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AVERY READY INDEX® DOUBLE-COLUMN DIVIDERS 600127

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City of Westbrook, Maine

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April 2, 2018

FY 2018-19 BUDGET MESSAGE

Thank you, I am pleased to present to the Westbrook City Council my second budget proposal as Mayor. My goal remains to provide quality public services that are responsive to the needs of our residents and businesses in Westbrook, while keeping our city affordable and livable for everyone.

The costs and demands for local public services in our community continue to grow. While the overall economy has been experiencing recovery, many of our residents, families and seniors continue to struggle financially. If we are to be responsive to the needs of our youth, families and seniors, while keeping our community affordable, we need to identify and maximize our utilization of alternative funding sources. We can no longer simply turn to the property tax payer for additional funding support for our municipal and educational programs and services. This proposed budget attempts to begin moving our community in this more sustainable direction.

The municipal portion of this budget provides for significant expansion of public transit services for our community and increases the full-time staffing of our Fire & Rescue Department by eight positions. A Transit TIF will cover the entire cost of this expansion of public transit services and a federal SAFER Grant pays for 75% of the cost of increased Fire Department staffing. I am pleased to report that both of these initiatives are being paid for through funding sources other than the general fund property tax. This budget also increases our investment in before and after school programs, student tutoring and mentoring services, nutrition programs and related youth activities, utilizing funding generated through comparable programs at the community center, and no property tax dollars.

Other initiatives that are not specifically funded in this budget proposal but remain at the top of our priority list include:

- Working with Councilor Peoples, our municipal leadership team and many community partners to make Westbrook a truly Age Friendly Community;
- Working through Westbrook Housing and Senator Susan Collins to provide expanded housing opportunities for our veterans;
- Exploring the cost and feasibility of providing real property tax relief for our seniors.

City of Westbrook
Net Taxes to be Raised
Draft Budget FY19

	FY2018	FY2019	Change		
City (Proposed)	26,750,993	28,084,591	1,333,598	4.99%	Increase
City Revenues	11,402,114	12,620,839	1,218,725	10.69%	Increase
Overlay	140,655	140,655	0		
City Tax needs	15,489,534	15,604,407	114,873	0.74%	Increase
School (Proposed)	36,277,941	38,620,404	2,342,463	6.46%	Increase
School Revenue	17,406,060	18,173,803	767,743	4.41%	Increase
School Tax Needs	18,871,881	20,446,601	1,574,720	8.34%	Increase
County Tax needs	1,352,140	1,402,177	50,037	3.70%	Increase
Total Tax Needs	35,713,555	37,453,185	1,739,630	4.87%	Increase
Budgeted Valuation	1,891,607,800	1,883,497,113	(8,110,687)	-0.43%	
	$18.88	$19.88			
Tax Rate	$18.88/1,000	$19.88/1,000	$1.00	5.32%	
City	$8.19	$8.28	$0.09	1.10%	Increase
School	$9.98	$10.86	$0.88	8.82%	Increase
County	$0.71	$0.74	$0.03	4.23%	Increase
Total	$18.88	$19.88	$1.00	5.32%	

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City of V[illegible]brook
Draft FY19 Budget
Revenues

ACCOUNTS FOR: General Fund		FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEP REQUEST	FY2019 MAYOR	PCT CHANGE
10001000	41300 PILOT	47,085	50,000	-	49,000	49,000	-2.0%
10001000	41400 Franchise Fees	221,713	215,000	-	220,000	220,000	2.3%
10001000	41900 Interest/Penalties on Tax	114,239	90,000	59,370	90,000	90,000	0.0%
10001000	43100 Grants	8,742	-	-	-	-	0.0%
10001000	43500 State Shared Revenue	876,607	919,559	461,414	920,000	971,740	5.7%
10001000	43522 State Shared - BETE	1,245,548	1,486,938	1,486,938	1,486,938	1,706,730	14.8%
10001000	43523 Homestead Reimbursement	509,702	696,362	530,885	696,362	883,781	26.9%
10001000	43525 State Tree Growth	16,162	16,500	16,608	16,500	16,500	0.0%
10001000	43526 State Veterans Reimbursement	17,150	15,000	-	16,000	16,000	6.7%
10001000	46000 Investment Earnings	79,252	45,000	143,449	60,000	60,000	33.3%
10001000	46200 Rental Revenues	93,142	60,000	37,714	66,680	66,680	11.1%
10001000	49000 Other Financing Sources (Tax Stabilization)	375,000	375,000	-	375,000	375,000	0.0%
10001000	49201 Proceeds from Sale	4,909	-	-			0.0%
10001310	49000 Other Financing Sources (School)		10,000	-	20,467	20,467	104.7%
10001400	44120 Misc. Revenue	1,188	500	847	500	500	0.0%
10001400	44122 Business Licenses	-	33,500	5,077	33,500	33,500	0.0%
10001400	44123 Dog Licenses	-	2,100	671	2,100	2,100	0.0%

City of W[illegible]brook
Draft FY19 Budget
Revenues

ACCOUNTS FOR: General Fund		FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEP REQUEST	FY2019 MAYOR	PCT CHANGE
10001400	44124 Vital Records	-	23,000	12,192	23,000	23,000	0.0%
10001510	42220 Excise Taxes - Vehicles	3,492,307	3,200,000	1,740,718	3,300,000	3,400,000	6.3%
10001510	42221 Excise Taxes - Boats	9,322	3,000	1,355	3,000	8,000	166.7%
10001510	44110 Registration Fees	50,465	45,000	23,464	45,000	45,000	0.0%
10001510	44199 Misc. Finance Fees	112,566	15,900	1,988	15,000	15,000	-5.7%
10001550	49000 Other Financing (School)	97,017	100,629	49,817	103,784	-	-100.0%
10001555	43100 Reimbursement Grants G1701	-	-	-	97,558	97,558	0.0%
10001555	43100 Reimbursement Grants G1702				17,367	17,367	0.0%
10001555	44060 Reimbursement Other Funding	29,609	55,000	9,199	20,000	20,000	-63.6%
10001555	46000 Investment Earnings MEPERS	68,600	838,376	62,333	125,000	925,301	10.4%
10001810	42100 Zoning Permits	-	2,000	-	2,000	2,000	0.0%
10001810	42101 Building Permits	278,212	325,000	152,330	325,000	325,000	0.0%
10001810	42102 Excavator License	8,500	5,000	3,500	5,000	5,000	0.0%
10001810	42110 Plumbing	63,029	40,000	39,337	40,000	50,000	25.0%
10001810	44599 Misc. Planning Fees	50,102	35,000	12,014	35,000	35,000	0.0%
10001810	44895 Inspection Fees	22,226	75,000	231,758	75,000	100,000	33.3%
10001810	44899 Misc. PECE Fees	7,656	5,000	2,289	5,000	5,000	0.0%

City of W brook
Draft FY19 Budget
Revenues

ACCOUNTS FOR: General Fund		FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEP REQUEST	FY2019 MAYOR	PCT CHANGE
10002110	43100 Grants G1702	-	-	-	28,657	28,657	0.0%
10002110	44230 Police Tickets	1,215	5,500	1,480	3,000	3,000	-45.5%
10002110	44231 Misc. Police fees	16,988	11,000	4,047	11,000	11,000	0.0%
10002110	44232 Police Court Time	5,557	5,000	4,609	7,500	7,500	50.0%
10002110	49000 Other Financing Sources	103,107	147,763	39,707	57,875	82,041	-44.5%
10002210	43100 Grant G1701	-	-	-	253,996	252,746	0.0%
10002210	44231 Misc. Fire Fees	23,067	-	7,425	13,000	13,000	0.0%
10002210	44245 Ambulance Billing	861,296	800,000	394,279	825,000	825,000	3.1%
10002210	44246 ALS Intercept Fees	-	100	-	-	-	-100.0%
10002210	49000 Other Financing Sources	3,676		45	-	-	0.0%
10003100	43527 DOT Allocation	189,259	189,000	192,151	192,000	192,000	1.6%
10003100	44313 Surplus Metal Fees	2,893	-	1,448	-	-	0.0%
10003100	49000 Other Financing Sources	-	-	-	-	20,671	
10003110	41901 Misc Revenues	-	-	5,266	-	-	0.0%
10003110	49000 Other Financing Sources	20,000	20,000	-	20,000	20,000	0.0%
10003200	44311 Bulky Disposal Tag Fee	1,725	500	1,220	500	500	0.0%
10003200	44312 Recycling Revenue	4,725	5,000	3,295	5,000	5,000	0.0%

City of W[illegible]brook
Draft FY19 Budget
Revenues

ACCOUNTS FOR: General Fund		FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEP REQUEST	FY2019 MAYOR	PCT CHANGE
10003250	44810 Sewer Connection Fee	19,750	10,000	4,500	7,500	7,500	-25.0%
10003400	44310 Cemetery Fees	46,445	45,000	28,450	45,000	45,000	0.0%
10003500	46200 Rental Revenues	15,688	10,000	8,800	10,000	10,000	0.0%
10003500	49199 Transfer from Schools	125,000	125,000	-	125,000	125,000	0.0%
10004431	43528 State Welfare Reimbursements	492,640	447,650	134,647	462,000	350,000	-21.8%
10005510	44600 Misc. Library Fees	11,273	10,000	5,287	8,000	10,000	0.0%
10009200	49102 Trans from TIFs	675,000	787,237	644,725	860,000	1,027,000	30.5%
TOTAL	**General Fund**	**10,519,351**	**11,402,114**	**6,566,647**	**11,224,784**	**12,620,839**	**10.69%**

FY 2019 Projected Municipal Revenue Sharing

7/1/20[illegible]/30/2019 Published March 29, 2018

County	Municipality Name	July 1, 2016 Census Population	2016 Tax Assessment	2018 State Valuation	Rev I Distribution Percentage	Rev II Distribution Percentage	Rev I Projected FY19 Distribution	Rev II Projected FY19 Distribution	Total Projected FY19 Distribution
Somerset	THE FORKS PLT	35	432,357.79	49,200.00	0.000014131	0.000000	759.71	-	759.71
Knox	THOMASTON	2,778	6,578,533.62	359,450.00	0.002335894	0.002684	125,580.48	46,813.33	172,393.81
Waldo	THORNDIKE	937	812,333.45	49,900.00	0.000700816	0.000685	37,676.68	11,943.12	49,619.81
Washington	TOPSFIELD	224	244,756.73	19,150.00	0.000131536	0.000073	7,071.53	1,264.52	8,336.05
Sagadahoc	TOPSHAM	8,870	15,436,252.00	913,450.00	0.006886698	0.007122	370,237.14	124,214.48	494,451.62
Hancock	TREMONT	1,568	4,784,658.85	497,850.00	0.000692355	0.000000	37,221.84	-	37,221.84
Hancock	TRENTON	1,549	3,015,733.00	307,950.00	0.000696938	0.000000	37,468.25	-	37,468.25
Waldo	TROY	1,037	936,530.55	66,300.00	0.000673004	0.000498	36,181.49	8,684.47	44,865.96
Androscoggin	TURNER	5,814	6,502,255.59	486,750.00	0.003568317	0.002273	191,837.01	39,636.38	231,473.39
Knox	UNION	2,300	3,578,191.00	232,050.00	0.001629447	0.001451	87,601.00	25,304.18	112,905.18
Waldo	UNITY	2,162	2,123,857.40	128,850.00	0.001637295	0.001631	88,022.95	28,452.19	116,475.14
None	UNORGANIZED TERRITORY	7,883	26,580,363.82	4,080,350.00	0.002359312	0.000000	126,839.44	-	126,839.44
Oxford	UPTON	107	196,852.91	28,650.00	0.000033778	0.000000	1,815.93	-	1,815.93
Aroostook	VAN BUREN	1,934	1,449,314.23	63,600.00	0.002024847	0.002879	108,858.21	50,203.02	159,061.23
Washington	VANCEBORO	130	195,008.15	9,550.00	0.000121962	0.000158	6,556.80	2,749.61	9,306.41
Kennebec	VASSALBORO	4,400	4,151,277.01	316,500.00	0.002651496	0.001596	142,547.62	27,832.36	170,379.97
Penobscot	VEAZIE	1,868	4,179,280.17	233,000.00	0.001539405	0.001726	82,760.24	30,095.10	112,855.33
Hancock	VERONA	531	650,500.48	54,500.00	0.000291190	0.000120	15,654.71	2,086.53	17,741.24
Kennebec	VIENNA	589	1,148,683.42	68,600.00	0.000453129	0.000462	24,360.76	8,063.94	32,424.70
Knox	VINALHAVEN	1,182	5,688,165.16	472,000.00	0.000654452	0.000282	35,184.14	4,921.49	40,105.64
Aroostook	WADE	265	293,140.00	16,750.00	0.000213077	0.000231	11,455.27	4,034.88	15,490.16
Washington	WAITE	98	173,265.64	10,050.00	0.000077625	0.000083	4,173.22	1,440.32	5,613.54
Waldo	WALDO	822	740,469.94	58,050.00	0.000481734	0.000264	25,898.60	4,598.12	30,496.72
Lincoln	WALDOBORO	4,978	7,745,390.00	483,300.00	0.003665319	0.003491	197,051.92	60,891.93	257,943.85
Androscoggin	WALES	1,659	1,818,317.61	110,950.00	0.001249163	0.001234	67,156.51	21,514.22	88,670.73
Aroostook	WALLAGRASS	570	498,223.24	39,950.00	0.000326597	0.000164	17,558.25	2,859.23	20,417.49
Hancock	WALTHAM	362	468,223.69	31,950.00	0.000243737	0.000196	13,103.59	3,420.50	16,524.10
Knox	WARREN	4,786	4,854,696.00	315,650.00	0.003381888	0.002997	181,814.38	52,266.91	234,081.29
Aroostook	WASHBURN	1,601	1,597,392.80	66,000.00	0.001780285	0.002647	95,710.24	46,157.37	141,867.61
Knox	WASHINGTON	1,532	1,986,217.00	148,900.00	0.000938904	0.000595	50,476.59	10,384.42	60,861.01
York	WATERBORO	8,200	10,856,779.00	732,650.00	0.005582756	0.004599	300,135.65	80,204.44	380,340.09
Oxford	WATERFORD	1,548	3,055,638.03	234,850.00	0.000925364	0.000543	49,748.68	9,461.43	59,210.11
Kennebec	WATERVILLE	15,324	15,322,980.00	703,100.00	0.015343648	0.021034	824,892.90	366,847.34	1,191,740.24
Kennebec	WAYNE	1,143	2,685,574.00	192,650.00	0.000732057	0.000524	39,356.24	9,141.84	48,498.08
Penobscot	WEBSTER PLT	81	123,980.98	7,650.00	0.000060313	0.000059	3,242.48	1,020.51	4,262.99
Franklin	WELD	399	922,057.00	114,600.00	0.000147495	0.000000	7,929.49	-	7,929.49
Piscataquis	WELLINGTON	247	338,551.97	21,750.00	0.000176642	0.000160	9,496.47	2,790.50	12,286.97
York	WELLS	9,706	30,607,894.29	3,165,600.00	0.004311695	0.000000	231,801.90	-	231,801.90
Washington	WESLEY	91	335,284.20	21,050.00	0.000066594	0.000063	3,580.15	1,095.02	4,675.17
Sagadahoc	WEST BATH	1,852	3,783,507.00	361,650.00	0.000890179	0.000100	47,857.10	1,736.04	49,593.13
Somerset	WEST FORKS PLT	57	176,756.73	19,100.00	0.000024235	0.000000	1,302.92	-	1,302.92
Kennebec	WEST GARDINER	3,521	3,414,983.00	285,650.00	0.001933974	0.000801	103,972.77	13,973.78	117,946.55
Oxford	WEST PARIS	1,764	1,564,612.11	101,050.00	0.001254872	0.001126	67,463.40	19,635.05	87,098.45
Cumberland	WESTBROOK	18,208	33,031,696.00	2,017,700.00	0.013695152	0.013502	736,267.80	235,472.15	971,739.95
Aroostook	WESTFIELD	513	564,926.09	30,850.00	0.000431603	0.000496	23,203.48	8,655.59	31,859.07
Aroostook	WESTMANLAND	61	210,175.28	17,950.00	0.000032815	0.000012	1,764.19	211.61	1,975.80
Aroostook	WESTON	208	803,797.61	48,700.00	0.000157729	0.000157	8,479.70	2,746.56	11,226.25

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City of W[illegible]brook
Draft FY19 Budget

ACCOUNTS FOR: General Fund			FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
Mayor's Office								
10001310	51100	Salaries - Regular FT/PT	170,926	247,443	114,960	340,618	350,540	41.7%
10001310	51110	Salaries - Elec/Boards	28,000	28,000	14,000	28,000	28,000	0.0%
10001310	51200	Salaries -Temp Employees	4,433	-	1,471	9,200	7,200	0.0%
10001310	51300	OT	848	-	-	300	-	0.0%
10001310	51500	Car Allowance	4,500	4,500	2,250	4,500	4,500	0.0%
10001310	51600	Unused Comp Absences	-	4,850	4,827	4,850	4,850	0.0%
10001310	53300	Training	1,340	1,500	1,000	9,700	4,500	200.0%
10001310	53410	Consultants	5,000	5,000	-	5,000	5,000	0.0%
10001310	55400	Marketing	6,941	22,500	4,659	52,720	40,220	78.8%
10001310	55500	Printing Services	347	1,500	516	3,800	1,500	0.0%
10001310	55800	Travel	1,221	2,000	435	2,000	2,000	0.0%
10001310	56000	General Supplies	2,806	3,000	504	5,000	5,000	66.7%
10001310	56010	Meeting Expense	2,473	2,500	215	2,500	2,500	0.0%
10001310	58100	Dues & Memberships	73,184	75,590	39,373	80,584	74,964	-0.8%
10001310	58900	Special Events	2,086	10,000	2,563	10,000	8,000	-20.0%
10001310	58911	Employee Recognition	719	1,500	363	1,500	1,500	0.0%
10001310	58912	Flowers	459	750	161	750	750	0.0%
10001310	59220	Trans to Special Revenue	-	-	-	-	-	0.0%
10001310	59999	Contingency	35,776	50,000	23,787	50,000	50,000	0.0%
TOTAL	**Mayor's Office**		**341,058**	**460,633**	**211,085**	**611,022**	**591,024**	**28.3%**

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10001310 Mayor's Office					
10001310 51100 - Salaries - Regular FT/PT					350,540.00 *
CITY ADMINISTRATOR (1107)		1.00	.00		129,339.00
CITY ADMINISTRATOR (1107)		.00	.00		5,000.00
COMMUNICATIONS/MEDIA MANAGER (1220)		1.00	.00		59,692.00
BUS DEV & COM REL DIRECTOR (8111)		1.00	.00		93,997.00
Vacant - Admin Asst 25% to Mayor's Budget and 75% to Clerk's		.50	46,620.00		23,310.00
Mayor correction 50%/50%		1.00	40,935.00		40,935.00
Vacant - TV Coordinator		1.00	1,733.00		-1,733.00
Mayor Adj - COLA					
10001310 51110 - Salaries - Elec/Boards					28,000.00 *
CITY COUNCILOR (6408)		1.00	.00		3,000.00
CITY COUNCIL PRESIDENT (6428)		1.00	.00		3,500.00
CITY COUNCILOR (6440)		1.00	.00		3,000.00
CITY COUNCILOR (6455)		1.00	.00		3,000.00
MAYOR (6458)		1.00	.00		6,500.00
CITY COUNCILOR (6464)		1.00	.00		3,000.00
CITY COUNCILOR (8041)		1.00	.00		3,000.00
CITY COUNCILOR (8042)		1.00	.00		3,000.00

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10001310 51200 - Salaries -Temp Employees					7,200.00
Per diem TV employees for City meetings/functions. 2 Interns - 12 weeks, 15/hr for 20 weeks each.					
Mayor cut TV Employee Temp					
10001310 51300 - Salaries - Overtime					.00
OT for TV Coordinator, split 50/50 with School Dept					
Mayor cut all OT					
10001310 51500 - Car Allowance					4,500.00 *
CITY ADMINISTRATOR (1107)		.00	.00		4,500.00
10001310 51600 - Unused Comp Absences					4,850.00
10001310 53300 - Training					4,500.00
IEDC, ECDM, Start Up & Create, MEREDA, Marketing Training					
Mayor cut back line to $4,500					
10001310 53410 - Consultants					5,000.00
10001310 55400 - Marketing					40,220.00
Marketing and Economic Development Initiatives: Build Maine Conference Exhibitor, MEREDA Conference Exhibitor, TV Campaign (formerly WEIC budget), Digital Ad Campaigns, Print Ads, GrowSmart Conference Exhibitor, Software/Digital Licenses, Stock Photos/Images/City Recognition Contests, Branding/Promotional Items					
Mayor cut $12,500 for TV Campaign to seek other funding.					

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10001310 55500 - Printing Services					1,500.00
Maps, brochures, banners/displays, business cards					
Mayor to cut back to $1,500					
10001310 55800 - Travel					2,000.00
Travel, hotel and food for trainings and conferences					
10001310 56000 - General Supplies					5,000.00
Office and operating supplies for Economic Development, Marketing and TV. Chairs and sit/stand desks for Mayor's Office employees.					
10001310 56010 - Meeting Expense					2,500.00
10001310 58100 - Dues & Memberships					74,964.00 *
Maine Municipal Association (MMA)		1.00	19,698.00		19,698.00
Animal Refuge League of Greater Portland (ARLGP)		1.00	21,868.00		21,868.00
Westbrook Historical Society		1.00	7,500.00		7,500.00
Westbrook City Band		1.00	4,800.00		4,800.00
Greater Portland Council of Governments (GPCOG)		1.00	17,494.00		17,494.00
Mayor's Coalition		1.00	.00		.00
Mayor's cut $4,200					
Maine Real Estate and Development Association (MEREDA)		1.00	300.00		300.00
Visit Portland (Formerly Portland Convention & Visitors Bureau)		1.00	600.00		600.00
ASCAP Fees (Broadcast Music)		1.00	500.00		500.00
Maine International Trade Center		1.00	300.00		300.00
Portland Regional Chamber of Commerce		1.00	350.00		350.00

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
International Economic Development Council (IEDC)		1.00	400.00		400.00
MaineToday Media (Press Herald subscription)		1.00	120.00		120.00
Mayor cut ... s/b $120					
GrowSmart Maine		1.00	150.00		150.00
Maine Public Relations Council		1.00	.00		.00
Mayor cut of $100					
New England Economic Development Association (NEEDA)		1.00	.00		.00
Mayor Cut of $175					
Economic Development Council of Maine (EDCM)		1.00	60.00		60.00
Business Retention & Expansion International (BREI)		1.00	.00		.00
Mayor cut of $65.					
MaineBiz Magazine		1.00	50.00		50.00
Maine Townsman Magazine (21 copies free; fee for 3 extra)		1.00	24.00		24.00
Maine Development Foundation		1.00	750.00		750.00
10001310 58900 - Special Events					8,000.00 *
Mayor cut of $2,000		1.00	8,000.00		8,000.00
10001310 58911 - Employee Recognition					1,500.00

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10001310 58912 - Flowers					750.00
10001310 59220 - Trans to Special Revenue					.00
10001310 59999 - Contingency					50,000.00
TOTAL Mayor's Office					591,024.00

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City of W[illegible]brook
Draft FY19 Budget

ACCOUNTS FOR: General Fund		FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
Legal and Risk Management							
10001320	52700 Workers Compensation	453,293	464,218	135,080	480,000	480,000	3.4%
10001320	53450 Legal Services	111,093	160,000	34,181	160,000	160,000	0.0%
10001320	55200 General Liability	330,625	351,344	289,726	298,928	298,928	-14.9%
10001320	55201 Insurance Deductible	10,774	50,000	638	50,000	50,000	0.0%
TOTAL	**Legal and Risk Management**	**905,785**	**1,025,562**	**459,625**	**988,928**	**988,928**	**-3.6%**

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund
10001320 Legal and Risk Management

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10001320 52700 - Workers Compensation					480,000.00 *
Total Estimated WC Contribution per MMA		1.00	480,000.00		480,000.00
10001320 53450 - Legal Services					160,000.00
10001320 55200 - General Liability					298,928.00
General Liability Insurance @ 287,735 with 2.5% increase of $294,928. Public Officials Bond for Tax Collector and Finance Director $2,000. Possible new coverage lines for new equipment $2,000.					
10001320 55201 - Insurance Deductible					50,000.00
10001320 58900 - Miscellaneous Expenditures					.00
TOTAL Legal and Risk Management					988,928.00

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City of W[illegible]brook
Draft FY19 Budget

ACCOUNTS FOR: General Fund		FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
Public Transit							
10001340	59651 Greater Portland Transit Dist	430,519	427,663	427,663	622,900	616,175	44.1%
10001340	59652 RTP	22,999	15,150	11,401	30,000	25,048	65.3%
TOTAL	**Public Transit**	**453,518**	**442,813**	**439,064**	**652,900**	**641,223**	**44.8%**

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund
10001340 Public Transit

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10001340 59651 - Greater Portland Transit Dist					616,175.00
METRO increase is $189,135. This will be offset with the Transit TIF of $163,857.					
10001340 59652 - RTP					25,048.00 *
FY18 is trending at $28,000. Increase to $30,000 to accommodate higher usage.		1.00	25,048.00		25,048.00
Mayor Cut to $25,048 per METRO memo					
Federal Funding Offset to RTP Allocation		1.00	.00		.00
TOTAL Public Transit					641,223.00

METRO
Greater Portland Transit District
114 Valley Street | Portland ME 04102

November 1, 2017

[SUBMITTED BY E-MAIL]

Jerre Bryant
City Administrator
City of Westbrook
2 York Street
Westbrook, ME 04092

Re: Preliminary 2018 Budget and Formula

Dear Mr. Bryant,

On October 25, 2016, the Greater Portland Transit District (Metro) Board of Directors unanimously approved the Fiscal Year 2018 Preliminary Budget and Formula. In accordance with 30-A-MRS §3516 and 30-A-MRS §3516 (Attachment A), Metro is submitting its Fiscal Year 2018 Preliminary Budget and Formula. Accordingly, the City of Westbrook 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 your convenience, I have incorporated the major elements of the approved preliminary budget within this letter and provided the detailed line item budget as an attachment. In addition, I have attached a document outlining the statutory budget procedures prepared by Metro's legal counsel.

