Finance Committee Meeting
Thursday, April 23, 2015
2:00 pm, Room 209

1. City Budget
   2:00 - 2:20 PM - Portland Public Library
   2:20 - 3:00 PM - Follow-up Items from 4/14 Meeting
   3:15 - 3:45 PM - Jetport
   3:45 - 5:00 PM - Fire

2. 5:00 P.M. Executive Session On Public Services Relocation

3. City Budget
   6:00 - 8:00 PM - Health & Human Services
   Other Finance Committee Requests

4. Backup Materials For 4/23/15 Finance Committee Meeting

   Documents: AGENDA AND BACKUP MATERIAL FOR 23-APR-15 FC MEETING.PDF

City of Portland, Maine
Finance Committee Meeting
Thursday, April 23, 2015
2:00 p.m., Room 209

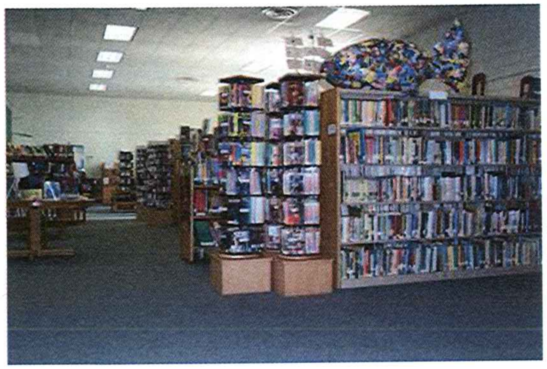
AGENDA

1. Approval of April 14, 2015 meeting minutes

2. City Budget (2:00 – 5:00)
    a. 2:00-2:20PM – Portland Public Library
    b. 2:20-3:00PM – Follow Up Items from 4/14 Meeting
    c. 3:15-3:45PM – Jetport
    d. 3:45-5:00PM – Fire

3. Executive Session on Public Services Relocation (5:00 – 6:00)

4. City Budget (6:00 – 8:00)
    a. 6:00-8:00PM – Health & Human Services
    b. Other Finance Committee Requests



Riverton (1977)

PORTLAND
PUBLIC LIBRARY

Peaks Island (1978-9)

Monument Square
(1867; 1979; 2010)

Burbank (1940; 1995)

Portable Library 2013

Portland Public Library
FY 2014 Statistical Summary

- 882,278 items were lent system-wide
- 627,501 people visited our 4 locations and the Bookmobile
- We were open a total of 7,608 hours
- Our public computers were used 96,842 times
- There were 99,742 wireless sessions
- We answered 70,835 reference questions
- 25,034 people attended our programs
- We employed 53 FTE employees

4.23.2015

Portland International Jetport

April 23, 2015

FY 2015 Budget Overview for Finance Committee

portlandjetport.org

Portland International Jetport

Portland International Jetport FY 2015 Budget Summary

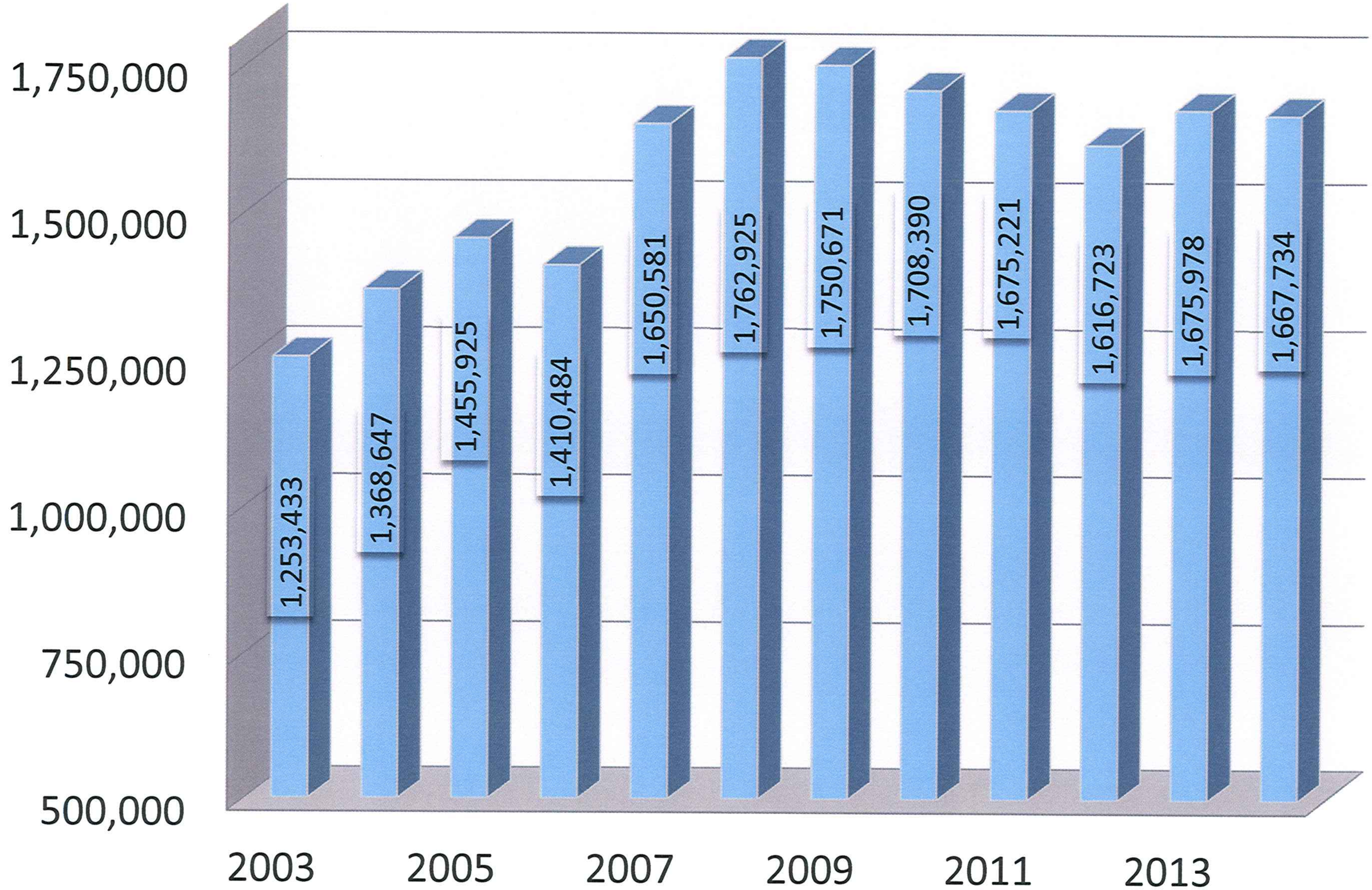
REVENUES:	FY '14 FINAL	FY '15 BUDGETED	FY '15 PROJECTED	FY '16 REQUEST	
Terminal Division:	$11,998,617	$12,594,025	$12,764,409	$13,296,958	
General Aviation:	$125,459	$124,100	$128,602	$127,200	
Security Division:	$20,321	$14,750	$19,885	$19,500	
Parking Division:	$6,685,667	$6,571,767	$6,535,203	$6,514,851	
Airfield Deicing Facility:	$794,472	$814,119	$844,418	$794,551	
TOTAL REVENUES:	**$19,624,536**	**$20,118,761**	**$20,292,517**	**$20,753,060**	**3.2%**

