



Cumberland County

Commissioner Workshop

Meeting Agenda - Final

Meeting Location: Feeney Conference Room

Workshops are for Commissioner review; items are informational only unless otherwise directed by the Board. The public is welcome to attend; public comment will not be received unless invited by the Board.

Monday, February 3, 2025

5:30 PM

**County Courthouse
205 Newbury St
Portland, ME 04101**

CALL TO ORDER

ATTENDANCE

NEW BUSINESS

[REV 25-01](#) 2025 - 2026 Budget Review

Attachments: [Manager Proposed 2025-2026 Budget Memo](#)
[2025-2026 Manager Proposed Budget Mon](#)
[Managers Budget 25-26](#)

[REV 25-02](#) Discussion of Agreement with Oxford County to Provide Backup Dispatch Services

Attachments: [PP - Oxford County Dispatch Back-Up](#)
[Oxford County MOU for Dispatch Back Up 1.2025](#)

ADJOURNMENT



Cumberland County

142 Federal St
Portland, ME 04101

Position Paper

File #: REV 25-01

Agenda Date: 2/3/2025

Agenda #:

Title For Agenda Item:

2025 - 2026 Budget Review

Background:

Staff request the opportunity to regroup with the County Commissioners and work through the final particulars of the 2025/2026 General Fund, Jail and Cross Insurance Arena budgets. On January 21, 2025, the Finance Committee pass along a 4-0 positive recommendation to the Commissioners.

Nothing has changed in the budget since the Commissioners were presented the budget in November of 2024. Staff continue to monitor revenues in hopes of being able to reduce the finance impact of the budget. This will be staff's practice right up to the time the final budget is presented on February 18th.

Funding Amount and Source: Various

Attachments: 2025/2026 Budget Document

Presentation: Yes

James H. Gailey, County Manager

November 15, 2024

Dear County Commissioners & Finance Committee,

In accordance with State Statute and County Charter, I present the County Manager’s Proposed 2025/2026 General Fund, Jail and Cross Insurance Arena budgets. This budget is the County’s second fiscal year budget, one year removed from the transition year. This budget document comprises of three separate budgets, all independently structured slightly different.

General Fund (2025/2026 Notables - Summary)

General Fund Tax Rate Impact:	2025/26	7.74%
Health Insurance Increase estimated:	2025/26	11%
Non-union Cost of Living Wages:	2025/26	3%
Workers Comp Premiums	2025/26	\$ 44,357
Property/Casualty Risk Pool	2025/26	\$ 49,935
IT County Software Licenses	2025/26	\$ 143,679
Body Cams/Tasers	2025/26	\$ 66,529
Probate Court Appointed Attorneys	2025/26	\$ 75,000
Capital GO Bond:	2025/26	\$3,973,901
Non-Debt Capital:	2025/26	\$ 299,600
Reinstated Jail Salaries (11 positions)	2025/2026	\$ 688,601
New Positions in General Fund:	2025/26	3
		<ul style="list-style-type: none"> • Sheriff Office Admin Trainer • Sheriff Office Civil Deputy • Regional Fire Coordinator

2025/2026 Budget Year

The 2025/2026 budget process started in late September with departments. Individual department budget reviews were conducted by Deputy Manager Alex Kimball, Finance Director Theresa Grover and myself in mid-October. After the review and adjustments of department budgets, the General Fund budget increase is up \$1,804,318.00 or 9.06%. The Jail Budget is up 8.00%, or \$1,277,635.00 and the Cross Insurance Arena Budget is down (\$54,291.00) or (-1.69%). Collectively, the three budgets represent a total increase of 7.74% or \$3,027,662.00 over the 2024/2025 budget.

The 2025/2026 budget theme is fixed costs with little wiggle room. Personally, after eighteen budgets over the years, the 2025/2026 budget is my least favorite and highest increase percentage. This year's budget is largely made up of increased fixed costs that the County needed to absorb, leaving very little alternatives. Staff scoured revenues, looking for ways to off-set the expenditure increase. Significant expenditure costs are experienced in Workers Comp, Property/Casualty Insurance, Employee, Health Insurance and Software Licenses. The Software licenses is an interesting item as many of our subscriptions are going to an annual license versus a three- to five-year contract. This new model has significantly increased the County's IT Budget. The budget does not take into consideration a lot of new project-based funding, though there are three proposed positions.

The Sheriff's Office requested three positions, of which, two made the proposed budget. The Civil Division has seen an uptick in "papers" needing to be delivered by the division. Additionally, the County has eliminated three "per diem" civil deputies, making them part-time employees. This change is as a result of the per diem civil deputies were in violation of federal labor laws. The part-time and the full-time new civil deputy positions will be offset by revenue from "paper" fees per State Statute.

The County is putting a lot of emphasis on hiring correction offices and patrol deputies. With the significant number of applicants and ultimate hires, the County finds itself in a situation where the County doesn't have enough training capacity to keep up. A new Administrative Training Assistant is proposed to add training capacity. The position is slated to begin at half year (January 2026) to reduce the impact to the budget.

Lastly, for the past year, County staff have been working with the twenty-eight fire chiefs from across the county on regional fire collaboration. An independent report was generated, which started the dialog between the fire chiefs. A few weeks ago, the County hosted a strategic planning process with the fire chiefs and town managers. The Strategic Plan calls for the need to have regional coordination performed by a position. Tasks would include, but not limited to, training of Firefighter 1, 2 and EMT candidates, bulk purchasing of equipment/gear, grant exploration and policy development. York County has a similar role supporting York County towns and it has been very beneficial and successful.

Collective Bargaining Agreements

County Human Resource staff have their work cut out for them over the next eight months. The County has four collective bargaining agreements and all four are up by June 30, 2025.