For **ADA PARATRANSIT SERVICE** in Westbrook, the estimated 2018 local contribution of $25,048 is allocated based on the estimated boardings in Westbrook. ADA paratransit boardings increased in 2017, but have leveled off. METRO staff is actively working with its contractor, the Regional Transportation Program (RTP), to control costs and ridership volume as well as increase revenue.

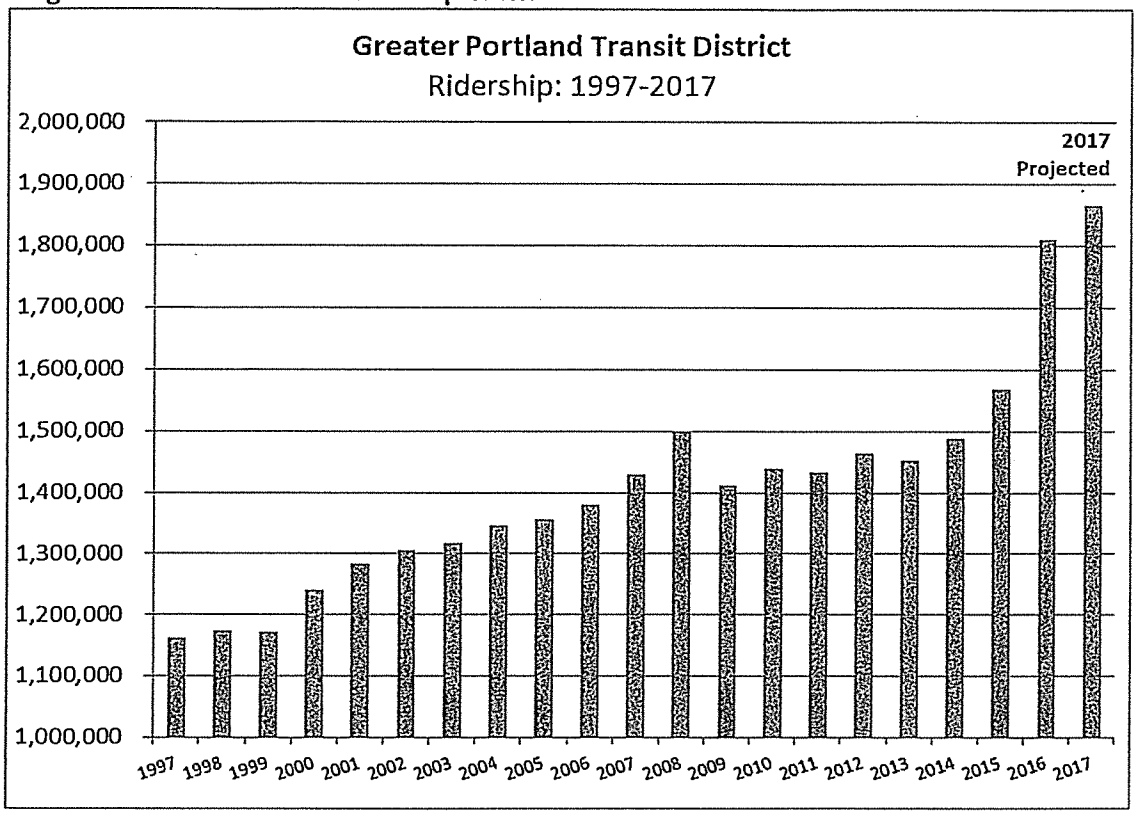
For **BUS SERVICE** in Westbrook, the Metro Board of Directors approved a 2018 local contribution of $617,024. This is a 44% increase compared to 2016. Westbrook residents will benefit from a major expansion of METRO transit service in mid-2018.

The Transit West Project will add the Husky Line, the Blue Line and restructure the Route 4 (Main/Brighton) and Route 2 (Forest). In addition, an unlimited access transit pass program purchased by the University of Southern Maine will allow USM students living in Westbrook to more easily use public transit. The map below illustrates the two planned new bus routes.

The following key performance metrics are provided for information:

- Projected 2017 Ridership: 1,865,000 (up 3% from 1,810,825 in 2016)
- Projected 2017 Fare Recovery Ratio: 24% (down from 25-26% in 2016)
- Projected 2017 LOCAL System Productivity: 2.1 boardings per mile (up from 2.0 in 2016).

Figure 1: Metro 20 Year Ridership Trends



2017 TOP ACCOMPLISHMENTS

- Ridership Growth - 2017 ridership is expected to be 3% higher than 2016.

- Metro Breez Service Expanded – In August 2017, the Metro Breez added trips, expanded hours, and eliminated the unproductive Falmouth segment and extended service to the town of Brunswick. The Breez now provides express bus service between Brunswick, Freeport, Yarmouth, and Portland. In the first few months of the expanded system, ridership is exceeding expectations.

- Metro-Portland Public Schools High School Transit Pass Program – Now in the third year of the program, the pass program continues to be successful. For 2017, Metro projects approximately 255,000 high school student boardings attributable to school days, including summer sessions. The revenue Metro receives from this program has helped implement service improvements in Portland and contained increases in local contributions.

2017 OPERATING AND CAPITAL BUDGET

The 2018 preliminary operating budget totaling $10,095,931 reflects a net increase of 1,402,582 (16.1%) compared to the 2017 budget. This includes the local match requirement of $124,600 for the 2018 Capital Improvement Program. The principal driver of the increase in expenditures are costs related to the Transit West expansion which increases bus service in Portland, Westbrook and South Portland and expands service to Gorham.

Bus service supply by route and community is detailed in Table 1 below.

Table 1: Revenue Miles Route per Community

Bus Route	Portland	Westbrook	Falmouth	S. Portland	Gorham	Breez	Total
Route 1	95,432						95,432
Route 2	112,383	29,367					141,750
Route 3 (New Service)	2,204	34,102		1,635			37,941
Route 4	90,883	75,991					166,874
Route 5	103,472			33,988			137,460
Route 7	25,948		44,049				69,997
Route 8	50,786						50,786
Route 9A	104,998						104,998
Route 9B	104,631		8,029				112,661
Husky Line (New Service)	27,046	23,748			25,067	-	75,861
Breez (Expanded mid 2017)	-	-	-	-	-	254,977	254,977
Total	**717,783**	**163,208**	**52,079**	**35,623**	**25,067**	**254,977**	**1,248,737**
Mileage Percentages	*57%*	*13%*	*4%*	*3%*	*2%*	*20%*	*100%*
2017 Revenue Miles	691,065	111,964	52,306	34,249	-	120,670	1,010,254
Absolute Change	*26,718*	*51,244*	*(227)*	*1,374*	*25,067*	*134,307*	*238,483*
% Change	*4%*	*46%*	*0%*	*4%*	*n/a*	*111%*	

Please note that the miles associated with the Route 5 in South Portland and a portion of the estimated miles in Gorham are covered by the three (3) member communities (Portland, Westbrook, Falmouth) in proportion to the miles in each of those communities. The direct cost of the Breez service is covered by a combination of federal funds, fare revenue and contributions from the towns of Brunswick, Freeport and Yarmouth.

The estimated 2018 local contribution of $104,640 **ADA PARATRANSIT** is allocated based on the estimated boardings anticipated in each community. RTP has been the legacy provider of this service for several decades and previously entered into separate contracts with each of the participating municipalities.

Table 6: Local Contributions for ADA Paratransit

Category	2015-16	2017	2018	% Change	Notes
Gross Cost	$ -	$ 495,933	$ 595,997	20%	Gross cost increases due to higher boardings
Fare Revenue	$ -	$ 49,593	$ 72,797	47%	Fare Recovery
Net Cost	$ 179,800	$ 446,340	$ 523,200	17%	
Federal Funding	$ -	$ 357,072	$ 418,560	17%	Max is 80% of net cost.
Local Funding	$ 179,800	$ 89,268	$ 104,640	17%	Must be at least 20% of net cost.
Portland	$ 130,459	$72,380	$ 78,480	8%	Allocation based on anticipated ridership.
Westbrook	$ 49,341	$15,150	$ 25,048	65%	Allocation based on anticipated ridership.
Falmouth	$ -	$ 1,738	$ 1,046	-40%	Allocation based on anticipated ridership.

In 2016, Metro took over as the managing authority to leverage federal funding and ensure proper federal compliance and professional oversight. During this transition, Maine's Department of Health and Human Services' MaineCare transportation broker (Logisticare) began shifting its clients to the ADA Paratransit category to take advantage of lower fares. As a result, ADA Paratransit boardings increased from approximately 6,000 boardings per year to 18,000.

Metro staff are in the process of renegotiating the ADA Paratransit contract with RTP. Key terms such as gross rate per passenger and fares charged to third party social service agencies (e.g., Logisticare) may change. In addition, Metro staff is pursuing strategies to contain ridership growth and plan to competitively procure this contract in late 2018.

On behalf of Metro, I want to thank the City of Westbrook for its strong support of public transportation. We look forward to the successful implementation of the Transit West project and the mobility benefits and household budgetary savings it will provide for Westbrook residents.

If you have any questions, please do not hesitate to contact me.

Respectfully,

Gregory Jordan

Gregory Jordan
General Manager

Attachment (1) – Preliminary 2018 Budget: Expenditures and Revenues
Attachment (2) – Statutory Budget Procedures Applicable to the Greater Portland Transit District

Greater Portland Transit District | METRO
2018 Budget

Title	2016 Actual	2017 Budget	2017 Est	2018 Request	$ +/-	% +/-
Wages						
Wages - Operators	2,843,629	2,761,555	2,801,160	3,322,710	561,155	20.3%
Wages - Maintenance	650,607	685,261	686,625	720,993	35,732	5.2%
Wages - Administration	440,356	692,131	682,933	648,414	(43,717)	-6.3%
Overtime	268,715	255,720	273,514	298,920	43,200	16.9%
Total Wages	4,203,307	4,394,667	4,444,232	4,991,037	596,370	13.6%
Benefits						
Health Insurance	828,170	948,616	971,559	1,219,773	271,157	28.6%
Pension	195,202	246,992	222,913	260,986	13,994	5.7%
FICA/SoSec	307,143	336,192	320,995	368,940	32,748	9.7%
HRA	90,233	54,699	62,616	70,000	15,301	28.0%
Dental	48,925	46,056	46,231	55,840	9,784	21.2%
Disability	37,726	29,027	32,123	32,585	3,558	12.3%
Workers Comp	67,014	82,430	85,000	77,741	(4,689)	-5.7%
Unemployment	7,630	9,545	8,790	9,000	(545)	-5.7%
Uniforms	14,670	15,100	18,425	20,150	5,050	33.4%
Contract Reimbursments	5,736	7,150	6,911	7,900	750	10.5%
Total Benefits	1,602,449	1,775,807	1,775,563	2,122,916	347,109	19.5%
Total Wages & Benefits	5,805,756	6,170,474	6,219,795	7,113,952	943,478	15.3%
Non-Personnel Expnditures						
Marketing Fees	46,003	31,109	31,109	55,750	24,641	79.2%
Technology Services	28,909	30,094	36,779	40,914	10,820	36.0%
Legal Fees	35,962	25,000	23,343	30,000	5,000	20.0%
Audit Fees	11,625	20,000	21,000	20,000	-	0.0%
Bank and Credit Card fees	5,004	5,000	7,490	7,800	2,800	56.0%
Other Professional Services (incl COG)	33,396	47,186	30,586	99,000	51,814	109.8%
Temporary Help	122,594	-	85,958	-	-	0.0%
Copier Maintenance	-	-	2,988	3,047	3,047	100.0%
Maintenance Services	34,892	43,542	52,708	59,277	15,735	36.1%
Compressor service (contract)	-	45,000	-	25,000	(20,000)	-44.4%
Snow Plowing and Removal	-	10,000	7,692	8,000	(2,000)	-20.0%
Medical Employment Services	6,157	11,269	6,452	6,538	(4,731)	-42.0%
Contract Services - ADA Paratransit	246,806	446,340	527,262	523,200	76,860	17.2%
Contract Services - Fleet Maintenance	10,584	11,000	17,524	20,500	9,500	86.4%
Miscellaneous Services	8,996	5,100	2,144	2,920	(2,180)	-42.7%
CNG Fuel	195,365	200,000	222,065	278,000	78,000	39.0%
Diesel Fuel	212,936	225,000	205,784	259,794	34,794	15.5%
Grease & Fluids - Buses	36,958	38,000	38,000	42,239	4,239	11.2%
Grease & Fluids Other Than Buses	1,239	2,600	2,907	2,900	300	11.5%
Bus Tires	106,503	30,000	30,000	40,000	10,000	33.3%
Other Tires	3,821	-	500	1,000	1,000	100.0%
Supplies & Equip - Custodial	7,077	10,700	13,000	13,000	2,300	21.5%
Supplies & Equip - Property and Plant	80,660	50,000	35,000	31,500	(18,500)	-37.0%
Supplies & Equip - Shop	6,925	20,000	26,000	28,000	8,000	40.0%
Bus Parts and Supplies	291,586	203,000	304,079	300,000	97,000	47.8%
Other Vehicle Parts and Supplies	5,240	-	1,500	1,500	1,500	100.0%
Supplies & Equip - Compressor Facility	37,144	5,000	15,000	15,000	10,000	200.0%

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City of [illegible]brook
Draft FY19 Budget

ACCOUNTS FOR: General Fund			FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
City Clerk's Office								
10001400	51100	Salaries - Regular FT/PT	95,908	122,803	53,352	170,702	158,265	28.9%
10001400	51300	Salaries - Overtime	2,946	500	-	500	500	0.0%
10001400	53300	Training	2,137	5,600	1,866	7,000	7,000	25.0%
10001400	53619	Records Management	297	18,100	3,574	7,200	7,200	-60.2%
10001400	53712	Background / App Screening	1,188	-	162	-	-	0.0%
10001400	54390	Other Repairs & Maint.	180	250	60	250	250	0.0%
10001400	55500	Printing Services	839	750	249	750	750	0.0%
10001400	55800	Travel	1,027	1,000	159	1,000	1,000	0.0%
10001400	56000	General Supplies	367	500	168	500	500	0.0%
10001400	56098	Inauguration	1,966	-	-	2,000	1,000	0.0%
10001400	57301	Equipment	-	700	-	1,000	1,000	42.9%
10001400	58100	Dues & Memberships	484	750	250	850	850	13.3%
TOTAL	**City Clerk's Office**		**107,338**	**150,953**	**59,840**	**191,752**	**178,315**	**18.1%**

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund
10001400 City Clerk's Office

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10001400 51100 - Salaries - Regular FT/PT					158,265.00 *
CITY CLERK (1138)		1.00	.00		78,723.00
DEPUTY CITY CLERK (7928)		1.00	.00		57,014.00
50% of Mayor's AA charged to Clerk budget as position serves as Deputy City Clerk		.50	46,620.00		23,310.00 A
Mayor correction s/b 50%/50%		1.00	782.00		-782.00
10001400 51300 - Salaries - Overtime					500.00
10001400 53300 - Training					7,000.00
CCMCA, MTCCA, MMA, NEMCI, INM, ICL Leadership Intensive					
10001400 53619 - Records Management					7,200.00
Records and project file management needs and restoration/preservation of three vital records books.					
10001400 53712 - Backgrnd/App Screen					.00
10001400 54390 - Other Repairs & Maint.					250.00
Typewriter maintenance					
10001400 55500 - Printing Services					750.00
Dog license postcards, mailings, City maps					
10001400 55800 - Travel					1,000.00
Includes all travel, hotel and food expenses for trainings and conferences.					

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10001400 56000 - General Supplies					500.00
Office supplies for Clerk's Office operations					
10001400 56098 - Inauguration					1,000.00
Inaugural event for new Councilors and School Committee members, November 2018					
10001400 57301 - Equipment					1,000.00
Desk, small printer, chair, filing cabinet					
10001400 58100 - Dues & Memberships					850.00
INM, MTCCA, NEACTC, CCMCA, IIMC					
TOTAL City Clerk's Office					178,315.00

City of W[illegible]rook
Draft FY19 Budget

ACCOUNTS FOR: General Fund		FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
Elections							
10001410	51110 Salaries - Elec/Boards	23,342	18,000	6,389	18,000	18,000	0.0%
10001410	51300 Salaries - Overtime	2,130	500	154	500	500	0.0%
10001410	54300 Repairs & Maintenance	5,719	300	-	300	300	0.0%
10001410	54400 Rent - Building	1,000	1,000	500	1,000	1,000	0.0%
10001410	55500 Printing Services	5,224	7,000	266	9,000	14,000	100.0%
10001410	55800 Travel	14	200	-	200	200	0.0%
10001410	56000 General Supplies	282	500	7	500	500	0.0%
10001410	57301 Equipment	-	-	-	-	10,000	0.0%
10001410	58115 State Fees	745	750	-	750	750	0.0%
10001410	58900 Election Day Expense	2,482	2,000	1,184	2,000	2,000	0.0%
TOTAL	**Elections**	**40,938**	**30,250**	**8,499**	**32,250**	**47,250**	**56.2%**

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund
10001410 Elections

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10001410 51110 - Salaries - Elec/Boards					18,000.00
Salaries for election workers for November 2018 and June 2019, and off-season election work (petitions and absentee ballots).					
10001410 51300 - Salaries - Overtime					500.00
OT for City staff to do petition work, batching, mailings					
10001410 54300 - Repairs & Maintenance					300.00
Repairs and maintenance for election equipment					
10001410 54400 - Rent - Building					1,000.00
Rental of Armory ($250 x 2 elections) and Prides Corner Church ($250 x 2 elections)					
10001410 55500 - Printing Services					14,000.00
Ballot printing and coding, brochures, CACCs, VRANs, voter registration cards (November 2018 and June 2019)					
Mayor Add - Implementation of Ranked-Choice Voting for an estimated cost of $5,000 for printing.					
10001410 55800 - Travel					200.00
Mileage for travel					
10001410 56000 - General Supplies					500.00
Office and operating supplies for elections					
10001410 57301 - Equipment					10,000.00
Mayor Add - Implementation of Ranked-Choice Voting for an estimated cost of $10,000					
10001410 58115 - State Fees					750.00
Rental of voting equipment from the State					

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10001410 58900 - Election Day Expense					2,000.00
Election day expenses, food for meetings and election workers					
TOTAL Elections					47,250.00

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City of W[illegible]brook
Draft FY19 Budget

ACCOUNTS FOR: General Fund		FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
Finance Office							
10001510	51100 Salaries - Regular FT/PT	397,327	434,326	213,619	441,513	497,473	14.5%
10001510	51300 Salaries - Overtime	3,270	2,500	807	3,000	2,500	0.0%
10001510	51600 Unused Comp Absences	550	2,500	2,239	2,500	2,000	-20.0%
10001510	53300 Training	6,022	2,500	900	8,000	7,000	180.0%
10001510	53405 Contracted Services	20,483	-	-	-	-	0.0%
10001510	53410 Contracted Assessing Services	260,658	270,692	47,916	271,651	271,651	0.4%
10001510	53460 ProfConsult - Auditor	43,500	45,000	37,000	46,125	46,125	2.5%
10001510	53621 ProfService - Collections	255	1,500	562	1,500	1,500	0.0%
10001510	53714 Registrar Fees	10,340	12,000	6,536	12,000	11,500	-4.2%
10001510	55500 Printing Services	915	1,000	138	1,000	1,000	0.0%
10001510	55800 Travel	3,412	3,500	1,368	5,200	4,200	20.0%
10001510	56000 General Supplies	2,465	3,000	746	3,000	3,000	0.0%
10001510	56010 Meeting Expense	378	1,200	210	1,000	500	-58.3%
10001510	58100 Dues & Memberships	1,140	2,000	260	1,000	1,000	-50.0%
10001510	58110 Bank Fees	8,199	8,600	3,601	9,500	9,500	10.5%
10001510	58900 Misc	(459)	3,500	2,263	3,200	3,200	-8.6%
TOTAL	**Finance Office**	**758,457**	**793,818**	**318,165**	**810,189**	**862,149**	**8.6%**

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund
10001510 Finance Office

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10001510 51100 - Salaries - Regular FT/PT					497,473.00 *
AP SPECIALIST (1189)		1.00	.00		46,095.00
ACCOUNTING MANAGER (1213)		1.00	.00		70,194.00
FINANCE AUDITOR (6114)		1.00	.00		1,500.00
TAX COLLECTOR (7975)		1.00	.00		69,826.00
FINANCE DIRECTOR (7983)		1.00	.00		97,697.00
CUSTOMER SERVICE REP II (7992)		1.00	.00		39,798.00
AR SPECIALIST (8035)		1.00	.00		43,683.00
CUSTOMER SERVICE REP I (8102)		1.00	.00		36,360.00
		1.00	36,360.00		36,360.00
Mayor Adj - Add Payroll Specialist of $46,400		1.00	54,400.00		54,400.00
from HR dept. Additional Compensation for Finance Dir and Acct Mgr for $8,000 for added responsibility.					
Mayor Adj - COLA cut of $2,440 and adj for CSI to CSII of $1,560.		1.00	1,560.00		1,560.00
10001510 51300 - Salaries - Overtime					2,500.00
Mayor Cut $500					
10001510 51600 - Unused Comp Absences					2,000.00
Mayor Cut $500					
10001510 53300 - Training					7,000.00
Training for Munis for Acct Mg & FD $4,000 Harris Trio Training for Treasury $2,000 MMA training $400 GFOA NE $750 Other Staff Training $850					
Mayor Cut $1,000					

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10001510 53405 - Contractual Services					.00
10001510 53410 - Contracted Assessing Services					271,651.00
Assessing Cost Estimate from South Portland for FY19					
10001510 53460 - ProfConsult - Auditor					46,125.00
Contract Auditing Services with MacPage LLC with 2.5% increase from FY18					
10001510 53621 - ProfService - Collections					1,500.00
Outside Collection fees for Personal Property Taxes					
10001510 53714 - Registrar Fees					11,500.00
Fees with the Cumberland County Registry for Tax Liens, Releases and Quit Claim Releases.					
Mayor Cut of $500					
10001510 55500 - Printing Services					1,000.00
Tyler Business Forms for our AP Checks $500 Misc Printing Forms like 1099's $500					
10001510 55800 - Travel					4,200.00
GFOA NE in Connecticut $1,200 FD Munis National Training Travel for Acct Mgr and FD $3,500 Mileage Reimbursement for Staff $500					
Mayor Cut $1,000					
10001510 56000 - General Supplies					3,000.00
Office Supplies for all of City Hall					
10001510 56010 - Meeting Expense					500.00
Meeting Materials, food for quarterly meetings with Financial Staff members from other dept and for Treasury meetings. EE appreciation meals.					
Mayor Cut $500					

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10001510 58100 - Dues & Memberships					1,000.00
MMTCTA Membership for Acct Mgr & Tax Collector $100 GFOA Membership for Acct Mgr & FD $400 ME GFOA Membership for Acct Mgr and FD $100 Notary Public App Fees for Treasury $200 Misc Membership $200					
10001510 58110 - Bank Fees					9,500.00
Monthly bank fees - charges for physical deposits, online deposits, cashed checks, etc. Cost based on new contract for 2018 $9,500					
10001510 58900 - Misc					3,200.00
Cost of Service to Mail out Tax Bills in July for $2,500 Other Cost associated with Services $700					
TOTAL Finance Office					862,149.00

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City of W[illegible]brook
Draft FY19 Budget

ACCOUNTS FOR: General Fund		FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
Information Technology							
10001530	51100 Salaries - Regular FT/PT	18,578	11,000	5,500	11,000	11,000	0.0%
10001530	53520 ProfConsult - IT/Technology	162,960	180,799	80,146	188,030	188,030	4.0%
10001530	54330 TechConsult - Maint	142,063	216,018	113,459	277,306	277,306	28.4%
10001530	55320 Telephone (land line)	70,303	70,000	34,233	72,800	72,800	4.0%
10001530	56500 Technology Supplies	3,506	5,000	-	5,000	5,000	0.0%
10001530	56600 Channel 2 Supplies	4,617	12,667	-	14,667	14,667	15.8%
10001530	57340 Hardware	14,446	35,500	3,198	179,150	120,650	239.9%
10001530	57350 Software	7,077	3,000	2,580	5,000	5,000	66.7%
TOTAL	**Information Technology**	**423,552**	**533,984**	**239,117**	**752,953**	**694,453**	**30.1%**

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund
10001530 Information Technology

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10001530 51100 - Salaries - Regular FT/PT					11,000.00 *
		.00	.00		11,000.00
COMMUNICATION DIRECTOR (2498)					
Salary stipend for Communications/EMA Director to manage outsourced and internal Information Technologies needs for the City.					
10001530 53520 - ProfConsult - IT/Technology					188,030.00
This line supports the annual costs for outsources IT support which includes, network administration, desktop support. It also supports some hardware infrastructure rental. This line covers built in costs for billable items such as. New project implementation, new hardware deployments and virus remediation. This line also covers the annual costs for our "SIP" trunk phone lines for the City's internal phone system.					
10001530 54330 - TechConsult - Maint					277,306.00
This line covers all ongoing software and hardware support for the City's entire IT infrastructure. This includes firewalls, ant-virus, fiber connectivity as well.					
10001530 55320 - Telephone (land line)					72,800.00
This line supports all telephone line (land line) and cellular line charges. This also includes cellular data charges (MiFis) used for mobile connectivity for the Police and Fire Departments.					
10001530 56500 - Technology Supplies					5,000.00
This line covers end user technology supplies such as mice, keyboards, monitors, monitor holders, power strips and battery backups (UPS).					
10001530 56600 - Channel 2 Supplies					14,667.00
This line supports the City's portion of the purchase and maintenance of the equipment need to run local Channel 2 which broadcast local public meetings.					

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10001530 57340 - Hardware, New					120,650.00

This line funds continues from last year's recommended annual replacement of 25% of our end user and network hardware for the entire City. This year's breakdown as follows...