EXPENDITURES:	FY '14 FINAL	FY '15 BUDGETED	FY '15 PROJECTED	FY '16 REQUEST	
Administration:	$708,918	$845,811	$838,483	$894,920	
Jetport Field:	$2,590,048	$2,897,820	$2,960,206	$3,116,380	
General Aviation:	$52,704	$39,168	$32,587	$26,293	
Fringe & Indirect Costs:	$3,021,546	$3,277,367	$3,225,935	$3,469,028	
Security:	$1,513,113	$1,698,107	$1,613,229	$1,663,772	
Terminal:	$4,990,386	$4,913,714	$5,038,775	$5,099,636	
Marketing:	$338,855	$567,975	$554,286	$545,259	
Parking:	$4,307,774	$4,239,296	$4,172,500	$4,614,302	
Airfield Deicing Facility:	$769,794	$814,119	$844,418	$704,827	
TOTAL EXPENDITURES:	**$18,293,138**	**$19,293,377**	**$19,280,419**	**$20,134,417**	**4.4%**
SURPLUS:	**$1,331,398**	**$825,384**	**$1,012,098**	**$618,644**	

Debt Service Coverage Ratio & Airline Cost per Enplanement

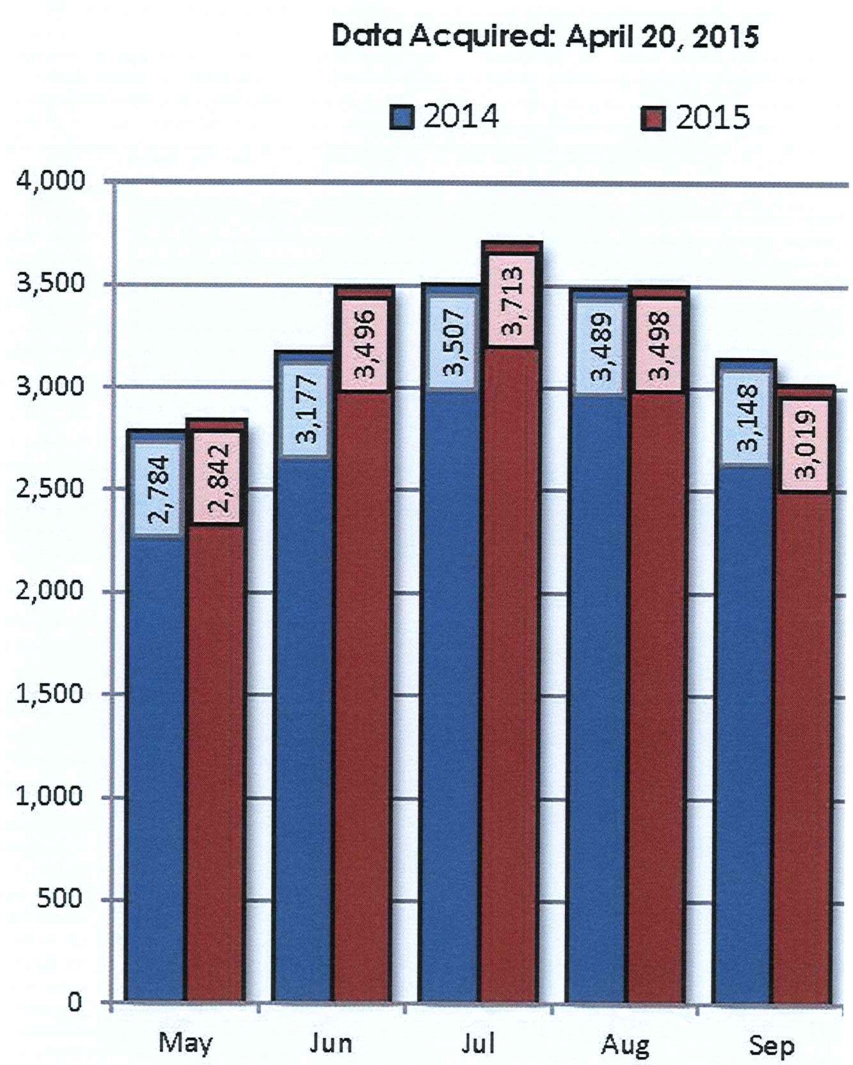
	FY '14 FINAL	FY '15 BUDGETED	PROJECTED FINAL	FY '16 REQUEST
Total Operating Revenues:	$19,624,536	$20,118,761	$20,292,517	$20,616,260
Less: M&O Expenses:	$13,089,183	$13,287,797	$13,681,889	$14,222,488
Net Revenue:	$6,535,353	$6,830,964	$6,610,628	$6,393,773
Debt Service:	$4,273,990	$4,274,761	$4,274,761	$4,272,085
Debt Service Ratio:	**1.53** x	**1.60** x	**1.55** x	**1.50** x
Airline Revenues:	$5,787,733	$6,567,372	$6,523,781	$6,952,296
Enplanements:	818,541	840,000	$842,349	844,041
Airline C.P.E.:	$7.07	$7.82	$7.74	$8.24

