	\$319,495	\$20,100	6.71%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
PB & Wtrfnt - Expo 10035205						
*	Contractual Services	\$5,770	\$5,770	\$6,480	\$710	12.31%
*	Maintenance & Repair	\$46,000	\$52,700	\$53,000	\$7,000	15.22%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$21,000	\$12,000	\$21,000	\$0	0.00%
*	Utilities	\$135,100	\$143,100	\$143,100	\$8,000	5.92%
*	Capital Outlay	\$0	\$0	\$50,000	\$50,000	---
**	PB & Wtrfnt - Expo	\$207,870	\$213,570	\$273,580	\$65,710	31.61%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
PB & Wtrfnt - Canco Rd 10035206						
*	Payroll	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$14,350	\$14,350	\$15,950	\$1,600	11.15%
*	Maintenance & Repair	\$207,000	\$207,000	\$207,000	\$0	0.00%
*	Supplies	\$30,000	\$30,000	\$30,000	\$0	0.00%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$155,780	\$155,780	\$155,780	\$0	0.00%
**	PB & Wtrfnt - Canco Rd	\$407,130	\$407,130	\$408,730	\$1,600	0.39%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
PB & Wtrfnt - Other Bldgs 10035210						
*	Payroll	\$0	\$0	\$0	\$0	---
*	Benefits	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$16,500	\$16,500	\$18,440	\$1,940	11.76%
*	Maintenance & Repair	\$55,245	\$55,245	\$55,245	\$0	0.00%
*	Supplies	\$40,500	\$40,500	\$40,500	\$0	0.00%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$109,382	\$95,798	\$109,382	\$0	0.00%
*	Capital Outlay	\$100,000	\$113,716	\$0	(\$100,000)	-100.00%
**	PB & Wtrfnt - Other Bldgs	\$321,627	\$321,759	\$223,567	(\$98,060)	-30.49%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
PB & Wtrfnt - Waterfront 10035300						
*	Payroll	\$254,940	\$254,940	\$377,000	\$122,060	47.88%
*	Benefits	\$3,650	\$3,650	\$3,650	\$0	0.00%
*	Administrative Svcs	\$9,500	\$5,000	\$17,000	\$7,500	78.95%
*	Contractual Services	\$180,495	\$217,895	\$136,670	(\$43,825)	-24.28%
*	Maintenance & Repair	\$371,400	\$377,623	\$465,600	\$94,200	25.36%
*	Rentals	\$4,800	\$8,000	\$4,800	\$0	0.00%
*	Supplies	\$50,700	\$50,700	\$56,700	\$6,000	11.83%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$378,524	\$352,500	\$378,524	\$0	0.00%
*	Capital Outlay	\$250,000	\$250,000	\$340,000	\$90,000	36.00%
**	PB & Wtrfnt - Waterfront	\$1,504,009	\$1,520,308	\$1,779,944	\$275,935	18.35%
****	Public Buildings & Waterfront	\$5,738,255	\$5,650,322	\$6,401,080	\$662,825	11.55%

CITY OF PORTLAND, ME
FY24 HEALTH & HUMAN SERVICES DIVISION ORG NET REPORT

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund					
Health & Human Services 44					
HHS Administration 4410					
10044100 Total EXPENDITURE	\$508,407	\$505,856	\$539,378	\$30,971	6.09%
10044100 Total REVENUE	\$0	\$0	\$0	\$0	---
** HHS Administration NET	\$508,407	\$505,856	\$539,378	\$30,971	6.09%
*** HHS Administration	\$508,407	\$505,856	\$539,378	\$30,971	6.09%

CITY OF PORTLAND, ME
FY24 HEALTH & HUMAN SERVICES DIVISION CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Health & Human Services 44					
HHS Administration 4410					
* Payroll	\$490,727	\$495,254	\$519,298	\$28,571	5.82%
* Benefits	\$3,180	\$1,285	\$2,580	(\$600)	-18.87%
* Administrative Svcs	\$3,000	\$4,006	\$5,000	\$2,000	66.67%
* Contractual Services	\$5,000	\$353	\$5,000	\$0	0.00%
* Maintenance & Repair	\$0	\$0	\$0	\$0	---
* Supplies	\$6,500	\$4,550	\$7,000	\$500	7.69%
* Utilities	\$0	\$408	\$500	\$500	---
** HHS Administration	\$508,407	\$505,856	\$539,378	\$30,971	6.09%

CITY OF PORTLAND, ME
FY24 HEALTH & HUMAN SERVICES DIVISION ORG NET REPORT

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund					
Health & Human Services 44					
Public Health 4420					
10044201 Total EXPENDITURE	\$660,665	\$775,532	\$843,173	\$182,508	27.62%
10044201 Total REVENUE	(\$371,012)	(\$371,324)	(\$488,503)	(\$117,491)	31.67%
** Public Health Administration NET	\$289,653	\$404,208	\$354,670	\$65,017	22.45%
10044202 Total EXPENDITURE	\$179,201	\$198,022	\$179,785	\$584	0.33%
10044202 Total REVENUE	(\$126,784)	(\$126,784)	(\$147,730)	(\$20,946)	16.52%
** Family Health NET	\$52,417	\$71,238	\$32,055	(\$20,362)	-38.85%
10044203 Total EXPENDITURE	\$854,170	\$705,674	\$698,941	(\$155,229)	-18.17%
10044203 Total REVENUE	(\$766,197)	(\$766,197)	(\$648,185)	\$118,012	-15.40%
** Chronic Disease Prevention NET	\$87,973	(\$60,523)	\$50,756	(\$37,217)	-42.31%
10044204 Total EXPENDITURE	\$209,077	\$127,056	\$216,103	\$7,026	3.36%
10044204 Total REVENUE	(\$80,506)	(\$80,506)	(\$77,675)	\$2,831	-3.52%
** Health Equity NET	\$128,571	\$46,550	\$138,428	\$9,857	7.67%
10044205 Total EXPENDITURE	\$851,330	\$848,597	\$920,260	\$68,930	8.10%
10044205 Total REVENUE	(\$449,375)	(\$449,375)	(\$471,517)	(\$22,142)	4.93%
** Portland Public Health Clinic NET	\$401,955	\$399,222	\$448,743	\$46,788	11.64%
10044206 Total EXPENDITURE	\$123,144	\$128,483	\$130,536	\$7,392	6.00%
10044206 Total REVENUE	(\$75,964)	(\$75,964)	(\$51,214)	\$24,750	-32.58%
** Research NET	\$47,180	\$52,519	\$79,322	\$32,142	68.13%
*** Public Health	\$1,007,749	\$913,214	\$1,103,974	\$96,225	9.55%

CITY OF PORTLAND, ME
FY24 HEALTH & HUMAN SERVICES DIVISION CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Health & Human Services 44						
Public Health 4420						
*	Payroll	\$2,400,739	\$2,294,530	\$2,483,522	\$82,783	3.45%
*	Benefits	\$3,120	\$1,617	\$2,520	(\$600)	-19.23%
*	Administrative Svcs	\$20,512	\$12,295	\$24,745	\$4,233	20.64%
*	Client Expenses	\$1,000	\$1,000	\$1,000	\$0	0.00%
*	Contractual Services	\$155,451	\$184,299	\$177,391	\$21,940	14.11%
*	Maintenance & Repair	\$1,200	\$3,277	\$6,277	\$5,077	423.08%
*	Rentals	\$210,685	\$209,048	\$213,113	\$2,428	1.15%
*	Supplies	\$48,600	\$36,050	\$43,950	(\$4,650)	-9.57%
*	Utilities	\$36,280	\$41,248	\$36,280	\$0	0.00%
**	Public Health	\$2,877,587	\$2,783,364	\$2,988,798	\$111,211	3.86%

CITY OF PORTLAND, ME
FY24 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Health & Human Services					
Public Health 4420					
Public Health Administration 10044201					
* Payroll	\$400,431	\$507,853	\$567,685	\$167,254	41.77%
* Benefits	\$1,200	\$800	\$600	(\$600)	-50.00%
* Administrative Svcs	\$8,845	\$7,945	\$14,445	\$5,600	63.31%
* Contractual Services	\$2,000	\$5,000	\$5,481	\$3,481	174.05%
* Maintenance & Repair	\$0	\$2,277	\$5,277	\$5,277	---
* Rentals	\$207,409	\$207,409	\$210,905	\$3,496	1.69%
* Supplies	\$5,500	\$4,000	\$3,500	(\$2,000)	-36.36%
* Utilities	\$35,280	\$40,248	\$35,280	\$0	0.00%
** Public Health Administration	\$660,665	\$775,532	\$843,173	\$182,508	27.62%

CITY OF PORTLAND, ME
FY24 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Public Health 4420						
Family Health 10044202						
*	Payroll	\$171,776	\$193,596	\$172,427	\$651	0.38%
*	Benefits	\$600	\$0	\$600	\$0	0.00%
*	Administrative Svcs	\$2,667	\$1,150	\$2,600	(\$67)	-2.51%
*	Client Expenses	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$600	\$267	\$600	\$0	0.00%
*	Rentals	\$808	\$509	\$808	\$0	0.00%
*	Supplies	\$2,750	\$2,500	\$2,750	\$0	0.00%
*	Utilities	\$0	\$0	\$0	\$0	---
**	Family Health	\$179,201	\$198,022	\$179,785	\$584	0.33%

CITY OF PORTLAND, ME
FY24 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Public Health 4420						
Chronic Disease Prevention 10044203						
*	Payroll	\$848,626	\$701,167	\$693,441	(\$155,185)	-18.29%
*	Benefits	\$600	\$457	\$600	\$0	0.00%
*	Administrative Svcs	\$2,000	\$1,000	\$2,000	\$0	0.00%
*	Client Expenses	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$1,500	\$1,650	\$1,500	\$0	0.00%
*	Rentals	\$444	\$400	\$400	(\$44)	-9.91%
*	Supplies	\$1,000	\$1,000	\$1,000	\$0	0.00%
*	Utilities	\$0	\$0	\$0	\$0	---
**	Chronic Disease Prevention	\$854,170	\$705,674	\$698,941	(\$155,229)	-18.17%

CITY OF PORTLAND, ME
FY24 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Public Health 4420						
Health Equity 10044204						
*	Payroll	\$201,167	\$122,076	\$210,693	\$9,526	4.74%
*	Benefits	\$360	\$180	\$360	\$0	0.00%
*	Administrative Svcs	\$1,000	\$500	\$1,000	\$0	0.00%
*	Client Expenses	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$5,750	\$3,500	\$3,250	(\$2,500)	-43.48%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$800	\$800	\$800	\$0	0.00%
**	Health Equity	\$209,077	\$127,056	\$216,103	\$7,026	3.36%