New Administration Building – Estimate Move in March 2025

This budget brings in the recognition of the County’s building purchase and that staff will be occupying the building in early spring of 2025. The purchase of the building and its internal fit-up construction costs are entirely covered by federal ARPA funding. None of the improvements have been budgeted in the General Fund. As part of the move, the County will be vacating two leased properties in the Old Port and costs associated with those properties will be transferred to cover the new building’s costs. The County is currently working with Boulos Company to sublease 25 Pearl Street in hopes of saving rent expenses on the space over the next year and half.

Annual Cost of New Building vs. Current Pearl Street Building

It is estimated to cost \$12,772 a month for running the new building, or \$153,264 a year.

The current costs of the Deeds/Regional Assessing building is \$240,500 in lease, utility and parking for 15 employees.

New Revenue from 40 spaces in County Parking Garage is estimated between \$70,000 - \$85,000.

- 40 additional parking spaces in County Garage for monthly and hourly parking

Comparison Total Expenditures 2024/2025 to 2025/2026

	Adopted 2024/25	Proposed 2025/26	Dollar Difference	Percent Change
County	\$27,272,952.00	\$29,887,816.00	\$2,237,229.00	8.20%
Jail	\$20,869,148.00	\$23,049,033.00	\$2,179,885.00	10.44%
Arena	\$3,208,507.00	\$3,154,216.00	(\$54,291.00)	(1.69%)
Overall	\$51,350,607.00	\$55,713,430.00	\$4,362,823.00	8.50%
Enterprise	\$15,992,484.00	\$15,992,484.00	\$0.00	0.00%
Grants	\$2,785,100.00	\$2,785,100.00	\$0.00	0.00%
Total Exp	\$70,128,191.00	\$74,491,014.00	\$4,362,823.00	6.22%

Total Needs from Taxes

	Adopted 2024/25	Proposed 2025/26	Dollar Change	Percent Change
County	\$19,913,538.00	\$21,717,856.00	\$1,804,318.00	9.06%
Jail	\$15,969,898.00	\$17,247,533.00	\$1,277,635.00	8.00%
Arena	\$3,208,507.00	\$3,154,216.00	(\$54,291.00)	(1.69%)
Overall	\$39,091,943.00	\$42,119,605.00	\$3,027,662.00	7.74%

Revenues:

General Fund Revenues is one area we are constantly monitoring and will continue right up to the Commissioners final review and approval in late February. The coming year’s budget is not as optimistic has we have been in the past. Adjustments to the revenues have been done it prior years and this year’s numbers are strong and make budget, but don’t offer much room to increase. The one area staff are proposing to increase revenues is the Parking Garage. This is two-fold. First, we feel that daily revenues can be increased slightly. Secondly, by upwards of 40 staff moving out of the courthouse/garage by next April, those spaces will be optioned to monthly and daily parking, increasing the revenue.

In January of 2025, the County increased monthly, daily and seasonal parking rates for the parking garage. A rate increase is done every other year and is based off from what other parking garages and lots are charging for parking on the Portland peninsula.

Revenue Noteworthy Changes for 2025/26:

Parking Garage Monthly	+\$100,000
Sheriff Office Civil Division	+\$140,000
Sheriff Office Jail (Federal Boarders)	+\$552,250
CCRCC Contract Revenues	+\$ 81,892
Probate Fees	+\$ 75,000

Tax Stabilization Reserve

The 2025/2026 budget will have \$200,000.00 of Tax Stabilization Reserve built into the General Fund budget. The Tax Stabilization Reserve is an account that was previously capitalized by the Commissioners and each year reduces its amount of funds going towards off-setting the tax rate impact.

Debt/Capital/Tax Anticipation Note

The 2025/2026 proposes a \$3,973,901 General Obligation Bond. Projects that would be included under this Bond are:

1. Jail Roof \$2,500,000.00
2. Parking Garage Rehabilitation \$ 673,901.00
3. Courthouse Windows (portion) \$ 800,000.00

The three proposed capital items above have been identified in past asset inventories as needed improvements. The Jail Roof has been proposed for bonding at least three times over the last eight years. Unfortunately, each time a more urgent improvement is needed and the Jail Roof gets postponed. The most recent occurrence was the jail door locking system coming in significantly over budget.

An independent review of the parking garage brought forth significant issues with the garage and outlined a long-term maintenance plan. Improvements began in 2024, and these funds will be used for Phase II of the garage improvements.

Non-debt capital for the 2025/26 budget year will be \$299,600.00. Many of the costs area associated with operational costs the County has historically funded annually in the non-debt capital budget. Computers,

tasers, ballistic vests, radios and Jail CIP are many of the annual budgeted items. There are no newly listed non-debt capital items in this year’s budget.

A year and half ago the County went through the process of changing its budget year from a calendar year to a fiscal year July-June. The purpose of doing this was to have better cash flow, be in line with towns fiscal years and eliminate the need to take on a yearly Tax Anticipation Note. The County provided the town’s up to five years to pay-off the six-month transition budget. Many towns have paid the full amount, which has allowed the County to propose for the first time the elimination of the TAN all together.

DESCRIPTION	Adopted 2024/25	Proposed 2025/26	Dollar Change	Percent Change
Bonded Debt Principal	\$814,638.00	\$915,546.00	\$100,908.00	12.39%
Bonded Debt Interest	\$174,697.00	\$367,383.00	\$192,686.00	110.29%
Capital Reserve	\$376,600.00	\$299,600.00	(\$77,000.00)	(20.45%)
TAN Loan	\$81,000.00	\$0.00	(-\$81,000.00)	(100%)
Total	\$1,446,935.00	\$1,582,529.00	\$135,594.00	9.37%

Grants & Human Services

Each year the County tries to do their part in supporting non-profits throughout the county. A few years ago, the County Commissioners, at the recommendation of staff, moved towards greater accountability and data sharing by partnering with the Thrive2021 Goal allocation process (United Way). Even though we contribute to Thrive2027, some agencies fall outside the qualifications; hence, the County works with those independent organizations on some level of funding. Always a tough decision process.