Total Annual Passengers 2003 - 2014



Portland International Jetport

Portland's Total Capacity Will Increase 4.5% in May through August 2015 versus the same period in 2014



Portland Is Currently Served by 5 Airlines to 11 Non-Stop Destinations

Nonstop Service to:

- Atlanta
- Baltimore
- Charlotte
- Chicago
- Detroit
- Dulles
- John F Kennedy
- LaGuardia
- Newark
- Philadelphia
- Washington Reagan

Seasonal Nonstop to:

- Chicago MDW
- Orlando MCO

Portland has Performed Better than all other Small and Medium Hub Airports in the Region. Logan has, as the sole Large Hub, has increased its influence.

	Enplanements							
	PWM	MHT	BDL	BOS	BGR	PVD	BTV	Total
2000	668,098	1,568,860	3,651,943	13,613,507	272,833	2,684,204	446,363	22,905,808
2001	625,591	1,599,062	3,416,243	11,739,553	254,678	2,751,762	509,031	20,895,920
2002	623,093	1,647,797	3,221,081	11,077,238	239,617	2,662,721	546,857	20,018,404
2003	625,267	1,776,347	3,098,556	11,087,799	302,547	2,553,584	546,452	19,990,552
2004	687,344	1,937,142	3,326,461	12,758,020	357,040	2,732,524	627,423	22,425,954
2005	734,295	2,149,035	3,617,453	13,214,923	433,816	2,846,002	690,641	23,686,165
2006	710,142	1,931,563	3,409,938	13,544,552	411,352	2,588,992	681,678	23,278,217
2007	819,995	1,920,911	3,231,374	13,783,297	346,688	2,499,677	703,186	23,305,128
2008	876,102	1,834,875	3,006,362	12,820,489	355,508	2,342,593	747,559	21,983,488
2009	871,291	1,578,349	2,626,873	12,566,797	388,681	2,153,168	700,592	20,885,751
2010	851,566	1,391,797	2,640,155	13,561,814	416,328	1,951,566	640,790	21,454,016
2011	833,005	1,342,308	2,772,315	14,180,730	391,597	1,920,699	636,019	22,076,673
2012	799,136	1,210,189	2,647,610	14,293,695	302,610	1,809,322	615,026	21,677,588
2013	836,942	1,190,082	2,681,181	14,810,153	315,319	1,884,830	606,503	22,325,010
2014	**844,041**	**1,050,651**	**2,938,662**	**15,789,111**	**245,488**	**1,789,083**	**611,805**	23,268,841
Current Off High	(32,061)	(1,098,384)	(713,281)	-	(188,328)	(1,056,919)	(135,754)	(417,324)
	-3.7%	**-51.1%**	**-19.5%**	**0.0%**	**-43.4%**	**-37.1%**	**-18.2%**	**-1.8%**

Portland has Performed Better than all other Small and Medium Hub Airports in the Region. Logan has, as the sole Large Hub, has increased its influence.