CITY OF PORTLAND, ME
FY24 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Public Health 4420						
Portland Public Health Clinic 10044205						
*	Payroll	\$661,255	\$644,285	\$713,950	\$52,695	7.97%
*	Benefits	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$3,200	\$1,200	\$2,700	(\$500)	-15.63%
*	Client Expenses	\$1,000	\$1,000	\$1,000	\$0	0.00%
*	Contractual Services	\$144,501	\$173,382	\$165,460	\$20,959	14.50%
*	Maintenance & Repair	\$1,200	\$1,000	\$1,000	(\$200)	-16.67%
*	Rentals	\$2,024	\$730	\$1,000	(\$1,024)	-50.59%
*	Supplies	\$38,150	\$27,000	\$35,150	(\$3,000)	-7.86%
*	Utilities	\$0	\$0	\$0	\$0	---
**	Portland Public Health Clinic	\$851,330	\$848,597	\$920,260	\$68,930	8.10%

CITY OF PORTLAND, ME
FY24 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Public Health 4420						
Research 10044206						
*	Payroll	\$117,484	\$125,553	\$125,326	\$7,842	6.67%
*	Benefits	\$360	\$180	\$360	\$0	0.00%
*	Administrative Svcs	\$2,800	\$500	\$2,000	(\$800)	-28.57%
*	Contractual Services	\$1,100	\$500	\$1,100	\$0	0.00%
*	Maintenance & Repair	\$0	\$0	\$0	\$0	---
*	Supplies	\$400	\$750	\$750	\$350	87.50%
*	Utilities	\$1,000	\$1,000	\$1,000	\$0	0.00%
**	Research	\$123,144	\$128,483	\$130,536	\$7,392	6.00%
***	Public Health	\$2,877,587	\$2,783,364	\$2,988,798	\$111,211	3.86%

CITY OF PORTLAND, ME
FY24 HEALTH & HUMAN SERVICES DIVISION ORG NET REPORT

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund					
Health & Human Services 44					
Social Services 4430					
10044301 Total EXPENDITURE	\$908,324	\$918,257	\$1,007,481	\$99,157	10.92%
10044301 Total REVENUE	(\$273,472)	(\$273,472)	(\$195,543)	\$77,929	-28.50%
** Social Services Administration NET	\$634,852	\$644,785	\$811,938	\$177,086	27.89%
10044302 Total EXPENDITURE	\$52,019,656	\$27,544,388	\$22,641,921	(\$29,377,735)	-56.47%
10044302 Total REVENUE	(\$45,246,172)	(\$19,554,079)	(\$18,826,508)	\$26,419,664	-58.39%
** General Assistance NET	\$6,773,484	\$7,990,309	\$3,815,413	(\$2,958,071)	-43.67%
10044304 Total EXPENDITURE	\$5,243,952	\$6,864,920	\$0	(\$5,243,952)	-100.00%
10044304 Total REVENUE	(\$2,896,307)	(\$3,088,410)	\$0	\$2,896,307	-100.00%
** Oxford Street Shelter NET	\$2,347,645	\$3,776,510	\$0	(\$2,347,645)	-100.00%
10044305 Total EXPENDITURE	\$1,828,813	\$2,120,534	\$2,523,213	\$694,400	37.97%
10044305 Total REVENUE	(\$1,190,166)	(\$1,139,549)	(\$1,459,141)	(\$268,975)	22.60%
** Family Shelter NET	\$638,647	\$980,985	\$1,064,072	\$425,425	66.61%
10044306 Total EXPENDITURE	\$0	\$316	\$10,655,108	\$10,655,108	---
10044306 Total REVENUE	\$0	\$0	(\$7,288,959)	(\$7,288,959)	---
** Homeless Services Center NET	\$0	\$316	\$3,366,149	\$3,366,149	---
*** Social Services	\$10,394,628	\$13,392,905	\$9,057,572	(\$1,337,056)	-12.86%

CITY OF PORTLAND, ME
FY24 HEALTH & HUMAN SERVICES DIVISION CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Health & Human Services 44						
Social Services 4430						
*	Payroll	\$7,249,284	\$8,016,178	\$9,327,575	\$2,078,291	28.67%
*	Benefits	\$11,600	\$14,067	\$9,800	(\$1,800)	-15.52%
*	Administrative Svcs	\$14,580	\$9,080	\$14,580	\$0	0.00%
*	Client Expenses	\$51,244,399	\$26,764,117	\$21,674,027	(\$29,570,372)	-57.70%
*	Contractual Services	\$301,987	\$579,754	\$573,857	\$271,870	90.03%
*	Maintenance & Repair	\$118,350	\$128,713	\$127,630	\$9,280	7.84%
*	Rentals	\$612,868	\$1,408,711	\$3,159,932	\$2,547,064	415.60%
*	Insurance	\$10,000	\$0	\$0	(\$10,000)	-100.00%
*	Supplies	\$246,822	\$268,019	\$1,430,533	\$1,183,711	479.58%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$190,855	\$259,776	\$509,789	\$318,934	167.11%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Social Services	\$60,000,745	\$37,448,415	\$36,827,723	(\$23,173,022)	-38.62%

CITY OF PORTLAND, ME
FY24 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Health & Human Services					
Social Services 4430					
Social Services Administration 10044301					
* Payroll	\$669,131	\$642,369	\$695,330	\$26,199	3.92%
* Benefits	\$5,000	\$4,700	\$5,600	\$600	12.00%
* Administrative Svcs	\$5,580	\$3,080	\$5,580	\$0	0.00%
* Contractual Services	\$9,878	\$70,670	\$72,678	\$62,800	635.76%
* Maintenance & Repair	\$2,000	\$3,518	\$5,600	\$3,600	180.00%
* Rentals	\$138,893	\$139,987	\$140,950	\$2,057	1.48%
* Supplies	\$12,650	\$13,150	\$11,500	(\$1,150)	-9.09%
* Utilities	\$65,192	\$40,783	\$70,243	\$5,051	7.75%
** Social Services Administration	\$908,324	\$918,257	\$1,007,481	\$99,157	10.92%

CITY OF PORTLAND, ME
FY24 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Social Services 4430						
General Assistance 10044302						
*	Payroll	\$669,371	\$567,372	\$779,018	\$109,647	16.38%
*	Benefits	\$600	\$300	\$600	\$0	0.00%
*	Administrative Svcs	\$2,000	\$2,000	\$2,000	\$0	0.00%
*	Client Expenses	\$51,145,949	\$26,686,323	\$21,563,322	(\$29,582,627)	-57.84%
*	Contractual Services	\$174,006	\$267,751	\$267,751	\$93,745	53.87%
*	Maintenance & Repair	\$2,500	\$1,000	\$1,000	(\$1,500)	-60.00%
*	Rentals	\$2,485	\$2,400	\$2,485	\$0	0.00%
*	Supplies	\$22,745	\$16,398	\$25,745	\$3,000	13.19%
*	Utilities	\$0	\$844	\$0	\$0	---
**	General Assistance	\$52,019,656	\$27,544,388	\$22,641,921	(\$29,377,735)	-56.47%

CITY OF PORTLAND, ME
FY24 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Social Services 4430						
Oxford Street Shelter 10044304						
*	Payroll	\$4,666,571	\$5,363,931	\$0	(\$4,666,571)	-100.00%
*	Benefits	\$1,800	\$6,967	\$0	(\$1,800)	-100.00%
*	Administrative Svcs	\$4,000	\$2,500	\$0	(\$4,000)	-100.00%
*	Client Expenses	\$64,950	\$44,294	\$0	(\$64,950)	-100.00%
*	Contractual Services	\$38,192	\$86,458	\$0	(\$38,192)	-100.00%
*	Maintenance & Repair	\$68,946	\$53,165	\$0	(\$68,946)	-100.00%
*	Rentals	\$170,145	\$962,523	\$0	(\$170,145)	-100.00%
*	Insurance	\$10,000	\$0	\$0	(\$10,000)	-100.00%
*	Supplies	\$176,032	\$201,458	\$0	(\$176,032)	-100.00%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$43,316	\$143,624	\$0	(\$43,316)	-100.00%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Oxford Street Shelter	\$5,243,952	\$6,864,920	\$0	(\$5,243,952)	-100.00%

CITY OF PORTLAND, ME
FY24 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Social Services 4430						
Family Shelter 10044305						
*	Payroll	\$1,244,211	\$1,442,506	\$1,860,226	\$616,015	49.51%
*	Benefits	\$4,200	\$2,100	\$2,400	(\$1,800)	-42.86%
*	Administrative Svcs	\$3,000	\$1,500	\$3,000	\$0	0.00%
*	Client Expenses	\$33,500	\$33,500	\$33,500	\$0	0.00%
*	Contractual Services	\$79,911	\$154,559	\$81,678	\$1,767	2.21%
*	Maintenance & Repair	\$44,904	\$71,030	\$71,030	\$26,126	58.18%
*	Rentals	\$301,345	\$303,801	\$313,358	\$12,013	3.99%
*	Supplies	\$35,395	\$37,013	\$60,355	\$24,960	70.52%
*	Utilities	\$82,347	\$74,525	\$97,666	\$15,319	18.60%
**	Family Shelter	\$1,828,813	\$2,120,534	\$2,523,213	\$694,400	37.97%

CITY OF PORTLAND, ME
FY24 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Social Services 4430						
Homeless Services Center 10044306						
*	Payroll	\$0	\$0	\$5,993,001	\$5,993,001	---
*	Benefits	\$0	\$0	\$1,200	\$1,200	---
*	Administrative Svcs	\$0	\$0	\$4,000	\$4,000	---
*	Client Expenses	\$0	\$0	\$77,205	\$77,205	---
*	Contractual Services	\$0	\$316	\$151,750	\$151,750	---
*	Maintenance & Repair	\$0	\$0	\$50,000	\$50,000	---
*	Rentals	\$0	\$0	\$2,703,139	\$2,703,139	---
*	Insurance	\$0	\$0	\$0	\$0	---
*	Supplies	\$0	\$0	\$1,332,933	\$1,332,933	---
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$0	\$0	\$341,880	\$341,880	---
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Homeless Services Center	\$0	\$316	\$10,655,108	\$10,655,108	---
***	Social Services	\$60,000,745	\$37,448,415	\$36,827,723	(\$23,173,022)	-38.62%