Jatheon (mail Acrchive) $22,676
Fortimail (spam filter) $10,474
12 Laptops $24,000
29 (20 police) (9 fire/rescue) 29 @ $3,000 Bid awardee $87,000.00
30 Desktops Bid awardee $21,000
Switches for PSB X2 plus labor TPX $4,000
Spare monitors (10) Least cost $2,000
Wireless Project (wifi) TPX $8,000

Mayor Cut 14 out of 29 Tough Books cut of $42,000
3 Lap Tops cut of $6,000
15 Work Stations cut of $10,500

10001530 57350 - Software, New					5,000.00

This line supports software associated with any new initiative(s) not currently accounted for in TechConsult/Maint line

TOTAL Information Technology					694,453.00

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City of W[illegible]brook
Draft FY19 Budget

ACCOUNTS FOR: General Fund			FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
Human Resources								
10001550	51100	Salaries - Regular FT/PT	230,236	232,823	115,375	240,164	164,690	-29.3%
10001550	51110	Salaries - Elec/Boards	1,828	2,220	-	1,960	1,960	-11.7%
10001550	51300	Salaries - Overtime	6,091	3,000	1,377	3,500	3,500	16.7%
10001550	52900	Wellness & Safety Program	5,275	5,000	453	5,000	5,000	0.0%
10001550	53300	Professional Employee Training	3,129	4,107	4,106	5,000	5,000	21.7%
10001550	53405	Contractual Services	9,505	-	-	-	-	0.0%
10001550	53451	ProfConsult - Arbitrators	-	1,250	125	2,000	2,000	60.0%
10001550	55800	Travel	317	2,133	17	4,000	4,000	87.5%
10001550	56000	General Supplies	2,810	1,000	492	350	350	-65.0%
10001550	56440	Subscriptions	409	-	102	350	350	0.0%
10001550	56500	Computer Supplies	445	-	-	1,000	1,000	0.0%
10001550	58100	Dues & Memberships	1,216	500	378	800	800	60.0%
TOTAL	**Human Resources**		**261,261**	**252,033**	**122,424**	**264,124**	**188,650**	**-25.1%**

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund
10001550 Human Resources

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10001550 51100 - Salaries - Regular FT/PT					164,690.00 *
HR ASSISTANT & RECRUITER (1227)		1.00	.00		44,350.00
HUMAN RESOURCES DIRECTOR (7923)		1.00	.00		91,260.00
PAYROLL SPECIALIST (7987)		1.00	.00		46,400.00
HR GENERALIST (8045)		1.00	.00		58,154.00
Mayor Adj - Cut $28,260		1.00	28,260.00		-28,260.00 A
Remove HR Dir salary of -$91,260 Add HR Mgr salary of $63,000 Net change of $28,260					
Mayor Adj - Cut $46,400		1.00	46,400.00		-46,400.00
Move Payroll Specialist $46,400 to Finance					
Mayor Adj - COLA		1.00	814.00		-814.00
10001550 51110 - Salaries - Elec/Boards					1,960.00 *
DAVID HASKELL WARD 1		1.00	240.00		240.00
WILLIAM HOLMES WARD 2		1.00	400.00		400.00
BRUCE CARON WARD 3		1.00	520.00		520.00
MARK LECLAIR WARD 4		1.00	400.00		400.00
SHANNON MERRILL WARD 5		1.00	200.00		200.00
MUTIMA PETER ALTERNATE		1.00	200.00		200.00

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10001550 51300 - Salaries - Overtime					3,500.00
OT for staff					
10001550 52900 - Wellness & Safety Program					5,000.00
Safety & Wellness initiative, training and equipment aimed at reducing overall Health Insurance and Worker's Comp. Gradually implement ergonomic workstations for office workers who work at their desk for 4+ hours a day.					
10001550 53300 - Professional Employee Training					5,000.00
MUNIS training for Staff $4,000 HR training $1,000					
10001550 53405 - Contractual Services					.00
10001550 53451 - ProfConsult - Arbitrators					2,000.00
Mediation/Arbitration Expenses. All the Union Contracts are up for renegotiation.					
10001550 55800 - Travel					4,000.00
Travel to MUNIS Training for 3 staff $3,000 HR Meetings travel and misc mileage $1,000					
10001550 56000 - General Supplies					350.00
Coffee supplies for HR staff and misc office supplies					
10001550 56440 - Subscriptions					350.00
LinkedIn adds and Facebook postings $350					
10001550 56500 - Computer Supplies					1,000.00
Special Paper for W2's and Checks					
10001550 58100 - Dues & Memberships					800.00
Society of HR Management 2 staff for $400 SHRM Membership $200 Maine Local Gov HR $100 Misc Memberships $100					

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
TOTAL Human Resources					188,650.00

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City of W[illegible]brook
Draft FY19 Budget

ACCOUNTS FOR: General Fund			FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
Employee Benefits								
10001555	51700	Separation Pay	113,138	50,000	-	50,000	50,000	0.0%
10001555	52100	Health Insurance	1,740,443	2,055,947	960,646	2,399,254	2,419,018	17.7%
10001555	52105	HRA Contribution	81,739	90,000	32,316	90,000	90,000	0.0%
10001555	52106	Dental Insurance	143,261	153,038	81,650	180,201	181,431	18.6%
10001555	52200	Social Security/Medicare	498,593	497,607	255,230	554,747	556,160	11.8%
10001555	52300	ICMA	189,782	184,027	93,561	187,254	187,254	1.8%
10001555	52301	MPERS	759,737	838,376	417,526	925,306	925,301	10.4%
10001555	52500	Education Reimbursement	12,285	25,000	5,424	25,000	25,000	0.0%
10001555	52600	Unemployment	4,978	10,000	-	12,000	12,000	20.0%
10001555	52800	Other Employee Benefits	81,536	90,000	38,071	109,398	109,398	21.6%
10001555	53300	Training	130	6,000	2,948	6,000	6,000	0.0%
10001555	53712	Backgrnd/App Screen	3,855	4,000	1,286	4,000	4,000	0.0%
TOTAL	**Employee Benefits**		**3,629,477**	**4,003,995**	**1,888,658**	**4,543,160**	**4,565,562**	**14.0%**

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10001555 Employee Benefits					
10001555 51700 - Separation Pay					50,000.00
10001555 52100 - Health Insurance					2,419,018.00

Health Insurance cost represents the City contribution.

The budget assumption is 10% increase in January 2019.

The SAFER grant covers 75% of the SAFER employees for their health insurance. See revenue line 10001555-43100.

10001555 52105 - HRA Contribution					90,000.00
10001555 52106 - Dental Insurance					181,431.00

Dental Insurance cost represents the City contribution.

The budget assumption is 3% increase in January 2019.

The SAFER grant covers 75% of the SAFER employees for their dental insurance. See revenue line 10001555-43100.

10001555 52200 - Social Security/Medicare					556,160.00

City match for Social Security (6.2%) and Medicare (1.45%).

Police and Fire do not contribute to Social Security only Medicare.

10001555 52300 - ICMA					187,254.00

City's match for retirement plan.

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10001555 52301 - MPERS					
City's match for Maine Public Employees Retirement System.					925,301.00
On July 1st 2018, the Contribution rates increase for MEPERS.					
AC (Admin) from 9.6% to 10.0% 1C (Police) from 15.7% to 16.3% 3C (Fire) from 12.2% to 12.7%					
10001555 52500 - Education Reimbursement					25,000.00
10001555 52600 - Unemployment					12,000.00
10001555 52800 - Other Employee Benefits					109,398.00
Group Dynamic Fees, funding of Sec 125 Plan, Long Term Disability Premiums, EAP fees, and Retirement Health Saving Contributions.					
10001555 53300 - Training					6,000.00
City wide training - Ergonomics, Harassment, Safety, etc.					
10001555 53712 - Backgrnd/App Screen					4,000.00
TOTAL Employee Benefits					4,565,562.00

** END OF REPORT - Generated by Tressina Germani **

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City of W[illegible]brook
Draft FY19 Budget

ACCOUNTS FOR: General Fund		FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
Planning & Code Enforcement							
10001810	51100 Salaries - Regular FT/PT	263,547	292,088	141,037	304,592	314,159	7.6%
10001810	51110 Salaries - Elec/Boards	8,900	6,132	3,360	6,132	6,132	0.0%
10001810	51200 Salaries - Temp	16,250	-	-	-	-	0.0%
10001810	51300 Salaries - Overtime	9,444	8,500	3,395	8,500	6,000	-29.4%
10001810	51600 Unused Comp Absences	2,218	2,000	2,058	2,000	2,000	0.0%
10001810	52901 Uniforms	2,385	1,905	1,653	1,905	1,905	0.0%
10001810	53300 Training	1,070	2,000	808	2,000	2,000	0.0%
10001810	53410 Consultants	16,048	17,400	4,200	13,000	13,000	-25.3%
10001810	53617 GIS Project	30,520	40,000	27,255	40,000	40,000	0.0%
10001810	54420 Equipment & Vehicle Lease	5,830	7,500	1,642	7,472	7,472	-0.4%
10001810	55320 Telephone	1,200	1,200	600	1,200	1,200	0.0%
10001810	55500 Printing Services	830	820	-	820	820	0.0%
10001810	55800 Travel	533	1,250	199	1,250	1,250	0.0%
10001810	56000 General Supplies	1,959	1,000	642	1,500	1,500	50.0%
10001810	56260 Fuel (Gas)	1,818	3,000	1,472	3,000	3,000	0.0%
10001810	56440 Subscriptions	260	500	925	500	500	0.0%
10001810	56700 Vehicle Supplies/Auto Parts	1,511	2,000	608	2,000	2,000	0.0%

City of W[illegible]brook
Draft FY19 Budget

ACCOUNTS FOR: General Fund		FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
10001810	58100 Dues & Memberships	355	1,080	70	1,000	1,000	-7.4%
10001810	58900 Misc	470	550	28	1,050	1,050	90.9%
TOTAL	**Planning & Code Enforcement**	**365,148**	**388,925**	**189,952**	**397,921**	**404,988**	**4.1%**

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund
10001810 Planning & Code Enforcement

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10001810 51100 - Salaries - Regular FT/PT					314,159.00 *
OFFICE COORDINATOR (1141)		1.00	.00		55,117.00
CODE COMPLIANCE OFFICER (2011)		1.00	.00		61,665.00
CODE ENFORCEMENT OFFICER (6058)		1.00	.00		68,328.00
DIRECTOR OF PLANNING AND CODE (6462)		.75	.00		68,470.00
ASSISTANT PLANNER (8132)		1.00	.00		51,012.00
Mayor Add - New Assessing/Planning/Codes Admin Asst. Position will be added in January. Budget reflects 50% of total wages.		1.00	24,960.00		24,960.00
Mayor Adj - COLA		1.00	1,621.00		-1,621.00
Mayor Adj - Decrease code enforcement position for new hire by $13,772		1.00	13,772.00		-13,772.00

Planning and Codes Dept Staff
Director, CEO, Asst CEO, Office coordinator, Asst. Planner

Mayor Adj- Added Adm Asst in Jan 2019.

10001810 51110 - Salaries - Elec/Boards					6,132.00 *
Assume two Planning Board meetings per month. 8 members at $22/meeting plus Chair $27/meeting		24.00	203.00		4,872.00
Assume six Zoning Board of Appeals meetings annually - $35 per meeting, 5 members and 1 alternate		6.00	210.00		1,260.00

Planning Board member stipends
Zoning Board of Appeals Member stipends

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10001810 51200 - Salaries -Temp Employees					.00
10001810 51300 - Salaries - Overtime					6,000.00
Overtime for 3 employees for evening meetings, call outs, extended work hours.					
Mayor Adj - Cut $2,500					
10001810 51600 - Unused Comp Absences					2,000.00
Line item varies from year to year depending on employee preferences.					
10001810 52901 - Uniforms					1,905.00
3 Employees - Boots/clothing					
10001810 53300 - Training					2,000.00
CEO & Asst CEO training classes Director - licensing training Asst. Planner - Training					
10001810 53410 - Consultants					13,000.00
Initial consultant design funds for City Projects Change in line item due to funds shifted to Salaries - Regular FT/PT Line					
10001810 53617 - GIS Project					40,000.00
ArcGIS Services for Thomas Burns- GIS Consultant GIS Mapping & Analysis					
10001810 54420 - Equipment & Vehicle Lease					7,472.00 *
Year 4 of 5 year lease for 2012 GMC Terrain (purchased FY16)		1.00	4,188.00		4,188.00
Lease for large format scanner/printer/copier - Canon iPF785 MFP M40 in Year 1.5 - 2.5 of a 3 year lease to own 36 Month Lease starting Jan 2016 Paid 1641.84 FY17, 3283.68 FY 18 Remaining Payments $3283.68 FY 19, $1641.84 FY20		1.00	3,284.00		3,284.00

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
	2012 GMC Terrain Lease & 2016 Canon wide format Printer/Plotter/Scanner				
10001810 55320 - Telephone					1,200.00
10001810 55500 - Printing Services					820.00
	Funds moved in FY18 Budget to offset an overage due to Book purchases for Code Regulations update. Funds were moved to Subscriptions				
	Line item used for necessary printing services for out of house items as well as purchase of toner cartridges for wide format printer				
10001810 55800 - Travel					1,250.00
	Training conference for Codes will require an overnight stay due to distance of conference. Mileage for department employees to deliver packets to Board members in personal vehicles. Mileage for department employees to go to offsite meetings and trainings in personal vehicles.				
10001810 56000 - General Supplies					1,500.00
	Specific Office supplies for department work. Card stock for notices to public. Files and folder systems. Binders for Boards. 1- Codes Office 5 drawer filing cabinet				
10001810 56260 - Fuel (Gas)					3,000.00
	Fuel for 2 Codes Dept Vehicles				
10001810 56440 - Subscriptions					500.00
	Transferred funds into line item to address Code Dept required book purchases for recent Building Code update. Transferred $800 from Printing Services				
10001810 56700 - Vehicle Supplies/Auto Parts					2,000.00
	Costs associated with maintenance of the 2 codes dept vehicles.				

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10001810 58100 - Dues & Memberships					1,000.00
Directors Certifications CEO & Asst CEO Dues for associations Asst Planner certifications					
10001810 58900 - Misc					1,050.00
Misc. Office Equipment or supplies Misc. Office related expenses (1) - 5 Drawer Filing cabinet Planning					
TOTAL Planning & Code Enforcement					404,988.00

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City of W[illegible]brook
Draft FY19 Budget

ACCOUNTS FOR: General Fund		FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
Police							
10002110	51100 Salaries - Regular FT/PT	2,317,128	2,536,079	1,260,598	2,601,213	2,588,627	2.1%
10002110	51120 Salaries - Crossing Guards	11,580	12,000	5,113	12,258	12,258	2.2%
10002110	51300 Salaries - Overtime	272,155	210,000	150,976	250,000	248,000	18.1%
10002110	51301 Sal - Court Time	17,139	15,000	9,613	18,000	18,000	20.0%
10002110	51302 Sal - Holiday OT	50,206	55,000	25,853	57,000	55,000	0.0%
10002110	51500 Stipends	13,200	14,400	12,900	16,400	15,200	5.6%
10002110	51600 Unused Comp Absences	50,891	62,500	51,948	62,500	62,500	0.0%
10002110	52901 Uniforms	29,828	35,000	19,818	40,000	37,000	5.7%
10002110	52902 Medical Exams/Physicals	3,211	3,500	1,820	3,400	3,400	-2.9%
10002110	53300 Training	34,623	35,000	28,325	45,000	40,000	14.3%
10002110	53615 Interpretive Services	1,243	2,200	865	2,000	1,200	-45.5%
10002110	53616 Lab Services	11,196	11,196	11,196	11,196	11,196	0.0%
10002110	53624 Analysis Programs	1,292	4,500	1,785	4,500	3,000	-33.3%
10002110	53717 Veterinary Services	330	500	-	1,000	500	0.0%
10002110	54340 Vehicle Repairs	30,080	37,212	19,813	35,000	32,000	-14.0%
10002110	54350 Radio Repairs	-	4,000	1,446	6,000	4,500	12.5%
10002110	54390 Other Repairs	6,038	2,000	348	-	-	-100.0%

City of W[illegible]brook
Draft FY19 Budget

ACCOUNTS FOR: General Fund		FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
10002110	54420 Vehicle Lease	82,577	80,237	-	113,838	104,145	29.8%
10002110	54440 Other Rentals	324	500	108	500	500	0.0%
10002110	55400 Advertising	390	1,000	59	1,000	500	-50.0%
10002110	55500 Printing Services	4,153	4,000	1,198	4,200	2,000	-50.0%
10002110	55800 Travel	3,781	6,000	6,867	8,000	8,000	33.3%
10002110	56000 General Supplies	4,917	5,000	2,363	3,500	3,500	-30.0%
10002110	56010 Community Policing Supplies	5,000	4,000	2,280	5,500	4,500	12.5%
10002110	56015 Meeting Supplies	-	-	-	2,000	2,000	0.0%
10002110	56020 Evidence Supplies	6,956	6,800	1,723	6,800	5,800	-14.7%
10002110	56021 Ammo	-	-	-	12,200	-	0.0%
10002110	56022 Cruiser Ca	-	-	-	30,009	-	0.0%
10002110	56043 Tires	8,467	9,500	-	9,500	9,500	0.0%
10002110	56260 Gas	34,996	39,388	19,062	40,000	38,000	-3.5%
10002110	56440 Subscriptions	3,915	5,000	4,053	9,300	7,275	45.5%
10002110	57390 Other Equipment	5,409	2,000	266	-	-	-100.0%
10002110	58100 Dues & Memberships	830	2,100	631	1,500	1,500	-28.6%
10002110	58911 Employee Recognition	3,139	3,000	132	2,400	2,400	-20.0%
10002110	58920 Canine Expenditures	6,085	6,000	3,848	7,000	7,000	16.7%
TOTAL	**Police**	**3,021,077**	**3,214,612**	**1,645,006**	**3,422,714**	**3,329,001**	**3.6%**

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund
10002110 Police

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10002110 51100 - Salaries - Regular FT/PT				2,545,855.00	*
OFFICE COORDINATOR (1199)		.50	.00	27,035.00	
DETECTIVE - PATROL (2001)		1.00	.00	58,832.00	
PATROL OFFICER (2003)		1.00	.00	57,242.00	
PATROL OFFICER (2004)		1.00	.00	56,150.00	
POLICE CAPTAIN (2006)		1.00	.00	79,000.00	
SERGEANT (2008)		1.00	.00	63,319.00	
PATROL OFFICER (2010)		1.00	.00	57,542.00	
DETECTIVE - PATROL (2012)		1.00	.00	56,218.00	
PATROL OFFICER (2024)		1.00	.00	55,334.00	
EVIDENCE TECH (2027)		1.00	.00	57,823.00	
PATROL OFFICER - TRAFFIC (2037)		1.00	.00	58,159.00	
SCHOOL RESOURCE OFFICER (2045)		1.00	.00	57,563.00	
SERGEANT (2047)		1.00	.00	60,934.00	
SERGEANT (2048)		1.00	.00	61,095.00	
PATROL OFFICER (2049)		1.00	.00	55,730.00	
DRUG INVESTIGATOR (2052)		1.00	.00	60,360.00	
SERGEANT (2056)		1.00	.00	61,057.00	
PARKING AND ANIMAL CONTROL (2071)		1.00	.00	50,859.00	
POLICE CAPTAIN (2076)		1.00	.00	85,246.00	
PATROL OFFICER (2085)		1.00	.00	58,680.00	
PATROL OFFICER (2086)		1.00	.00	54,910.00	
POLICE CHIEF (2087)		1.00	.00	100,627.00	
SERGEANT - COURT OFFICER (2121)		1.00	.00	62,256.00	
EQUIPMENT TECH LEAD (2229)		.50	.00	27,931.00	
EQUIPMENT TECH LEAD (2229)		.00	.00	2,890.00	

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
EQUIPMENT TECH LEAD (2229)		.00	.00		140.00
EQUIPMENT TECH LEAD (2229)		.00	.00		250.00
PATROL OFFICER (2278)		1.00	.00		55,623.00
PATROL OFFICER (2280)		1.00	.00		57,122.00
SERGEANT (2281)		1.00	.00		62,307.00
PATROL OFFICER (2284)		1.00	.00		53,472.00
PATROL OFFICER (2285)		1.00	.00		53,351.00
PATROL OFFICER (2286)		1.00	.00		52,028.00
PATROL OFFICER (2287)		1.00	.00		54,131.00
PATROL OFFICER (2289)		1.00	.00		51,812.00
COMMUNITY POLICING COORDINATOR (2290)		1.00	.00		45,957.00
PATROL OFFICER (2401)		1.00	.00		58,484.00
ADMINISTRATIVE ASSISTANT (2402)		1.00	.00		54,867.00
SCHOOL RESOURCE OFFICER (2497)		1.00	.00		58,187.00
SERGEANT (3000)		1.00	.00		62,450.00
SERGEANT (3000)		.00	.00		2,600.00
PATROL OFFICER (7943)		1.00	.00		49,655.00
COM APPROACH TO STOPING HEROIN (7976)		.63	.00		27,703.00
SECRETARY (8027)		.50	.00		17,372.00
PATROL OFFICER (8054)		1.00	.00		53,500.00
PATROL OFFICER (8062)		1.00	.00		55,853.00
PATROL OFFICER (8069)		1.00	.00		53,975.00
PATROL OFFICER (8081)		1.00	.00		54,532.00
PATROL OFFICER (8134)		1.00	.00		47,774.00
PATROL OFFICER (8135)		1.00	.00		48,504.00
		1.00	.00		.00
		1.00	.00		.00
		1.00	12,586.00		-12,586.00

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
Mayor Adj - COLA					
Note:Requesting Addition 24/7 supervision of new schedule - New LT position for admin support.					
10002110 51100 - G1702 Salaries - Regular FT/PT					42,772.00 *
		1.00	.00		42,772.00
PATROL OFFICER (8086)					
COPS grant (3 year period 2017-2019) Officer Nicholas Wrigley 33% City funded- 67% of base wages and benefits reimbursed by the Grant					
10002110 51120 - Salaries - Crossing Guards					12,258.00
Two crossing guards work every school day totaling 180 days. Both will receive the cost of living adjustment in July. 11.35 hourly x 6 hours x 180 days = $12,258.00					
10002110 51300 - Salaries - Overtime					248,000.00
Back fill expenses related to time off for vacation, holidays, sick, vacancies, and training. Additional expenses related to special investigations, community events, hold overs, call backs, criminal investigations, and comp cash ins.					
Mayor Adj - Decrease $2,000					
10002110 51301 - Sal - Court Time					18,000.00 *
		1.00	18,000.00		18,000.00
Court attendance: traffic, criminal, admin, civil					
10002110 51302 - Sal - Holiday OT					55,000.00
Contractual expenses for additional pay related to employees working holidays and being compensated for holidays when they do not work.					
Major Adj - cut $2,000					

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10002110 51303 - Sal - Grant OT					.00
10002110 51500 - Stipends					15,200.00

$400.00 per officer for passing physical agility test. Increased staff FY19 to 41 sworn officers.

Mayor Adj - Decrease $1,200

10002110 51600 - Unused Comp Absences					62,500.00

Vacation and sick cash outs.

10002110 52901 - Uniforms					37,000.00

Outfitting officers with uniforms & equipment needed to perform duties: includes replacement body armor, load bearing vests, plain clothes clothing allowance, handcuffs, flashlights, duty belts, pants, shirts, jackets, safety vest, duty bags, duty weapon, holster, magazine pouches, handcuff cases, radio holder, hat, tie clasp, name tags, badges (including retirement badges), ticket book, asp/baton, taser holster, taser, etc.

Major Adj - cut $3,000

Estimated $4200.00 to outfit each new officer with all clothing, gun, vest, equipment, leather gear, boots, etc. Anticipate hiring 2 new officers during FY19.

Alterations, winter clothing, boots, replacement items, and other contractual items.

Clothing allowance as outlined in WPA CBA for five (5) detectives @ $550/ and five (5) other specialty positions @ $275/ = $4,125

Note: In FY18 reallocated $4000.00 from "other equipment" line to off set part of the increase in this line. (We have been consistently over budget in this line, requiring the transfer of funds from other lines to cover expenses.)

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10002110 52902 - Medical Exams/Physicals					3,400.00 *
		1.00	3,400.00		3,400.00

New hire psychological evaluations and medical physical ; also covers health insurance deductible for any mandated physicals vaccines, immunizations for officers.

Note: We have been consistently over budget in this line due to the volume of candidates we are processing on an annual basis related to attrition. Anticipate at least 2 more officers retiring during FY '19.

10002110 53300 - Training 40,000.00

Supports annual state mandated in-service training and elective training for all sworn officers. DOL mandated requirements, JPMA memberships (41);recertification costs to include DRE, Intox Op, EVOC, Accident reconstruction, Spike Mat, Taser, Canine officers, Pepper ball etc. Professional development and instructor training. In-house training related to community resources, policy review/understanding, officer safety, and internal PD status updates.

New officer training at the Maine Criminal Justice Academy for 18 weeks = $2,500/officer. Anticipate hiring at least 2 new officers during FY '19

Additional trainings to note are: Firearms instructor, specialized positions & use of equipment, Evidence Tech, and Leadership.

Major Adj - cut $5,000

10002110 53615 - Interpretive Services 1,200.00

Interpreters/translators for community meetings, criminal investigations for hearing impaired and non-English speaking persons; subscriptions and fees for Language line telephone interpreter service.

Language Line license and projected usage fees.

Major Adj - cut $800

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10002110 53616 - Lab Services					11,196.00 *
		1.00	11,196.00		11,196.00

Regional Crime Lab commitment. Invoice from the City of Portland annually.

10002110 53624 - Analysis Programs					3,000.00

ARC GIS mapping system to interface with IMC for crime analysis program; forensic/technology investigations expenses; investigations expenses.

Annual license for Forensic Data Analysis software Criminal investigations. Fees to technology carriers in relation to criminal investigations.

(With the current and future advancement of technology related investigations tied to cell phones, computers, and Ipads, etc., we continue to see an increase in this line item. Many criminal cases result in convictions using these technological programs and devices.)

Major Adj - cut $1,500

10002110 53717 - Veterinary Services					500.00 *
		1.00	500.00		500.00

Care of stray animals taken to clinic; rabies testing, injured domesticated animals. (We cannot predict the need for this line item. Maintaining a minimum of $1,000 provides an initial balance for potential expenses.)