<u>Organization</u>	<u>Awarded 2024/25</u>	<u>Proposed 2025/26</u>
CC Extension Association	\$125,000.00	\$125,000.00
Thrive2027	\$100,000.00	\$100,000.00
CC Soil & Water	\$ 18,000.00	\$ 18,000.00
Portland Library	\$ 10,000.00	\$ 10,000.00
Tedford House	\$ 15,000.00	\$ 15,000.00
Total:	\$268,000.00	\$268,000.00

Jail Budget

The Jail budget continues to give us fits. The rising costs associated with the Jail and the 4% growth restriction by Statute is hindering the ability to fund the Jail appropriately. The 2025/26 Jail budget has exceeded the 4% CAP as staff didn’t have any other alternatives. The 4% CAP provided \$638,000 of new money. The Jail Budget is proposed to be 8.00% or \$1,277,535.00 of new money in support of the Jail. This is in addition of raising the Federal Inmate Revenue by \$552,250.00.

In the 2023/24 budget, a number of correction officer positions were “unfunded” in order to make budget. At that time, the loss of federal inmates, a reduction in State DOC funding to Jails and the 4% cap reduced

the available funding needed to operate the jail. Forty-two correction officers and three sergeants were unfunded in order to make budget. We were able to get away with the reduction due to the size of the jail at that time. Times have changed and the County Jail has seen an increase in inmates over the last year. The County needs to begin the process in funding these positions again. This budget proposes to bring back 9 Correction Officers and 2 Sergeants from the unfunded list.

Additionally, the Jail is experiencing an increase in inmates over the last year. Food and medical costs have significantly increased. The County is also negotiating two jail union contracts over the next seven months that will have impacts on this budget. The Jail budget is stressed in a variety of ways. The ability to retain staff has hampered the jail rebounding from the pandemic years, even though many new hired staff have been brought onboard. The Jail is averaging around 350-370 inmates currently. Federal Inmates have begun to come back to the Jail after a year and half hiatus.

Description	Adopted 2024/25	Proposed 2025/26	Dollar Change	Percent Change
State Funding	\$3,150,000.00	\$3,500,000.00	\$350,000.00	11.11%
Federal Boarder	\$1,747,250.00	\$2,299,500.00	\$552,250.00	31.60%
County Boarder	\$0.00	\$0.00	\$0.00	0.00%
Other Revenues	\$2,000.00	\$2000.00	\$0.00	0.00%
Jail Total Revenues	\$4,899,250.00	\$5,801,500.00	\$902,250.00	18.41%
Jail Expenses	\$20,869,148.00	\$23,049,035.00	\$2,179,885.00	10.44%
Jail Needs from Taxes	\$15,969,898.00	\$17,247,533.00	\$1,277,635.00	8.00%

Cross Insurance Arena 2025/2026

The Cross Insurance Arena Board of Trustees typically work through the General Manager’s budget during late winter of each year. The Cross Insurance Arena budget is a unique budget, as it does not follow the typical government budgeting process. The Arena’s budget is based on projected number of events (ticket sales), suite seating, concessions and sponsorships at the Arena. Shortfalls at the Arena are passed onto the tax rate. The budget requires a significant amount of forecasting and developing the budget in December can be problematic due to timing. The Arena’s impact on the General Fund comes through the prior year’s General Obligation bonds and Operational funds covering contractual commitments. This year the operations budget will be decreased by \$54,291.00 as the Arena has begun to bounce back from the pandemic.

Description	Adopted 2024/25	Proposed 2025/26	Dollar Change	Percent Change
Bond Principle and Interest	\$2,128,462.00	\$2,109,245.00	(\$19,217.00)	(0.90%)
Revolving Line of Credit	\$432,045.00	\$364,971.00	(\$67,074.00)	(15.52%)
Operational	\$648,000.00	\$680,000.00	\$32,000.00	4.94%
Cross Insurance Total	\$3,208,507.00	\$3,154,216.00	(\$54,291.00)	(1.69%)

Conclusion

I would like thank the Departments for their work on development of their individual department budgets. Staff focused on continuing to make the County a strong organization, able to do many things, but also understood this year was going to be an extremely difficult budget year. Due to how early staff started the budget process and the state of many unknowns particularly at the Jail, this budget will be a work in progress over the next two-three months.

I hope the Commissioners and the Finance Committee see this budget document as responsible budget, recognizing the current environment we are in. Alex, Theresa and myself look forward to working through the budget with you all.

A handwritten signature in black ink that reads "James H. Gailey". The signature is written in a cursive, flowing style.

James H. Gailey
County Manager

Maine
Cumberland **County**

2025/2026

Commissioner's

Proposed Budget

Tuesday, November 19, 2024

BUDGET OVERVIEW

Non-Union COLA	3%
Health Insurance Increase	11%
Proposed New Positions	3.0
TAN Loan Decrease	(\$ 81,000.00)
Capital – General Obligation Bond	\$3,973,901.00
Capital – Non-Debt	\$ 299,600.00
Tax Stabilization Reserve	\$ 200,000.00
Tax Rate Impact	7.74%

SIGNIFICANT INCREASES

Employee Health Insurance	11% increase
Workers Comp	+\$ 44,357
IT Software Subscriptions	+\$143,679
Sheriff Office Body Cams/Tasers	+\$ 66,529
Risk Pool (Property & Casualty)	+\$ 49,935
Probate Court Appointed Attorneys	+\$ 75,000
Sheriff Office Vehicle Purchase	+\$100,400
Reinstating Jail Salaries (11 total)	+\$688,601
Public Health	+\$163,452