CITY OF PORTLAND, ME
FY24 HEALTH & HUMAN SERVICES DIVISION ORG NET REPORT

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund					
Health & Human Services 44					
Barron Center 4440					
10744400 Total REVENUE	(\$20,557,237)	(\$16,978,531)	(\$18,694,746)	\$1,862,491	-9.06%
** Barron Center NET	(\$20,557,237)	(\$16,978,531)	(\$18,694,746)	\$1,862,491	-9.06%
10744401 Total EXPENDITURE	\$1,780,964	\$1,769,045	\$1,557,376	(\$223,588)	-12.55%
** Barron Center Administration NET	\$1,780,964	\$1,769,045	\$1,557,376	(\$223,588)	-12.55%
10044402 Total EXPENDITURE	\$402,397	\$386,047	\$413,142	\$10,745	2.67%
10044402 Total REVENUE	(\$295,200)	(\$134,744)	(\$405,820)	(\$110,620)	37.47%
** Office of Elder Affairs NET	\$107,197	\$251,303	\$7,322	(\$99,875)	-93.17%
10744403 Total EXPENDITURE	\$318,984	\$383,021	\$286,548	(\$32,436)	-10.17%
** Therapeutic Recreation NET	\$318,984	\$383,021	\$286,548	(\$32,436)	-10.17%
10744404 Total EXPENDITURE	\$1,991,444	\$1,637,697	\$2,040,973	\$49,529	2.49%
** Nursing Administration NET	\$1,991,444	\$1,637,697	\$2,040,973	\$49,529	2.49%
10744405 Total EXPENDITURE	\$7,192,519	\$5,154,300	\$5,923,001	(\$1,269,518)	-17.65%
** Nursing Direct Care NET	\$7,192,519	\$5,154,300	\$5,923,001	(\$1,269,518)	-17.65%
10744406 Total EXPENDITURE	\$2,157,396	\$2,033,872	\$1,884,076	(\$273,320)	-12.67%
** Nutrition NET	\$2,157,396	\$2,033,872	\$1,884,076	(\$273,320)	-12.67%
10744407 Total EXPENDITURE	\$1,094,400	\$894,686	\$1,104,685	\$10,285	0.94%
** Environmental Services NET	\$1,094,400	\$894,686	\$1,104,685	\$10,285	0.94%
10744408 Total EXPENDITURE	\$674,363	\$769,328	\$536,964	(\$137,399)	-20.37%
** Housekeeping NET	\$674,363	\$769,328	\$536,964	(\$137,399)	-20.37%
10744409 Total EXPENDITURE	\$604,138	\$755,687	\$580,448	(\$23,690)	-3.92%
** Laundry Services NET	\$604,138	\$755,687	\$580,448	(\$23,690)	-3.92%
10744410 Total EXPENDITURE	\$860,060	\$460,787	\$502,392	(\$357,668)	-41.59%
** Central Supply NET	\$860,060	\$460,787	\$502,392	(\$357,668)	-41.59%
*** Barron Center	(\$3,775,772)	(\$2,868,805)	(\$4,270,961)	(\$495,189)	13.11%

CITY OF PORTLAND, ME
FY24 HEALTH & HUMAN SERVICES DIVISION CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Health & Human Services 44						
Barron Center 4440						
*	Payroll	\$13,100,943	\$11,296,023	\$11,572,141	(\$1,528,802)	-11.67%
*	Benefits	\$31,855	\$28,382	\$32,690	\$835	2.62%
*	Administrative Svcs	\$309,424	\$279,291	\$278,010	(\$31,414)	-10.15%
*	Client Expenses	\$9,250	\$0	\$6,000	(\$3,250)	-35.14%
*	Contractual Services	\$1,039,093	\$974,930	\$859,977	(\$179,116)	-17.24%
*	Maintenance & Repair	\$232,396	\$224,308	\$188,520	(\$43,876)	-18.88%
*	Rentals	\$23,940	\$6,574	\$20,700	(\$3,240)	-13.53%
*	Supplies	\$1,873,155	\$1,174,106	\$1,389,420	(\$483,735)	-25.82%
*	Minor Capital Items	\$27,000	\$2,029	\$17,000	(\$10,000)	-37.04%
*	Utilities	\$368,544	\$197,762	\$404,082	\$35,538	9.64%
*	Capital Outlay	\$61,065	\$61,065	\$61,065	\$0	0.00%
**	Barron Center	\$17,076,665	\$14,244,470	\$14,829,605	(\$2,247,060)	-13.16%

CITY OF PORTLAND, ME
FY24 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Health & Human Services					
Barron Center 4440					
Barron Center Administration 10744401					
* Payroll	\$772,401	\$913,497	\$799,416	\$27,015	3.50%
* Benefits	\$3,600	\$2,500	\$4,200	\$600	16.67%
* Administrative Svcs	\$274,370	\$259,457	\$242,765	(\$31,605)	-11.52%
* Contractual Services	\$666,553	\$525,653	\$428,260	(\$238,293)	-35.75%
* Maintenance & Repair	\$16,790	\$14,690	\$14,690	(\$2,100)	-12.51%
* Rentals	\$3,600	\$3,574	\$9,660	\$6,060	168.33%
* Supplies	\$42,750	\$42,252	\$50,960	\$8,210	19.20%
* Minor Capital Items	\$0	\$0	\$0	\$0	---
* Utilities	\$900	\$7,422	\$7,425	\$6,525	725.00%
* Capital Outlay	\$0	\$0	\$0	\$0	---
** Barron Center Administration	\$1,780,964	\$1,769,045	\$1,557,376	(\$223,588)	-12.55%

CITY OF PORTLAND, ME
FY24 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Barron Center 4440						
Office of Elder Affairs 10044402						
*	Payroll	\$364,678	\$359,922	\$369,922	\$5,244	1.44%
*	Benefits	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$3,014	\$1,050	\$3,255	\$241	8.00%
*	Contractual Services	\$3,270	\$848	\$2,970	(\$300)	-9.17%
*	Supplies	\$31,135	\$23,927	\$30,835	(\$300)	-0.96%
*	Utilities	\$300	\$300	\$6,160	\$5,860	1953.33%
**	Office of Elder Affairs	\$402,397	\$386,047	\$413,142	\$10,745	2.67%

CITY OF PORTLAND, ME
FY24 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Barron Center 4440						
Therapeutic Recreation 10744403						
*	Payroll	\$293,134	\$358,921	\$260,248	(\$32,886)	-11.22%
*	Administrative Svcs	\$950	\$950	\$950	\$0	0.00%
*	Contractual Services	\$12,400	\$12,400	\$14,650	\$2,250	18.15%
*	Supplies	\$12,500	\$10,750	\$10,700	(\$1,800)	-14.40%
**	Therapeutic Recreation	\$318,984	\$383,021	\$286,548	(\$32,436)	-10.17%

CITY OF PORTLAND, ME
FY24 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Barron Center 4440						
Nursing Administration 10744404						
*	Payroll	\$1,636,819	\$1,316,690	\$1,759,628	\$122,809	7.50%
*	Benefits	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$27,470	\$16,022	\$27,770	\$300	1.09%
*	Contractual Services	\$246,655	\$232,456	\$215,575	(\$31,080)	-12.60%
*	Maintenance & Repair	\$32,336	\$37,500	\$0	(\$32,336)	-100.00%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$13,164	\$8,000	\$8,000	(\$5,164)	-39.23%
*	Minor Capital Items	\$10,000	\$2,029	\$5,000	(\$5,000)	-50.00%
*	Capital Outlay	\$25,000	\$25,000	\$25,000	\$0	0.00%
**	Nursing Administration	\$1,991,444	\$1,637,697	\$2,040,973	\$49,529	2.49%

CITY OF PORTLAND, ME
FY24 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Barron Center 4440						
Nursing Direct Care 10744405						
*	Payroll	\$7,192,519	\$5,067,938	\$5,850,251	(\$1,342,268)	-18.66%
*	Benefits	\$0	\$499	\$0	\$0	---
*	Contractual Services	\$0	\$85,863	\$72,750	\$72,750	---
**	Nursing Direct Care	\$7,192,519	\$5,154,300	\$5,923,001	(\$1,269,518)	-17.65%

CITY OF PORTLAND, ME
FY24 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Barron Center 4440						
Nutrition 10744406						
*	Payroll	\$1,338,261	\$1,457,709	\$1,137,251	(\$201,010)	-15.02%
*	Benefits	\$13,065	\$15,708	\$16,445	\$3,380	25.87%
*	Administrative Svcs	\$2,120	\$1,812	\$2,020	(\$100)	-4.72%
*	Client Expenses	\$0	\$0	\$0	\$0	---
*	Contractual Services	\$41,840	\$43,253	\$46,282	\$4,442	10.62%
*	Maintenance & Repair	\$28,450	\$28,450	\$28,490	\$40	0.14%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$728,660	\$486,940	\$653,588	(\$75,072)	-10.30%
*	Minor Capital Items	\$5,000	\$0	\$0	(\$5,000)	-100.00%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Nutrition	\$2,157,396	\$2,033,872	\$1,884,076	(\$273,320)	-12.67%

CITY OF PORTLAND, ME
FY24 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Barron Center 4440						
Environmental Services 10744407						
*	Payroll	\$398,311	\$404,534	\$388,573	(\$9,738)	-2.44%
*	Benefits	\$4,790	\$318	\$3,270	(\$1,520)	-31.73%
*	Administrative Svcs	\$1,250	\$0	\$1,250	\$0	0.00%
*	Contractual Services	\$64,675	\$71,073	\$75,790	\$11,115	17.19%
*	Maintenance & Repair	\$142,010	\$132,740	\$136,180	(\$5,830)	-4.11%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$67,955	\$59,916	\$61,060	(\$6,895)	-10.15%
*	Minor Capital Items	\$12,000	\$0	\$12,000	\$0	0.00%
*	Utilities	\$367,344	\$190,040	\$390,497	\$23,153	6.30%
*	Capital Outlay	\$36,065	\$36,065	\$36,065	\$0	0.00%
**	Environmental Services	\$1,094,400	\$894,686	\$1,104,685	\$10,285	0.94%