Major Adj - cut $500

10002110 54340 - Vehicle Repairs					32,000.00 *
		1.00	32,000.00		32,000.00

All fleet supplies, parts and outside labor not related to accidents.

Where we didn't purchase any new cruisers for 2016, our fleet has aged, resulting in an increase in need for repairs. As of January 2018: ten (10) cruisers have over 100,000 miles, four (4) having between 75,000-100,00, nine (9) having between 50,000-75,000 miles, and five (5) under 50,000 miles.

With 24/7 operations, impact of idling on engines, and emergency driving, these miles are "harder miles" than

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
those of an average vehicle. Thus, increasing the maintenance costs to the fleet.					
(FY '18 saw an increase of $5,212 to our initial amount of $32,000. This expense was related to the annual maintenance contract for the WatchGuard in-cruiser cameras. Going forward, this expense will be attached to its own line in our budget.)					
Major Adj - cut $3,000					
10002110 54350 - Radio Repairs & Maintenance					4,500.00
Radio diagnostics, repairs, batteries, cruiser portable radio's, antennas, chargers, microphones, reprogramming cost for portables of new hires & retiring employee's (cost of moving from one vehicle to another transferring radios to another user). And, radar unit calibrations by TCMI.					
Major Adj - cut $1,500					
10002110 54390 - Other Repairs					.00
		1.00	.00		.00
Removing this line item: consolidating the radar unity calibrations and maintenance into the Radio repairs line.					
10002110 54420 - Vehicle Lease					104,145.00
Lease payments for cruisers on rotational cycle.					
Annual lease for motorcycle of $2,300.					
Additional significant increase in this line for FY '19 is due to FY '18 CIP purchase of new Dodge Charger cruiser and Evidence Technician/Crime Scene Processing vehicle: subsequent annual lease payments for both vehicles being added to our Vehicle Lease line. ($16,935 for ET vehicle on a four year lease & $13,542 for Dodge on a 2 year lease)					
Note: We supplant this line item with the revenue line of "cruiser fees" collected from private contractors who conduct construction jobs on major City streets and arterials. These funds are used to purchase vehicles for our unmarked fleet, saving tax payers an average of $35,000/year.					
Mayor Adj - cut one @ $13,500					

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10002110 54440 - Other Rentals					500.00 *
		1.00	500.00		500.00

Document shredding/disposal (Cost split 50/50 with FD) and investigatory equipment rentals.

10002110 55400 - Advertising					500.00 *
		1.00	500.00		500.00

Citizen Police Academy materials;educational supplies, Community Policing programs, Westbrook Recovery Liaison Program (WRLP), Community Approach to Stopping Heroin (CASH) initiative.

Major Adj - cut $500

10002110 55500 - Printing Services					2,000.00 *
		1.00	2,000.00		2,000.00

All department documents, recruitment brochures; educational/informational handouts to citizens, business cards, community event flyers/posters.

Major Adj - cut $2,200

10002110 55800 - Travel					8,000.00 *
		1.00	8,000.00		8,000.00

Travel expenses and meals for training, Maine Criminal Justice Academy, conferences, court, trans pass fee's for in & out of state travel, car rentals, parking fees, employee reimbursement for mileage.

The significant increase in this line is due to attrition over the past 3-5 years, and backfilling specialty vacancies, such as detective, drug investigators, firearms instructors, evidence technician, accident reconstructionist, etc., occasionally the specialty training and conferences connected to these positions are not held locally, requiring officers to travel throughout New England and beyond to obtain, and maintain, the training and certifications needed for the Department to operate effectively.

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10002110 56000 - General Supplies					3,500.00

Office supplies- such as file folders, document binders, correction tape, label's, staples, staplers, ID cards, batteries, note books,pads of paper,paper clips, binder clips, document frames, flags for memorial day, tags, tape, scissors, conference room coffee, creamer, sugar, utensils, cups, napkins etc.

Requesting an increase in this line to add $1,000 for emergency funds for compassionate needs of community during non-business hours. Examples include: stranded and need cab fare; overnight accommodations for crime victim that does not meet GA's requirements; food for starving individual/family, etc. Intent is to cover emergency needs when normal resources are not open/available and minimize the need for officers to take money out of their own pocket to help citizens. Any use of these funds will be approved by PD Admin, tracked, and audited.
In FY '18, this line included snacks and refreshments for ceremonies and training course, along with PS Commission meals. We went over budget considerably in this line. So, we've broken out the snacks/meals to its own separate line titled "Meeting Supplies"

10002110 56010 - Community Policing Supplies					4,500.00 *
		1.00	4,500.00		4,500.00

General supplies for the Community Policing Office, such as cleaning and office supplies, funds to support community events and monthly bills for phone, internet, heat, and water.

While many of the community events the PD gets involved with are financially supported or sponsored by other grant or community programs, we have experienced a slight increase in the funds needed to supplant these outside sources when the event is a PD event.

Note: Rent $1000.00 /month covered by the WEIC and Cornelia Warren Community Assoc.

Major Adj - cut $1,000

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10002110 56015 - Meeting Supplies					2,000.00
Costs for hosting Public Safety Commission meetings, ceremonies, trainings, and other professional meetings.					
10002110 56020 - Evidence Supplies					5,800.00 *
		1.00	5,800.00		5,800.00
Crime scene processing equipment, packaging supplies, film/processing, video/audio reproduction, evidence and patrol cameras - repairs and equipment, SD cards, gloves, thumb drives for phone dumping investigations 16 GB/32 GB.					
Laboratory costs for illegal narcotic drug and urine analysis testing for criminal prosecution. Estimate 5-10 cases per year at $450 per test.					
Major Adj - cut $1,000					
10002110 56021 - Ammunition					.00
		1.00	.00		.00
Mayor Cut - $12,200					
I have created this new line item as I have learned the in-depth cost of the various less-than-lethal munitions and firearm ammunition on an annual basis. The outline of the costs below are for 41 officers annually. Previously, these costs were taken partially from training, asset forfeiture funds, and pulled from other healthier line items when the funds were not in the stated line.					
Ammunition for annual qualifications = $2,500 Ammunition for annual rifle and low-light shooting = $3,000 Ammunition for Firearms Instructor training/certification = $1,200/instructor Simunitions for hands-on role play active shooter scenarios = $1,000 Pepperball pellets for annual familiarization training = $1,100 Bean bag pellets for annual familiarization training = $1,200 Taser cartridges for annual recertification = $3,200					

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10002110 56022 - Cruiser Camera's					.00

The original purchase of these cameras was covered by federal grant funds. The last time we attempted to use grant funds, we were denied the grant with the funder stating they no longer fit within the parameters of the grant guidelines.

"WatchGuard" in-cruiser video cameras -

Major Adj - cut $5,100
Annual warranty/maintenance fees for units 6 years old (of which there are 10) = $5,750
Annual warranty/maintenance fees for units 5 years old (of which there are 2) = $900
Annual warranty/maintenance fees for units 4 years old (of which there are 2) = $568.81
Annual software maintenance, Evidence Library covering 14 units = $2,400

Life span of cameras is 6 years. Intend to rotate replacement cameras four a year. Replacement costs per camera is $5,100 = $20,400/year

Mayor - Cut Camera $24,900

10002110 56043 - Tires					9,500.00 *
		1.00	9,500.00		9,500.00

Tires replacement and snow tires for the entire fleet.

10002110 56260 - Gas					38,000.00 *
		15,200.00	2.50		38,000.00

Fuel consumption based on prior years usage. Estimated $2.50/gallon at 16,000 gallons.

The lower volume of fuel used in past two fiscal years can be attributed to less PD vehicles on the road due to short-staffing and less travel miles for fleet.

Major Adj - cut $2,000

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10002110 56440 - Subscriptions					7,275.00 *
		1.00	7,275.00		7,275.00
		1.00	.00		.00

Swan Press - approx. $2,400 for law book updates (criminal and motor vehicle annually for each officer).

West Publishing Corp. - approx. $2,060 annually ($172/month) for "CLEAR", an internet background investigative service all officers use in criminal investigations and new-hire background investigations.

Law Enforcement Officers' Manuals (procedures and case law) every other year - approx. $3,150 for 42 books. (mid-to-late calendar year 2018 book is due out, hitting the FY '19 cycle for purchase)

Critical Alert Systems pager for Tactical and Crisis Negotiation team members - approx. $372 annually.

International Assoc. of Chief of Police on-line professional and administrative support network (IACP Net) - approx. $875 annually.

Other professional journals/publications.

Major Adj - cut $2,025

10002110 57390 - Other Equipment					.00
		1.00	.00		.00
		1.00	.00		.00

Note: Remove this line and add the amount budgeted to the uniform line.

10002110 58100 - Dues & Memberships					1,500.00 *
		1.00	1,500.00		1,500.00

Dues to professional organizations; Maine Chief of Police, FBI NA, NESPIN, NECNA, UPSCA, SRO Association, Polygraph Association, K-9 , NATW membership, etc.

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10002110 58911 - Employee Recognition					2,400.00 *
		1.00	2,400.00		2,400.00

Awards & Recognition to outstanding employees quarterly, annual awards banquet costs of venue and catering, certificates and folders and other supplies for the event

10002110 58920 - Canine Expenditures					7,000.00 *
		1.00	7,000.00		7,000.00

K-9 trainings, care, vet visits, equipment, occasional boarding for two dogs.

With the retirement of Canine "Roxy" in the winter of 2018, we expect upstart additional expenses for new canine and its handler. (Asset Forfeiture Funds and/or other revenue lines will be used to purchase the new canine.)

Even with the noticeable discount the veterinary clinic we contract with gives us for all services related to both dogs, we have consistently been over budget each year. Requesting this increase to reflect the realistic cost of the two teams.

TOTAL Police 3,329,001.00

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City of W[illegible]brook
Draft FY19 Budget

ACCOUNTS FOR: General Fund		FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
Dispatch							
10002150	51100 Salaries - Regular FT/PT	475,948	547,659	290,046	556,670	553,931	1.1%
10002150	51140 Per Diem - Dispatch	20,439	14,000	9,838	16,000	16,000	14.3%
10002150	51300 Salaries - Overtime	149,711	80,000	41,953	90,000	85,000	6.3%
10002150	52901 Uniforms	2,247	2,000	333	3,000	3,000	50.0%
10002150	52902 Medical Exams/Physicals	954	500	159	500	500	0.0%
10002150	53300 Training	1,447	2,000	768	4,000	4,000	100.0%
10002150	54390 Maintenance - Small Equipment	4,180	3,000	141	3,000	3,000	0.0%
10002150	55800 Travel	2,702	1,250	2,040	2,500	2,500	100.0%
10002150	56000 General Supplies	1,138	750	127	1,500	1,500	100.0%
10002150	57301 Small Equipment	2,028	4,500	-	5,000	2,500	-44.4%
10002150	58100 Dues & Memberships	328	400	137	500	500	25.0%
TOTAL	**Dispatch**	**661,122**	**656,059**	**345,542**	**682,670**	**672,431**	**2.5%**

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund
10002150 Dispatch

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10002150 51100 - Salaries - Regular FT/PT					553,931.00 *
SUPERVISOR (2100)		1.00	.00		58,555.00
CERTIFIED DISPATCHER (2140)		1.00	.00		53,066.00
COMMUNICATION DIRECTOR (2498)		1.00	.00		86,977.00
SUPERVISOR (2570)		1.00	.00		55,612.00
CERTIFIED DISPATCHER (2572)		1.00	.00		48,956.00
CERTIFIED DISPATCHER (2574)		1.00	.00		47,770.00
CERTIFIED DISPATCHER (2579)		1.00	.00		44,626.00
CERTIFIED DISPATCHER (8047)		1.00	.00		42,012.00
CERTIFIED DISPATCHER (8053)		1.00	.00		41,168.00
CERTIFIED DISPATCHER (8057)		1.00	.00		41,580.00
DISPATCHER (8136)		1.00	.00		36,348.00
Mayor Adj - COLA		1.00	2,739.00		-2,739.00

This line supports the pay for eight full time dispatcher, two full time dispatch supervisors and one director.

10002150 51140 - Per Diem - Dispatch 16,000.00

This line covers the pay for five per diem dispatchers.

10002150 51300 - Salaries - Overtime 85,000.00

This line supports the contractually obligated overtime pay costs associated with shift vacancies due to discretionary and non-discretionary leave.

Mayor cut $5,000

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10002150 52901 - Uniforms					3,000.00
This line covers uniform cost for all full and per diem dispatcher within the department.					
10002150 52902 - Medical Exams/Physicals					500.00
This line supports required medical physicals of all new employees.					
10002150 53300 - Training					4,000.00
This line supports the training costs associated with the initial and ongoing training of our emergency communications dispatchers.					
10002150 54390 - Maintenance - Small Equipment					3,000.00
This line covers the purchase of any small equipment needs for the 911 Center,					
10002150 55800 - Travel					2,500.00
This line covers travel reimbursement cost for employees required to travel for mandatory trainings.					
10002150 56000 - General Supplies					1,500.00
This line covers general office supplies specific to the 911 Center such as parts for the consoles. It also covers minor expenses for supplies used in 911 education for children.					
10002150 57301 - Small Equipment					2,500.00
This line supports the maintenance and purchase of 24/7 intensive use chairs as well as the maintenance/repair of the ergonomic workstations in the 911 Center. It also supports minor radio/antenna repair specific to dispatch.					
Mayor Adj - Cut $2,500					
10002150 58100 - Dues & Memberships					500.00
This line supports the Department's membership in the National Emergency Number Association (NENA) and Association of Public Safety Communications Officials (APCO). Both organizations teach and support best practices for emergency communications nation wide. In addition, APCO supports and organizes needed radio licensing.					

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
TOTAL Dispatch					672,431.00

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City of W[illegible]brook
Draft FY19 Budget

ACCOUNTS FOR: General Fund		FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
Fire							
10002210	51100 Salaries - Regular FT/PT	1,936,888	2,001,998	965,877	2,403,252	2,391,429	19.5%
10002210	51130 Salaries - Call Fire	55,732	57,000	17,419	57,000	47,000	-17.5%
10002210	51135 Salaries - Per Diem	292,331	300,000	165,546	347,040	312,000	4.0%
10002210	51300 Salaries - Overtime	246,984	240,000	156,180	150,000	150,000	-37.5%
10002210	51500 Stipends	2,312	4,250	555	5,250	5,250	23.5%
10002210	51600 Unused Comp Absences	17,736	18,077	26,128	25,000	25,000	38.3%
10002210	52901 Uniforms	24,486	26,650	16,410	31,600	31,600	18.6%
10002210	52902 Medical Exams/Physicals	9,415	25,564	17,133	29,758	29,758	16.4%
10002210	53300 Training	28,541	20,000	10,159	35,000	30,000	50.0%
10002210	53405 Contractual Services	23,760	23,760	11,400	23,760	23,760	0.0%
10002210	53621 Collections Costs	63,703	38,399	10,620	43,200	43,200	12.5%
10002210	53623 Medical Director	1,667	5,000	-	5,000	5,000	0.0%
10002210	54110 Hydrant Fees	134,955	136,940	56,445	140,544	140,544	2.6%
10002210	54300 Repairs/Maint	2,256	5,800	4,272	6,000	6,000	3.4%
10002210	54310 Monitor Radio Repairs	1,188	9,275	821	10,000	10,000	7.8%
10002210	54330 TechConsult - Maint	7,643	16,309	5,674	17,920	17,920	9.9%
10002210	54340 Repairs - Vehicles	75,518	55,000	18,050	60,000	55,000	0.0%

City of W[illegible]brook
Draft FY19 Budget

ACCOUNTS FOR: General Fund		FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
10002210	54390 Repairs - SCBA	6,051	10,000	3,587	10,000	10,000	0.0%
10002210	54420 Vehicle Lease	61,157	61,157	-	83,336	69,836	14.2%
10002210	54440 Other Equipment Lease	1,046	600	63	1,000	1,000	66.7%
10002210	55310 Telephone	1,450	1,890	501	1,890	1,890	0.0%
10002210	55400 Marketing - Prevention	1,235	2,080	2,080	3,000	3,000	44.2%
10002210	55500 Printing Services	1,302	700	181	1,250	1,250	78.6%
10002210	55800 Travel	692	2,500	15	2,500	2,500	0.0%
10002210	56000 General Supplies	6,325	2,750	2,112	3,500	3,500	27.3%
10002210	56040 Medical Supplies	57,571	45,962	16,170	48,520	47,020	2.3%
10002210	56041 Medical Oxygen	2,271	3,900	1,013	3,000	2,500	-35.9%
10002210	56042 Foam	800	400	-	400	400	0.0%
10002210	56043 Tires	8,013	9,300	3,454	9,300	8,300	-10.8%
10002210	56051 Cleaning Supplies	497	900	28	900	900	0.0%
10002210	56095 Protective Clothing	21,776	26,145	24,819	30,000	28,000	7.1%
10002210	56260 Gas	10,969	12,648	5,488	20,219	19,219	52.0%
10002210	56261 Diesel	12,622	16,922	7,902	19,675	18,175	7.4%
10002210	56440 Subscriptions	2,824	3,900	689	5,700	5,700	46.2%
10002210	56700 Auto Parts	468	3,000	1,116	3,000	3,000	0.0%

City of W[illegible]brook
Draft FY19 Budget

ACCOUNTS FOR: General Fund			FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
10002210	57390	Other Equipment	18,148	16,050	2,786	18,050	14,050	-12.5%
10002210	58100	Dues & Memberships	3,797	4,096	3,153	4,096	4,096	0.0%
10002210	58911	Employee Recognition	4,017	2,500	354	3,500	3,500	40.0%
10002210	59000	Emergency Management	-	500	-	500	500	0.0%
TOTAL	**Fire**		**3,148,147**	**3,211,922**	**1,558,201**	**3,663,660**	**3,571,797**	**11.2%**

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund
10002210 Fire

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10002210 51100 - Salaries - Regular FT/PT				2,054,434.00	*
OFFICE COORDINATOR (1199)		.50	.00	27,035.00	
FF UNLICENSED (2111)		1.00	.00	50,540.00	
CPT EMT-B (2116)		1.00	.00	60,150.00	
FF EMT-I (2117)		1.00	.00	53,065.00	
FF EMT-I (2118)		1.00	.00	52,595.00	
CPT EMT-P (2134)		1.00	.00	64,069.00	
LT EMT-B (2178)		1.00	.00	55,399.00	
CPT EMT-B (2182)		1.00	.00	57,835.00	
EQUIPMENT TECH LEAD (2229)		.50	.00	27,931.00	
EQUIPMENT TECH LEAD (2229)		.00	.00	2,890.00	
EQUIPMENT TECH LEAD (2229)		.00	.00	140.00	
EQUIPMENT TECH LEAD (2229)		.00	.00	250.00	
FF EMT-P (2236)		1.00	.00	54,521.00	
FF EMT-P (2237)		1.00	.00	53,753.00	
FF EMT-P (2240)		1.00	.00	52,934.00	
FF EMT-P (2241)		1.00	.00	50,909.00	
FF EMT-P (2247)		1.00	.00	53,088.00	
FF EMT-P (2248)		1.00	.00	52,389.00	
FF EMT-P (2378)		1.00	.00	54,862.00	
LT EMT-P (2379)		1.00	.00	58,033.00	
LT EMT-P (2382)		1.00	.00	57,452.00	
FF EMT-P (2391)		1.00	.00	53,467.00	
FF EMT-I (2397)		1.00	.00	52,595.00	
FF EMT-P (2408)		1.00	.00	54,013.00	
CPT EMT-P (2420)		1.00	.00	62,649.00	

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
FF EMT-P (2428)		1.00	.00		50,944.00
FF EMT-P (2459)		1.00	.00		53,780.00
FF EMT-P (2468)		1.00	.00		52,090.00
LT EMT-P (2479)		1.00	.00		57,008.00
FF EMT-P (2519)		1.00	.00		53,227.00
FF EMT-P (2530)		1.00	.00		47,355.00
FF EMT-P (2531)		1.00	.00		49,292.00
FF EMT-P (2539)		1.00	.00		50,660.00
FF EMT-P (2541)		1.00	.00		51,517.00
FF EMT-P (2548)		1.00	.00		51,333.00
FF EMT-P (2552)		1.00	.00		51,265.00
FF EMT-P (2564)		1.00	.00		51,842.00
FIRE CHIEF (2601)		1.00	.00		95,754.00
DEPUTY FIRE CHIEF (2602)		1.00	.00		81,102.00
FF EMT-B (7927)		1.00	.00		41,484.00
FF EMT-P (7946)		1.00	.00		46,002.00
SECRETARY (8027)		.50	.00		17,372.00
Mayor Adj - COLA		1.00	10,157.00		-10,157.00
10002210 51100 - G1701 Salaries - Regular FT/PT					336,995.00 *
FF EMT-B (2432)		1.00	.00		47,252.00
FF EMT-B (2529)		1.00	.00		40,670.00
FF EMT-B (8024)		1.00	.00		40,830.00
FF EMT-I (8082)		1.00	.00		42,264.00
FF EMT-B (8124)		1.00	.00		40,418.00
FF EMT-B (8125)		1.00	.00		40,349.00
		1.00	.00		44,614.00

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
FF EMT-P (8126)		1.00	.00		42,264.00
FF EMT-B (8127)		1.00	1,666.00		-1,666.00
Mayor Adj - COLA					
10002210 51130 - Salaries - Call Fire					47,000.00 *
Call firefighter and fire police salary line.		1.00	47,000.00		47,000.00
Mayor Adj - Cut $10,000					
10002210 51135 - Salaries - Per Diem					312,000.00 *
Rescue 1 per diem salary line.		1.00	131,400.00		131,400.00
This line includes one 24 hour FF/EMS position 365 days a year (8,760 hours) based on an average wage of $15.00/hr. Total cost is $131,400					
Rescue 2 per diem salary line.		1.00	131,400.00		131,400.00
This line includes one 24 hour FF/EMS position 365 days a year (8,760 hours) based on an average wage of $15.00/hr. Total cost is $131,400					
Engine 4 per diem salary line.		1.00	84,240.00		84,240.00
This line includes one firefighter position that covers 12 hours Monday-Friday and 24 hours on Saturday and Sunday (5,616 hours). Actual Total cost - $84,240					
Mayor Cut - from $347,040 to $312,000		1.00	35,040.00		-35,040.00

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10002210 51300 - Salaries - Overtime					150,000.00 *
		1.00	150,000.00		150,000.00
Overtime line covers the cost of employees to cover scheduled vacation and comp/holiday leave as well as unscheduled leave to include sick time and employee injuries. This also covers the cost of employee time to attend department training to include fire, ems, and specialty rescue training such as confined space, hazardous materials and water rescue technician certification programs. This reduction in OT line is secondary to the hiring of the SAFER positions.					
10002210 51500 - Stipends					5,250.00 *
Annual fitness stipend of $125.00 per full-time employee per the collective bargaining agreement (CBA). This is an increase of $1000.00 due to increase of SAFER staffing.		42.00	125.00		5,250.00
10002210 51600 - Unused Comp Absences					25,000.00 *
		1.00	25,000.00		25,000.00
CBA obligation - under certain conditions, employees may sell back their unused vacation and sick time in December annually. In FY 17/18, the Department paid out $26,177.46 and with employees increasing their tenure, these obligations will increase.					
10002210 52901 - Uniforms					31,600.00 *
Full-Time employees - $450.00 clothing allowance per the collective bargaining agreement (CBA), Article 21 Section B		42.00	450.00		18,900.00
Per-Diem employees - $100.00 clothing allowance per the CBA Article 21 Section B.		28.00	100.00		2,800.00
Clothing allowance for call firefighters and fire police members		15.00	150.00		2,250.00
Chief Officers - $450.00 clothing allowance per year		3.00	450.00		1,350.00
		8.00	600.00		4,800.00

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
Dress uniforms - $600.00 for all new employees after successful completion of probation period		1.00	1,500.00		1,500.00
Badges, collar brass, helmet shields, and department patches					
10002210 52902 - Medical Exams/Physicals					29,758.00 *
Per NFPA/OSHA - Firefighter respiratory questionnaire completed annually by staff and reviewed by occupational health (Concentra)		87.00	20.00		1,740.00
new hire (firefighter) pre-placement physical cost of $553.70 per employee		4.00	553.70		2,214.80
pre-placement firefighter/hazmat tech physical cost of $651.70 per employee		1.00	651.70		651.70
Periodic (annual) firefighter physical exam Cost - $492.70 per employee		25.00	492.70		12,317.50
Periodic (annual) firefighter/hazardous materials technician physical exam Cost - $416.70 per employee		20.00	416.70		8,334.00
Misc. medical testing to include treadmill, cardiac stress test, echo stress test, x-rays, EKGs, heavy metal screening, ultrasound screening (carotid duplex, thyroid and echocardiogram), physical therapy, etc.		1.00	2,000.00		2,000.00
Pre-placement psychological examinations Cost - $500 per employee		5.00	500.00		2,500.00

Includes medical evaluations required by Maine DOL respiratory standards, hazmat regulations, new hires, Maine EMS regulations/laws, and firefighter CBA. Also

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
includes the cost of immunizations as needed. Increased screening to include cancer and cardiac screenings as more of our first responders are being affected by cardiac, stroke and cancer related illnesses which are resulting in lost time injuries and workers comp claims. Additionally, with the passing of the cancer presumption law, if a firefighters is diagnosed with cancer, the onus falls back on the employer to prove that the diagnosis did not occur from an occupational exposure.					
10002210 53300 - Training					30,000.00 *
		1.00	30,000.00		30,000.00
Mayor Cut - $5,000		1.00	.00		.00

This includes federal, state and department mandated training for full-time, per-diem, call company and fire police personnel. This also includes training for both firefighter and EMT/Paramedic programs, specifically to assist with tuition assistance, supplies, books and any regional grants.

Much of the cost is associated with mandated EMS licensure certification programs to include Advanced Cardiac Life Support, Pediatric Advanced Life Support and Pre-Hospital Life Support.

The majority of the department personnel have hazardous materials technician, confined space technician and water rescue technician so this line would also cover annual refresher programs. This also would cover officer development programs as well as peer fitness and/or Performance O2X for staff to attend.

This also includes bringing in a number of nationally recognized instructors with the goal of reducing total agency cost.