PROPOSED POSITIONS

Admin Training Assistant – Proposed for ½ year hire (Jan 2026).
Position adds capacity to training office
Increased hiring of Jail & Patrol staff

Civil Division – Proposed FT Civil Deputy to serve legal documents
Increased workload of late, few hundred services behind
Long-term employees retiring & per diem going to PT
Position covered by increase in Civil Division revenue

Fire/EMS Coordinator – Two years working w/ Town Managers and Fire Chiefs
Discussing/Exploring ways of collaboration in areas
Report & recent Strategic Plan supporting effort
Support from Managers and Chiefs for County position

BUDGET IMPACTS

Salaries	Keeping up with market / ability to hire & retain Four Collective Bargaining Agreements expiring
Benefits	Maine Paid Family & Medical Leave 1/2 percent per employee
Software	Annual subscription-based software licenses
Sheriff Vehicles	Increased costs of purchase and fit-up.
Fixed Costs	Continue to rise (maintenance contracts, utilities, supplies)
Mandates	Fees & Operation increases mandated by State in Probate & District Attorney's Offices.

REINSTATED JAIL POSITIONS

2023/2024 Budget

Unfunded 48 Jail positions due to reduction of revenue and jail population (220). 42 Corrections Officers, 3 Sergeants, 2 Community Program Officers and 1 Records Clerk

At the time committed to funding positions back in the budget

2025/2026 Budget

With jail population on the rise (365) it is time to explore funding positions back in the budget

Revenues have returned to the Jail over the last three months.

Proposal: Reinstatement funding for 9 Corrections Officers and 2 Sergeants

REVENUE ADJUSTMENTS

Parking Garage Monthly/Hourly	+\$100,000.00
Sheriff Office Civil Division	+\$140,000.00
Sheriff Office Jail (Federal Boarders)	+\$552,250.00
Communication Contracts	+\$ 81,892.00
Probate Court Fees	+\$ 75,000.00
District Attorney Fees	+\$ 20,000.00

TOTAL EXPENDITURES

Overall Fund Description	Adopted 2024/2025	Proposed 2025/2026	Dollar Change	Percent Change
County Expenses	\$27,272,952.00	\$29,887,816.00	\$2,237,229.00	8.20%
Jail Expenses	\$20,869,148.00	\$23,049,033.00	\$2,179,885.00	10.44%
Cross Insurance Expenses	\$3,208,507.00	\$3,154,216.00	(\$54,291.00)	(1.69%)
Total Expenses	\$51,350,607.00	\$55,713,430.00	\$4,362,823.00	8.50%
Enterprise Funds	\$15,992,484.00	\$15,992,484.00	\$0.00	0.00%
Grants	\$2,785,100.00	\$2,785,100.00	\$0.00	0.00%
Total Expenditures	\$70,128,191.00	\$74,491,014.00	\$4,362,823.00	6.22%

JAIL EXPENSES & REVENUE

	Adopted	Proposed	Dollar	Percent
Description	2024/2025	2025/2026	Change	Change
State Funding	\$3,150,000.00	\$3,500,000.00	\$350,000.00	15.82%
Federal Boarder	\$1,747,250.00	\$2,229,500.00	\$552,250.00	32.14%
County Boarder	\$0.00	\$0.00	\$0.00	0.00%
Other Revenues	\$2,000.00	\$2,000.00	\$0.00	94.28%
Total Jail Revenues	\$4,899,250.00	\$5,801,500.00	\$902,250.00	30.51%
Total Jail Expenses	\$20,869,148.00	\$23,049,035.00	\$2,179,885.00	6.86%
Jail Needs from Taxes	\$15,969,898.00	\$17,247,533.00	\$1,277,635.00	8.00%

CROSS INSURANCE ARENA

	Adopted	Proposed	Dollar	Percent
Description	2024/2025	2025/2026	Change	Change
Bond Principal and Interest	\$2,128,462.00	\$2,109,245.00	(\$19,217.00)	(0.05%)
Prior Debt	\$432,045.00	\$364,971.00	(\$67,074.00)	(1.60%)
Operational	\$648,000.00	\$680,000.00	\$32,000.00	11.23%
Cross Insurance Total	\$3,208,507.00	\$3,154,216.00	(\$54,291.00)	(1.69%)

TOTAL NEEDS FROM TAXES

	Adopted	Proposed	Dollar	Percent
Description	2024/2025	2025/2026	Change	Change
County	\$19,913,538.00	\$21,717,856.00	\$1,804,318.00	9.06%
Jail	\$15,969,898.00	\$17,247,533.00	\$1,277,635.00	8.00%
Cross Insurance Arena	\$3,208,507.00	\$3,154,216.00	(\$54,291.00)	(1.69%)
Total Needs from Taxes	\$39,091,943.00	\$42,119,605.00	\$3,027,662.00	7.74%

OUTSIDE AGENCY CONTRIBUTIONS

Cumberland County Extension Services	\$125,000.00
Thrive2027 (affiliated with United Way)	\$100,000.00
Cumberland County Soil & Water	\$ 18,000.00
Portland Public Library	\$ 10,000.00
Tedford House (Homeless Shelter)	<u>\$ 15,000.00</u>
	\$268,000.00

DEBT/CAPITAL/TAN

	Adopted	Proposed	Dollar	Percent
DESCRIPTION	2024/2025	2025/2026	Change	Change
Bonded Debt Principal*	\$814,638.00	\$915,546.00	\$100,908.00	12.39%
Bonded Debt Interest*	\$174,697.00	\$367,383.00	\$192,686.00	110.29%
Capital Reserve	\$376,600.00	\$299,600.00	(\$77,000.00)	(20.45%)
Tax Anticipated Note	\$121,000.00	\$0.00	(\$81,000.00)	(57.59%)
Total	\$1,446,935.00	\$1,582,529.00	\$135,594.00	9.37%