Year	Enplanements	Regional Market Share							
	Total	PWM	MHT	BDL	BOS	BGR	PVD	BTV	Total
2000	22,905,808	2.9%	6.8%	15.9%	59.4%	1.2%	11.7%	1.9%	100.0%
2001	20,895,920	3.0%	7.7%	16.3%	56.2%	1.2%	13.2%	2.4%	100.0%
2002	20,018,404	3.1%	8.2%	16.1%	55.3%	1.2%	13.3%	2.7%	100.0%
2003	19,990,552	3.1%	8.9%	15.5%	55.5%	1.5%	12.8%	2.7%	100.0%
2004	22,425,954	3.1%	8.6%	14.8%	56.9%	1.6%	12.2%	2.8%	100.0%
2005	23,686,165	3.1%	9.1%	15.3%	55.8%	1.8%	12.0%	2.9%	100.0%
2006	23,278,217	3.1%	8.3%	14.6%	58.2%	1.8%	11.1%	2.9%	100.0%
2007	23,305,128	3.5%	8.2%	13.9%	59.1%	1.5%	10.7%	3.0%	100.0%
2008	21,983,488	4.0%	8.3%	13.7%	58.3%	1.6%	10.7%	3.4%	100.0%
2009	20,885,751	4.2%	7.6%	12.6%	60.2%	1.9%	10.3%	3.4%	100.0%
2010	21,454,016	4.0%	6.5%	12.3%	63.2%	1.9%	9.1%	3.0%	100.0%
2011	22,076,673	3.8%	6.1%	12.6%	64.2%	1.8%	8.7%	2.9%	100.0%
2012	21,677,588	3.7%	5.6%	12.2%	65.9%	1.4%	8.3%	2.8%	100.0%
2013	22,325,010	3.7%	5.3%	12.0%	66.3%	1.4%	8.4%	2.7%	100.0%
2014	**23,268,841**	**3.6%**	**4.5%**	**12.6%**	**67.9%**	**1.1%**	**7.7%**	**2.6%**	**100.0%**

To: Finance Committee

From: Brendan T O'Connell, Finance Director

CC: City Council, Michael J Bobinsky, Director of Public Services, Sheila Hill-Christian, Acting City Manager

Date: April 23, 2015

Subject: PAYT Program and Bag Fee Pricing

In a Pay-As-You-Throw ("PAYT") program residents are charged for the collection of municipal solid waste based on the amount they throw away. This creates a direct economic incentive to recycle more and to generate less waste. The City of Portland PAYT program was implemented in 1999 (FY00) after review and recommendation by a panel of Recycling Advisory Committee members. The City of Portland implemented modified PAYT system where the bag fees were not designed to offset the complete cost of the solid waste division. They were intended to help balance the budget by splitting the cost of solid waste collection and removal more evenly between solid waste generators and taxpayers. In original program documentation it was noted that "the price per bag would be set and reviewed annually through the budget process by City Council". However, the bag fees have not been reviewed or increased every year since program inception. In the nearly 17 years since the program began bag fees have only been raised four times (and only twice in the last decade).

Meanwhile, Portland has continued to be a leader in responsible disposal of all types of waste, expanding the number of program offerings and households served. In FY00, the year the PAYT program began, total Solid Waste Division costs were only $1.6M, with a net cost to the taxpayer of $410k after collection of bag fee and other program revenues. By FY05, program offerings had significantly expanded and included options for citizens to dispose of yard waste, construction waste, universal waste, hazardous waste and many other types of waste. Total Solid Waste Division costs had risen accordingly, up to $2.2M with $796k falling onto the taxpayer. In the years since the City's last bag fee increase (FY11-15) total Solid Waste Division costs have averaged $3.8M per year, with total average net cost to taxpayers of $1.9M per year. Meanwhile, Portland's bag fees have remained lower than any surrounding jurisdiction (Exhibit B) even while the levy on City taxpayers has continued to rise.

City staff is recommending that the bag fee be increased by 35% (from $10.00 to $13.50) to rebalance the cost of solid waste collection and disposal between the taxpayers and generators of solid waste. This lightens the taxpayer burden by generation of an additional $518,398 in revenue from the solid waste generating population. If the bag fee increase were not approved, a corresponding increase to the tax levy of $518,398 would be required to make for the loss in annual revenue. This results in an approximately 7 cent (0.4%) increase to the tax rate on top of the 2.9% currently proposed in the City Manager Recommended Budget.

It is important to note that the City of Portland PAYT program has been reviewed for efficiency and effectiveness many times since original implementation. Most recently, in FY15 the

Department of Public Services engaged the services of Kessler Consulting, Inc (KCI) to conduct an evaluation of City's recycling and solid waste collection services. That survey recommended that the PAYT program not be eliminated as it was operating effectively and had helped the City achieve record recycling rates. The survey also examined future ideas for enhancement and modernization of City recycling services and the complete evaluation will be examined by the Transportation, Sustainability & Energy Committee in May 2015.

Exhibit A – City of Portland Solid Waste Bag Fee Price History

Portland Bag Fee Increases History

	15 Gallon	30 Gallon	Roll Price
1999	$0.340	$0.680	$3.40
2002	$0.445	$0.890	$4.45
2003	$0.475	$0.950	$4.75
2006	$0.750	$1.500	$7.50
2010 - Current	$1.000	$2.000	$10.00

Exhibit B – Surrounding Municipality Bag Fee Charges

The following list the surrounding communities that have a Pay as You Throw (PAYT) program and their respective fees

Solid Waste Removal - Greater Portland			
Town	**Price per 10 small bags**		
Biddeford	$ 15.00		
Falmouth	$ 14.60		
Kennebunk	$ 14.50		
Windham	$ 13.50		
Gorham	$ 12.50		
Portland	$ 10.00		
Other Neighbors			
Scarborough	potentially adopting PAYT in FY16		
South Portland	does not use PAYT system		
Westbrook	does not use PAYT system		

City of Portland Fire Department
FY16 Budget Highlights
Jerry LaMoria - Fire Chief