10002210 53405 - Contractual Services					23,760.00 *
		1.00	23,760.00		23,760.00

Fire inspector contractual

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10002210 53621 - Collections Costs					43,200.00 *
Cost associated with EMS billing Based on projected 3,200 EMS calls, 75% or 2,400 billable calls at $18/call = $43,200		1.00	43,200.00		43,200.00
10002210 53623 - Medical Director					5,000.00 *
SERVICE MEDICAL DIRECTOR (7929)		1.00	.00		5,000.00
		1.00	.00		.00

Public Safety medical director, John Martel MD ER Physician Maine Medical Center. Provides medical direction for public safety staff and provides quarterly run review/CQI. The medical director assists admin with other duties as requested. This ensures medical direction for medication delivery including Police personnel and oversight of EMS delivery. The medical director oversees medication purchases, directs CQI and performance improvement efforts within the agency. This fee includes associate medical directors who assist with quarterly run review and CQI (Continual quality control) for the department.

10002210 54110 - Hydrant Fees					140,544.00 *
3.7% rate increase from current $130,067		1.00	140,544.00		140,544.00

Public Fire Protection (Fire Hydrants) - operated by the Portland Water District and overseen by the Board of Trustees. The proposed rate increase of 3.75% will go into effect May 1, 2018 (this FY) and will increase Westbrook's annual amount to $140,544 for the year between May 1, 2018 - April 30, 2019. A 5% increase in the change is expected for the year beginning May 1, 2019. Converting the amounts to the City's fiscal year (July 1 to June 30), the annual amount is $141,715 (table will be sent to council). Because of the different years, the City pays two different rates within the same FY. PWD totals are based on one full year of the same monthly rate.

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10002210 54300 - Repairs/Maint					6,000.00 *
		1.00	6,000.00		6,000.00
		1.00	.00		.00
		1.00	.00		.00
Includes hardware supplies for building, repairs to fire/EMS equipment such as hoses, nozzles, extinguishers, repairs to small equipment such as saws, portable pumps, batteries for radios, pagers, flashlights, small equipment rental to include scissor lift, pressure hoses etc.					
10002210 54310 - Minitor Radio Repairs					10,000.00 *
		1.00	10,000.00		10,000.00
Replacement of radios, pagers for personnel and vehicles. Includes upgrades to mobile radios in apparatus and VRS updates. This includes upgrade from analog to digital system. Once we move to a digital system all of our pagers will no longer be functional. Part of this line will be used to purchase new digital hytera portable radios for call firefighters.					
10002210 54330 - TechConsult - Maint					17,920.00 *
static testing and PM for SCBA bottles		30.00	300.00		9,000.00
annual stryker preventative maintenance		4.00	400.00		1,600.00
annual preventative maintenance for jaws of life (holmatro tools and pumps)		1.00	500.00		500.00
annual PM for IV pumps		4.00	250.00		1,000.00
bi-annual PM for cardiac monitors to include software updates ($220 per PM)		6.00	220.00		1,320.00
posicheck and specialty gases needed for meter calibration		1.00	2,000.00		2,000.00
SCBA cascade system annual PM		1.00	1,000.00		1,000.00
replacement batteries for stryker stretchers		5.00	200.00		1,000.00
batteries for sawzall, multi-gas meters etc.		1.00	500.00		500.00

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
		1.00	.00		.00

Static testing and annual PM for SCBA bottles, annual styker preventative maintenance for jaws of life(homstro tools and pumps), annual preventative maintenance for IV pumps, bi-annual preventative maintenance for cardiac monitors to include software updates ($220.00 per PM),posicheck and specialty meter calibration, SCBS cascade system annual PM, batteries for stryker stretcher, sawzall, multi-gas meters, etc., and wireless for mobile data terminals (IPads).

10002210 54340 - Repairs - Vehicles					55,000.00 *
		1.00	55,000.00		55,000.00
		4.00	.00		.00
maintenance and service for rescue fleet (R1, R2, R3, R4)		1.00	.00		.00
maintenance and service for Car 4 (medical response and intercept vehicle)		4.00	.00		.00
maintenance and service of engines and ladder (E1, E2, E3, E4)		2.00	.00		.00
maintenance and service for service vehicles (Unit 6 and Unit 7)		1.00	.00		.00
UL aerial testing and certification. Included is minor maintenance to aerial		15.00	.00		.00
UL ground ladder testing and repair		4.00	.00		.00
annual pump testing for engines (E1, E2, E3, E4)		1.00	.00		.00
Cost to outsource vehicle maintenance to Town of Scarborough					

Maintenance and service for command staff vehicle Car 1,2 and 3 and for the rescue fleet R1, R2, R3, R4, Car 4 (medical response intercept vehicle), Fire Engines (1, 2, 3, 4), Squad 1, Ladders on E1,2,3 and 4, service vehicles Unit 6 & 7, UL aerial testing,certification and minor maintenance, UL ground ladder testing and repair. Annual pump testing for engines E 1, 2, 3 and

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
E4.					
Mayor Adj - Cut $5,000					
10002210 54390 - Repairs - SCBA					10,000.00 *
		1.00	10,000.00		10,000.00
SCBA maintenance program that also includes re-certification and training for our field technicians					
10002210 54420 - Vehicle Lease					69,836.00 *
Year 4 of 5 Ambulance Remount Annual lease payment -$24,969.63		1.00	24,970.00		24,970.00
Year 5 of 5 Fire Chief SUV Annual lease payment -$7,632.21		1.00	7,633.00		7,633.00
Year 2 of 5 Ambulance Lease Purchase Price $140,000 Down payment $30,600 2018 Ford E-450 Ambulance Remount Lease payment annually based on interest rate of 3.0% - $29,600		1.00	29,600.00		29,600.00
Year 4 of 5 Deputy Fire Chief SUV Annual lease payment - $7,632.21		1.00	7,633.00		7,633.00
New department SUV. Year 2 of 3 Down payment of $14,200 Annual lease payment based on 3.0% interest rate is $13,500. Total purchase $35,000 (government rate) plus $5,000 for lights, siren and install.		1.00	.00		.00
Mayor Cut - $13,500					
FD lease purchases					

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10002210 54440 - Other Equipment Lease					1,000.00 *
		1.00	1,000.00		1,000.00
Lease equipment to include cardiac monitors as needed, stryker stretchers, staging, lifts, portable pumps, specialty water vacuums					
10002210 55310 - Telephone					1,890.00 *
		1.00	1,890.00		1,890.00
Internet service charges for PSB and station 3 and DSL for Station 3					
10002210 55400 - Marketing - Prevention					3,000.00 *
		1.00	3,000.00		3,000.00
Marketing and educational material for fire prevention week, Public Safety Day, fire education and the juvenile fire setter program. Providing year long prevention for the community.					
10002210 55500 - Printing Services					1,250.00 *
		1.00	1,250.00		1,250.00
Printing for annual report, printed forms, envelopes and business cards					
10002210 55800 - Travel					2,500.00 *
		1.00	2,500.00		2,500.00
		1.00	.00		.00
		1.00	.00		.00
Travel expense for trainings, conferences to include Maine Fire Chief Conference, Newry ME, New England Chief's conference, approved travel reimbursements for line staff utilizing personal vehicles for trainings/conferences.					
10002210 56000 - General Supplies					3,500.00 *
		1.00	3,500.00		3,500.00
General supplies to include pads of paper, labels, file folders, binder clips, envelopes, pens, 3-ring binders, staples, certificate frames, staplers, tape, batteries, correction tape, thumb drives, keys. white board dry erase markers, glass paint markers, etc.					

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10002210 56040 - Medical Supplies					47,020.00 *
Adult, child, infant Bag Valve Mask (BVM)		60.00	18.00		1,080.00
Boxes of gloves (small, medium, large and extra large)		200.00	9.00		1,800.00
Continuous positive airway pressure mask (CPAP)		30.00	73.00		2,190.00
King Airway (advanced airway device)		15.00	27.00		405.00
Endotracheal tubes (advanced airway) - both cuffed and un-cuffed tubes for adult and pediatric patients		60.00	4.00		240.00
Airway equipment to include EtC02 devices, suction catheters, portable suction canisters, etc.		1.00	3,000.00		3,000.00
IV catheters - viavalve IV safe cath $88.00/box - 20 boxes ($1760) Insyte wing BC $134.00/box - 20 boxes ($2,680) AVG - $111/box		40.00	111.00		4,440.00
Bandaids, gauze pads, Israeli emergency bandage, QuikClot dressing, surgical sponges, and other misc bleeding supplies		1.00	1,200.00		1,200.00
Zoll cardiac monitoring electrodes Cost - $158/box x 20 boxes = 3,160		20.00	158.00		3,160.00
Multi-function pads (cardioversion, defibrillation and pacing). These are Zoll combination pads for our X-Series monitors and for all of our AEDs.		50.00	65.00		3,250.00
EZ IO needles - these needles are for vascular access in emergency or critical situations when IV access is		30.00	120.00		3,600.00

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
difficult		20.00	199.00		3,980.00
IV Fluid - Normal Saline 1000 cc					
Cases of 48 - 1000 cc bags of Normal Saline		1,500.00	1.05		1,575.00
10 ml normal saline IV flush		1.00	12,000.00		12,000.00
in July, the hospitals no longer provided our agencies with medications. The cost of these medications now fall on the shoulders of the Departments. We currently have over 40 medications that we can provide to our patients, not including oxygen or fluids (normal saline, lactate ringers or dextrose). MMC and Mercy are supplying the majority of our medications and will be billing us for re-supply. We anticipate approximately $10,000 in medication costs. After this year we will be able to provide a summary of medication costs from the hospitals (MMC and Mercy) and will be able to provide a more detailed budget next FY. This is based on current medication usage and current cost of medication.		1.00	5,000.00		5,000.00
other supplies to include specialty trauma, OB, & airway kits, stethoscopes, splints, IV start packs		4.00	400.00		1,600.00
Pediatric Trauma Bags for Rescue 4 and the Engines		1.00	1,500.00		-1,500.00
Mayor Adj - Cut $1,500					

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10002210 56041 - Medical Oxygen					2,500.00 *
		1.00	2,500.00		2,500.00
Mayor Adj - Cut $500					
Medical oxygen for cylinder replacement and gas exchange					
10002210 56042 - Foam					400.00 *
		1.00	400.00		400.00
		1.00	.00		.00
Class B foam					
Class A foam and class B foam needs					
10002210 56043 - Tires					8,300.00 *
		1.00	8,300.00		8,300.00
		1.00	.00		.00
		1.00	.00		.00
		1.00	.00		.00
		1.00	.00		.00
		1.00	.00		.00
Tire replacement plan for FD and EMS apparatus Engines, Rescues, Service Vehicle, Chief & Deputy Chief's vehicles					
Mayor Adj - Cut $1,000					
10002210 56051 - Cleaning Supplies					900.00 *
		1.00	900.00		900.00
Cleaning supplies					
10002210 56095 - Protective Clothing					28,000.00 *
		1.00	28,000.00		28,000.00
		1.00	.00		.00
State and Federal regulated required PPE to include replacement of bunker gear (coats and trousers) Approximately $23,000.00 of this line is used to cover our PPE lease purchase. The additional funding being requested to replace boots, hoods, groves and towards the cost of repairing torn or damaged personal protective equipment.					
Mayor Adj - Cut $2,000					

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund
10002210 56260 - Gas

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
					19,219.00 *
Staff Vehicles (Car 1, 2, 3 and 4) Car 1 - 15,000 miles/20 mpg = 750 x $2.50 = $1,875 Car 2 - 15,000 miles/20 mpg = 750 x $2.50 =$1,875 Car 3 - 10,000 miles/20 mpg = 500 x $2.50 = $1,250 Car 4 - 10,000 miles/20 mpg = 500 x $2.50 = $1,250 Mayor Adj - Cut $1,000		1.00	5,250.00		5,250.00
Fuel for unit 6 and unit 7 Unit 6 - 5000 miles/20mpg = 250 mpg x $2.50=$625 Unit 7 - 5000 miles/20 mpg= 250 mpg x $2.50=$625		1.00	1,250.00		1,250.00
Currently, two of our ambulances use unleaded fuel. We are in the process of purchasing another gas ambulance which would move to a front line ambulance, so both front line ambulances would be gas. We anticipate 2,500 plus calls for service with gas ambulances, not including inspections, PR, education etc. 2500 x 15 miles RT = 37,000 / 8 mpg =4,687.5 x $2.50 = $11.718.75 Travel/idle time for inspections, safety surveys, PR/education, etc. - $1000.00		1.00	12,719.00		12,719.00

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10002210 56261 - Diesel					18,175.00 *
Fuel for Engine 1, 2, 3, 4, Squad 1 and Rescue 4		1.00	18,175.00		18,175.00
E1 -1,500/5 mpg = 300 x $3.00 = $900 E2 - 5,000/5mpg = 1000 x $3.00 = $3000 E3 - 10,000/5mpg= 2000 x $3.00 = $6,000 E4 - 10,000/5mpg = 2000 x $3.00 = $6,000 S1 - 1,500/5mpg = 300 x $3.00 = $900 R4 - 5,000/8mpg = 625 x $3.00 = $1,875					
Idle time and travel time for safety surveys/education/PR, etc. - $1000					
Mayor Adj - Cut $1,500					
10002210 56440 - Subscriptions					5,700.00 *
Fire Rescue 1 Academy online training for all members of the department. This provides fire, EMS, specialty rescue and OSHA required training for all members of the agency. This program also tracks members program completion. This program allows the admin to post SOGs and memos and tracks who has reviewed them. This will assist with our BLS requirements		1.00	4,700.00		4,700.00
Annual subscription including OSHA regulatory updates, annual NFPA fire code updates; new fire manuals, etc.		1.00	1,000.00		1,000.00

Online training platform for $4700.00 - Fire Rescue1 Academy

Annual subscription including OSHA regulator updates, annual NFPA fire code updates; new fire manuals

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10002210 56700 - Auto Parts					3,000.00 *
		1.00	3,000.00		3,000.00
Parts for in-house vehicle and equipment service and maintenance performed by line staff					
10002210 57390 - Other Equipment					14,050.00 *
Small equipment to include flashlights, speedy dry, hand tools, flags, other misc supplies		1.00	5,000.00		5,000.00
Hose equipment replacement		1.00	5,000.00		5,000.00
Water rescue equipment to include dry suits, mustang suits, rope, helmets		1.00	4,000.00		4,000.00
Specialty response equipment to include high/low angle, confined space and hazmat		1.00	4,050.00		4,050.00
Mayor Cut - $4,000		1.00	4,000.00		-4,000.00
10002210 58100 - Dues & Memberships					4,096.00 *
EMS assessment annual fee (Atlantic Partners EMS)		1.00	2,500.00		2,500.00
Maine Fire Chief Association Annual Dues (Chief and Deputy Chief)		2.00	89.00		178.00
Cumberland County Fire Chiefs Association Annual Dues (Chief and Deputy Chief)		2.00	150.00		300.00
International Association of Fire Chiefs Annual Dues (Chief and Deputy Chief)		2.00	239.00		478.00
International Association of Arson Investigators (Fire Inspector)		1.00	75.00		75.00
Maine EMS ambulance service fee - $100 per ambulance (R1, R2, R3, R4)		4.00	100.00		400.00

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
NFPA membership fee		1.00	165.00		165.00
10002210 58911 - Employee Recognition					3,500.00 *
		1.00	3,500.00		3,500.00
Funds light refreshments and snacks for training as well as awards for the departments annual awards/recognition banquet					
10002210 59000 - Emergency Management					500.00 *
		1.00	500.00		500.00
Covers charges incurred upon emergency evacuations, shelter operations, & other disaster functions					
TOTAL Fire				3,571,797.00	

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City of W[illegible]brook
Draft FY19 Budget

ACCOUNTS FOR: General Fund		FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
Public Services Admin							
10003100	51100 Salaries - Regular FT/PT	205,497	207,977	124,887	213,486	258,371	24.2%
10003100	51110 Salaries - Elec/Boards	-	468	192	500	500	6.8%
10003100	51300 Salaries - Overtime	728	200	427	500	500	150.0%
10003100	52901 Uniforms	765	600	247	800	800	33.3%
10003100	53300 Training	2,126	4,000	515	4,000	4,000	0.0%
10003100	54330 TechConsult - Maint	3,598	12,000	5,741	12,000	12,000	0.0%
10003100	55320 Tel - Push Talk	3,724	3,500	1,935	21,500	21,500	514.3%
10003100	55500 Printing Services	971	500	438	600	600	20.0%
10003100	55800 Travel	125	500	77	300	300	-40.0%
10003100	56000 General Supplies	2,381	1,500	1,290	2,500	2,500	66.7%
10003100	56500 Computer Supplies	255	500	-	500	500	0.0%
10003100	58100 Dues & Memberships	1,075	1,425	790	1,470	1,470	3.2%
10003100	58911 Employee Recognition	1,882	900	241	1,200	1,200	33.3%
TOTAL	**Public Services Admin**	**223,127**	**234,070**	**136,781**	**259,356**	**304,241**	**30.0%**

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund
10003100 Public Services Admin

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10003100 51100 - Salaries - Regular FT/PT					258,371.00 *
ADMINISTRATIVE ASSISTANT (1159)		.90	.00		44,213.00
DIRECTOR OF PUBLIC SERVICES (3024)		.75	.00		81,926.00
PS OPERATIONS MANAGER (3356)		1.00	.00		87,347.00
CAP PROJ & SPEC FUNDS ACCOUNT (7944)		1.00	.00		45,935.00
Mayor Adj - COLA		1.00	1,050.00		-1,050.00
10003100 51110 - Salaries - Elec/Boards					500.00 *
Monthly cost for Cemetery Board of Directors.		1.00	500.00		500.00
10003100 51300 - Salaries - Overtime					500.00
10003100 51600 - Unused Comp Absences					.00
10003100 52901 - Uniforms					800.00
Clothing allowance for Director and Operations Manager ($250 ea) and $150 for miscellaneous items such as gloves, safety glasses, etc.					
10003100 53300 - Training					4,000.00
Employee development, safety and compliance training. Includes required professional development hours for Director.					
10003100 54330 - TechConsult - Maint					12,000.00
Professional surveying and engineering support for unforeseen projects and Council requests, right-of-way delineation, etc. Database support for FEMA reporting, winter storm, equipment pm and school support.					

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10003100 55320 - Tel - Push Talk					21,500.00
Verizon mobile phones (5 @ $53/month), phone chargers, cases, etc. Increase is due to the proposed use of in-vehicle gps on our equipment for asset tracking. This technology will allow us to track drive and idle time, miles driven, speed, location and idling patterns. This first year cost is higher in order to purchase the required equipment ($7,425). The remaining cost is to cover the monthly subscription for 48 vehicles and equipment ($11,028)					
10003100 55500 - Printing Services					600.00
Business cards, envelopes, forms and mailers.					
10003100 55800 - Travel					300.00
Mileage reimbursement, hotels and meal reimbursement for attendance at professional meetings.					
10003100 56000 - General Supplies					2,500.00
Office supplies for entire department, ID badges, timecards, note pads, pens, binders, etc.					
10003100 56500 - Computer Supplies					500.00
Printer cartridges, keyboards, ergonomic workstation improvements, cables usb drives, etc.					
10003100 58100 - Dues & Memberships					1,470.00
APWA ($400), Maine Safety Council ($395), ASCE ($270), Arborist License Renewal ($250), Arborist Association ($80), MBTA ($75).					
10003100 58911 - Employee Recognition					1,200.00
Employee appreciation functions, safety milestone rewards.					
TOTAL Public Services Admin					304,241.00

City of W[illegible]brook
Draft FY19 Budget

ACCOUNTS FOR: General Fund		FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
Highways & Streets							
10003110	51100 Salaries - Regular FT/PT	816,938	856,036	402,428	870,319	866,037	1.2%
10003110	51200 Salaries -Temp Employees	646	16,000	4,592	8,000	8,000	-50.0%
10003110	51300 Salaries - Overtime	107,257	142,800	44,026	135,000	130,000	-9.0%
10003110	51600 Unused Comp Absences	3,669	9,000	2,123	9,000	9,000	0.0%
10003110	52901 Uniforms	19,449	20,260	8,638	25,860	20,260	0.0%
10003110	52902 Medical Exams/Physicals	4,138	6,000	2,694	6,000	6,000	0.0%
10003110	53405 Contractual Services	-	-	13,820	25,000	20,000	0.0%
10003110	54390 Maint - Traffic Lights	8,425	12,000	4,012	12,000	12,000	0.0%
10003110	54420 Lease - Misc Equip	42,797	43,672	-	104,339	101,239	131.8%
10003110	54440 Equipment Rental	108,434	82,800	57,680	146,300	138,190	66.9%
10003110	56044 Chemical Supplies	4,426	8,000	509	8,000	8,000	0.0%
10003110	56045 Landscaping/Agri Supplies	12,048	10,000	5,138	15,000	15,000	50.0%
10003110	56060 Specialty Supplies/Materials	8,018	12,500	9,298	12,500	12,500	0.0%
10003110	56061 Downtown Supplies	34,911	23,000	16,235	23,000	23,000	0.0%
10003110	56062 Traffic/Regulatory Signs	10,538	13,000	8,969	15,000	15,000	15.4%
10003110	56221 Elec - Street Lighting	364,946	374,500	145,884	393,225	374,500	0.0%
10003110	56222 Elec - Traffic Lights	9,671	7,500	2,783	7,500	7,500	0.0%

City of W[illegible]brook
Draft FY19 Budget

ACCOUNTS FOR: General Fund			FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
10003110	56900	Downtown Contractual	4,037	4,000	6,996	6,000	6,000	50.0%
10003110	57301	Small Equipment	3,090	4,000	1,489	4,000	4,000	0.0%
10003110	57390	Special Equipment	12,101	12,000	-	40,000	-	-100.0%
10003110	58930	Road Salt/Calcium	167,237	155,000	89,501	198,000	162,498	4.8%
10003110	58935	Bituminous Concrete	161,780	140,000	81,338	150,000	140,000	0.0%
10003110	58936	Cold Mix/Patch	6,480	6,000	1,094	4,000	4,000	-33.3%
10003110	58937	Traffic Paint/Striping	46,390	48,000	33,722	48,000	48,000	0.0%
10003110	58938	Culverts/Pipes	4,164	7,500	6,401	7,500	7,500	0.0%
10003110	58939	Winter Sand & Gravel	8,899	32,540	10,399	32,700	32,700	0.5%
TOTAL		**Highways & Streets**	**1,970,490**	**2,046,108**	**959,769**	**2,306,243**	**2,170,924**	**6.1%**

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund
10003110 Highways & Streets

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10003110 51100 - Salaries - Regular FT/PT					866,037.00 *
EQUIPMENT OP I (2209)		1.00	.00		41,096.00
EQUIPMENT OP II (3012)		1.00	.00		44,145.00
EQUIPMENT OP I (3019)		1.00	.00		41,521.00
EQUIPMENT OP I (3028)		1.00	.00		41,521.00
EQUIPMENT OP II (3069)		1.00	.00		46,129.00
EQUIPMENT OP II (3069)		.00	.00		1,197.00
OPERATIONS SUPERVISOR (3070)		1.00	.00		59,102.00
EQUIPMENT OP II (3074)		1.00	.00		43,530.00
EQUIPMENT OP II (3074)		.00	.00		801.00
EQUIPMENT OP II (3076)		1.00	.00		43,904.00
EQUIPMENT OP II (3076)		.00	.00		714.00
EQUIPMENT OP I (3085)		1.00	.00		40,516.00
EQUIPMENT OP I (3085)		.00	.00		952.00
EQUIPMENT OP I (3087)		1.00	.00		40,903.00
EQUIPMENT OP I (3087)		.00	.00		1,224.00
EQUIPMENT OP I (3089)		1.00	.00		39,254.00
EQUIPMENT OP I (3090)		1.00	.00		40,903.00
EQUIPMENT OP I (3090)		.00	.00		170.00
EQUIPMENT OP I (3091)		1.00	.00		40,902.00
EQUIPMENT OP I (3091)		.00	.00		544.00
OPERATIONS SUPERVISOR (3325)		1.00	.00		65,906.00
EQUIPMENT OP I (3337)		1.00	.00		44,121.00
EQUIPMENT OP I (3337)		.00	.00		510.00
EQUIPMENT OP I (3367)		1.00	.00		41,259.00
EQUIPMENT OP I (3367)		.00	.00		204.00

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
EQUIPMENT OP I (7076)		1.00	.00		40,865.00
EQUIPMENT OP I (7076)		.00	.00		1,683.00
EQUIPMENT OP I (7999)		1.00	.00		42,656.00
EQUIPMENT OP I (7999)		.00	.00		170.00
EQUIPMENT OP I (8091)		1.00	.00		39,254.00
EQUIPMENT OP I (8091)		.00	.00		2,397.00
Cemetery offset for salaries charged to cemetery budget		1.00	17,775.00		-17,775.00
Vacancy -		1.00	40,041.00		40,041.00
Mayor Adj - COLA		1.00	4,282.00		-4,282.00

10003110 51200 - Salaries -Temp Employees 8,000.00

Supplemental help for mowing of parks, roadsides, etc.

10003110 51300 - Salaries - Overtime 130,000.00

Overtime for all division operations including snow plowing and removal, weekend festivals, emergency calls, etc. Decrease due to moving police officer traffic details to a new line.

Mayor Cut - $5,000

10003110 51600 - Unused Comp Absences 9,000.00

Per contract, under certain circumstances employees are eligible to sell back their accrued sick and vacation time.

10003110 52901 - Uniforms 20,260.00 *

Safety Boot and Glove allowance AFSCME		22.00	280.00		6,160.00
Safety Boot and Glove allowance General Unit		4.00	.00		.00
Jacket allowance - everyone 3 years		4.00	.00		.00
Director and PS Dir of Ops Boot		2.00	.00		.00

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
Allowance		1.00	.00		.00
Uniform charges for employees per agreement.		6.00	230.00		1,380.00
Teamster boot and glove allowance.		24.00	530.00		12,720.00
Uniform Rentals for all Teamster and AFSCME Employees per union contracts.					

Uniforms for 26 AFSCME and Teamster employees as per contract.

10003110 52902 - Medical Exams/Physicals 6,000.00

Pre-employment physicals, annual hearing tests for 32 employees, Hep B vacc, etc. MDOT random substance testing.