* Includes principal and interest for 2025/2026 General Obligation Bond

CAPITAL NARRATIVE

Jail Roof - \$2,500,000.00

Identified in past 5-year capital assessment & independent roofer
Has been proposed numerous time prior
More urgent need has postponed the roof
County running out of luck on this roof

Garage Reno - \$673,901.00

Identified in an Asset Assessment of the condition of the parking garage
Assessment outlined multi-phase improvements and estimated costs
Completing Phase I in December of 2024

Courthouse Windows - \$800,000.00 / two phase approach

Identified in past 5-year capital assessment
Current windows provide little "R" value
Negotiated as part of State Courts contract – they contribute

RECENT TAX RATES

2018	4.54%
2019	4.99%
2020	4.67%
2021	1.26%
2022	3.87%
2023.5	(52.53%) (6 month)
2023/2024	5.32%
2024/2025	4.89%
2025/2026	7.74% proposed

THANK YOU

You may find the 2025/2026 Budget on the County's website at:

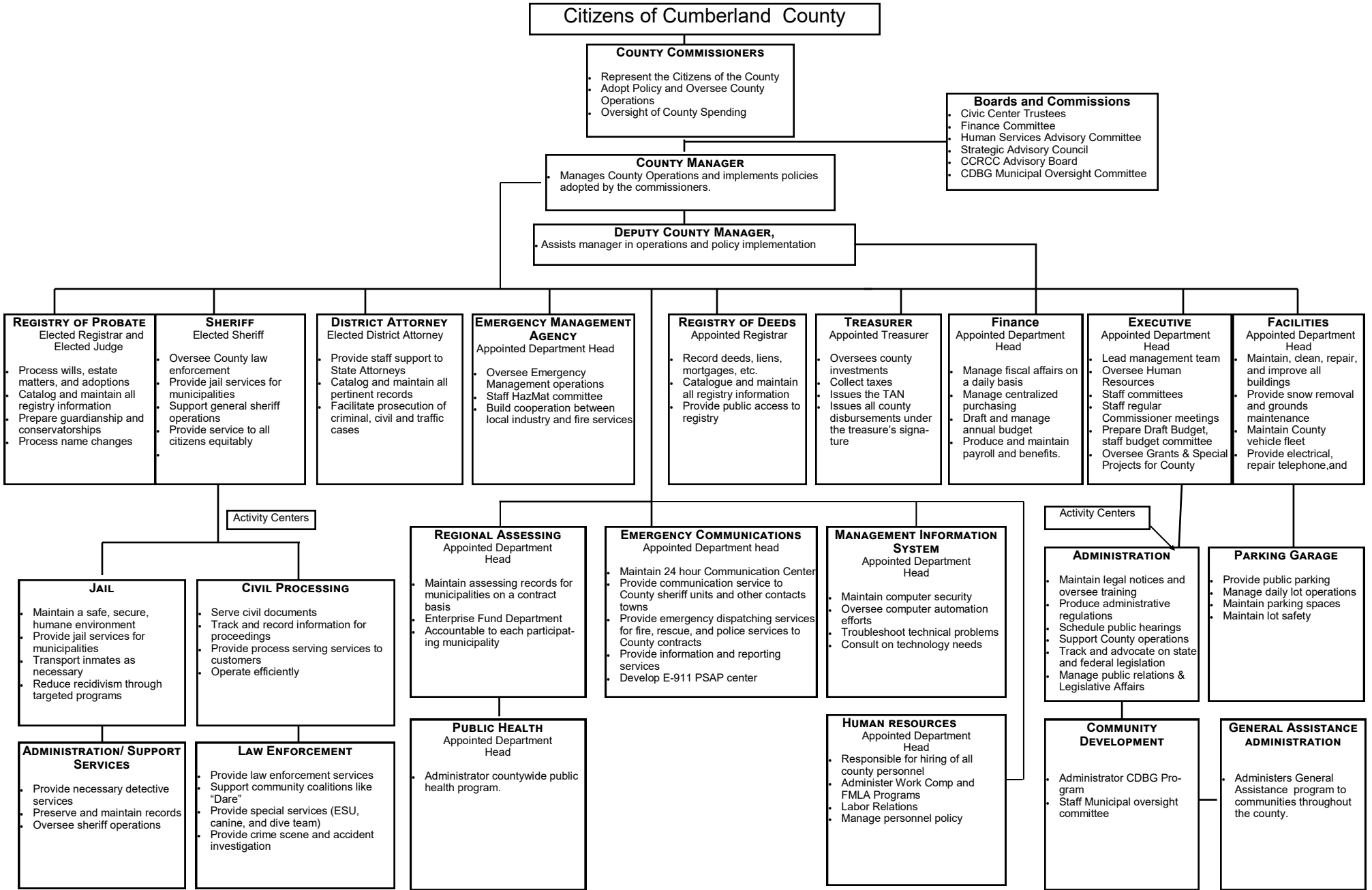
www.cumberlandcountyme.gov/finance



Budget Year 2025-26
Managers Budget
11/15/2024

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FY 2025-26 COUNTY OF CUMBERLAND ORGANIZATION CHART



County of Cumberland

Elected and Appointed Officials

2025-26

District 1	Jean-Marie Caterina	871-8380
District 2	Tom Tyler	871-8380
District 3	Steve Gorden	871-8380
District 4	Patricia Smith	871-8380
District 5	James Cloutier	871-8380