4/23/2015

Summary

	FY15	FY16	Change	%
Expenditures	16,760,643	16,587,522	(173,121)	-1.0%
Less: Revenues	(5,523,740)	(4,435,419)	1,088,321	-19.7%
Net Cost	11,236,903	12,152,103	915,200	8.1%

Personnel Changes

0.5	Assistant Fire Chief	44,888
(0.2)	Emergency Management Administrator (Cost applied to grant)	(17,000)
1.0	Fire Alarm Specialist	55,411
1.0	Radio System Specialist	54,642
(0.3)	Fire Alarm Supervisor	(38,886)
(1.3)	Fire Alarm Tech	(57,606)
(8.3)	Firefighter/EMS (SAFER-eliminate 12 positions as of Oct 2015)	(390,851)
(7.6)	**Total Change**	**(349,402)**

Significant Expense Changes

Reduction of EMS Service During Non-Peak Hours	(200,000)
Elimination of the Non Emergency Transport Services	(130,000)
Drill School ($200k in FY15, $150K budgeted for FY16)	(50,000)

Significant Revenue Changes

Loss of SAFER	(466,075)
MEDCU Revenue	(495,500)
Confined Space Revenue	(124,900)

Programatic Changes

Elimination of Non Emergency Transport Service
Reduction of EMS staffing durning non-peak hours
Potential Loss of Confined Space Program Funding with loss of SAFER

Portland Fire Department

Office of the Fire Chief

Date: April 22, 2015

To: Members of the Portland City Council Finance Committee

From: Jerome LaMoria, Fire Chief, City of Portland

Subject: Responses to Council Questions on SAFER Grant

Question from Council #1: Would "Drill School" still be required even if the Portland Fire Department does not receive renewal of the SAFER Grant in October 2016?

As of this date the Portland Fire Department has eight (8) current vacancies, three (3) long term leave of absences (LOA's), and over 45 members eligible for retirement. An entrance examination was conducted in early November of 2014 as required by Civil Service Rules. I have purposely not proceeded with other elements of the hiring process to save cost to the City and limit the impact of a lay-off in the event the SAFER grant is not renewed.

Given the amount of current vacancies and potential retirements I am confident that hiring personnel and a drill school will be required before the end of the calendar year regardless of the outcome of the SAFER application. We have found success in the controlling of overtime expenditures by proactively hiring in order not to have more than 4 vacancies. This is a practice that must continue to control overtime cost.

Question from Council #2: Would "Drill School" still be required even if the City does not receive renewal of the SAFER Grant in October 2016?

Should the city receive the SAFER Grant Award, we would be required to hire for the current vacancies and maintain authorized department staffing for the two year period of performance.

Please let me know if you have any questions.

EMS Revenues

23-Apr-15

	FY13	FY14	FY15	
July	165,326	243,097	242,007	
August	145,231	290,594	194,273	
September	335,567	105,410	244,953	
October	97,410	297,902	145,374	
November	178,164	234,205	306,408	
December	252,327	202,383	299,436	
January	195,990	268,507	172,356	
February	2,213	190,383	266,875	
March	515,216	266,536	207,384	
April	284,396	277,793	285,681	(First Half of April Only)
May	450,924	235,487	0	
June	99,477	78,133	0	
TOTAL	**2,722,240**	**2,690,432**	**2,364,747**	
Monthly Average	226,853	224,203	236,475	
Last Two Month Average	275,200	156,810		
	Projected Last Two Months of FY15		530,000	
		Projected FY15 TOTAL	**$ 2,894,747**	

Dawn Stiles – Director – Department of Health & Human Services
Social Services
FY16 Budget Highlights
April 22, 2016

Budget Summary	**FY15**	**FY16**	**Change**	**%**
Revenues:	$10,729,166	$4,995,353	$(5,733,813)	-46.55
Expenditures:	$13,274,993	$8,610,001	$(4,664,992)	-64.85
Net:	$(2,545,827)	$(3,614,648)	$(1,068,821)	-41.98

Personnel Changes:

(2.0)	Financial Eligibility Specialists	$ (66,905)
0.6	Human Services Counselor	22,750
(1.0)	Program Coordinator	(60,002)
(3.0)	Shelter Attendants	(103,912)
(0.3)	Reduction in hours Shelter Attendant	(10,610)
Total Savings		$218,724

Operational Changes:

A new Administrator has been hired and will begin work May 4th . Mr. David MacLean has been the General Assistance Program Manager for the State for several years and will be a knowledgeable addition to the Social Services Division.

General Assistance:

- There are many potential changes to the GA program based on our FY 14 Audit and on pending legislation including:
- GA benefit eligibility for Visa Holders
- Caps/limits/restrictions on time/amounts/residency

Oxford St. and Family Shelter:

- Implementing findings from the FY 14 Audit regarding presumptive eligibility and billing for cost
- Closing the overflow shelter at Preble St. but continuing to staff the warming shelter

City of Portland
General Assistance
Summary Billable/Unbillable
FY15 GA Threshold: $2,265,485