10003110 53405 - Contractual Services 20,000.00

Payment to Police Department for police traffic control details on busy roadways. This cost historically has been paid out of Public Services Overtime Budget. A new budget line has bee created to better track these expenses.

Mayor Cut - $5,000

10003110 54390 - Maint - traffic Lights 12,000.00

Repair and maintenance of city traffic signals, ped signals, etc. Due to OSHA standards, much of this work is contracted out. Costs include lamps, batteries, controllers, fixtures, etc. This line also covers the cost for the City's participation in PACTS RTMS program.

10003110 54420 - Lease - Misc Equip 101,239.00 *

Year 5 of 5 Tractor		1.00	21,700.00		21,700.00
Year 4 of 5 Sidewalk Machine		1.00	21,100.00		21,100.00
Year 2 of 5 Sidewalk Tractor.		1.00	29,639.00		29,639.00
Year 2 of 3 Diesel Utility		1.00	9,600.00		9,600.00
Year 2 of 3 1 Ton with Lift Gate		1.00	19,200.00		19,200.00

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
Year 1 of 3 for Multi-Function Wide Format Printer		1.00	.00		.00
Mayor Cut - $3,100					
10003110 54440 - Equipment Rental					138,190.00 *
Shaw Brothers Grader and Wood Loader for snow plowing operations		130.00	580.00		75,400.00
Middle School and High School mowing contract		1.00	11,890.00		11,890.00
Canal, Congin, Saccarappa, and FCW mowing contract		1.00	.00		.00
WML, Public Safety, City Hall mowing contract		1.00	6,900.00		6,900.00
William Clarke Drive mowing and landscaping		1.00	24,000.00		24,000.00
Contracted tree work and stump grinding		1.00	20,000.00		20,000.00
Traffic control on collectors and arterials		1.00	.00		.00
Misc. heavy equipment rentals		1.00	20,000.00		20,000.00
WSD Offset for Landscaping contracts and equipment rentals		1.00	20,000.00		-20,000.00

Covers outsourced plowing of grader and 2 loaders. Mowing contracts at high school, middle school, City Hall, Public Safety, Library and William Clarke Drive. This line also supplies rental equipment for public services construction projects and bulldozers for snow dump.

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10003110 56044 - Chemical Supplies					8,000.00
Roadside spraying program.					
10003110 56045 - Landscaping/Agri Supplies					15,000.00
Landscaping materials and nursery stock to maintain the urban forest, city parks and schools.					
10003110 56060 - Specialty Supplies/Materials					12,500.00
Includes items such as: tools, rakes, shovels, brooms, safety and weather equipment, lime, fertilizer, seed, mulch, block, cement, brick, mortar, chains, manhole sections, catch basin grates, etc.					
10003110 56061 - Downtown Supplies					23,000.00
Materials and supplies for downtown/Riverbank Park/Boardwalk. Banners and flags as well as holiday lights. Litter and graffiti control. $10,000 is dedicated to continued updating of holiday lights.					
10003110 56062 - Traffic/Regulatory Signs					15,000.00
Traffic signs, regulatory, warning, parking, etc. Street name signs, ped crossing signs, etc.					
10003110 56221 - Elec - Street Lighting					374,500.00
Monthly charges for all City streetlights as well as Riverbank Park, Boardwalk, Plaza and Ped Bridge lighting.					
10003110 56222 - Elec - Traffic Lights					7,500.00
Power charges for 21 traffic signals.					
10003110 56900 - Downtown Contractual					6,000.00
Electrical contractor costs for downtown/riverbank park including street lights, boardwalk lights, outlets, etc.					
10003110 57301 - Small Equipment					4,000.00
Backpack blowers, grass trimmers, work zone signage, chainsaws, PPE, rain gear, etc.					

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10003110 57390 - Special Equipment					.00
Replacement pavement hotbox for 2006 model. The current model is beyond its useful life and is in need of significant repair.					
Mayor Cut. Need to add to CIP request					
10003110 58930 - Road Salt/Calcium					162,498.00 *
Road salt - 3,000 tons @ $61/ton		2,418.00	61.00		147,498.00
Mayor Cut $35,500					
Calcium Chloride Salt Treatment - 6,000 gal at $2.50/gal.		6,000.00	2.50		15,000.00
10003110 58935 - Bituminous Concrete					140,000.00
Used for road patching, grinding, curb replacement, sidewalk resurfacing, crack sealing.					
Mayor Cut $10,000					
10003110 58936 - Cold Mix/Patch					4,000.00
Patching of potholes during winter months when paving plants aren't open.					
10003110 58937 - Traffic Paint/Striping					48,000.00
Safety lines, crosswalks, double yellows, fog lines, turn arrows, etc.					
10003110 58938 - Culverts/Pipes					7,500.00
Purchase of driveway culverts, road crossings, catch basins, etc.					
10003110 58939 - Winter Sand & Gravel					32,700.00 *
Winter Sand - 1,500 cubic yards		1,500.00	7.00		10,500.00
Salt for winter sand - 200 ton		200.00	61.00		12,200.00
Gravel and stone for construction projects.		1.00	10,000.00		10,000.00

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
TOTAL Highways & Streets					2,170,924.00

City of V[illegible]rook
Draft FY19 Budget

ACCOUNTS FOR: General Fund			FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
Refuse & Collection								
10003200	51100	Salaries - Regular FT/PT	32,169	32,067	17,186	36,624	36,444	13.6%
10003200	51300	Salaries - Overtime	1,844	1,000	555	1,000	1,000	0.0%
10003200	53618	Postclosure Care Costs	13,311	17,000	3,647	17,000	17,000	0.0%
10003200	53715	Refuse Collection	684,484	712,103	291,056	726,345	712,137	0.0%
10003200	54440	Equipment Rental	5,462	6,000	2,293	6,000	6,000	0.0%
10003200	54599	Demolition Costs	1,129	5,000	8	5,000	5,000	0.0%
10003200	55400	Recycling Education/Enforc	27,427	15,500	5,534	20,000	20,000	29.0%
10003200	55500	Printing Services	-	400	-	400	400	0.0%
10003200	58931	Disposal Fee - Catch Basin	36,094	39,000	10,086	39,000	39,000	0.0%
10003200	58932	Tipping Fees	286,025	303,150	157,610	331,350	315,385	4.0%
10003200	58934	Haz Waste Collection	12,369	12,500	6,163	9,000	9,000	-28.0%
TOTAL	**Refuse & Collection**		**1,100,314**	**1,143,720**	**494,138**	**1,191,719**	**1,161,366**	**1.5%**

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund
10003200 Refuse & Collection

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10003200 51100 - Salaries - Regular FT/PT					36,444.00 *
SUSTAINABILITY COORDINATOR (3078)		.75	.00		36,619.00
SUSTAINABILITY COORDINATOR (3078)		.00	.00		5.00
Mayor Adj - COLA		1.00	180.00		-180.00

Salary for 30 hours of the Sustainability Coordinator for solid waste and recycling services. The remaining 10 hours are paid through sewer user fees for Clean Water Act permitting compliance.

10003200 51300 - Salaries - Overtime 1,000.00

10003200 53618 - Postclosure Care Costs 17,000.00

Required annual monitoring costs for the closed Sandy Hill Landfill. Monitoring includes groundwater sampling, testing and preparation of the required annual report.

10003200 53715 - Refuse Collection 712,137.00

Collection for curbside refuse and recycling. Curbside collection is available to residential properties (6 units or less). Increase is due to addition of new streets and cost increases with our hauler.

Mayor Adj - $14,208

10003200 54440 - Equipment Rental 6,000.00

Provides for recycle/MSW dumpsters at City buildings.

10003200 54599 - Demolition Costs 5,000.00

Disposal costs for items such as roadside debris, large wood from City tree work, TV's, monitors, debris left roadside.

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10003200 55400 - Recycling Education/Enforc					20,000.00

Education and enforcement for city-wide programs. Includes funds for school classroom education and awareness. Annual solid waste and recycling flyer printing and postage. Toter replacement costs of $16,000. Increase is due to the vast majority of toters being over 10 years old and we are seeing irreparable damage requiring replacement rather than repair.

10003200 55500 - Printing Services					400.00

Used for information materials such as tag system labels.

10003200 58931 - Disposal Fee - Catch Basin					39,000.00

This funds disposal costs for 1,400 tons of street sweeping material at $18/ton and 300 tons of catchbasin debris at $45/ton.

10003200 58932 - Tipping Fees					315,385.00

Municipal solid waste costs for curbside collection. Estimate of 4,700 tons at $70.50. Increase is due to added residential units in the City over the past 3 years.

Mayor Adj - $15,965

10003200 58933 - Leaf Collection					.00

Collection and disposal costs for fall yard debris program including leaf and brush drop off at Commercial Paving. Commerical Paving is composting and selling the leaves so there is no charge to the City.

10003200 58934 - Haz Waste Collection					9,000.00

Funds the household hazardous waste program. This program is held every fall at Casella Waste transfer facility on County Road. We continue to see a decreased demand for this program as basements have been cleaned out and have switched vendors lowering costs.

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
TOTAL Refuse & Collection					1,161,366.00

City of W[illegible]brook
Draft FY19 Budget

ACCOUNTS FOR: General Fund			FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
Fleet Maintenance								
10003300	51100	Salaries - Regular FT/PT	207,826	197,697	98,579	207,892	206,869	4.6%
10003300	51300	Salaries - Overtime	25,508	15,000	8,138	15,000	15,000	0.0%
10003300	51600	Unused Comp Absence	877	-	1,810	2,000	2,000	0.0%
10003300	54300	Repairs/Maint (NonCap)	136,145	75,000	48,346	110,000	110,000	46.7%
10003300	54340	Repairs/Maint Vehicles	21,889	28,000	9,704	30,000	30,000	7.1%
10003300	54390	Maint - Small Equip	-	2,000	-	2,000	2,000	0.0%
10003300	54440	Equipment Rental	891	3,500	172	3,500	3,500	0.0%
10003300	56043	Tires	10,167	15,000	5,832	15,000	15,000	0.0%
10003300	56260	Fuel & Gas	34,027	25,305	3,101	31,250	31,250	23.5%
10003300	56261	Diesel	57,298	57,690	(461)	78,000	78,000	35.2%
10003300	56262	Equipment Oil	13,527	15,000	5,041	15,000	15,000	0.0%
10003300	56700	Auto Parts	111,683	140,000	50,721	120,000	120,000	-14.3%
10003300	56800	Cutting Edges	25,086	28,000	9,664	28,000	28,000	0.0%
10003300	57301	Small Equipment	8,604	20,000	16,789	12,000	12,000	-40.0%
TOTAL	**Fleet Maintenance**		**653,528**	**622,192**	**257,434**	**669,642**	**668,619**	**7.5%**

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund
10003300 Fleet Maintenance

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10003300 51100 - Salaries - Regular FT/PT					206,869.00 *
EQUIPMENT TECH (3023)		1.00	.00		48,496.00
EQUIPMENT TECH (3023)		.00	.00		510.00
EQUIPMENT TECH (3023)		.00	.00		100.00
EQUIPMENT TECH (3023)		.00	.00		500.00
EQUIPMENT TECH (3059)		1.00	.00		48,065.00
EQUIPMENT TECH (3059)		.00	.00		2,137.00
EQUIPMENT TECH (3059)		.00	.00		500.00
OPERATIONS SUPERVISOR (3060)		1.00	.00		59,664.00
EQUIPMENT TECH (3095)		1.00	.00		47,097.00
EQUIPMENT TECH (3095)		.00	.00		323.00
EQUIPMENT TECH (3095)		.00	.00		500.00
POITRAS MARK OPERATIONS SUPERVISOR (3060)		1.00	.00		.00
Mayor Adj - COLA		1.00	1,023.00		-1,023.00
10003300 51300 - Salaries - Overtime					15,000.00
10003300 51600 - Unused Comp Absences					2,000.00
10003300 54300 - Repairs/Maint (NonCap)					110,000.00

Outsourced repair for Public Services equipment, body and paint maintenance, springs, major engine and transmission repairs. Increase is due to historic costs in this line.

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10003300 54340 - Repairs/Maint Vehicles					30,000.00
Consumables to maintain equipment, repair parts, nuts, bolts, hydraulic lines, shop chemicals, etc.					
10003300 54390 - Maint - Small Equip					2,000.00
carburetors, pull cords, drivelines, etc.					
10003300 54440 - Equipment Rental					3,500.00
Outside services and special rental equipment, towing expenses, gas bottle lease.					
10003300 56043 - Tires					15,000.00
Tire replacements for all Public Services equipment.					
10003300 56260 - Fuel, Gas					31,250.00
14,500 gallons for Public Services Department at $2.50/gallon less a $5,000 credit for School Dept. fuel usage. Increase is due to higher fuel prices.					
10003300 56261 - Fuel, Diesel					78,000.00
Diesel fuel for Public Services 26,000 gal at $3/gal. Increase due to higher fuel prices.					
10003300 56262 - Equipment Oil					15,000.00
Equipment and vehicle oils/lubrication.					
10003300 56700 - Auto Parts					120,000.00
Funds the repairs and parts for all Public Services vehicles and equipment.					
10003300 56800 - Cutting Edges					28,000.00
Steel cutting edges for snow plow. Brooms for street sweeping.					
10003300 57301 - Small Equipment					12,000.00
Small equipment and tools for fleet maintenance division which includes diagnostic equipment, software and upgrades. Decrease is due to heavy equipment diagnostic tool which was purchased in previous year.					

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10003300 57390 - Electrical & Radio Replacement					.00

TOTAL Fleet Maintenance 668,619.00

City of W[illegible]rook
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ACCOUNTS FOR: General Fund		FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
Cemeteries							
10003400	51100 Salaries - Regular FT/PT	16,469	17,775	-	17,775	17,775	0.0%
10003400	51200 Salaries -Temp Employees	-	7,680	-	-	-	-100.0%
10003400	51300 Salaries - Overtime	2,437	4,500	-	4,500	4,500	0.0%
10003400	54330 TechConsult - Maint	40,250	44,000	16,500	44,000	44,000	0.0%
10003400	56046 Cemetery Supplies	6,114	3,000	1,048	4,500	4,500	50.0%
TOTAL	**Cemeteries**	**65,270**	**76,955**	**17,548**	**70,775**	**70,775**	**-8.0%**

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund
10003400 Cemeteries

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10003400 51100 - Salaries - Regular FT/PT					17,775.00 *
		1.00	17,775.00		17,775.00
Regular salaries for Public Services employees time to perform burials at the 5 City cemeteries. Based on 40 burials and 40 cremations with a blended labor rate - offset against Highways & Streets budget.					
10003400 51200 - Salaries -Temp Employees					.00
10003400 51300 - Salaries - Overtime					4,500.00
Overtime for Saturday burials.					
10003400 54330 - TechConsult - Maint					44,000.00
Contracted mowing for 5 cemeteries: Woodlawn, Larrabee Heights, Saccarappa, Conant and Highland Lake.					
10003400 56046 - Cemetery Supplies					4,500.00
200 Veterans' standards annually, burial supplies, plywood for ground protection.					
TOTAL Cemeteries					70,775.00

City of [illegible]brook
Draft FY19 Budget

ACCOUNTS FOR: General Fund		FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
Athletic Facilities & Grounds							
10003500	51100 Salaries - Regular FT/PT	98,195	91,594	47,112	96,453	95,978	4.8%
10003500	51200 Salaries -Temp Employees	34,546	67,570	21,466	67,570	67,570	0.0%
10003500	51300 Salaries - Overtime	6,620	7,500	3,349	7,500	7,500	0.0%
10003500	51600 Unused Comp Absence	41		643	2,450	2,450	0.0%
10003500	52901 Uniforms	230	2,450	629	2,000	2,000	-18.4%
10003500	53300 Professional Employee Training	693	2,000	-	2,000	2,000	0.0%
10003500	54420 Equipment & Vehicle Lease	12,054	19,054	-	12,055	12,055	-36.7%
10003500	54440 Outside Rentals/Contracts	23,303	26,500	537	27,500	27,500	3.8%
10003500	56044 Paint	14,344	20,000	2,824	20,000	20,000	0.0%
10003500	56045 Landscaping/Agri Supplies	41,667	54,750	36,066	54,750	54,750	0.0%
10003500	56260 Fuel	4,468	5,000	2,058	6,500	6,500	30.0%
10003500	56261 Fuel	357	1,000	145	1,500	1,500	50.0%
10003500	57301 Equipment	19,636	12,000	4,533	12,000	12,000	0.0%
10003500	58100 Dues & Fees	165	500	-	500	500	0.0%
TOTAL	**Athletic Facilities & Grounds**	**256,318**	**309,918**	**119,363**	**312,778**	**312,303**	**0.8%**

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund
10003500 Athletic Facilities & Grounds

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10003500 51100 - Salaries - Regular FT/PT					95,978.00 *
GROUNDSKEEPER (7752)		1.00	.00		37,922.00
GROUNDSKEEPER (7752)		.00	.00		280.00
GROUNDS SUPERINTENDENT (7845)		1.00	.00		58,251.00
Mayor Adj - COLA		1.00	475.00		-475.00
10003500 51200 - Salaries -Temp Employees					67,570.00 *
$12/hr for 40 hours per week from April 1 through October 31		1.00	67,570.00		67,570.00 A
10003500 51300 - Salaries - Overtime					7,500.00
Cost to cover evening and weekend games at athletic facilities. Winter snow removal of City buildings.					
10003500 51600 - Unused Comp Absences					2,450.00
Uniforms for 2 full-time employees in athletic field maintenance.					
10003500 52901 - Uniforms					2,000.00
Professional development for 2 full time employees for turf management, pesticide and herbicide treatment, arborist license, etc.					
10003500 53300 - Professional Employee Training					2,000.00
Professional development for 2 full time employees for turf management, pesticide and herbicide treatment, arborist license, etc.					
10003500 54420 - Equipment & Vehicle Lease					12,055.00 *
Year 5 of 5 One Ton Truck lease		1.00	12,055.00		12,055.00
		1.00	.00		.00

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10003500 54440 - Outside Rentals/Contracts					27,500.00
Organic fertilizer program for athletic facilities $25,500. Other outside equipment rentals.					
10003500 56044 - Paint					20,000.00
Field paint, $14,500; paint dye $1,500; aerosol paint $4,000.					
10003500 56045 - Landscaping/Agri Supplies					54,750.00 *
Grass seed, infield soil mix, goals, etc.		1.00	54,750.00		54,750.00
Quality Blue Blend		1.00	.00		.00
Sand		1.00	.00		.00
Compost		1.00	.00		.00
Irrigation Repairs		1.00	.00		.00
Reed Custom Soils		1.00	.00		.00
Shaw Brothers Ballpark Mix		1.00	.00		.00
Dura Edge Pro Slide		1.00	.00		.00
All Sport		1.00	.00		.00
Clay for mounds and batters boxes		1.00	.00		.00
Plant materials and Nursury stock		1.00	.00		.00
Chalk		1.00	.00		.00
Stone dust for warning tracks and walkways		1.00	.00		.00
mulch		1.00	.00		.00

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10003500 56260 - Fuel, Gas					6,500.00
Increase due to fuel prices rising					
10003500 56261 - Fuel, Diesel					1,500.00
Increase due to rising fuel prices.					
10003500 57301 - Equipment					12,000.00 *
Oil, grease, lubricants, blades, spark plugs, repair parts, etc.		1.00	6,000.00		6,000.00
Rakes, shovels, tapes, latex gloves, hammers, matt drags, etc.		1.00	3,000.00		3,000.00
Bases, base anchors, pitching rubbers, nets, string, corner flags, etc.		1.00	3,000.00		3,000.00
10003500 58100 - Dues & Fees					500.00
Dues and memberships to turf management organizations.					
TOTAL Athletic Facilities & Grounds					312,303.00

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City of W[illegible]brook
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ACCOUNTS FOR: General Fund		FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
General Assistance							
10004431	51100 Salaries - Regular FT/PT	74,463	76,420	32,484	77,734	77,602	1.5%
10004431	51110 Salaries - Elec/Boards	318	-	42	318	318	0.0%
10004431	51600 Unused Comp Absence	1,062	-	1,011	1,100	1,100	0.0%
10004431	53300 Training/Translation	5,666	8,000	1,539	8,000	6,000	-25.0%
10004431	59501 Utility	26,344	25,000	7,309	25,000	20,000	-20.0%
10004431	59502 Non Food Items	27,856	18,000	9,580	18,000	18,000	0.0%
10004431	59503 Emergency Shelter	5,465	10,000	650	10,000	5,000	-50.0%
10004431	59504 Rental Assistance	556,706	500,000	177,457	500,000	378,000	-24.4%
10004431	59506 Fuel (Regular)	-	5,000	-	5,000	2,000	-60.0%
10004431	59507 Burials	1,910	3,500	-	3,500	2,000	-42.9%
10004431	59508 Emergency Heat	-	2,500	-	2,500	1,000	-60.0%
10004431	59509 Food	61,809	40,000	15,200	40,000	35,000	-12.5%
10004431	59510 Medical Supplies	42,609	48,000	4,364	48,000	33,000	-31.3%
10004431	59511 GA Job Training	40	250	-	250	250	0.0%
TOTAL	**General Assistance**	**804,250**	**736,670**	**249,637**	**739,402**	**579,270**	**-21.4%**

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund
10004431 General Assistance

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10004431 51100 - Salaries - Regular FT/PT					77,602.00 *
ADMINISTRATIVE ASSISTANT (5018)		1.00	.00		50,859.00
GENERAL ASSISTANCE COORDINATOR (7922)		.50	.00		26,875.00
Mayor Adj - COLA		1.00	132.00		-132.00
10004431 51110 - Salaries - Elec/Boards					318.00
10004431 51600 - Unused Comp Absences					1,100.00
10004431 53300 - Training/Translation					6,000.00
Mayor Adj - Cut of $2,000					
10004431 59501 - Utility					20,000.00
Mayor Adj - Cut of $5,000					
10004431 59502 - Non Food Items					18,000.00
10004431 59503 - Emergency Shelter					5,000.00
Mayor Adj - Cut of $5,000					
10004431 59504 - Rental Assistance					378,000.00
Mayor Cut of $122,000					
10004431 59506 - Fuel (Regular)					2,000.00
Mayor Adj - Cut of $3,000					
10004431 59507 - Burials					2,000.00
Mayor Adj - Cut of $1,500					

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

		VENDOR	QUANTITY	UNIT COST	2019	Mayor
10004431 59508 - Emergency Heat						1,000.00
	Mayor Adj - Cut of $1,500					
10004431 59509 - Food						35,000.00
	Mayor Adj - Cut of $5,000					
10004431 59510 - Medical Supplies						33,000.00
	Mayor Adj - Cut of $15,000					
10004431 59511 - GA Job Training						250.00
TOTAL General Assistance						579,270.00

City of W[illegible]brook
Draft FY19 Budget

ACCOUNTS FOR: General Fund		FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
Social Services							
10004432	51100 Salaries - Regular FT/PT	26,483	24,993	12,733	26,875	26,743	7.0%
10004432	51600 Unused Comp Absence	1,062	-	1,011	-	-	0.0%
10004432	59450 Social Service Agencies	112,000	118,200	104,200	118,200	70,200	-40.6%
TOTAL	**Social Services**	**139,545**	**143,193**	**117,944**	**145,075**	**96,943**	**-32.3%**

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund
10004432 Social Services

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10004432 51100 - Salaries - Regular FT/PT					26,743.00 *
GENERAL ASSISTANCE COORDINATOR (7922)		.50	.00		26,875.00
Mayor Adj - COLA		1.00	132.00		-132.00
10004432 51600 - Unused Comp Absences					.00
10004432 59450 - Social Service Agencies					70,200.00 *
HomeHealth Visiting Nurses		1.00	8,000.00		8,000.00
Southern Maine Agency on Aging		1.00	8,000.00		8,000.00
VNA Home Health Hospice		1.00	8,000.00		8,000.00
Family Crisis Services		1.00	5,000.00		5,000.00
Trauma Intervention Program		1.00	2,000.00		2,000.00
Woodfords Family Services		1.00	5,000.00		5,000.00
The Opporunity Alliance		1.00	10,000.00		10,000.00
Sexual Assault Response Services of Southern Maine		1.00	1,000.00		1,000.00
Intercultural Community Center		1.00	7,000.00		7,000.00
Mayor Cut... Move $8,000 to Before and After Care leaving $7000 for Committee to decide					
United Way of Greater Portland on behalf of Westbrook Children's Project		1.00	10,000.00		10,000.00
My Place Teen Center		1.00	.00		.00
Mayor Cut... Moved to Before & After Care					
Westbrook Food & Resource Ctr		1.00	6,200.00		6,200.00

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
TOTAL Social Services					96,943.00

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City of W[illegible]rook
Draft FY19 Budget

ACCOUNTS FOR: General Fund		FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
Community Services							
10005100	51100 Salaries - Regular FT/PT	221,311	207,639	102,690	215,094	214,036	3.1%
10005100	51300 Salaries - Overtime	1,535	-	895	1,500	1,500	0.0%
10005100	51600 Unused Comp Absence	187		-	200	200	0.0%
10005100	53300 Training	1,015	2,000	959	7,500	7,500	275.0%
10005100	54300 Repairs/Maint (NonCap)	2,360	5,000	5,461	5,000	5,000	0.0%
10005100	55310 Postage	5,127	7,000	1,825	3,000	3,000	-57.1%
10005100	54420 Lease	-	-	-	7,250	7,250	0.0%
10005100	55500 Printing Services	9,918	10,000	1,660	4,000	4,000	-60.0%
10005100	55800 Travel	1,187	1,000	504	4,000	4,000	300.0%
10005100	55900 Park Band Concerts	-	3,600	3,600	5,000	5,000	38.9%
10005100	56000 General Supplies	9	2,000	64	500	500	-75.0%
10005100	56010 Meeting Expense	686	400	537	1,000	1,000	150.0%
10005100	58100 Dues & Memberships	99	400	-	400	400	0.0%
10005100	59220 Transfer to Special Revenue	30,300	32,300	-	32,300	32,300	0.0%
TOTAL	**Community Services**	**273,734**	**271,339**	**118,195**	**286,744**	**285,686**	**5.3%**