Elected Officials

District Attorney	Jacqueline Sartoris	871-8384
Judge of Probate	Paul Aranson	871-8382
Register of Probate	Susan Schwartz	871-8382
Sheriff	Kevin Joyce	774-1444

Appointed Officials

County Manager	James Gailey	871-8380
Deputy Manager	Alex Kimball	871-8380
Chief Deputy Sheriff	Brian Pellerin	774-1444
Jail Administrator	Timothy Kortez	774-5939
Finance Director	Theresa Grover	871-8380
Human Resources Director	Amy Jennings	775-6809
Information Technology	Aaron Gilpatric	774-1444
Emergency Comm. Director	Melinda Dyer	893-2810
Comm. Dev. Manager	Courtney Kemp	871-8380
Emergency Management Agency, Director	Michael Durkin	892-6785
Facilities, Director	William Trufant	871-8380
Regional Assessing	Rob Sutherland	699-2475
Register of Deeds	Jessica Spaulding	871-8399
Deputy District Attorney	Angela Cannon	871-8384
Deputy Director CCRCC	Erin Pelletier	893-2810
Deputy Director EMA	Aaron Milroy	892-6785
Deputy Register of Deeds	Mandy Reynolds	871-8399
Deputy Register of Probate	Erika Rickards	871-8382
Director of Public Affairs	Travis Kennedy	871-8380
Public Health Director	Liz Blackwell-Moore	871-8380

FINANCE COMMITTEE – Budget Year 2025-26
 Winter of 2024-2025

Name	Email Address/Phone	Appointed	Term Expires
District 1			
VACANT			
VACANT			
District 2			
Dustin Ward New Gloucester Town	dward@newgloucester.com	2024	2027
Janice De Lima Falmouth Town		2024	2027
District 3			
Bob Vail Cumberland Town	Vailgeneral1@aol.com	2024	2027
VACANT			
District 4			
Timothy Thompson Cape Elizabeth Town		2024	2027
VACANT			
District 5			
VACANT			
VACANT			

TIMELINE FLOWCHART FROM NEW CHARTER

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

NOVEMBER

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

DECEMBER

Should be accomplished January at latest

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

DECEMBER

No later than 55 business days before EOY
April 8, 2025 (11 weeks)

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

DECEMBER-FEBRUARY

Should meet by April 1, 2025

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

MARCH

Need to return to Board by May 15, 2025 with 30 business days of EOY

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

MARCH-APRIL

Need to adopt final budget within 10 business days EOY by June 14, 2025

How to read the Budget

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

Department or Activity Center Sections

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

Departmental Details

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

Department Mission and Objectives

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

Statistics

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

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

Department Summary Pages

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

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

11-101 DEPARTMENT: EMERGENCY MANAGEMENT AGENCY			ACTIVITY CENTER: EMERGENCY MANAGEMENT					
ACCT #	ACCOUNT DESCRIPTION	2024-26 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET

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

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

24-25 ADOPTED BUDGET - The amount approved at the end of the prior year's budget process. This is the amount departments are currently authorized to expend.

23-24 ACTUAL - An actual line records the amount expended from each account during the budget year as recorded by the year end audit. 23-24 Actual would record expenditures for 23-24. This line is included purely for comparative purposes.

25-26 BUDGET REQUEST - The 25-26 request contains the appropriation requested by departments for each line item. This figure represents the department's expert assessment of the resources necessary to operate the department at appropriate service levels and to fulfill legal mandates.

25-26 PRELIM - Requests are scrutinized twice prior to finalizing figures in this column. The County Manager reviews each request and in consultation with department heads offers revisions to departmental requests based on

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

25-26 FINANCE COMM - Finance Comm represents the allocations recommended by the Finance Committee(FC). The FC reviews the budget and holds public hearings on the budget prior to returning their recommendations to the County Commissioners. The sum of the FC recommendations are contained in this column.

25-26 ADOPTED BUDGET - After careful review and consideration of the FC recommendations and public input, the County Commissioners adopt a final budget. Occasionally the Commissioners alter FC recommendations and the sum of their adopted budget is entered in the approved column. This column will form the basis for the next fiscal budget.

Detail Pages

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

Understanding Line Item Justification

The line item justification is generated by departments to detail the proposed use of each requested account. Lines briefly detail the general use of accounts in ways that highlight needs and help track use. A wealth of data is contained in the line item justifications as departments detail the general use funds are requested to fulfil. The line item request justification column is listed between the 25-26 request made by departments and the column containing the managers recommendation. Often the lines can be compared to deduce the items the manager might recommend departments remove from their requests. Detailed reductions are not made by the County Manager to allow departments maximum latitude in managing their departments within guidelines allowed by approved resources. This is not true of FC recommendations which are often quite specific.