22-Apr-15

Month	A Actual Expenses by Month Gross Citizens	B Gross Non-Citizens	C (A+B) Gross Total	D 50 or 90% of A Requested Reimbursement Citizens Only	E 50 or 90% of B Reimbursement Including Unbillable	F Actual Amount Paid by State	G (D-F) Shelter Costs Withheld by State	H (E-F) Total Amount Not Reimbursed
Jun 17-30, 2014	341,580	50,397	391,977	307,422	352,779	210,458	96,964	142,321
July, 2014	559,184	296,757	855,940	279,559	427,957	168,243	111,316	259,714
August, 2014	583,091	284,379	867,470	291,545	433,735	175,865	115,680	257,870
Sept, 2014	556,898	261,830	818,728	278,449	409,364	161,063	117,386	248,301
October, 2014	640,540	328,755	969,295	349,934	645,814	228,668	121,266	417,146
November, 2014	483,179	298,608	781,787	434,861	703,608			703,608
December. 2014	518,549	373,317	891,867	466,694	802,680			802,680
January, 2015	502,241	334,911	837,151	452,016	753,436			753,436
Total	4,185,261	2,228,954	6,414,215	2,860,482	4,529,373	944,298	562,612	3,585,075
Annualized Totals (projected)	**$ 6,277,891**	**$ 3,343,430**	**$ 9,621,322**	**$ 4,665,245**	**$ 7,649,766**	**$ 2,266,316**	**$ 2,089,920**	**$ 5,383,451**

Impact to tax rate if hits to GA are absorbed (rounding to $5M)	**Increase from $20.00**	
	$ 0.66	**3.29%**

Dawn Stiles – Director – Department of Health & Human Services
Barron Center
FY16 Budget Highlights
April 22, 2016

Barron Center Budget Summary	**FY15**	**FY16**	**Change**	**%**
Revenues:	$17,964,258	$18,879,295	$915,037	5.09
Less Expenditures:	15,343,457	15,678,017	334,560	2.18
Net Change:	$ 2,620,801	$3,201,278	$580,477	22.15

Personnel Changes:

.1 Dental Hygienist	$ 6,316
.4 Increase in Hours Resident Services Director	24,936
.5 Total	$31,252

Operational Changes:

- Contracting with a third party to bill insurance providers to increase efficiency – will increase revenue back to City of Portland
- Designated one RSD position as a Quality Assurance Nurse Manager

Executive Department
Sheila Hill-Christian, Acting City Manager

MEMORANDUM

TO:	Finance Committee
FROM:	Sheila Hill-Christian, Acting City Manager
DATE:	April 22, 2015
RE:	HHS Grants and City costs

In order to assist with your deliberations, attached please find a table of HHS programs and related City costs for all programs in the Public Health and the Social Service Divisions, Health & Human Services Department. My priorities in recommending these cuts and reductions were to preserve services for basic human needs first and to target any current or upcoming vacancies, then to assess programs most reliant on City funding. Please note that the definition I used for basic human needs is as follows: *The need for food, shelter and safety from environmental impacts.* There are differing opinions related to this definition. The attached table shows additional decision points considered for all programs. Please note that the attached table reflects the full cost of salaries plus fringe benefits, which are not usually reflected.

In the Public Health Division, the proposed cuts are $345,943 in salaries and $141,041 in fringe benefits for a total of $486,984. A minimum of 13 additional positions in the Chronic Disease Prevention Program and Family Health Program will be lost if the Governor's proposed budget is approved. My recommended budget cuts and reductions in hours are:

- One Accountant position largely because of the decrease in financial demands resulting from the Health Care for the Homeless Clinic's closure
- Three positions were eliminated within Children's Oral Health in the Family Health program and four positions had minor decreases in hours. All positions heavily reliant on City funding
- One administrative support position in the Chronic Disease Prevention program
- Community Health Promotion Specialist by one day per week that was City funded
- Vacant Lab Assistant at India Street that was entirely City funded
- New position in Environmental Health & Safety to inspect establishments licensed by the State Department of Agriculture (current inspectors work only with food service establishments licensed by the State Department of Health & Human Services) – fully City funded
- One soon-to-be-vacant Community Health Outreach Worker position
- One Program Manager position almost fully City funded

For the Social Services Division, the proposed cuts are $102,990 in salaries and $61,750 in fringe benefits for a total of $164,740. (Additional reductions due to grants ending this year are not included.) My recommended budget cuts are:

- Two vacant Financial Eligibility Specialists fully funded by the City
- Three Shelter Attendants
- Vacant Housing Services Counselor
- Vacant Program Coordinator
- Vacant Shelter Attendant

Attachment (2 pages)