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund
10005100 Community Services

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10005100 51100 - Salaries - Regular FT/PT					214,036.00 *
DIRECTOR OF COMMUNITY SERVICES (5922)		1.00	.00		82,765.00
DEPUTY DIRECTOR FOR RECREATION (5986)		1.00	.00		59,964.00
BUILDING SUPERVISOR (7830)		1.00	.00		37,760.00
OFFICE COORDINATOR (7985)		.50	.00		24,413.00
SECRETARY (8105)		.32	.00		10,192.00
Mayor Adj - COLA		1.00	1,058.00		-1,058.00
10005100 51110 - Salaries - Elec/Boards					.00
10005100 51200 - Salaries -Temp Employees					.00
10005100 51300 - Salaries - Overtime					1,500.00
10005100 51600 - Unused Comp Absences					200.00
10005100 53300 - Training					7,500.00
10005100 54300 - Repairs/Maint (NonCap)					5,000.00
10005100 54420 - Equipment & Vehicle Lease					7,250.00
Lease for Service Truck					
10005100 55310 - Postage					3,000.00
10005100 55500 - Printing Services					4,000.00

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10005100 55800 - Travel					4,000.00
10005100 55900 - Park Band Concerts					5,000.00
10005100 56000 - General Supplies					500.00
10005100 56010 - Meeting Expense					1,000.00
10005100 58100 - Dues & Memberships					400.00
10005100 59220 - Transfer to Special Revenue					32,300.00
Funds transferred to Pool Special Revenue Fund to Offset deficit in budget					
TOTAL Community Services					285,686.00

ACCOUNTS FOR: Recreation Fund		FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS As of 12/31/17	FY2019 DEP REQUEST	FY2019 MAYOR	PCT CHANGE
2300	**Recreation Fund**						
23005100	44700 Recreation Revenue	(104,088)	(88,950)	(36,437)	(80,000)	(80,000)	-10.1%
23005100	46200 Rental Revenues	(21,563)	(40,000)	(7,936)	(20,000)	(20,000)	-50.0%
23005100	46400 Contributions from Private Sou	(2,616)	(2,500)	-	-	-	-100.0%
23005100	51100 Salaries - Regular FT/PT	49,518	49,450	22,907	48,000	48,000	-2.9%
23005100	51200 Salaries -Temp Employees	51,171	30,000	38,559	37,500	37,500	25.0%
23005100	51300 Salaries - Overtime	318	-	2,937	-	-	0.0%
23005100	52901 Uniforms	-	-	264	1,000	1,000	0.0%
23005100	53410 Consultants	26,524	26,000	7,920	-	-	-100.0%
23005100	54330 Software Support	3,751	3,000	4,916	4,500	4,500	50.0%
23005100	56000 General Supplies	11,307	10,000	1,913	5,000	5,000	-50.0%
23005100	56010 Other Supplies	8,033	6,000	790	-	-	-100.0%
23005100	57301 Equipment	1,408	1,000	-	1,000	1,000	0.0%
23005100	58900 Recreation Expense	4,019	3,000	1,478	3,000	3,000	0.0%
23005100	58940 Winter West Expenses	-	3,000	55	-	-	-100.0%
TOTAL	**Recreation Fund**	**27,784**	**-**	**37,366**	**-**	**-**	**0.0%**

PROJECTION: 20192 FY2019 Budget Others - Recreation, WEIC and Garage

ACCOUNTS FOR:
Recreation Fund

23005100 Rec Funds

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
23005100 44700 - 02300 Recreation Revenue					-80,000.00
23005100 46200 - 02300 Rental Revenues					-20,000.00
23005100 46400 - 02300 Contributions from Private Sou					.00
23005100 51100 - 02300 Salaries - Regular FT/PT					48,000.00
23005100 51200 - 02300 Salaries -Temp Employees					37,500.00 *
BUILDING SUPERVISOR (7986)		1.00	.00		22,391.00
Other Temps		1.00	15,109.00		15,109.00
23005100 51300 - 02300 Salaries - Overtime					.00
23005100 52901 - 02300 Uniforms					1,000.00
23005100 53410 - 02300 Consultants					.00
23005100 54330 - 02300 IT Repairs & Maintenance - Sof					4,500.00
23005100 56000 - 02300 General Supplies					5,000.00
23005100 56010 - 02300 Other Supplies					.00
23005100 56049 - 02300 Childrens Program Supplies					.00
23005100 56900 - 02300 Other Supplies					.00

PROJECTION: 20192 FY2019 Budget Others - Recreation, WEIC and Garage

ACCOUNTS FOR:
Recreation Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
23005100 57301 - 02300 Equipment					1,000.00
23005100 58900 - 02300 Recreation Expense					3,000.00
23005100 58940 - 02300 Winter West Expenses					.00
23005100 59400 - 02300 Transfer to Capital Project Fu					.00
TOTAL Rec Funds					.00
TOTAL Recreation Fund					.00
TOTAL REVENUE					-100,000.00
TOTAL EXPENSE					100,000.00
GRAND TOTAL					.00

** END OF REPORT - Generated by Suzanne Knight **

ACCOUNTS FOR: Recreation Fund		FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS As of 12/31/17	FY2019 DEP REQUEST	FY2019 MAYOR	PCT CHANGE
2310	**Before & After School Care**						
23005100	44700 LEARNS Revenue	(301,541)	(270,000)	(93,768)	(361,710)	(361,710)	34.0%
23005100	44702 Donations	(1,100)	-	-	-	-	0.0%
23005100	49101 Transfer from Fund Balance	-	-	-	-	(139,000)	0.0%
23005100	51100 Salaries - Regular FT/PT	90,877	86,239	48,039	127,273	127,273	47.6%
23005100	51200 Salaries -Temp Employees	163,790	165,000	59,272	200,000	200,000	21.2%
23005100	51300 Salaries - Overtime	282	2,500	516	3,000	3,000	20.0%
23005100	51600 Unused Comp Ab	182		-	-	-	0.0%
23005100	52901 Uniforms	-	-	-	1,000	1,000	0.0%
23005100	53410 Consultants	-		-	3,000	3,000	0.0%
23005100	56010 Other Supplies	67	2,500	1,557	2,000	2,000	-20.0%
23005100	56049 Childrens Program Supplies	1,051	1,500	349	5,000	5,000	233.3%
23005100	58900 LEARNS Expense	979			2,000	2,000	0.0%
23005100	59220 Transfer Out to FB	-	12,261		18,437	18,437	50.4%
23005100	59450 Social Services Agencies	-	-	-	-	139,000	0.0%
TOTAL	**Before & After School**	**(45,414)**	**-**	**15,964**	**-**	**-**	**0.0%**

PROJECTION: 20192 FY2019 Budget Others - Recreation, WEIC and Garage

ACCOUNTS FOR:
Recreation Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
23005100 Rec Funds					
23005100 44700 - 02310 LEARNS Revenue					-361,710.00
23005100 46400 - 02310 Contributions from Private Sou					.00
23005100 49101 - 02310 Transfers from other Funds					-139,000.00
Mayor Adj. - Balance Before and After Care Program Budget to zero. Funds to come out of there Fund Balance Reserves.					
23005100 51100 - 02310 Salaries - Regular FT/PT					127,273.00 *
PROGRAM COORDINATOR (5949)		1.00	.00		46,595.00
PROGRAM ASSISTANT (7140)		.50	.00		24,981.00
OFFICE COORDINATOR (7985)		.50	.00		24,413.00
SECRETARY (8105)		.31	.00		10,192.00
PROGRAM ASSISTANT (8137)		.50	.00		21,092.00
23005100 51200 - 02310 Salaries -Temp Employees					200,000.00
23005100 51300 - 02310 Salaries - Overtime					3,000.00
23005100 51600 - 02310 Unused Comp Absences					.00
23005100 52901 - 02310 Uniforms					1,000.00
23005100 53410 - 02310 Consultants					3,000.00
23005100 56010 - 02310 Other Supplies					2,000.00

PROJECTION: 20192 FY2019 Budget Others - Recreation, WEIC and Garage

ACCOUNTS FOR:
Recreation Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
23005100 56049 - 02310 Childrens Program Supplies					5,000.00
23005100 58900 - 02310 LEARNS Expense					2,000.00
23005100 59220 - 02310 Trans to Special Revenue					18,437.00
23005100 59450 - 02310 Social Service Agencies					139,000.00
Mayor Add - My Teen Ctr $82,000 and Intercultural Community Ctr $57,000					
TOTAL Rec Funds					.00
TOTAL Recreation Fund					.00
TOTAL REVENUE					-500,710.00
TOTAL EXPENSE					500,710.00
GRAND TOTAL					.00

** END OF REPORT - Generated by Suzanne Knight **

ACCOUNTS FOR: Recreation Fund		FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS As of 12/31/17	FY2019 DEP REQUEST	FY2019 MAYOR	PCT CHANGE
2340	**Summer Camp**						
23005100	44700 Summer Camp Revenue	(172,677)	(180,667)	(203,807)	(192,000)	(192,000)	6.3%
23005100	51100 Salaries - Regular FT/PT	17,284	17,667	11,595	46,073	46,073	160.8%
23005100	51200 Salaries -Temp Employees	106,914	125,000	108,737	115,927	115,927	-7.3%
23005100	51300 OT	50		218	500	500	0.0%
23005100	53410 Consultants	24,559	25,000	9,643	25,000	25,000	0.0%
23005100	56010 Other Supplies	3,142	5,500	327	1,000	1,000	-81.8%
23005100	56049 Childrens Program Supplies	-	7,500	-	3,000	3,000	-60.0%
23005100	58900 Summer Camp Expense	-		-	500	500	0.0%
TOTAL	**Summer Camp**	**(20,727)**	**-**	**(73,286)**	**-**	**-**	**0.0%**

PROJECTION: 20192 FY2019 Budget Others - Recreation, WEIC and Garage

ACCOUNTS FOR:
Recreation Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
23005100 Rec Funds					
23005100 44700 - 02340 Summer Camp Revenue					-192,000.00
23005100 51100 - 02340 Salaries - Regular FT/PT					46,073.00 *
PROGRAM ASSISTANT (7140)		.50	.00		24,981.00
PROGRAM ASSISTANT (8137)		.50	.00		21,092.00
23005100 51200 - 02340 Salaries -Temp Employees					115,927.00 *
ART INSTRUCTOR (7855)		1.00	.00		19,910.00
Other Temps		1.00	96,017.00		96,017.00
23005100 51300 - 02340 Salaries - Overtime					500.00
23005100 51600 - 02340 Unused Comp Absences					.00
23005100 53410 - 02340 Consultants					25,000.00
Expenses included weekly field trips, transportation, fuel and driver. Expenses also include rent for the Legion Hall for summer Teen Adventure Camp.					
23005100 56010 - 02340 Other Supplies					1,000.00
23005100 56049 - 02340 Childrens Program Supplies					3,000.00
23005100 58900 - 02340 Summer Camp Expense					500.00
TOTAL Rec Funds					.00
TOTAL Recreation Fund					.00
TOTAL REVENUE					-192,000.00
TOTAL EXPENSE					192,000.00
GRAND TOTAL					.00

** END OF REPORT - Generated by Suzanne Knight **

ACCOUNTS FOR: Recreation Fund		FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS As of 12/31/17	FY2019 DEP REQUEST	FY2019 MAYOR	PCT CHANGE
2350	**Youth Activities**						
23005100	44700 Youth Program Revenue	(39,569)	(45,500)	(8,818)	(13,000)	(13,000)	-71.4%
23005100	51200 Salaries -Temp Employees	15,229	10,000	29,054	5,000	5,000	-50.0%
23005100	53410 Consultants	29,130	32,500	8,119	3,500	3,500	-89.2%
23005100	56049 Childrens Program Supplies	28		-	2,000	2,000	0.0%
23005100	58900 Youth Program Expense	9,388	3,000	2,944	2,500	2,500	-16.7%
TOTAL	**Youth Activities**	**14,206**	**-**	**31,300**	**-**	**-**	**0.0%**

PROJECTION: 20192 FY2019 Budget Others - Recreation, WEIC and Garage

ACCOUNTS FOR:
Recreation Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
23005100 Rec Funds					
23005100 44700 - 02350 Youth Program Revenue					-13,000.00
23005100 44702 - 02350 Donations for Scholarship					.00
23005100 51100 - 02350 Salaries - Regular FT/PT					.00
23005100 51200 - 02350 Salaries -Temp Employees					5,000.00
23005100 53410 - 02350 Consultants					3,500.00
23005100 56000 - 02350 General Supplies					2,000.00
23005100 56010 - 02350 Other Supplies					.00
23005100 56049 - 02350 Childrens Program Supplies					.00
23005100 58900 - 02350 Youth Program Expense					2,500.00
TOTAL Rec Funds					.00
TOTAL Recreation Fund					.00
TOTAL REVENUE					-13,000.00
TOTAL EXPENSE					13,000.00
GRAND TOTAL					.00

** END OF REPORT - Generated by Suzanne Knight **

ACCOUNTS FOR: Recreation Fund		FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS As of 12/31/17	FY2019 DEP REQUEST	FY2019 MAYOR	PCT CHANGE
2370	**Westbrook Pool**						
23005100	44700 Pool Revenue	(45,661)	(52,700)	(12,799)	(30,000)	(30,000)	-43.1%
23005100	46200 Rental Revenues	(23,610)	(30,000)	(9,094)	(33,000)	(33,000)	10.0%
23005100	49100 Transfers from General Fund	(30,300)	(32,300)	(32,300)	(32,300)	(32,300)	0.0%
23005100	51100 Salaries - Regular FT/PT	11,185	-	-	-	-	0.0%
23005100	51200 Salaries -Temp Employees	50,332	67,000	25,459	58,500	58,500	-12.7%
23005100	51300 Salaries - OT	118			-	-	0.0%
23005100	52901 Uniforms	-	1,200	230	1,000	1,000	-16.7%
23005100	53300 Professional Employee Training	1,944	1,800	710	1,800	1,800	0.0%
23005100	53410 Consultants	1,860	6,000	-	4,000	4,000	-33.3%
23005100	54300 Repairs & Maintenance	2,380	10,000	6,882	10,000	10,000	0.0%
23005100	56000 General Supplies	4,141	3,000	1,447	3,000	3,000	0.0%
23005100	56044 Chemical Supplies	10,409	12,000	4,512	12,000	12,000	0.0%
23005100	58900 Pool Expense		14,000	6,261	5,000	5,000	-64.3%
TOTAL	**Westbrook Pool**	**(17,201)**	**-**	**(8,694)**	**-**	**-**	**0.0%**
	TOTAL	**(41,351)**	**-**	**2,651**	**-**	**-**	

PROJECTION: 20192 FY2019 Budget Others - Recreation, WEIC and Garage

ACCOUNTS FOR:
Recreation Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
23005100 Rec Funds					
23005100 44700 - 02370 Pool Revenue					-30,000.00
23005100 46200 - 02370 Rental Revenues					-33,000.00
23005100 49100 - 02370 Transfers from General Fund					-32,300.00
Transfer from General Fund					
23005100 51100 - 02370 Salaries - Regular FT/PT					.00
23005100 51200 - 02370 Salaries -Temp Employees					58,500.00
23005100 51300 - 02370 Salaries - Overtime					.00
23005100 52901 - 02370 Uniforms					1,000.00
23005100 53300 - 02370 Professional Employee Training					1,800.00
23005100 53410 - 02370 Consultants					4,000.00
Seals Parking Attendance					
23005100 54300 - 02370 Repairs & Maintenance					10,000.00
23005100 56000 - 02370 General Supplies					3,000.00
23005100 56044 - 02370 Chemical Supplies					12,000.00
23005100 58900 - 02370 Pool Expense					5,000.00
TOTAL Rec Funds					.00
TOTAL Recreation Fund					.00
TOTAL REVENUE					-95,300.00
TOTAL EXPENSE					95,300.00
GRAND TOTAL					.00

PROJECTION: 20192 FY2019 Budget Others - Recreation, WEIC and Garage

ACCOUNTS FOR:
Recreation Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor

** END OF REPORT - Generated by Suzanne Knight **

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City of [illegible]brook
Draft FY19 Budget

ACCOUNTS FOR: General Fund		FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
Library							
10005510	51100 Salaries - Regular FT/PT	369,242	380,019	181,010	390,560	388,639	2.3%
10005510	51110 Salaries - Elec/Boards	831	1,044	213	1,044	1,044	0.0%
10005510	51200 Salaries -Temporary Employees	40,922	55,000	29,803	48,756	60,000	9.1%
10005510	51300 Salaries - Overtime	137	1,000	14	1,000	-	-100.0%
10005510	51600 Unused Comp Absence	1,521	-	691	1,000	1,000	0.0%
10005510	53300 Training	993	5,500	2,424	4,759	4,959	-9.8%
10005510	53520 Professional Services - IT/Tec	340	-	-	-	-	0.0%
10005510	54330 TechConsult - Maint	16,012	21,125	17,686	15,600	15,600	-26.2%
10005510	55310 Postage	224	200	83	250	250	25.0%
10005510	55800 Travel	1,481	3,000	497	3,000	2,500	-16.7%
10005510	56000 General Supplies	8,422	10,000	6,090	12,000	11,000	10.0%
10005510	56049 Children's Program Supplies	3,295	3,400	697	4,000	3,500	2.9%
10005510	56050 Adult Program Supplies	718	1,700	480	3,700	750	-55.9%
10005510	56052 Other Programs Supplies	-	1,000	67	500	500	-50.0%
10005510	56400 Books and Materials Children	35,770	14,000	6,343	16,000	15,500	10.7%
10005510	56401 Books and Materials Adults	-	18,500	10,218	23,000	21,500	16.2%
10005510	56440 Subscriptions	6,221	8,280	4,899	10,400	9,950	20.2%

City of W[illegible]rook
Draft FY19 Budget

ACCOUNTS FOR: General Fund			FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
10005510	56600	Audio Visual	12,769	16,000	5,017	25,000	22,200	38.8%
10005510	57340	Hardware	6,291	7,300	3,558	12,000	12,000	64.4%
10005510	58100	Dues & Memberships	175	800	-	800	800	0.0%
TOTAL	**Library**		**505,365**	**547,868**	**269,791**	**573,369**	**571,692**	**4.3%**

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund
10005510 Library

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10005510 51100 - Salaries - Regular FT/PT					388,639.00 *
ADMINISTRATIVE ASSISTANT (5019)		1.00	.00		50,859.00
LIBRARY TECHNICAL ASSISTANT (5336)		1.00	.00		22,383.00
LIBRARIAN (5404)		1.00	.00		51,033.00
LIBRARY TECHNICAL ASSISTANT (5423)		.50	.00		19,590.00
YOUTH SERVICES ASSISTANT (5424)		.63	.00		23,826.00
LIBRARY DIRECTOR (5428)		1.00	.00		81,102.00
LIBRARIAN (7919)		1.00	.00		50,371.00
LIBRARIAN (7945)		1.00	.00		48,142.00
LIBRARIAN (8063)		1.00	.00		43,254.00
Mayor Adj - COLA		1.00	1,921.00		-1,921.00
10005510 51110 - Salaries - Elec/Boards					1,044.00 *
Judith Reidman, Board of Regents Chairperson, $15/meeting x 12 meetings = $180		1.00	180.00		180.00
Board of Regents, 6 members x 12 meetings @ $12/meeting = $864		1.00	864.00		864.00
10005510 51200 - Salaries -Temporary Employees					60,000.00 *
Robin Sanford, per diem Professional Cataloger for adult materials, 8 hrs/wk x 52 wks @ $18.92 = 7,870.72		1.00	7,871.00		7,871.00
Cynthia Rasmussen-Dykes, per diem Professional Cataloger for children's materials, 7 hrs/wk x 52 wks @ $18.92 = $6,886.88		1.00	6,887.00		6,887.00
Martha Goodale, Adult Services		1.00	9,360.00		9,360.00

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
collection assitant, 12 hrs/wk x 52 wks x $15 = $9,360		1.00	6,864.00		6,864.00
Everett Prairie, Youth Services shelver, 12 hrs/wk x 52 wks x $11/hr = 6,864		1.00	3,935.00		3,935.00
		1.00	3,001.00		3,001.00
		1.00	3,120.00		3,120.00
		1.00	3,120.00		3,120.00
		1.00	1,135.00		1,135.00
		1.00	3,463.00		3,463.00
Mayor Add - $11,244 to bring the total to $60,000		1.00	11,244.00		11,244.00
10005510 51300 - Salaries - Overtime					.00
Misc. overtime for professional and para-professional staff, only used when unavoidable.		1.00	.00		.00
Mayor Cut - Reduce to 0					
10005510 51600 - Unused Comp Absences					1,000.00
10005510 53300 - Training					4,959.00 *
Fees for workshops and conferences		1.00	2,700.00		2,700.00
Mayor Adj - increase $200					
Professional and collection development journals Based on $80 per event x 15		1.00	1,200.00		1,200.00
Lynda.com online training site; 1 seat license As needed		1.00	359.00		359.00
Staff appreciation and meeting supplies		1.00	700.00		700.00

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10005510 53520 - Professional Services - IT/Tec					.00
DSCI contract for public network and PCs		12.00	.00		.00
10005510 54330 - TechConsult - Maint					15,600.00 *
Minerva consortium fee		1.00	4,200.00		4,200.00
Minerva settle-up (to reimburse other Minerva libraries for lost materials borrowed by our patrons)		1.00	800.00		800.00
3M Self-checkout machines (Cancelling service contract 9/2018)		.00	.00		.00
3M Gate contract (Cancelling service contract 9/2018)		1.00	.00		.00
3M Book checks (Cancelling service contract 9/2018)		2.00	.00		.00
New England Micrographics (for transferring American Journal to microfilm)		1.00	250.00		250.00
Axis 360 Service fee (cancelled in 2016)		1.00	.00		.00
Advance Technology video surveillance service contract (Cancelled due to new contract with Cunningham Security, FY 2018 CIP)		1.00	.00		.00
Networkmaine Particpation Fee for ME Schools & Libraries Network (100Mbps broadband public network) (No fee for FY 2019) New fee for 7/1/16-6/30/17		1.00	.00		.00
Envisionware (public PC management software) (Cancelled, replaced by Userful system, FY 2018 CIP)		1.00	.00		.00
Minerva delivery fee (Fee increased because Minerva		1.00	2,300.00		2,300.00

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
undercharged us in previous years: this is the correct fee)					
Contingency for possible parts & labor charges for repairs to 3M devices due to cancellation of service contracts		1.00	2,000.00		2,000.00
Web hosting and domain registration fees		1.00	600.00		600.00
Printer Copi (annual contract fee for new public printer, includes tech support and toner replacement)		1.00	500.00		500.00
MailChimp fee (online email and marketing tool, for newsletter distribution and patron opt-in targeted emails)		1.00	200.00		200.00
OCS Self-Service Copier/Scanner/Printer/Fax (for public use)		1.00	2,000.00		2,000.00
Userful MS Office service (annual fee for maintaining MS Office on public computers)		1.00	100.00		100.00
Adobe Creative Suite (annual subscription fee; used for designing our newsletter, brochures, posters and web and social media posts)		1.00	350.00		350.00
Beanstack (online tool for facilitating reading programs, book discussion, reading challenges and reader recommendations, for both children and adults) (3 year subscription)		1.00	1,500.00		1,500.00
Library Thing for Libraries (library catalog and website/social media enrichment service, patron-oriented and interactive) annual subscription fee		1.00	800.00		800.00

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10005510 55310 - Postage					250.00 *
USPS Mail for direct Interlibrary Loan (postal rates increased last year)		1.00	250.00		250.00
10005510 55800 - Travel					2,500.00 *
Misc. mileage and other travel expenses associated with conferences, workshops, deliveries etc		1.00	2,500.00		2,500.00
Mayor Adj - Decrease $500					
10005510 56000 - General Supplies					11,000.00 *
Office supplies, cataloging and processing materials, furnishings for staff and public spaces, book display materials		1.00	11,000.00		11,000.00
Mayor Adj - Decrease $1,000					
10005510 56049 - Childrens Program Supplies					3,500.00 *
Summer Reading Program supplies (prizes, refreshments, promotional materials)		1.00	1,700.00		1,700.00
Craft supplies and refreshments for ongoing children's and teen programs		1.00	800.00		800.00
Supplies for children's Makerspace programming		1.00	300.00		300.00
Fees and honoraria for performers and program presenters		1.00	700.00		700.00
Mayor Adj - Decrease $500					

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10005510 56050 - Adult Program Supplies					750.00 *
Movie licensing fee (performance rights used by both Youth Services and Adult Service)		1.00	550.00		550.00
Mayor Adj - Decrease $50					
Craft program supplies and refreshments for book groups and other events		1.00	200.00		200.00
Mayor Adj - Decrease $400					
Monthly book programming - resources and materials for programs and displays		1.00	.00		.00
Mayor Adj - Decrease $2,000					
Printing & marketing supplies		1.00	.00		.00
Mayor Adj - Decrease $500					
10005510 56052 - Other Program Supplies					500.00
Supplies for unique, cross-departmental programming					
10005510 56400 - Children Books and Materials					15,500.00 *
Children's print books, updating the collection after thorough weeding project		1.00	15,500.00		15,500.00
Mayor Adj - Decrease $500					
		1.00	.00		.00
		1.00	.00		.00
		1.00	.00		.00
10005510 56401 - Adult Books & Materials					21,500.00
Regular print books $12,500 Large print books $6,500 Graphic novels $2,500					
Mayor Adj - Decrease $1,500					

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10005510 56440 - Subscriptions					9,950.00 *
Print magazines		1.00	6,750.00		6,750.00
Mayor Adj - Decrease $550					
Maine InfoNet CloudLibrary (downloadable books participation fee)		1.00	1,500.00		1,500.00
USA Today (national newspaper subscription)		1.00	400.00		400.00
Portland Press Herald ($352) and local magazine subscriptions		1.00	600.00		600.00
Bookpage (book review magazine for patrons)		1.00	600.00		600.00
RDA Toolkit subscription (for cataloging)		1.00	100.00		100.00
10005510 56600 - Audio Visual					22,200.00 *
DVDs for the youth collection (generally G and PG)		1.00	4,000.00		4,000.00
Children's and Teen audiobooks		1.00	2,000.00		2,000.00
Video games for children and teens (new collection initiative based on patron requests)		1.00	3,000.00		3,000.00
Mayor Adj - Decrease $1,000					
DVDs for the adult collection (generally PG-13 and R)		1.00	9,200.00		9,200.00
Mayor Adj - Decrease $800					
Audiobooks for the adult collection		1.00	4,000.00		4,000.00
Mayor Adj - Decrease $1,000					