Putting It All Together

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

COUNTY OF CUMBERLAND: Managers Budget 2025-26

DEPARTMENT	24-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSES	25-26 BUDGET REQUEST	Dollars over 24-25	Manager Adjustments	25-26 MGR	25-26 FC RECOMM	25-26 FINAL Budget	% Increase over 24-25
<i>Emergency Mgmt Agency</i>	707,849	651,665	726,724	18,875	(23,466)	703,258	-	-	-0.65%
<i>District Attorney</i>	2,559,647	2,263,633	2,711,961	152,314	(12,900)	2,699,061	-	-	5.45%
<i>Facilities</i>	2,833,998	2,618,848	3,141,298	307,300	(139,450)	3,001,848	-	-	5.92%
<i>Registry of Deeds</i>	834,365	725,277	858,238	23,873	0	858,238	-	-	2.86%
<i>Registry of Probate</i>	893,677	893,393	1,006,942	113,265	(22,000)	984,942	-	-	10.21%
<i>Finance</i>	579,147	756,161	715,998	136,851	(0)	715,998	-	-	23.63%
<i>Communications</i>	3,850,963	3,722,139	4,062,626	211,663	(34,835)	4,027,791	-	-	4.59%
<i>Executive-Admin</i>	1,069,884	856,817	1,043,992	(25,891)	(0)	1,043,992	-	-	-2.42%
<i>Facilities-Garage</i>	138,316	129,379	140,534	2,218	(0)	140,534	-	-	1.60%
<i>Information Technology</i>	1,102,330	1,057,613	1,281,030	178,700	-	1,281,030	-	-	16.21%
<i>Human Resources</i>	864,139	743,088	998,034	133,895	(9,311)	988,723	-	-	14.42%
<i>Sheriff-Admin</i>	1,577,188	1,503,782	1,702,743	125,554	(10,400)	1,692,343	-	-	7.30%
<i>Sheriff-Law Enforcement</i>	7,323,821	6,686,655	7,949,529	625,708	(125,274)	7,824,255	-	-	6.83%
<i>Sheriff-Civil</i>	416,693	388,954	514,186	97,493	0	514,187	-	-	23.40%
<i>Debt Service-Principal</i>	814,638	545,305	915,546	100,908	-	915,546	-	-	12.39%
<i>DebtService- Interest</i>	174,697	194,482	367,383	192,686	-	367,383	-	-	110.30%
<i>Debt Expense - TAN Loans</i>	81,000	156,918	-	(81,000)	-	-	-	-	-100.00%
<i>Grants & Human Services</i>	268,000	263,000	268,000	-	-	268,000	-	-	0.00%
<i>Pension Life- Retirees</i>	6,000	11,997	10,000	4,000	-	10,000	-	-	66.67%
<i>Contingent Account</i>	45,000	-	45,000	-	-	45,000	-	-	0.00%
<i>Sal./ Ben./ Term. Pay</i>	435,000	435,000	435,000	-	-	435,000	-	-	0.00%
<i>Maine Family Medical Leave</i>	60,000	-	120,000	60,000	-	120,000	-	-	-
<i>Unemployment Insurance</i>	5,000	4,101	5,000	-	-	5,000	-	-	0.00%
<i>Regional Projects and Public Info</i>	95,000	109,617	245,000	150,000	-	245,000	-	-	157.89%
<i>Regional Public Health</i>	160,000	-	323,452	163,452	-	323,452	-	-	102.16%
<i>Capital Improvement Res.</i>	376,600	278,100	299,600	(77,000)	-	299,600	-	-	-20.45%
Total Expenditure Summary	27,272,952	24,995,925	29,887,816	2,614,865	(377,636)	29,510,181	-	-	9.59%
Change			2,614,865	2,614,865		2,237,229	(27,272,952)	(27,272,952)	
Tax Calculation	2022 BUDGET	23-24 BUDGET	24-25 BUDGET	25-26 BUDGET REQUEST	25-26 MGR	25-26 FC RECOMM	25-26 FINAL Budget		
COUNTY									
Total Estimated Expenditures	24,092,634	25,770,118	27,272,952	29,887,816	29,510,181	-	-		
Total Estimated Revenues	(6,423,573)	(6,956,734)	(7,159,414)	(7,592,325)	(7,592,325)	(7,592,325)	(7,592,325)		6%
Tax Stabilization Reserve	(200,000)	(200,000)	(200,000)	(200,000)	(200,000)	(200,000)	(200,000)		
Tax Revenue Required	17,469,061	18,613,384	19,913,538	22,095,491	21,717,856	(7,792,325)	(7,792,325)		
Net Dollar Change		1144323	1,300,154	2,181,954	1,804,318	(27,705,863)	(27,705,863)		
Percent from prior year		6.55%	6.99%	10.96%	9.06%	-139.13%	-139.13%		

Jail Budget								
Tax Calculation	2022-23	23-24	24-25	25-26	25-26 MGR	25-26 FC RECOMM	25-26 Final Budget	
Total Estimated Expenditures	22,405,905	22,405,905	20,869,148	23,179,545	23,049,033	-	-	
Total Estimated Revenues	(7,050,233)	(7,050,233)	(4,899,250)	(5,801,500)	(5,801,500)	(5,801,500)	(5,801,500)	
Tax Revenue Required	15,355,672	15,355,672	15,969,898	17,378,045	17,247,533	(5,801,500)	(5,801,500)	
	14,765,069	15,355,672	15,969,898	17,378,045	17,247,533	(5,801,500)	(5,801,500)	
				1,408,147	1,277,635	(21,771,398)	(21,771,398)	
Cross Insurance Arena Budget								
Tax Calculation	2022 BUDGET	23-24 BUDGET	24-25 BUDGET	25-26 BUDGET REQUEST	25-26 MGR RECOMM	25-26 FC RECOMM	25-26 Final Budget	
Bond Principal	1,295,793	1,390,241	1,440,000	1,530,000	1,530,000	-	-	
Bond Interest	826,568	739,387	688,462	579,245	579,245	-	-	
Prior CIA Debt Service	464,378	439,075	432,045	364,971	364,971	-	-	
Operational Subsidy	564,271	730,000	648,000	680,000	680,000	-	-	
Tax Revenue Required	3,151,010	3,298,703	3,208,507	3,154,216	3,154,216	-	-	
Net Dollar Change		147,693	(90,196)	(54,291)	(54,291)	(3,208,507)	(3,208,507)	
Percent from prior year		4.69%	-2.73%	-1.69%	-1.69%			
COMBINED TAX PRESENTATION								
Tax Calculation	2022 BUDGET	23-24 BUDGET	24-25 BUDGET	25-26 BUDGET REQUEST	25-26 MGR RECOMM	25-26 FC RECOMM	25-26 Final Budget	
Total Estimated Expenditures	48,760,713	51,474,726	51,350,607	56,221,578	55,713,430	-	-	
Total Estimated Revenues	(13,175,573)	(14,006,967)	(12,058,664)	(13,393,825)	(13,393,825)	(13,393,825)	(13,393,825)	
Tax Stabilization Reserve	(200,000)	(200,000)	(200,000)	(200,000)	(200,000)	(200,000)	(200,000)	
Tax Revenue Required	35,385,140	37,267,759	39,091,943	42,627,753	42,119,605	(13,593,825)	(13,593,825)	
Net Dollar Change		1,882,619	1,824,184	3,535,810	3,027,662	(52,685,768)	(52,685,768)	
Percent from prior year		5.32%	4.89%	9.04%	7.74%	-134.77%	-134.77%	
Budget Requests	General County Impact			2,181,954			5.58%	Total
	Jail Impact			1,408,147			3.60%	
	Cross Insurance Arena Impact			(54,291)			-0.14%	9.04%
MGR Budget	General County Impact				1,804,318		4.62%	Total
	Jail Impact				1,277,635		3.27%	
	Civic Center Impact				(54,291)		-0.14%	7.74%