CITY OF PORTLAND, ME
FY24 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Barron Center 4440						
Housekeeping 10744408						
*	Payroll	\$544,773	\$662,399	\$445,294	(\$99,479)	-18.26%
*	Benefits	\$2,175	\$2,175	\$2,175	\$0	0.00%
*	Contractual Services	\$3,700	\$3,384	\$3,700	\$0	0.00%
*	Maintenance & Repair	\$2,760	\$0	\$2,760	\$0	0.00%
*	Supplies	\$120,955	\$101,370	\$83,035	(\$37,920)	-31.35%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
**	Housekeeping	\$674,363	\$769,328	\$536,964	(\$137,399)	-20.37%

CITY OF PORTLAND, ME
FY24 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Barron Center 4440						
Laundry Services 10744409						
*	Payroll	\$509,588	\$686,475	\$510,838	\$1,250	0.25%
*	Benefits	\$1,725	\$2,979	\$1,725	\$0	0.00%
*	Administrative Svcs	\$250	\$0	\$0	(\$250)	-100.00%
*	Contractual Services	\$0	\$0	\$0	\$0	---
*	Maintenance & Repair	\$10,050	\$10,928	\$6,400	(\$3,650)	-36.32%
*	Supplies	\$82,525	\$55,305	\$61,485	(\$21,040)	-25.50%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Laundry Services	\$604,138	\$755,687	\$580,448	(\$23,690)	-3.92%

CITY OF PORTLAND, ME
FY24 HEALTH & HUMAN SERVICES ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Barron Center 4440						
Central Supply 10744410						
*	Payroll	\$50,459	\$67,938	\$50,720	\$261	0.52%
*	Benefits	\$6,500	\$4,203	\$4,875	(\$1,625)	-25.00%
*	Administrative Svcs	\$0	\$0	\$0	\$0	---
*	Client Expenses	\$9,250	\$0	\$6,000	(\$3,250)	-35.14%
*	Rentals	\$20,340	\$3,000	\$11,040	(\$9,300)	-45.72%
*	Supplies	\$773,511	\$385,646	\$429,757	(\$343,754)	-44.44%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Central Supply	\$860,060	\$460,787	\$502,392	(\$357,668)	-41.59%
***	Barron Center	\$17,076,665	\$14,244,470	\$14,829,605	(\$2,247,060)	-13.16%

**CITY OF PORTLAND, ME
FY24 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund					
Debt Service 47					
10047000 Total EXPENDITURE	\$52,546,994	\$55,754,280	\$54,596,478	\$2,049,484	3.90%
10047000 Total REVENUE	(\$24,982,556)	(\$26,039,038)	(\$27,316,928)	(\$2,334,372)	9.34%
** Debt Service NET	\$27,564,438	\$29,715,242	\$27,279,550	(\$284,888)	-1.03%
**** Debt Service Net	\$27,564,438	\$29,715,242	\$27,279,550	(\$284,888)	-1.03%

CITY OF PORTLAND, ME
FY24 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund						
Debt Service 47						
*	Contractual Services	\$353,000	\$300,000	\$327,000	(\$26,000)	-7.37%
*	Debt Service	\$52,193,994	\$55,454,280	\$54,269,478	\$2,075,484	3.98%
****	Debt Service	\$52,546,994	\$55,754,280	\$54,596,478	\$2,049,484	3.90%

**CITY OF PORTLAND, ME
FY24 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund					
Library 48					
10048000 Total EXPENDITURE	\$4,312,969	\$4,312,969	\$4,528,618	\$215,649	5.00%
** Library NET	\$4,312,969	\$4,312,969	\$4,528,618	\$215,649	5.00%
**** Library Net	\$4,312,969	\$4,312,969	\$4,528,618	\$215,649	5.00%

CITY OF PORTLAND, ME
FY24 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund						
Library 48						
*	Payroll	\$3,099,452	\$3,099,452	\$3,283,767	\$184,315	5.95%
*	Benefits	\$537,000	\$537,000	\$553,110	\$16,110	3.00%
*	Supplies	\$0	\$0	\$0	\$0	---
*	Utilities	\$0	\$0	\$0	\$0	---
*	Contributions	\$676,517	\$676,517	\$691,741	\$15,224	2.25%
****	Library	\$4,312,969	\$4,312,969	\$4,528,618	\$215,649	5.00%

**CITY OF PORTLAND, ME
FY24 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund					
Pension 51					
10051200 Total EXPENDITURE	\$9,448,120	\$9,296,920	\$10,911,142	\$1,463,022	15.48%
10051200 Total REVENUE	(\$985,205)	\$0	(\$1,006,643)	(\$21,438)	2.18%
** Pension NET	\$8,462,915	\$9,296,920	\$9,904,499	\$1,441,584	17.03%
**** Pension Net	\$8,462,915	\$9,296,920	\$9,904,499	\$1,441,584	17.03%

CITY OF PORTLAND, ME
FY24 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund						
Pension 51						
*	Benefits	\$9,448,120	\$9,296,920	\$10,911,142	\$1,463,022	15.48%
*	Contractual Services	\$0	\$0	\$0	\$0	---
****	Pension	\$9,448,120	\$9,296,920	\$10,911,142	\$1,463,022	15.48%

**CITY OF PORTLAND, ME
FY24 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund					
Employee Benefits 52					
10052200 Total EXPENDITURE	\$18,154,207	\$19,148,245	\$20,018,555	\$1,864,348	10.27%
10052200 Total REVENUE	(\$5,735,948)	(\$5,368,542)	(\$6,725,857)	(\$989,909)	17.26%
** Health Insurance Program NET	\$12,418,259	\$13,779,703	\$13,292,698	\$874,439	7.04%
10052300 Total EXPENDITURE	\$1,697,605	\$0	\$1,722,605	\$25,000	1.47%
10052300 Total REVENUE	(\$190,000)	(\$53,075)	(\$190,000)	\$0	0.00%
** Workers' Compensation NET	\$1,507,605	(\$53,075)	\$1,532,605	\$25,000	1.66%
10052400 Total EXPENDITURE	\$1,325,660	\$1,368,069	\$1,578,873	\$253,213	19.10%
10052400 Total REVENUE	(\$127,253)	(\$120,632)	(\$150,773)	(\$23,520)	18.48%
** FICA NET	\$1,198,407	\$1,247,437	\$1,428,100	\$229,693	19.17%
10052500 Total EXPENDITURE	\$230,240	\$243,698	\$260,451	\$30,211	13.12%
10052500 Total REVENUE	(\$7,926)	(\$7,334)	(\$10,028)	(\$2,102)	26.52%
** Group Life Insurance NET	\$222,314	\$236,364	\$250,423	\$28,109	12.64%
10052600 Total EXPENDITURE	\$100,000	\$28,740	\$100,000	\$0	0.00%
10052600 Total REVENUE	\$0	\$0	\$0	\$0	---
** Unemployment NET	\$100,000	\$28,740	\$100,000	\$0	0.00%
**** Employee Benefits Net	\$15,446,585	\$15,239,169	\$16,603,826	\$1,157,241	7.49%

CITY OF PORTLAND, ME
FY24 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund						
Employee Benefits 52						
*	Benefits	\$18,598,618	\$20,362,225	\$20,779,516	\$2,180,898	11.73%
*	Administrative Svcs	\$877,665	\$408,000	\$840,135	(\$37,530)	-4.28%
*	Contractual Services	\$842,000	\$0	\$867,000	\$25,000	2.97%
*	Rentals	\$12,360	\$16,764	\$16,764	\$4,404	35.63%
*	Insurance	\$1,045,905	\$0	\$1,045,905	\$0	0.00%
*	Utilities	\$1,464	\$1,763	\$1,464	\$0	0.00%
*	Contributions	\$129,700	\$0	\$129,700	\$0	0.00%
****	Employee Benefits	\$21,507,712	\$20,788,752	\$23,680,484	\$2,172,772	10.10%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Employee Benefits 52						
Health Insurance Program 10052200						
*	Benefits	\$16,942,718	\$18,721,718	\$18,840,192	\$1,897,474	11.20%
*	Administrative Svcs	\$1,197,665	\$408,000	\$1,160,135	(\$37,530)	-3.13%
*	Rentals	\$12,360	\$16,764	\$16,764	\$4,404	35.63%
*	Utilities	\$1,464	\$1,763	\$1,464	\$0	0.00%
**	Health Insurance Program	\$18,154,207	\$19,148,245	\$20,018,555	\$1,864,348	10.27%

CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Workers' Compensation 10052300						
*	Administrative Svcs	(\$320,000)	\$0	(\$320,000)	\$0	0.00%
*	Contractual Services	\$842,000	\$0	\$867,000	\$25,000	2.97%
*	Insurance	\$1,045,905	\$0	\$1,045,905	\$0	0.00%
*	Contributions	\$129,700	\$0	\$129,700	\$0	0.00%
**	Workers' Compensation	\$1,697,605	\$0	\$1,722,605	\$25,000	1.47%

CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
FICA 10052400						
*	Benefits	\$1,325,660	\$1,368,069	\$1,578,873	\$253,213	19.10%
**	FICA	\$1,325,660	\$1,368,069	\$1,578,873	\$253,213	19.10%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Group Life Insurance 10052500						
*	Benefits	\$230,240	\$243,698	\$260,451	\$30,211	13.12%
**	Group Life Insurance	\$230,240	\$243,698	\$260,451	\$30,211	13.12%

CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Unemployment 10052600						
*	Benefits	\$100,000	\$28,740	\$100,000	\$0	0.00%
**	Unemployment	\$100,000	\$28,740	\$100,000	\$0	0.00%
****	Employee Benefits	\$21,507,712	\$20,788,752	\$23,680,484	\$2,172,772	10.10%

**CITY OF PORTLAND, ME
FY24 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund					
Contingency 61					
10061000 Total EXPENDITURE	\$350,000	\$0	\$250,000	(\$100,000)	-28.57%
** Contingency NET	\$350,000	\$0	\$250,000	(\$100,000)	-28.57%
**** Contingency Net	\$350,000	\$0	\$250,000	(\$100,000)	-28.57%

CITY OF PORTLAND, ME
FY24 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund						
Contingency 61						
*	Payroll	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$925	\$0	\$925	\$0	0.00%
*	Contractual Services	\$349,075	\$0	\$249,075	(\$100,000)	-28.65%
*	Supplies	\$0	\$0	\$0	\$0	---
*	Utilities	\$0	\$0	\$0	\$0	---
*	Capital Outlay	\$0	\$0	\$0	\$0	---
****	Contingency	\$350,000	\$0	\$250,000	(\$100,000)	-28.57%