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10005510 57340 - Hardware, New					12,000.00 *
Laptops for programming and patron use including software		1.00	6,500.00		6,500.00
Replacing computer peripherals (keyboards, mice, headphones and monitors)		1.00	2,500.00		2,500.00
Network device upgrades (Ethernet cables, wireless access points) also MS Office & Adobe Creative Cloud		1.00	1,000.00		1,000.00
Software licenses (MS Office for laptops and software needed for programs)		1.00	.00		.00
Included in lap top cost.					
Mobile sound system for movies and presentations		1.00	1,000.00		1,000.00
Self-service credit card devices for circulation desk and printer/copier stations		1.00	1,000.00		1,000.00
		1.00	.00		.00
10005510 58100 - Dues & Memberships					800.00 *
Discounted membership dues for staff to Maine Library Association & New England Library Association, and institutional membership to ALA		1.00	800.00		800.00
10005510 59900 - Transfer to Trust/Agency					.00
TOTAL Library					571,692.00

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City of W[illegible]brook
Draft FY19 Budget

ACCOUNTS FOR: General Fund		FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
City Hall Building							
10006100	54105 Water & Sewer	526	900	235	900	900	0.0%
10006100	54311 Copier Service Agreements	2,384	3,236	1,532	3,239	3,239	0.1%
10006100	55310 Postage	18,317	27,000	13,046	27,540	27,540	2.0%
10006100	55400 Advertising	8,443	9,000	8,365	9,000	9,000	0.0%
10006100	56000 General Supplies	1,000	1,000	828	1,500	1,500	50.0%
10006100	56099 Misc Supplies	3,586	4,000	1,028	4,000	4,000	0.0%
10006100	56210 Natural Gas	7,349	8,000	657	8,000	8,000	0.0%
10006100	56220 Electricity	10,869	12,000	4,382	12,000	12,000	0.0%
							-
TOTAL	**City Hall Building**	**52,473**	**65,136**	**30,071**	**66,179**	**66,179**	**1.6%**

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund
10006100 City Hall Building

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10006100 54105 - Water & Sewer					900.00
Water and sewer for City Hall					
10006100 54311 - Copier Service Agreements					3,239.00
Postage Meter Lease $426/qtr for $1,704 Annual Photo Copier Lease $1,535					
10006100 55310 - Postage					27,540.00
Postage use for City Hall. Anticipate an increase in postage cost of 2%					
10006100 55400 - Advertising					9,000.00
10006100 56000 - General Supplies					1,500.00
Shredding services and kitchen supplies					
10006100 56099 - Misc Supplies					4,000.00
10006100 56210 - Natural Gas					8,000.00
Natural gas supply and delivery to City Hall.					
10006100 56220 - Electricity					12,000.00
TOTAL City Hall Building					66,179.00

City of [illegible]brook
Draft FY19 Budget

ACCOUNTS FOR: General Fund			FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
Public Safety Building								
10006200	54105	Water & Sewer	5,759	5,800	2,023	6,000	6,000	3.4%
10006200	54300	Repairs/Maint (NonCap)	11,311	5,000	6,462	12,000	12,000	140.0%
10006200	54312	Building Security	543	500	-	-	-	-100.0%
10006200	54330	TechConsult - Maint	36,427	17,425	9,152	17,425	17,425	0.0%
10006200	55310	Postage	1,862	2,000	820	2,000	2,000	0.0%
10006200	55320	Telephone (land line)	16,008	18,000	2,769	7,056	7,056	-60.8%
10006200	56000	General Supplies	-	4,000	-	-	-	-100.0%
10006200	56210	Natural Gas	22,916	34,000	2,905	34,000	34,000	0.0%
10006200	56220	Electricity	49,548	60,000	21,363	60,000	55,000	-8.3%
10006200	56240	Oil	8,864	6,000	1,361	6,500	6,500	8.3%
10006200	56261	Fuel	-	800	-	400	400	-50.0%
TOTAL	**Public Safety Building**		**153,237**	**153,525**	**46,855**	**145,381**	**140,381**	**-8.6%**

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund
10006200 Public Safety Building

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10006200 54105 - Water & Sewer					6,000.00
Water and sewer for PSB					
10006200 54300 - Repairs/Maint (NonCap)					12,000.00
Funds small equipment needs for PSB. Garage door repairs, electrical repairs, etc. Increase is due to the building aging and requiring more preventative maintenance.					
10006200 54312 - Building Security					.00
10006200 54330 - TechConsult - Maint					17,425.00
Service contracts: Diesel exhaust removal system, $3,000; washer and dryer, $1,400; ADT security, $11,825.					
10006200 55310 - Postage					2,000.00
10006200 55320 - Telephone (land line)					7,056.00
TELCO Circuit Charges $120/mon $1,440 Fairpoint Communications $330/mon $4,224 Charter Comm Holding $116/mon $1,392					
10006200 56000 - General Supplies					.00
10006200 56210 - Natural Gas					34,000.00
Natural gas for heating, hot water and cooking.					
10006200 56220 - Electricity					55,000.00
Based on historic usage.					
Mayor Cut $5,000					
10006200 56240 - Oil					6,500.00
Heating oil for Station 3.					

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10006200 56261 - Fuel, Diesel					400.00
Generator fuel at PSB.					
TOTAL Public Safety Building					140,381.00

City of W[illegible]brook
Draft FY19 Budget

ACCOUNTS FOR: General Fund			FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
Public Services Building								
10006300	54105	Water & Sewer	5,740	12,000	1,661	7,500	7,500	-37.5%
10006300	54200	Cleaning Supplies	184	300	-	300	300	0.0%
10006300	54300	Repairs/Maint (NonCap)	1,938	8,000	2,837	8,000	8,000	0.0%
10006300	54312	Building Security	1,020	1,250	-	1,250	1,250	0.0%
10006300	56210	Natural Gas	15,335	50,000	2,206	40,000	40,000	-20.0%
10006300	56220	Electricity	22,783	45,000	8,477	35,000	35,000	-22.2%
10006300	56240	Oil	(574)	-	-	-	-	0.0%
TOTAL	**Public Services Building**		**46,426**	**116,550**	**15,181**	**92,050**	**92,050**	**-21.0%**

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund
10006300 Public Services Building

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10006300 54105 - Water & Sewer					7,500.00
Water and sewer charges for Public Services building including vehicle wash bay and Riverbank Park. Decrease is due to historic use numbers.					
10006300 54200 - Cleaning Supplies					300.00
Specialty degreaser cleaning supplies for work areas.					
10006300 54300 - Repairs/Maint (NonCap)					8,000.00
Building repairs and maintenance. Overhead door repairs, electrical, HVAC and overhead crane.					
10006300 54312 - Building Security					1,250.00
Building security and fire alarm monitoring for 2 buildings.					
10006300 56210 - Natural Gas					40,000.00
Natural gas for heat and hot water. Downward adjustment due to usage history. We are still learning annual costs for commodities for the facility and hope to have further reductions in future years.					
10006300 56220 - Electricity					35,000.00
Electricity costs for Public Services. Downward adjustment due to usage history.					
10006300 56240 - Oil					.00
TOTAL Public Services Building					92,050.00

City of W[illegible]brook
Draft FY19 Budget

ACCOUNTS FOR: General Fund			FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
FCW Building								
10006400	54105	Water & Sewer	16,416	17,000	5,863	17,000	17,000	0.0%
10006400	54300	Repairs/Maint (NonCap)	20,197	35,000	3,541	35,000	35,000	0.0%
10006400	54440	Equipment Rental	-	3,000	-	-	-	-100.0%
10006400	56210	Natural Gas	51,788	60,000	10,695	55,000	55,000	-8.3%
10006400	56220	Electricity	65,499	60,000	27,982	70,000	70,000	16.7%
TOTAL	**FCW Building**		**153,900**	**175,000**	**48,082**	**177,000**	**177,000**	**1.1%**

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund
10006400 FCW Building

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10006400 54105 - Water & Sewer					17,000.00
Water and sewer for Fred C Wescott Building including Davan Pool.					
10006400 54300 - Repairs/Maint (NonCap)					35,000.00
Minor building repairs and upgrades. This is an aging building that has had a significant amount of deferred maintenance.					
10006400 54440 - Equipment Rental					.00
10006400 56210 - Natural Gas					55,000.00
Natural gas for heat and hot water. We are currently seeking bids for a major upgrade to heating and cooling of this building. Improved efficiency will see these numbers decrease in future budget years.					
10006400 56220 - Electricity					70,000.00
TOTAL FCW Building					177,000.00

City of W[illegible]brook
Draft FY19 Budget

ACCOUNTS FOR: General Fund		FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
Walker Memorial Library							
10006500	54105 Water & Sewer	1,744	2,000	734	2,000	2,000	0.0%
10006500	56210 Natural Gas	7,917	9,000	700	9,000	9,000	0.0%
10006500	56220 Electricity	20,334	25,000	7,686	25,000	25,000	0.0%
TOTAL	**Walker Memorial Library**	**29,995**	**36,000**	**9,120**	**36,000**	**36,000**	**0.0%**

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund
10006500 Walker Memorial Library

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10006500 54105 - Water & Sewer					2,000.00
Water and sewer rates remaining stable.					
10006500 56210 - Natural Gas					9,000.00
Natural gas for hot water and heat in the library addition. Also provides backup heat for historic section of library below 12 deg F.					
10006500 56220 - Electricity					25,000.00
Power for library as well as heat for the historic section.					
TOTAL Walker Memorial Library					36,000.00

City of W[illegible]brook
Draft FY19 Budget

ACCOUNTS FOR: General Fund			FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
Buildings & Plant								
10006600	51100	Salaries - Regular FT/PT	46,265	45,680	23,038	47,281	67,653	48.1%
10006600	51300	Salaries - Overtime	-	2,000	992	2,500	2,500	25.0%
10006600	54200	Cleaning Services	188,053	216,500	97,262	216,500	216,500	0.0%
10006600	54300	Repairs/Maint (NonCap)	83,725	80,000	16,179	80,000	80,000	0.0%
10006600	54312	Building Service Agreements	74,270	90,000	52,431	80,000	80,000	-11.1%
10006600	56051	Cleaning Supplies	29,409	33,000	16,332	33,000	33,000	0.0%
TOTAL	**Buildings & Plant**		**421,721**	**467,180**	**206,235**	**459,281**	**479,653**	**2.7%**

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund
10006600 Buildings & Plant

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10006600 51100 - Salaries - Regular FT/PT					67,653.00 *
BUILDING SUPERINTENDENT (1225)		.80	.00		47,281.00
Mayor Add - New Facilities Technician Position will be added in January. Budget reflects 50% of total wages.		1.00	20,706.00		20,706.00
Mayor Adj - COLA		1.00	334.00		-334.00
10006600 51300 - Salaries - Overtime					2,500.00
Emergency callouts for Building Superintendent.					
10006600 54200 - Cleaning Services					216,500.00
Services contracted with outside vendor for Custodial $208,000. Carpet extraction $8,500.					
10006600 54300 - Repairs/Maint (NonCap)					80,000.00
Miscellaneous repairs for all City buildings.					
10006600 54312 - Building Service Agreements					80,000.00
Service contracts for all City buildings - HVAC, Pest Control, Sprinklers, Plumbing, Electrical, Security, Elevator, etc.					
10006600 56051 - Cleaning Supplies					33,000.00
Cleaning supply costs for all City buildings.					
TOTAL Buildings & Plant					479,653.00

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City of W[illegible]brook
Draft FY19 Budget

ACCOUNTS FOR: General Fund		FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
Debt Service							
10007100	54330 TechConsult - Maint	-	50,000	-	50,000	-	-100.0%
10007100	58310 Debt Service	2,011,049	2,127,354	1,993,354	2,258,870	2,258,870	6.2%
10007100	58320 Debt Service -Interest	671,392	624,431	320,120	558,310	558,310	-10.6%
TOTAL	**Debt Service**	**2,682,442**	**2,801,785**	**2,313,474**	**2,867,180**	**2,817,180**	**0.5%**

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund
10007100 Debt Service

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10007100 54330 - TechConsult - Maint					.00
No Borrowing					
10007100 58310 - Debt Service				2,258,870.00	
Add Calpine of $205,000					
10007100 58320 - Debt Service -Interest				558,310.00	
Per Bond Schedule $605,409.87 Less Premium for $ 69,100.50 for 2017 Bond Prem of HVAC and Emergency Comm Total Net $536,309.37 Add Calpine $ 22,000 Total $558,309.37					
TOTAL Debt Service				2,817,180.00	

City of W[illegible]rook
Draft FY19 Budget

ACCOUNTS FOR: General Fund		FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS	FY2019 DEPT	FY2019 MAYOR	PCT CHANGE
County Taxes							
10008999	58999 Payments to Other Governments	1,276,744	1,352,140	1,352,140	1,402,177	1,402,177	3.7%
TOTAL	County Taxes	**1,276,744**	**1,352,140**	**1,352,140**	**1,402,177**	**1,402,177**	**3.7%**
Transfer to School Dep							
10009100	59160 Trans to SD	18,126,496	18,871,881	18,871,881	18,871,881	20,446,601	8.3%
TOTAL	Transfer to School Dep	**18,126,496**	**18,871,881**	**18,871,881**	**18,871,881**	**20,446,601**	**8.3%**
Transfer to TIFS							
10009200	59200 Trans to TIFs	1,616,768	1,626,226	1,626,226	1,306,558	1,306,558	-19.7%
TOTAL	Transfer to TIFS	**1,616,768**	**1,626,226**	**1,626,226**	**1,306,558**	**1,306,558**	**-19.7%**
Transfer							
10009210	59210 Trans to Reserves	12,000	12,000	12,000	12,000	12,000	0.0%
10009220	59400 Trans to Capital Projects	40,000		1,611,700	-	-	0.0%
TOTAL	Transfer to Reserves	**52,000**	**12,000**	**1,623,700**	**12,000**	**12,000**	**0.0%**
TOTAL	**General Fund**	**44,721,020**	**46,975,015**	**36,368,741**	**49,005,033**	**49,933,369**	**6.3%**

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund
10008999 County Taxes

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10008999 58999 - Payments to Other Governments					1,402,177.00
Need to update County Tax					
TOTAL County Taxes					1,402,177.00

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund
10009100 Transfer to School Dep

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10009100 59160 - Trans to SD				20,446,601.00	
School Tax needs $20,446,601					
TOTAL Transfer to School Dep				20,446,601.00	

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund
10009200 Transfer to TIFS

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10009200 59200 - Trans to TIFs					1,306,558.00
Acadia	$224,555				
D&G	$ 55,812				
SYSCO	$127,908				
LANCO	$ 42,430				
Olympia	$100,739				
IDEXX	$223,190				
SIGCO	$ 31,924				
Downtown	$500,000				
TOTAL Transfer to TIFS					1,306,558.00

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund
10009210 Transfer to Reserves

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10009210 59210 - Trans to Reserves					12,000.00
Transfer Reserve Account for the Davan Pool (02152) for $7,500 and City Hall (02160) for $4,500.					
TOTAL Transfer to Reserves					12,000.00

PROJECTION: 20190 2019 General Fund Budget

ACCOUNTS FOR:
General Fund
10009220 Transfer to Capital Projects

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
10009220 59400 - Transfer to Capital Project Fu					.00
TOTAL Transfer to Capital Projects					.00
TOTAL General Fund					49,933,369.00
TOTAL REVENUE					.00
TOTAL EXPENSE					49,933,369.00
GRAND TOTAL					49,933,369.00

** END OF REPORT - Generated by Tressina Germani **

FY2018 COUNTY OF CUMBERLAND-

2018 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 2018 shows overall County increase of **Valuation Growth**

Tax Distribution Schedule

	3.27%		4.53%			
Town	State 2017 Valuation	2017 Tax	State 2018 Valuation	Val Change %	2018 Tax	Percent Tax Change
Baldwin	150,050,000	104,271	156,800,000	4.5%	108,967	4.50%
Bridgton	969,700,000	673,846	996,400,000	2.8%	692,437	2.76%
Brunswick	2,184,050,000	1,517,700	2,252,400,000	3.1%	1,565,279	3.13%
Cape Elizabeth	1,915,450,000	1,331,050	1,980,850,000	3.4%	1,376,569	3.42%
Casco	637,100,000	442,722	648,250,000	1.8%	450,494	1.76%
Chebeague Island	180,350,000	125,326	192,150,000	6.5%	133,532	6.55%
Cumberland	1,171,250,000	813,904	1,264,650,000	8.0%	878,854	7.98%
Falmouth	2,338,100,000	1,624,750	2,401,350,000	2.7%	1,668,790	2.71%
Freeport	1,520,550,000	1,056,633	1,595,900,000	5.0%	1,109,052	4.96%
Frye Island	151,700,000	105,417	152,500,000	0.5%	105,978	0.53%
Gorham	1,602,450,000	1,113,546	1,682,600,000	5.0%	1,169,303	5.01%
Gray	888,850,000	617,664	928,000,000	4.4%	644,903	4.41%
Harpswell	1,862,850,000	1,294,498	1,896,600,000	1.8%	1,318,020	1.82%
Harrison	505,450,000	351,238	528,600,000	4.6%	367,344	4.59%
Long Island	152,500,000	105,973	166,150,000	9.0%	115,464	8.96%
Naples	741,450,000	515,235	773,550,000	4.3%	537,570	4.33%
New Gloucester	493,500,000	342,934	505,350,000	2.4%	351,187	2.41%
North Yarmouth	466,000,000	323,824	484,450,000	4.0%	336,663	3.96%
Portland	8,501,550,000	5,907,743	9,049,500,000	6.4%	6,288,845	6.45%
Pownal	234,900,000	163,232	245,150,000	4.4%	170,364	4.37%
Raymond	1,046,300,000	727,076	1,067,550,000	2.0%	741,881	2.04%
Scarborough	3,899,350,000	2,709,666	4,068,100,000	4.3%	2,827,079	4.33%
Sebago	364,450,000	253,257	380,850,000	4.5%	264,667	4.51%
South Portland	3,738,700,000	2,598,030	4,008,550,000	7.2%	2,785,695	7.22%
Standish	1,024,950,000	712,240	1,054,250,000	2.9%	732,639	2.86%
Westbrook	1,945,800,000	1,352,140	2,017,700,000	3.7%	1,402,177	3.70% $50,037
Windham	1,877,500,000	1,304,678	1,916,750,000	2.1%	1,332,023	2.10%
Yarmouth	1,575,000,000	1,094,470	1,635,900,000	3.9%	1,136,850	3.87%
	42,139,850,000	29,283,063	44,050,850,000	4.53%	30,612,625	4.54%

Tax Calculation	2015	2016	2017		2018	
Total Estimated Expend	39,267,552	39,895,902	41,464,388		43,098,407	
Total Estimated Revenu	(12,493,956)	(12,251,379)	(12,181,326)		(12,485,782)	
Designated Surplus	-	-	-		-	*Net Increase*
Tax Revenue Required	**26,773,596**	**27,644,523**	**29,283,062**		**30,612,625**	***4.54%***
	2015	***2016***	***2017***		***2018***	
Mil Rate	**0.0006798849**	**0.000677449**	**0.0006949019**		**0.0006949383**	
Per $1,000	**0.6798849**	**0.6774489**	**0.694901904**		**0.694938348**	
Amount for $200,000 H	**$ 135.98**	**$ 135.49**	**$ 138.98**		**$ 138.99**	
Increase		***$ (0.49)***	***$ 3.49***		***$ 0.01***	

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ACCOUNTS FOR: WEIC Fund			FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS As 12/30/17	FY2019 DEP REQUEST	FY2019 MAYOR	PCT CHANGE
2200	**WEIC**							
22001390	46000	Investment Earnings	(3,532)	(2,900)	(2,431)	(8,200)	(8,200)	0.0%
22001390	49102	Trans from TIF	(370,118)	(383,183)	(415,552)	(413,185)	(413,185)	7.8%
22001390	51100	Salaries -Reg	148,931	84,540	40,779	-	-	-100.0%
22001390	52900	Other Employees	41,838	27,975	14,446	-	-	-100.0%
22001390	53405	Contractual Services	-	8,850	8,850	8,860	8,860	0.0%
22001390	53410	Consultants	48,365	40,000	36,000	-	35,000	-100.0%
22001390	58310	Debt - Princip	126,857	153,659	153,659	153,659	153,659	0.0%
22001390	58320	Debt - Interest	24,079	21,274	11,405	18,200	18,200	-14.4%
22001390	58900	WEIC Expense	44,261	48,485	29,612	239,366	204,366	393.7%
22001390	58999	Assessed Taxes	1,199	1,300	1,242	1,300	1,300	0.0%
22001390	59220	Transfer to Special Funds	30,000	-	72,800			
TOTAL	**WEIC**		**91,880**	**-**	**(49,191)**	**-**	**-**	**0.0%**

Note: () denotes surplus

PROJECTION: 20192 FY2019 Budget Others - Recreation, WEIC and Garage

ACCOUNTS FOR:
Grant Fund

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
22001390 WEIC					
22001390 46000 - 02299 Investment Earnings					-8,200.00
Investment income from CD $4,600 Investment income from other cash accounts $3,600					
22001390 49000 - 02299 WEIC Revenue					.00
22001390 49101 - 02299 Transfers from other Funds					.00
22001390 49102 - 02299 Trans from TIFs					-413,185.00
Lanco $21,215 D&G $27,906 Acadia $224,555 Sysco $63,954 Olympia $75,554					
22001390 51100 - 02299 Salaries - Regular FT/PT					.00
22001390 52900 - 02299 Other Employee Benefits					.00
22001390 53405 - 02299 Contractual Services					8,860.00
City Website from Civic Plus					
22001390 53410 - 02299 Consultants					35,000.00
Discover Downtown Westbrook allocation of $35,000					
22001390 53617 - 02299 GIS Project					.00
22001390 58310 - 02299 Debt - Principal					153,659.00
22001390 58320 - 02299 Debt - Interest					18,200.00

PROJECTION: 20192 FY2019 Budget Others - Recreation, WEIC and Garage

ACCOUNTS FOR:

Grant Fund	VENDOR	QUANTITY	UNIT COST	2019	Mayor
22001390 58900 - 02299 WEIC Expense					204,366.00
22001390 58999 - 02299 Assessed Taxes					1,300.00
FY19 Tax bill for 676 County Rd					
22001390 59220 - 02299 Trans to Special Revenue					.00
TOTAL WEIC					.00
TOTAL Grant Fund					.00
TOTAL REVENUE					-421,385.00
TOTAL EXPENSE					421,385.00
GRAND TOTAL					.00

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ACCOUNTS FOR: Parking Garage		FY2017 ACTUALS	FY2018 BUDGET	FY2018 ACTUALS As of 12/31/17	FY2019 DEP REQUEST	FY2019 MAYOR	PCT CHANGE
8100	**Parking Garage**						
81006700	46000 Investment Earnings	-		(1,743)	(5,200)	(5,200)	0.0%
81006700	46200 Rental Revenue	(248,346)	(165,564)	(121,111)	(181,656)	(181,656)	9.7%
81006700	51100 Salaries - Regular FT/PT	16,288	16,256	8,144	16,734	16,734	2.9%
81006700	51300 Salaries - Overtime	-	500	-	500	500	0.0%
81006700	54105 Water & Sewer	-	600	-	600	600	0.0%
81006700	54300 Repairs & Maintenance	4,548	10,000	16,946	15,000	15,000	50.0%
81006700	54312 Building Service Agreements	44,615	79,800	30,146	82,322	82,322	3.2%
81006700	55320 Telephone	423	3,432	108	3,432	3,432	0.0%
81006700	56220 Electricity	10,225	15,000	2,612	13,000	13,000	-13.3%
81006700	57200 Building Improvements	500	35,000	82,548	35,000	35,000	0.0%
81006700	57900 Depreciation	141,446	142,000	-	142,000	142,000	0.0%
81006700	59999 Contingency		36,926	-	-	-	0.0%
TOTAL	**PARKING**	**(30,302)**	**173,950**	**17,650**	**121,732**	**121,732**	**0.0%**

PROJECTION: 20192 FY2019 Budget Others - Recreation, WEIC and Garage

ACCOUNTS FOR:
Enterprise - Parking Garage

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
81006700 Parking Garage					
81006700 46000 - Investment Earnings					-5,200.00
Interest Income from allocated cash balances					
81006700 46200 - Rental Revenues					-181,656.00
MaineHealth Parking Garage Lease $15,138 x 12 months					
81006700 51100 - Salaries - Regular FT/PT					16,734.00 *
ADMINISTRATIVE ASSISTANT (1159)		.10	.00		4,913.00
BUILDING SUPERINTENDENT (1225)		.20	.00		11,821.00
81006700 51300 - Salaries - Overtime					500.00
For Call in related to garage					
81006700 54105 - Water & Sewer					600.00
water and sewer					
81006700 54300 - Repairs & Maintenance					15,000.00
Repairs to gates, alarms, lights etc					
81006700 54312 - Building Service Agreements					82,322.00
Suburban Security $1,175/wkly plus increase of 2% is 62,322 Snow Plowing of $20,000					
81006700 55320 - Telephone					3,432.00
Fairpoint Communications $36/month plus DSL Service $3,000					
81006700 56220 - Electricity					13,000.00
Electrical supply and service to the garage					

PROJECTION: 20192 FY2019 Budget Others - Recreation, WEIC and Garage

ACCOUNTS FOR:
Enterprise - Parking Garage

	VENDOR	QUANTITY	UNIT COST	2019	Mayor
81006700 57200 - Building Improvements					35,000.00
Repairs to garage					
81006700 57900 - Depreciation					142,000.00
Depreciation for Building					
81006700 59999 - Contingency					.00
TOTAL Parking Garage					121,732.00
TOTAL Enterprise - Parking Garage					121,732.00
TOTAL REVENUE					-186,856.00
TOTAL EXPENSE					308,588.00
GRAND TOTAL					121,732.00

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