Public Health Budget with Cuts

4-22-15

Title	Program	FY16 Salary	City	Grant	Insurance	Indirect	Donations	Fees	CUTS	Notes	Data Shows Need?	Statutorily Required?	Basic Need?	External Funding Available?
Admin Assistant	Chronic	$38,586		$38,586					*$1,331*	*Reduce hours*	N	N	N	N
Admin Assistant	Chronic	$20,051		$20,051										
Comm Hlth Promo Spec	Chronic	$30,025		$30,025										
Comm Hlth Promo Spec	Chronic	$38,085		$38,085					*$9,521*	*Reduce hours*	Y	N	N	N
Comm Hlth Promo Spec	Chronic	$44,933		$44,933										
Comm Hlth Promo Spec	Chronic	$45,439		$45,439										
Comm Hlth Promo Spec	Chronic	$46,981		$46,981										
Comm Hlth Promo Spec	Chronic	$31,407		$31,407										
Comm Hlth Promo Spec	Chronic	$43,212		$43,212										
Comm Hlth Promo Spec	Chronic	$10,966		$10,966										
Comm Hlth Promo Spec	Chronic	$23,239		$23,239										
Contracted Reg Dietician	Chronic	$51,168		$51,168										
Contracted Reg Dietician	Chronic	$50,013		$50,013										
Contracted Reg Dietician	Chronic	$51,168		$51,168										
Program Coordinator	Chronic	$57,634		$57,634										
Program Coordinator	Chronic	$55,336		$55,336										
Program Coordinator	Chronic	$52,280		$52,280										
Program Coordinator	Chronic	$57,828		$57,828										
Program Coordinator	Chronic	$60,904		$60,904										
Program Manager	Chronic	$69,436	$69,436											
Health Inspector	Enviro	$43,856	$40,792					$3,064	*$1,752*					
Health Inspector	Enviro	$0							*$5,788*	*No overtime approved*	Y	N	N	N
Health Inspector	Enviro	$0							*$41,725*	*Eliminate position*	Y	Y	N	N
Health Inspector	Enviro	$45,025	$41,960					$3,065	*$1,753*					
Program Coordinator	Enviro	$63,016		$63,016										
Program Manager	Enviro	$69,641	$33,508	$34,820				$1,313						
Comm Hlth Promo Spec	Equity	$1,500		$1,500					*$3,500*	*Reduce hours due to City cuts and loss of grant*	Y	N	N	N
Comm Hlth Promo Spec	Equity	$21,682	$4,464	$17,218						*Reduce hours due to loss of grant*	Y	N	N	N
Comm Hlth Promo Spec	Equity	$20,646	$3,500	$17,146						*Reduce hours due to loss of grant*	Y	N	N	N
Comm Hlth Promo Spec	Equity	$49,652		$49,652										
Comm Hlth Promo Spec	Equity	$45,468		$45,468										
Comm Hlth Promo Spec	Equity	$0							*$3,500*	*Leaving in May; hiring freeze*	Y	N	N	N
Program Coordinator	Equity	$62,585	$57,789	$4,796						*Reduce hours due to loss of grant*	Y	N	N	N
Program Coordinator	Equity	$55,478		$55,478										
Program Manager	Equity	$0							*$68,188*	*Eliminate position*	Y	N	N	N
Clinical Assistant	Family	$16,120		$16,120										
Clinical Assistant	Family	$28,444		$28,444										
Clinical Assistant	Family	$28,444		$28,444										
Clinical Assistant	Family	$1,101		$1,101										
Comm Hlth Promo Spec	Family	$0							*$25,769*	*Eliminate position*	Y	N	N	N
Comm Hlth Promo Spec	Family	$45,592			$45,592				*$38,654*	*Charge to reimbursements, reduce hours*	Y	N	N	N
Dental Assistant	Family	$25,402		$25,402					*$21,385*	*Charge to grants, reduce hours*	Y	N	N	N
Dental Assistant	Family	$0							*$13,561*	*Eliminate position*	Y	N	N	N
Dental Assistant	Family	$29,081		$7,209	$21,872				*$2,429*	*Charge to grants & reimbursements, reduce hours*	Y	N	N	N
Dental Hygienist	Family	$0							*$2,857*	*Eliminate position*	Y	N	N	N
Dental Hygienist	Family	$42,924		$11,420	$31,504				*$3,583*	*Charge to grants and reimbursements*				
Dentist	Family	$115,050			$115,050				*$11,503*	*Charge to reimbursements*				
Mid-Level Health Prac	Family	$32,472		$32,472										
Mid-Level Health Prac	Family	$31,276		$31,276										
Mid-Level Health Prac	Family	$1,500		$1,500										
Mid-Level Health Prac	Family	$2,281		$2,281										
Program Coordinator	Family	$31,298	$31,298						*$26,261*	*Reduce hours*	Y	N	N	N
Program Coordinator	Family	$57,960	$20,286	$37,674										
Program Coordinator	Family	$55,060		$55,060										
Program Manager	Family	$65,551	$48,413	$17,138					*$3,000*	*Reduce hours*	Y	N	N	N
Public Health Nurse	Family	$46,722		$46,722										
Public Health Nurse	Family	$49,078		$49,078										

Public Health Budget with Cuts

Title	Program	FY16 Salary	City	Grant	Insurance	Indirect	Donations	Fees	CUTS	Notes	Data Shows Need?	Statutorily Required?	Basic Need?	External Funding Available?
Admin Assistant	India	$6,684			$6,684									
Clinical Soc Worker	India	$67,856			$67,856									
Comm Hlth Promo Spec	India	$43,212		$43,212										
Comm Hlth Promo Spec	India	$54,791		$53,567	$1,224									
Comm Hlth Promo Spec	India	$48,473		$47,171	$1,302									
Comm Hlth Promo Spec	India	$48,233		$47,171	$1,062									
Contract Physician	India	$97,500		$66,942	$30,558									
Data Entry Clerk	India	$13,778					$13,778							
Data Entry Clerk	India	$36,426	$36,426											
Lab Assistant	India	$0							*$40,697*	*Vacant; hiring freeze*	Y	N	N	N
Laboratory Director	India	$50,828		$12,184	$38,644									
Mid-Level Health Prac	India	$54,912		$50,368	$4,544									
Mid-Level Health Prac	India	$9,360			$9,360									
Mid-Level Health Prac	India	$59,982		$48,498	$11,484									
Office Asst.	India	$22,545		$10,371			$12,174							
Office Manager	India	$40,095	$40,095											
Per Diem Data Entry Clerk	India	$3,062		$3,062										
Per Diem Mid Level Hlth Prac	India	$13,803			$13,803									
Program Coordinator	India	$35,231					$35,231							
Program Coordinator	India	$61,277			$61,277									
Program Manager	India	$70,902	$2,771	$18,212	$49,919									
Public Health Nurse	India	$47,716					$47,716							
Public Health Nurse	India	$10,276			$10,276									
Public Health Nurse	India	$61,796		$56,685	$5,111									
Public Health Nurse	India	$43,875		$39,888	$3,987									
Account Clerk II	Operations	$34,657	$10,029	$1,871		$22,757			*$6,651*	*Charge more to indirect*				
Accountant	Operations	$40,482	$5,164			$35,318			*$4,592*	*Charge more to indirect*				
Accountant	Operations	$0							*$10,051*	*Eliminate position*	Y	N	N	N
Office Manager	Operations	$48,380	$13,062			$35,318			*$4,591*	*Charge more to indirect*				
PH Administrator	Operations	$81,734	$46,417			$35,317			*$14,591*	*Charge more to indirect; reduce starting salary*				
Program Manager	Operations	$69,379	$24,033			$45,346				*Charge more to indirect*				
Senior Accountant	Operations	$53,480	$18,163			$35,317			*$9,591*	*Charge more to indirect; reduce starting salary*				
		$3,393,321	**$547,606**	**$1,988,892**	**$531,109**	**$209,373**	**$108,899**	**$7,442**	***$376,824***					