**CITY OF PORTLAND, ME
FY24 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund					
Liability Insurance 62					
10062000 Total EXPENDITURE	\$901,907	\$889,804	\$971,678	\$69,771	7.74%
10062000 Total REVENUE	(\$216,063)	(\$217,191)	(\$237,377)	(\$21,314)	9.86%
** Liability Insurance NET	\$685,844	\$672,613	\$734,301	\$48,457	7.07%
**** Liability Insurance Net	\$685,844	\$672,613	\$734,301	\$48,457	7.07%

CITY OF PORTLAND, ME
FY24 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund						
Liability Insurance 62						
*	Administrative Svcs	\$5,700	\$5,700	\$5,700	\$0	0.00%
*	Contractual Services	\$5,000	\$5,000	\$5,000	\$0	0.00%
*	Insurance	\$891,207	\$879,104	\$960,978	\$69,771	7.83%
****	Liability Insurance	\$901,907	\$889,804	\$971,678	\$69,771	7.74%

**CITY OF PORTLAND, ME
FY24 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund					
County Tax 63					
10063000 Total EXPENDITURE	\$7,563,215	\$7,563,215	\$9,206,423	\$1,643,208	21.73%
** County Tax NET	\$7,563,215	\$7,563,215	\$9,206,423	\$1,643,208	21.73%
**** County Tax Net	\$7,563,215	\$7,563,215	\$9,206,423	\$1,643,208	21.73%

CITY OF PORTLAND, ME
FY24 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund						
County Tax 63						
*	Contributions	\$7,563,215	\$7,563,215	\$9,206,423	\$1,643,208	21.73%
****	County Tax	\$7,563,215	\$7,563,215	\$9,206,423	\$1,643,208	21.73%

**CITY OF PORTLAND, ME
FY24 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund					
Memberships / Other 65					
10065200 Total EXPENDITURE	\$3,137,789	\$3,137,789	\$3,242,830	\$105,041	3.35%
10065200 Total REVENUE	(\$640,265)	(\$392,003)	(\$563,566)	\$76,699	-11.98%
** Transit District (Metro) NET	\$2,497,524	\$2,745,786	\$2,679,264	\$181,740	7.28%
10065300 Total EXPENDITURE	\$67,939	\$67,895	\$66,522	(\$1,417)	-2.09%
** Regional Transportation NET	\$67,939	\$67,895	\$66,522	(\$1,417)	-2.09%
10065400 Total EXPENDITURE	\$709,645	\$0	\$488,416	(\$221,229)	-31.17%
** Memberships - Misc NET	\$709,645	\$0	\$488,416	(\$221,229)	-31.17%
**** Memberships / Other Net	\$3,275,108	\$2,813,681	\$3,234,202	(\$40,906)	-1.25%

CITY OF PORTLAND, ME
FY24 DEPARTMENT CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund						
Memberships / Other 65						
*	Contractual Services	\$52,670	\$0	\$55,000	\$2,330	4.42%
*	Contributions	\$3,862,703	\$3,205,684	\$3,742,768	(\$119,935)	-3.10%
****	Memberships / Other	\$3,915,373	\$3,205,684	\$3,797,768	(\$117,605)	-3.00%

CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Memberships / Other 65						
Transit District (Metro) 10065200						
*	Contributions	\$3,137,789	\$3,137,789	\$3,242,830	\$105,041	3.35%
**	Transit District (Metro)	\$3,137,789	\$3,137,789	\$3,242,830	\$105,041	3.35%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Regional Transportation 10065300						
*	Contributions	\$67,939	\$67,895	\$66,522	(\$1,417)	-2.09%
**	Regional Transportation	\$67,939	\$67,895	\$66,522	(\$1,417)	-2.09%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Memberships - Misc 10065400						
*	Contractual Services	\$52,670	\$0	\$55,000	\$2,330	4.42%
*	Contributions	\$656,975	\$0	\$433,416	(\$223,559)	-34.03%
**	Memberships - Misc	\$709,645	\$0	\$488,416	(\$221,229)	-31.17%
****	Memberships / Other	\$3,915,373	\$3,205,684	\$3,797,768	(\$117,605)	-3.00%

**CITY OF PORTLAND, ME
FY24 DEPARTMENT ORG NET REPORT**

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
General Fund					
Wage Adjustment 67					
10067000 Total EXPENDITURE	(\$150,000)	\$0	\$2,346,263	\$2,496,263	-1664.18%
** Wage Adjustment NET	(\$150,000)	\$0	\$2,346,263	\$2,496,263	1664.18%
**** Wage Adjustment Net	(\$150,000)	\$0	\$2,346,263	\$2,496,263	1664.18%

**CITY OF PORTLAND, ME
FY24 ENTERPRISE FUND NET ORG REPORT**

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Fish Pier Authority Fund					
Public Buildings & Waterfront 35					
53035301 Total EXPENDITURE	\$427,217	\$390,053	\$421,638	(\$5,579)	-1.31%
53035301 Total REVENUE	(\$427,217)	(\$390,053)	(\$421,638)	\$5,579	-1.31%
** Pub Bldg & Wtrfnt - Fish Pier NET	\$0	\$0	\$0	\$0	---
***** Fish Pier Authority Fund NET	\$0	\$0	\$0	\$0	---

CITY OF PORTLAND, ME
FY24 ENTERPRISE FUND CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Fish Pier Authority Fund 0530:						
*	Payroll	\$71,926	\$67,500	\$81,683	\$9,757	13.57%
*	Benefits	\$13,446	\$25,497	\$13,446	\$0	0.00%
*	Operating Transfers	\$0	\$0	\$0	\$0	---
*	Administrative Svcs	\$11,876	\$10,376	\$10,702	(\$1,174)	-9.89%
*	Contractual Services	\$48,263	\$42,808	\$49,463	\$1,200	2.49%
*	Maintenance & Repair	\$227,000	\$123,500	\$212,000	(\$15,000)	-6.61%
*	Insurance	\$15,120	\$15,120	\$15,120	\$0	0.00%
*	Supplies	\$13,500	\$6,916	\$13,500	\$0	0.00%
*	Utilities	\$15,000	\$7,250	\$15,000	\$0	0.00%
*	Contributions	\$0	\$80,000	\$0	\$0	---
*	Capital Outlay	\$0	\$0	\$0	\$0	---
*	Debt Service	\$11,086	\$11,086	\$10,724	(\$362)	-3.27%
**	Fish Pier Authority Fund	\$427,217	\$390,053	\$421,638	(\$5,579)	-1.31%

**CITY OF PORTLAND, ME
FY24 ENTERPRISE FUND NET ORG REPORT**

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Sewer Utility Fund					
Finance 15					
57015300 Total EXPENDITURE	\$101,027	\$12,362	\$97,248	(\$3,779)	-3.74%
** Sewer Utility Finance NET	\$101,027	\$12,362	\$97,248	(\$3,779)	-3.74%
**** Finance NET	\$101,027	\$12,362	\$97,248	(\$3,779)	-3.74%
Sewer Utility Fund					
Public Works 31					
57031000 Total REVENUE	(\$29,318,982)	(\$30,233,866)	(\$32,626,957)	(\$3,307,975)	11.28%
** Sewer Utility Public Works NET	(\$29,318,982)	(\$30,233,866)	(\$32,626,957)	(\$3,307,975)	-11.28%
57031100 Total EXPENDITURE	\$883,910	\$834,196	\$918,110	\$34,200	3.87%
** Sewer Utility PW Admin NET	\$883,910	\$834,196	\$918,110	\$34,200	3.87%
57031202 Total EXPENDITURE	\$2,987,120	\$2,813,609	\$2,913,802	(\$73,318)	-2.45%
** Sewer Utility Districting NET	\$2,987,120	\$2,813,609	\$2,913,802	(\$73,318)	-2.45%
57031204 Total EXPENDITURE	\$65,992	\$70,354	\$70,886	\$4,894	7.42%
** Sewer Communications NET	\$65,992	\$70,354	\$70,886	\$4,894	7.42%
57031303 Total EXPENDITURE	\$635,197	\$583,884	\$661,115	\$25,918	4.08%
** Sewer Engineering NET	\$635,197	\$583,884	\$661,115	\$25,918	4.08%
57031600 Total EXPENDITURE	\$9,234,630	\$9,656,062	\$9,805,378	\$570,748	6.18%
** Sewer Utility Debt Service NET	\$9,234,630	\$9,656,062	\$9,805,378	\$570,748	6.18%
57031700 Total EXPENDITURE	\$1,531,681	\$1,383,909	\$1,571,738	\$40,057	2.62%
** Sewer Utility Fringe Benefits NET	\$1,531,681	\$1,383,909	\$1,571,738	\$40,057	2.62%
57031800 Total EXPENDITURE	\$13,879,425	\$14,879,490	\$16,588,680	\$2,709,255	19.52%
** Sewer Utility PWD Assessment NET	\$13,879,425	\$14,879,490	\$16,588,680	\$2,709,255	19.52%
**** Public Works NET	(\$101,027)	(\$12,362)	(\$97,248)	\$3,779	3.74%
***** Sewer Utility Fund NET	\$0	\$0	\$0	\$0	---