Other Expenses	Program	Total	City	Grant	Insurance	Indirect	Donations	Fees	CUTS					
02 10 Benefits		$285,746		$223,465	$62,281									
02 71 Wearing Apparel		$1,200	$1,200											
20 00 Admin Services		$84,640	$2,876		$81,764				*$1,345*					
20 10 Postage		$1,815	$250	$1,565					*$250*					
20 20 Travel/Train		$23,257		$20,757	$2,500				*$13,250*					
20 25 Goodwill Meals		$4,760		$4,760					*$300*					
20 40 Taxes/Licenses		$2,400		$2,400										
20 51 Dues and Subscrip.		$1,966		$900	$1,066									
20 52 Promotional Items		$6,550		$6,550										
30 76 Client Transport		$4,101		$4,101										
35 00 Contractual		$1,331,155	$6,000	$1,315,673	$9,482									
35 10 Advertising		$9,600	$500	$9,100					*$500*					
35 30 Auto Mileage		$37,763	$10,500	$26,813	$450				*$2,500*					
35 40 Building Maintenance		$14,320			$14,320									
35 45 Contractual/Interp.		$11,994	$500	$6,950	$4,544				*$1,000*					
35 50 Lab/medical		$39,971	$500	$33,308	$6,163									
35 60 Printing		$15,282	$1,850	$13,432					*$2,000*					
35 65 Contractual/Prof.		$7,863		$7,863										
40 20 Repairs		$750	$750											
45 10 Rental Equipment		$59,045	$500	$22,394	$36,151									
45 30 Equipment Rental		$1,200	$700	$500										
55 20 Supplies all other		$56,580	$10,610	$35,970	$10,000				*$1,250*					
55 25 Event supplies		$13,536		$5,536	$8,000									
55 35 Dental supplies		$38,328		$19,717	$18,611									
55 50 Medical supplies		$33,444	$779	$7,515	$20,631		$4,519		*$221*					
55 60 Minor Equipment		$29,526	$5,196	$24,330					*$4,000*					
55 70 Office supplies		$20,940	$6,100	$13,290	$1,550				*$1,500*					
63 20 Electricity		$9,295			$9,295									
63 41 Cell phone		$15,280	$2,940	$7,581	$4,759				*$580*					
OTHER EXPENSES TOTAL		**$2,162,307**	**$51,751**	**$1,814,470**	**$291,567**	**$0**	**$4,519**	**$0**	***$28,696***					
TOTAL BUDGET		**$5,555,628**	**$599,357**	**$3,803,362**	**$822,676**	**$209,373**	**$113,418**	**$7,442**	***$405,520***					

Economic Development Department
Gregory A. Mitchell, Director

Economic Development Department

FY16 Budget Highlights

Summary (Budgeted):	**FY15**	**FY16**	**Change**	**%**
Expenditures	264,926	273,906	8,980	3.39
Less Revenue*	(340,143)	(35,957)	(304,186)	97
Cost	(75,217)	$237,949		

*Revenue decrease is due to the expiration of the UNUM TIF revenue in FY15. It is anticipated that the newly-created Downtown Transit-Oriented TIF District will provide funding beginning with FY17.

This Department budget has remained level, except for annual salary increases. The Economic Development Department includes the Portland Development Corporation annual administrative budget of $28,522 (level at this amount for several years). It is noted that the entire Portland Development Corporation budget is covered by commercial loan program revenue.

Personnel Changes – None, 3 Personnel: Director
Business Programs Manager
Senior Executive Assistant

Goals for FY15/FY16:

- Close on the sale of lot at Portland Technology Park to Patrons Oxford Insurance;
- Close on the sale of the Bayside property to the Federated Companies for the Midtown Project;
- Facilitate the development of the Midtown project, including Somerset Street elevation project;
- Facilitate the development of the Thompson's Point Project;
- Close on the sale of City Riverside Street property to Thompson's Point to assist with the relocation of Suburban Propane;
- Close on the sale of the 71 Hanover Street to Bayside Bowl.

4/22/2015