CITY OF PORTLAND, ME
FY24 ENTERPRISE FUND CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Sewer Utility Fund 0570:						
*	Payroll	\$2,609,972	\$2,450,453	\$2,673,879	\$63,907	2.45%
*	Benefits	\$1,053,521	\$917,527	\$1,050,351	(\$3,170)	-0.30%
*	Administrative Svcs	\$14,492,688	\$15,428,488	\$17,255,010	\$2,762,322	19.06%
*	Contractual Services	\$1,234,068	\$1,148,513	\$1,145,340	(\$88,728)	-7.19%
*	Maintenance & Repair	\$318,864	\$310,011	\$300,924	(\$17,940)	-5.63%
*	Rentals	\$99,141	\$98,719	\$105,723	\$6,582	6.64%
*	Insurance	\$24,540	\$9,327	\$24,540	\$0	0.00%
*	Supplies	\$280,770	\$256,091	\$277,711	(\$3,059)	-1.09%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$125,766	\$123,988	\$128,079	\$2,313	1.84%
*	Contributions	\$0	\$0	\$0	\$0	---
*	Capital Outlay	\$30,000	\$3,000	\$45,000	\$15,000	50.00%
*	Debt Service	\$9,049,652	\$9,487,749	\$9,620,400	\$570,748	6.31%
**	Sewer Utility Fund	\$29,318,982	\$30,233,866	\$32,626,957	\$3,307,975	11.28%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Finance 15						
Sewer Utility Finance 57015300						
*	Payroll	\$85,012	\$8,512	\$87,183	\$2,171	2.55%
*	Administrative Svcs	\$3,765	\$1,000	\$3,765	\$0	0.00%
*	Contractual Services	\$9,400	\$1,000	\$3,450	(\$5,950)	-63.30%
*	Supplies	\$2,850	\$1,850	\$2,850	\$0	0.00%
**	Sewer Utility Finance	\$101,027	\$12,362	\$97,248	(\$3,779)	-3.74%
****	Finance	\$101,027	\$12,362	\$97,248	(\$3,779)	-3.74%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Public Works 31						
Sewer Utility PW Admin 57031100						
*	Payroll	\$659,858	\$675,000	\$687,757	\$27,899	4.23%
*	Benefits	\$2,260	\$1,900	\$2,340	\$80	3.54%
*	Administrative Svcs	\$30,495	\$21,685	\$33,460	\$2,965	9.72%
*	Contractual Services	\$99,220	\$51,200	\$99,270	\$50	0.05%
*	Maintenance & Repair	\$54,590	\$50,500	\$56,640	\$2,050	3.76%
*	Rentals	\$19,677	\$19,677	\$25,060	\$5,383	27.36%
*	Supplies	\$15,984	\$12,626	\$11,975	(\$4,009)	-25.08%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$1,826	\$1,608	\$1,608	(\$218)	-11.94%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Sewer Utility PW Admin	\$883,910	\$834,196	\$918,110	\$34,200	3.87%

CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Sewer Utility Districting 57031202						
*	Payroll	\$1,422,428	\$1,360,061	\$1,448,082	\$25,654	1.80%
*	Benefits	\$15,355	\$12,600	\$14,995	(\$360)	-2.34%
*	Administrative Svcs	\$97,970	\$46,750	\$93,305	(\$4,665)	-4.76%
*	Contractual Services	\$702,670	\$701,700	\$607,252	(\$95,418)	-13.58%
*	Maintenance & Repair	\$263,214	\$258,000	\$243,224	(\$19,990)	-7.59%
*	Rentals	\$78,350	\$78,059	\$79,440	\$1,090	1.39%
*	Supplies	\$254,633	\$235,139	\$257,113	\$2,480	0.97%
*	Utilities	\$122,500	\$121,300	\$125,391	\$2,891	2.36%
*	Capital Outlay	\$30,000	\$0	\$45,000	\$15,000	50.00%
**	Sewer Utility Districting	\$2,987,120	\$2,813,609	\$2,913,802	(\$73,318)	-2.45%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Sewer Communications 57031204						
*	Payroll	\$60,896	\$65,380	\$65,207	\$4,311	7.08%
*	Benefits	\$375	\$375	\$375	\$0	0.00%
*	Administrative Svcs	\$33	\$33	\$33	\$0	0.00%
*	Contractual Services	\$2,310	\$2,500	\$2,640	\$330	14.29%
*	Maintenance & Repair	\$165	\$165	\$165	\$0	0.00%
*	Rentals	\$364	\$233	\$443	\$79	21.70%
*	Supplies	\$1,849	\$1,668	\$2,023	\$174	9.41%
**	Sewer Communications	\$65,992	\$70,354	\$70,886	\$4,894	7.42%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Sewer Engineering 57031303						
*	Payroll	\$381,778	\$341,500	\$385,650	\$3,872	1.01%
*	Benefits	\$2,120	\$1,800	\$2,280	\$160	7.55%
*	Administrative Svcs	\$7,270	\$5,800	\$18,930	\$11,660	160.39%
*	Contractual Services	\$235,490	\$223,800	\$247,750	\$12,260	5.21%
*	Maintenance & Repair	\$895	\$1,346	\$895	\$0	0.00%
*	Rentals	\$750	\$750	\$780	\$30	4.00%
*	Supplies	\$5,454	\$4,808	\$3,750	(\$1,704)	-31.24%
*	Utilities	\$1,440	\$1,080	\$1,080	(\$360)	-25.00%
*	Contributions	\$0	\$0	\$0	\$0	---
*	Capital Outlay	\$0	\$3,000	\$0	\$0	---
**	Sewer Engineering	\$635,197	\$583,884	\$661,115	\$25,918	4.08%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Sewer Utility Debt Service 57031600						
*	Contractual Services	\$184,978	\$168,313	\$184,978	\$0	0.00%
*	Debt Service	\$9,049,652	\$9,487,749	\$9,620,400	\$570,748	6.31%
**	Sewer Utility Debt Service	\$9,234,630	\$9,656,062	\$9,805,378	\$570,748	6.18%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Sewer Utility Fringe Benefits 57031700						
*	Payroll	\$0	\$0	\$0	\$0	---
*	Benefits	\$1,033,411	\$900,852	\$1,030,361	(\$3,050)	-0.30%
*	Administrative Svcs	\$473,730	\$473,730	\$516,837	\$43,107	9.10%
*	Insurance	\$24,540	\$9,327	\$24,540	\$0	0.00%
**	Sewer Utility Fringe Benefits	\$1,531,681	\$1,383,909	\$1,571,738	\$40,057	2.62%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Sewer Utility PWD Assessment 57031800						
*	Administrative Svcs	\$13,879,425	\$14,879,490	\$16,588,680	\$2,709,255	19.52%
**	Sewer Utility PWD Assessment	\$13,879,425	\$14,879,490	\$16,588,680	\$2,709,255	19.52%
****	Public Works	\$29,217,955	\$30,221,504	\$32,529,709	\$3,311,754	11.33%
*****	Sewer Utility Fund	\$29,318,982	\$30,233,866	\$32,626,957	\$3,307,975	11.28%

CITY OF PORTLAND, ME
FY24 ENTERPRISE FUND NET ORG REPORT

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Stormwater Fund					
Finance 15					
57115100 Total EXPENDITURE	\$280,160	\$242,100	\$299,211	\$19,051	6.80%
** Stormwater Finance NET	\$280,160	\$242,100	\$299,211	\$19,051	6.80%
**** Finance NET	\$280,160	\$242,100	\$299,211	\$19,051	6.80%
Stormwater Fund					
Public Works 31					
57131000 Total REVENUE	(\$5,146,546)	(\$5,506,408)	(\$6,599,914)	(\$1,453,368)	28.24%
** Stormwater Public Works NET	(\$5,146,546)	(\$5,506,408)	(\$6,599,914)	(\$1,453,368)	-28.24%
57131500 Total EXPENDITURE	\$1,853,709	\$1,805,029	\$2,455,063	\$601,354	32.44%
** Stormwater Management NET	\$1,853,709	\$1,805,029	\$2,455,063	\$601,354	32.44%
57131600 Total EXPENDITURE	\$2,660,693	\$3,094,867	\$3,405,428	\$744,735	27.99%
** Stormwater Debt Service NET	\$2,660,693	\$3,094,867	\$3,405,428	\$744,735	27.99%
57131700 Total EXPENDITURE	\$351,984	\$364,412	\$440,212	\$88,228	25.07%
** Stormwater Fringe Benefits NET	\$351,984	\$364,412	\$440,212	\$88,228	25.07%
**** Public Works NET	(\$280,160)	(\$242,100)	(\$299,211)	(\$19,051)	-6.80%
***** Stormwater Fund NET	\$0	\$0	\$0	\$0	---

CITY OF PORTLAND, ME
FY24 ENTERPRISE FUND CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Stormwater Fund 0571:						
*	Payroll	\$1,233,358	\$1,191,062	\$1,321,290	\$87,932	7.13%
*	Benefits	\$293,269	\$306,497	\$331,446	\$38,177	13.02%
*	Administrative Svcs	\$142,253	\$129,265	\$197,289	\$55,036	38.69%
*	Contractual Services	\$531,118	\$542,657	\$1,026,480	\$495,362	93.27%
*	Maintenance & Repair	\$88,250	\$87,200	\$110,790	\$22,540	25.54%
*	Rentals	\$50,617	\$50,617	\$56,000	\$5,383	10.63%
*	Insurance	\$2,000	\$0	\$2,000	\$0	0.00%
*	Supplies	\$158,180	\$117,150	\$160,620	\$2,440	1.54%
*	Utilities	\$5,736	\$2,000	\$7,499	\$1,763	30.74%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
*	Debt Service	\$2,641,765	\$3,079,960	\$3,386,500	\$744,735	28.19%
**	Stormwater Fund	\$5,146,546	\$5,506,408	\$6,599,914	\$1,453,368	28.24%

CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Finance 15						
Stormwater Finance 57115100						
*	Payroll	\$200,737	\$197,950	\$219,788	\$19,051	9.49%
*	Administrative Svcs	\$37,453	\$26,500	\$37,453	\$0	0.00%
*	Contractual Services	\$36,820	\$14,000	\$36,820	\$0	0.00%
*	Supplies	\$5,150	\$3,650	\$5,150	\$0	0.00%
**	Stormwater Finance	\$280,160	\$242,100	\$299,211	\$19,051	6.80%
****	Finance	\$280,160	\$242,100	\$299,211	\$19,051	6.80%

CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Public Works 31						
Stormwater Management 57131500						
*	Payroll	\$1,032,621	\$993,112	\$1,101,502	\$68,881	6.67%
*	Benefits	\$2,700	\$1,500	\$2,820	\$120	4.44%
*	Administrative Svcs	\$45,385	\$43,350	\$50,250	\$4,865	10.72%
*	Contractual Services	\$475,370	\$513,750	\$970,732	\$495,362	104.21%
*	Maintenance & Repair	\$88,250	\$87,200	\$110,790	\$22,540	25.54%
*	Rentals	\$50,617	\$50,617	\$56,000	\$5,383	10.63%
*	Supplies	\$153,030	\$113,500	\$155,470	\$2,440	1.59%
*	Utilities	\$5,736	\$2,000	\$7,499	\$1,763	30.74%
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Stormwater Management	\$1,853,709	\$1,805,029	\$2,455,063	\$601,354	32.44%

CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Stormwater Debt Service 57131600						
*	Contractual Services	\$18,928	\$14,907	\$18,928	\$0	0.00%
*	Debt Service	\$2,641,765	\$3,079,960	\$3,386,500	\$744,735	28.19%
**	Stormwater Debt Service	\$2,660,693	\$3,094,867	\$3,405,428	\$744,735	27.99%

**CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT**

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Stormwater Fringe Benefits 57131700						
*	Payroll	\$0	\$0	\$0	\$0	---
*	Benefits	\$290,569	\$304,997	\$328,626	\$38,057	13.10%
*	Administrative Svcs	\$59,415	\$59,415	\$109,586	\$50,171	84.44%
*	Insurance	\$2,000	\$0	\$2,000	\$0	0.00%
**	Stormwater Fringe Benefits	\$351,984	\$364,412	\$440,212	\$88,228	25.07%
****	Public Works	\$4,866,386	\$5,264,308	\$6,300,703	\$1,434,317	29.47%
*****	Stormwater Fund	\$5,146,546	\$5,506,408	\$6,599,914	\$1,453,368	28.24%

**CITY OF PORTLAND, ME
FY24 ENTERPRISE FUND NET ORG REPORT**

ACCOUNT DESCRIPTION	FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Jetport Fund					
Jetport 28					
58328000 Total REVENUE	(\$22,697,031)	(\$25,562,929)	(\$22,635,603)	\$61,428	-0.27%
** Jetport Department NET	(\$22,697,031)	(\$25,562,929)	(\$22,635,603)	\$61,428	0.27%
58328101 Total EXPENDITURE	\$1,239,982	\$1,182,610	\$1,254,338	\$14,356	1.16%
** Jetport Administration NET	\$1,239,982	\$1,182,610	\$1,254,338	\$14,356	1.16%
58328102 Total EXPENDITURE	\$429,390	\$401,213	\$462,130	\$32,740	7.62%
** Jetport Marketing NET	\$429,390	\$401,213	\$462,130	\$32,740	7.62%
58328103 Total EXPENDITURE	\$4,587,702	\$4,247,113	\$4,971,391	\$383,689	8.36%
** Jetport Fringe/Indirect Costs NET	\$4,587,702	\$4,247,113	\$4,971,391	\$383,689	8.36%
58328200 Total EXPENDITURE	\$4,617,834	\$6,688,504	\$5,242,086	\$624,252	13.52%
** Jetport Field NET	\$4,617,834	\$6,688,504	\$5,242,086	\$624,252	13.52%
58328300 Total EXPENDITURE	\$18,576	\$18,574	\$19,072	\$496	2.67%
58328300 Total REVENUE	(\$254,200)	(\$430,000)	(\$327,375)	(\$73,175)	28.79%
** Jetport General Aviation NET	(\$235,624)	(\$411,426)	(\$308,303)	(\$72,679)	-30.85%
58328400 Total EXPENDITURE	\$2,773,732	\$2,572,914	\$3,044,191	\$270,459	9.75%
58328400 Total REVENUE	(\$18,750)	(\$33,300)	(\$33,750)	(\$15,000)	80.00%
** Jetport Operations NET	\$2,754,982	\$2,539,614	\$3,010,441	\$255,459	9.27%
58328500 Total EXPENDITURE	\$7,624,682	\$7,552,327	\$8,575,374	\$950,692	12.47%
** Jetport Terminal Division NET	\$7,624,682	\$7,552,327	\$8,575,374	\$950,692	12.47%
58328600 Total EXPENDITURE	\$5,074,541	\$4,823,802	\$5,192,557	\$118,016	2.33%
58328600 Total REVENUE	(\$6,548,470)	(\$8,360,182)	(\$8,023,238)	(\$1,474,768)	22.52%
** Jetport Parking Division NET	(\$1,473,929)	(\$3,536,380)	(\$2,830,681)	(\$1,356,752)	-92.05%
58328700 Total EXPENDITURE	\$713,945	\$708,862	\$729,414	\$15,469	2.17%
58328700 Total REVENUE	(\$732,000)	(\$774,612)	(\$800,000)	(\$68,000)	9.29%
** Jetport Airfield Deicing Fac. NET	(\$18,055)	(\$65,750)	(\$70,586)	(\$52,531)	-290.95%
58328900 Total EXPENDITURE	\$3,170,067	\$6,965,104	\$2,329,413	(\$840,654)	-26.52%
58328900 Total REVENUE	\$0	\$0	\$0	\$0	---
** Jetport Surplus NET	\$3,170,067	\$6,965,104	\$2,329,413	(\$840,654)	-26.52%
***** Jetport Fund NET	\$0	\$0	\$0	\$0	---

CITY OF PORTLAND, ME
FY24 ENTERPRISE FUND CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Jetport Fund 0583:						
*	Payroll	\$3,951,080	\$3,820,227	\$4,328,472	\$377,392	9.55%
*	Benefits	\$2,604,208	\$2,357,345	\$2,638,509	\$34,301	1.32%
*	Administrative Svcs	\$4,020,245	\$7,760,951	\$3,318,579	(\$701,666)	-17.45%
*	Contractual Services	\$5,903,437	\$6,431,986	\$6,404,326	\$500,889	8.48%
*	Maintenance & Repair	\$1,409,719	\$1,332,615	\$1,402,095	(\$7,624)	-0.54%
*	Rentals	\$31,008	\$24,864	\$31,892	\$884	2.85%
*	Insurance	\$181,137	\$161,137	\$165,500	(\$15,637)	-8.63%
*	Supplies	\$831,363	\$762,052	\$885,553	\$54,190	6.52%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$1,412,508	\$1,281,013	\$1,105,572	(\$306,936)	-21.73%
*	Contributions	\$2,017,946	\$1,899,000	\$2,250,098	\$232,152	11.50%
*	Capital Outlay	\$3,792,300	\$5,211,833	\$5,176,020	\$1,383,720	36.49%
*	Debt Service	\$4,095,500	\$4,118,000	\$4,113,350	\$17,850	0.44%
**	Jetport Fund	\$30,250,451	\$35,161,023	\$31,819,966	\$1,569,515	5.19%

CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Jetport 28						
Jetport Administration 58328101						
*	Payroll	\$876,910	\$850,954	\$918,041	\$41,131	4.69%
*	Benefits	\$2,800	\$1,284	\$1,960	(\$840)	-30.00%
*	Administrative Svcs	\$105,423	\$102,904	\$112,000	\$6,577	6.24%
*	Contractual Services	\$155,650	\$138,480	\$174,860	\$19,210	12.34%
*	Maintenance & Repair	\$10,149	\$9,139	\$5,000	(\$5,149)	-50.73%
*	Rentals	\$6,000	\$5,764	\$6,000	\$0	0.00%
*	Supplies	\$30,910	\$16,250	\$26,841	(\$4,069)	-13.16%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$7,140	\$9,869	\$9,636	\$2,496	34.96%
*	Capital Outlay	\$45,000	\$47,966	\$0	(\$45,000)	-100.00%
**	Jetport Administration	\$1,239,982	\$1,182,610	\$1,254,338	\$14,356	1.16%

CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Jetport Marketing 58328102						
*	Payroll	\$0	\$0	\$7,200	\$7,200	---
*	Benefits	\$0	\$0	\$1,590	\$1,590	---
*	Administrative Svcs	\$159,390	\$127,189	\$154,700	(\$4,690)	-2.94%
*	Contractual Services	\$240,640	\$252,660	\$271,640	\$31,000	12.88%
*	Maintenance & Repair	\$25,000	\$18,000	\$25,000	\$0	0.00%
*	Supplies	\$4,360	\$3,364	\$2,000	(\$2,360)	-54.13%
**	Jetport Marketing	\$429,390	\$401,213	\$462,130	\$32,740	7.62%

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Jetport Fringe/Indirect Costs 58328103						
*	Payroll	\$0	\$0	\$18,174	\$18,174	---
*	Benefits	\$2,573,406	\$2,337,741	\$2,610,259	\$36,853	1.43%
*	Administrative Svcs	\$471,235	\$471,235	\$582,625	\$111,390	23.64%
*	Insurance	\$181,137	\$161,137	\$165,500	(\$15,637)	-8.63%
*	Contributions	\$1,361,924	\$1,277,000	\$1,594,833	\$232,909	17.10%
**	Jetport Fringe/Indirect Costs	\$4,587,702	\$4,247,113	\$4,971,391	\$383,689	8.36%

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Jetport Field 58328200						
*	Payroll	\$1,099,634	\$1,116,000	\$1,304,279	\$204,645	18.61%
*	Benefits	\$14,142	\$10,526	\$11,850	(\$2,292)	-16.21%
*	Administrative Svcs	\$33,055	\$31,268	\$46,571	\$13,516	40.89%
*	Contractual Services	\$1,070,562	\$1,203,287	\$719,435	(\$351,127)	-32.80%
*	Maintenance & Repair	\$574,632	\$506,513	\$614,103	\$39,471	6.87%
*	Rentals	\$17,008	\$15,100	\$17,892	\$884	5.20%
*	Supplies	\$606,020	\$601,617	\$687,124	\$81,104	13.38%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$185,731	\$155,903	\$166,582	(\$19,149)	-10.31%
*	Capital Outlay	\$1,017,050	\$3,048,290	\$1,674,250	\$657,200	64.62%
**	Jetport Field	\$4,617,834	\$6,688,504	\$5,242,086	\$624,252	13.52%

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Jetport General Aviation 58328300						
*	Payroll	\$500	\$500	\$500	\$0	0.00%
*	Contractual Services	\$16,576	\$16,574	\$17,072	\$496	2.99%
*	Maintenance & Repair	\$1,500	\$1,500	\$1,500	\$0	0.00%
*	Supplies	\$0	\$0	\$0	\$0	---
*	Capital Outlay	\$0	\$0	\$0	\$0	---
**	Jetport General Aviation	\$18,576	\$18,574	\$19,072	\$496	2.67%

CITY OF PORTLAND, ME
FY24 ORG CATEGORY EXPENDITURE REPORT

ACCOUNT DESCRIPTION		FY23 REVISED APPRO (12/31/22)	FY23 TOTAL PROJECTION	FY24 MGR RECOMM	INCR / (DECR) FY24 / FY23	APPRO % CHG FY24 / FY23
Jetport Operations 58328400						
*	Payroll	\$983,006	\$895,831	\$1,111,821	\$128,815	13.10%
*	Benefits	\$7,300	\$4,750	\$9,350	\$2,050	28.08%
*	Administrative Svcs	\$54,563	\$49,390	\$73,255	\$18,692	34.26%
*	Contractual Services	\$668,953	\$797,060	\$780,501	\$111,548	16.68%
*	Maintenance & Repair	\$29,501	\$24,201	\$63,500	\$33,999	115.25%
*	Supplies	\$55,587	\$41,088	\$54,540	(\$1,047)	-1.88%
*	Utilities	\$13,800	\$15,594	\$20,959	\$7,159	51.88%
*	Contributions	\$656,022	\$622,000	\$655,265	(\$757)	-0.12%
*	Capital Outlay	\$305,000	\$123,000	\$275,000	(\$30,000)	-9.84%
**	Jetport Operations	\$2,773,732	\$2,572,914	\$3,044,191	\$270,459	9.75%

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Jetport Terminal Division 58328500						
*	Payroll	\$974,530	\$940,942	\$951,957	(\$22,573)	-2.32%
*	Benefits	\$6,560	\$3,044	\$3,500	(\$3,060)	-46.65%
*	Administrative Svcs	\$25,352	\$13,461	\$19,215	(\$6,137)	-24.21%
*	Contractual Services	\$2,902,465	\$3,169,105	\$3,599,181	\$696,716	24.00%
*	Maintenance & Repair	\$655,618	\$666,395	\$626,748	(\$28,870)	-4.40%
*	Rentals	\$7,500	\$4,000	\$7,500	\$0	0.00%
*	Supplies	\$114,122	\$91,583	\$110,258	(\$3,864)	-3.39%
*	Minor Capital Items	\$0	\$0	\$0	\$0	---
*	Utilities	\$1,195,535	\$1,098,047	\$905,395	(\$290,140)	-24.27%
*	Capital Outlay	\$1,246,250	\$1,069,000	\$1,856,270	\$610,020	48.95%
*	Debt Service	\$496,750	\$496,750	\$495,350	(\$1,400)	-0.28%
**	Jetport Terminal Division	\$7,624,682	\$7,552,327	\$8,575,374	\$950,692	12.47%

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Jetport Parking Division 58328600						
*	Payroll	\$14,500	\$14,000	\$14,500	\$0	0.00%
*	Administrative Svcs	\$1,160	\$400	\$800	(\$360)	-31.03%
*	Contractual Services	\$146,971	\$153,200	\$125,188	(\$21,783)	-14.82%
*	Maintenance & Repair	\$104,369	\$103,000	\$57,294	(\$47,075)	-45.10%
*	Rentals	\$500	\$0	\$500	\$0	0.00%
*	Supplies	\$18,989	\$6,775	\$2,775	(\$16,214)	-85.39%
*	Utilities	\$10,302	\$1,600	\$3,000	(\$7,302)	-70.88%
*	Capital Outlay	\$1,179,000	\$923,577	\$1,370,500	\$191,500	16.24%
*	Debt Service	\$3,598,750	\$3,621,250	\$3,618,000	\$19,250	0.53%
**	Jetport Parking Division	\$5,074,541	\$4,823,802	\$5,192,557	\$118,016	2.33%

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Jetport Airfield Deicing Fac. 58328700						
*	Payroll	\$2,000	\$2,000	\$2,000	\$0	0.00%
*	Contractual Services	\$701,620	\$701,620	\$716,449	\$14,829	2.11%
*	Maintenance & Repair	\$8,950	\$3,867	\$8,950	\$0	0.00%
*	Rentals	\$0	\$0	\$0	\$0	---
*	Supplies	\$1,375	\$1,375	\$2,015	\$640	46.55%
*	Utilities	\$0	\$0	\$0	\$0	---
**	Jetport Airfield Deicing Fac.	\$713,945	\$708,862	\$729,414	\$15,469	2.17%

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Jetport Surplus 58328900						
*	Administrative Svcs	\$3,170,067	\$6,965,104	\$2,329,413	(\$840,654)	-26.52%
**	Jetport Surplus	\$3,170,067	\$6,965,104	\$2,329,413	(\$840,654)	-26.52%
****	Jetport	\$30,250,451	\$35,161,023	\$31,819,966	\$1,569,515	5.19%
*****	Jetport Fund	\$30,250,451	\$35,161,023	\$31,819,966	\$1,569,515	5.19%



Tiffany Mullen <tgml@portlandmaine.gov>

Lincoln Park CIP allocation

1 message

'fsreilly@aol.com' via Finance <Finance@portlandmaine.gov>

Tue, Apr 30, 2024 at 3:33 PM

Reply-To: "fsreilly@aol.com" <fsreilly@aol.com>

To: "finance@portlandmaine.gov" <finance@portlandmaine.gov>

Cc: Danielle West <citymanager@portlandmaine.gov>, Mark Dion <mdion@portlandmaine.gov>

Dear Finance Committee,

This is a plea from the Friends of Lincoln Park (FoLP), Portland's oldest park, asking you to kindly reconsider the decision to remove the **ongoing priority project** of the Lincoln Park fence from the FY 2025 CIP allocation, so that we can continue our 10 year project without the delays that will incur higher labor and materials cost, as well as the possibility of losing the incredible work of Sculptor Conservator Jonathan Taggart, who has been assigned and working on the restoration of Lincoln Park for the last 10 years.

We thank you in advance for your consideration in this matter.

Frank E. Reilly, President
Friends of Lincoln Park



Tiffany Mullen <tgmm@portlandmaine.gov>

Public Comment - FY2025 Budget Opportunities

1 message

George Rheault <george.rheault@gmail.com>

Wed, May 8, 2024 at 11:59 AM

To: finance@portlandmaine.gov

As part of the Finance Committee's deliberations the following things should absolutely be on the table since I have seen to-date VIRTUALLY NO CREATIVITY on the funding side. A status quo budget may have some justification but in this environment a city budget that merely is treading water is not credible.

1. Please make available the FY2023 (July 1, 2022 - June 30, 2023) budget ACTUALS so that the Council and the public can better evaluate the "budgeted" vs. "actual performance" particularly for things like unfilled positions and unspent budgets that then piled up in the unrestricted fund balance. If monies and funding lines were shifted during the budget year because it was otherwise going to be unspent, that too MUST be made transparent so that the Council and public can see the moves that the City Manager, the Finance Department and the other respective Department Heads are doing behind the scenes.
2. Take a one-year hiatus from membership in GPCOG. The dues that the City of Portland pays to GPCOG is something like \$140,000+ (GPCOG dues rate is \$2.01/per capita based on 2020 census data) which as far as I can tell is not getting a very good return. This dues apparently is now being spent to mostly (basically) fund "make-work" jobs for former members of the City Council (first Belinda Ray and now, in addition, Andrew Zarro). Why are front-line positions in our schools or for other municipal services in the City of Portland going unfunded to create sinecures for former politicians who need a job?
3. RAISE the fees on the Golf Course! The Finance Committee should demand that the full City Council have a chart of what kinds of fee increases have occurred at the Riverside Golf Course in the last 5 to 10 years. Have tee rounds OR membership fees been raised at the Riverside Golf Course over the last 5 years when just about everything else has been inflated? Even if modest fee increases for individual golf rounds and memberships go up 10 or 20 percent, Riverside Golf Course will likely remain VERY COST COMPETITIVE in relationship to other golf course experiences in the region. WE SHOULD NOT BE LEAVING MONEY ON THE TABLE EVEN IF THE GOLF COURSE IS A MONEY-MAKER ALREADY. And more importantly, if we are asking households to pay extra for a trash bag every week, why not get more money as well from our recreational golfers as well?

City of Portland | Finance Department
Brendan T. O'Connell - Finance Director



To: Councilor Anna Trevorrow, Chair, Members of the Finance Committee, and Mayor Mark Dion
CC: Danielle P. West, City Manager
Date: April 23, 2024
Re: Finance Committee 2024 Work Plan

On December 11, 2023, members of the City Council met to jointly set [2024 City Council Goals](#). In February, 2024, the City Council Finance Committee met to discuss goals and potential policy issues for discussion in 2024 beyond the annual Finance Committee work of advancing an annual operating budget, advancing the Capital Improvement Plan, and working jointly with the Portland Public Schools on their budget. The additional items for 2024 Finance Committee discussion mentioned as part of Committee goal setting, including suggested timing – is as follows:

Payment In Lieu of Taxes (PILOT) / Services In Lieu of Taxes (SILOT) Policy

The Committee agreed to work on development and advancement of a PILOT / SILOT policy. This is an item that has been discussed by prior City Councils. The most recent iteration of a PILOT policy was developed for the Economic Development Committee in 2017, revised based on Committee feedback, and ultimately not advanced to the full City Council in 2018. The draft policy as previously presented to the Economic Development is ready for immediate discussion by the Committee with minimal additional staff effort. Staff work in preparation for a potential discussion would include preparation of a list of exempt properties by type, amount of taxes that would have been paid if those properties were not exempt, and a comparison of recent PILOT program data from other municipalities. This work could be taken up as early as early June 2024 assuming passage of the FY25 operating budget at the June meeting.

Expansion of the P-STEP (Portland Senior Tax Equity Program)

The Portland Senior Tax Equity Program (P-STEP) provides tax relief to low-income seniors who live in the City of Portland. To qualify, applicants must be 62 years of age or older with a homestead in Portland and also qualify for a payment under the State of Maine Property Tax Fairness Credit program. This program is currently age restricted and was targeted towards seniors who have left the workforce and are on a fixed income. The Committee would like to discuss expansion of the program to a wider age range and learn more on the costs of potential expansion and impact to the property tax rate. This work is best suited for summer 2024 after the State has completed awarding the majority of Property Tax Fairness Credits for 2024.

Discuss 6/30/23 Audit Results / Plan for Addressing Audit Comments

Each year the Finance Committee receives a report from the external auditors on the results of the prior fiscal year audit. The audit must be completed within 270 days of year end and staff has set a goal of having the auditors present results to the Finance Committee as soon as the results are available. The results were presented and discussed at the 4/4/24 Finance Committee meeting. A future follow up discussion with the City and School Department should (or potentially a full City Council Workshop) to discuss progress made on addressing the comments received in the [Fiscal Year 2023 Management Letter](#) from the external auditors. This follow up discussion (or multiple discussions) is recommended for fall and winter 2024.

Explore a Vacancy Fee

The Committee would like to discuss exploration of a vacancy fee within the City of Portland. This item is probably the farthest from readiness for Committee discussion as no specific program is already in place, no specific proposal has yet been made, and the legality of any such program would need to be explored. This item is recommended for fall 2024.

American Rescue Plan Act (ARPA) Project Status and Deadlines

Although not specifically mentioned in the 2024 goal setting meeting, City staff will be making a presentation on ARPA projects, funds, and deadlines during a summer 2024 meeting. Funds must be obligated by 12/31/24 and fully spent by 12/31/26. So in addition to the process of obligating funds (already substantially complete) staff and the Council must be certain that obligated funds will be fully expended by 12/31/26.