Cross Insurance Arena

Enterprise Fund as of 11/30/2017

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

	23-24 Actual	24-25 BUDGET	2025-26 BUDGET REQUEST	25-26 FC RECOMM	25-26 FINAL Budget	TAX Impact
From the County Taxes						
Total Estimated Expenditures	2,165,012	3,208,507	3,154,216	3,154,216	-	
Total Estimated Revenues						
Tax Revenue Required		3,208,507	3,154,216	-	-	-9.07%
Net Dollar Change			(54,291) \$	35,385,010	(3,208,507)	
			Increase			

Cross Insurance Arena									
From the County	23-24 ADOPTED BUDGET	24-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC	25-26 FINAL BUDGET	
<u>CIA \$33M Bond</u>					(2025 Debt Payment is \$2,109,245)				
Principal	1,390,241	1,440,000	1,500,000	1,530,000	For CIA expenses ie debt	1,530,000			
Interest	739,387	688,462	665,012	579,245	New Civic Center Referendum for Modernization	579,245			
CIA operational Subsidy	650,000	598,000		600,000	To Fund the Operational Budget from 6/30/2023	600,000			
Non-Debt CIA CIP	80,000	50,000		80,000		80,000			
<u>Prior Debt:</u>									
CIA Bond Principal	378,473	378,473		278,473	Debt service for Capital needs	278,473			
CIA Bond Interest	60,602	53,572		86,498		86,498			
Total to Civic Center	3,298,703	3,208,507	2,165,012	3,154,216		3,154,216	-	-	

INCREASE OVER FY 24-25	\$ (54,291)
FY 25-26 COUNTY ASSESSMENT	\$35,385,010
ADDITION TO THE 24-25 TAXES	-0.15%

<u>25-26 County of Cumberland</u>			
<u>Budget Reduction Record</u>			
PUBLISHED BUDGET AMOUNT FROM DEPARTMENTS			
		<i>Net Assessment for 25-26</i>	\$39,091,943
		<i>Department Request Expenditure Budget 25-26</i>	\$56,221,578
		<i>Revenues for 25-26</i>	-\$13,393,825
		<i>Tax Stabilization</i>	-\$200,000
		<i>Net Assessment 25-26</i>	\$42,627,753
		Net Dollar Increase	\$3,535,810
		Tax Increase from 24-25	9.04%
ADJUSTED BY MANAGER'S RECOMMENDATION			
		Department Requests	
	101	EMA	-\$23,466
	102	District Attorney	-\$12,900
	103-01	Exec-Administration	\$0
	103-02	IT	\$0
	103-03	Exec-Garage	\$0
	103-04	HR	-\$9,311
	105	Facilities	-\$139,450
	106-05	Sheriff-Admin	-\$10,400
	106-06	Sheriff-LEC	-\$125,274
	106-07	Sheriff-Jail (net change in cost to taxpayers)	-\$130,512
	1006-08	Sheriff-Civil	\$0
	107	Deeds	\$0
	108	Probate	-\$22,000
	109	Finance	\$0
	110	Communications	-\$34,835
	Other	Other	\$0
		Total Mgr Cuts to Expenses	-\$508,148
		Net Increase in the Expenses over 24-25 Expenses	\$3,027,662
	<i>Summary:</i>	<i>Total Expenditures Manager's Recom.</i>	\$55,713,430
		<i>Total Estimated Revenues</i>	\$ (13,393,825)
		<i>Tax Stabilization</i>	-\$200,000
		Net Budget from Mgr. FY 25-26	\$ 42,119,605
		Dollar Increase over 24-25	\$ 3,027,662
		Net Increase over Last year	7.74%

		<i>ADJUSTED BY THE FINANCE COMMITTEE</i>	-
			(29,510,181)
		<i>NET TAX INCREASE - FC</i>	<i>-\$29,510,181</i>
		<i>Percent Increase over 24-25</i>	<i>-134.77%</i>
		<i>Total operational budget recommended by FC</i>	<i>-\$13,593,825</i>
		<i>ADJUSTED BY COUNTY COMMISSIONERS</i>	
		<i>Commissioners agreed with FC from above</i>	
		Net Tax Increase	
		Voted/approved by Commissioners on X/XX/XX	-\$13,593,825
		<i>Percent Increase over 24-25</i>	<i>-134.77%</i>

PROJECTED REVENUE

COUNTY OF CUMBERLAND
FISCAL YEAR 24-25

Revenues

Acct #	Source	2021 Actual	2022 Actual	23-24 Actual	24-25 Budget	25-26 Budget	26-27 Budget
11-001-4003	Supreme Court Rental	2,400	2,400	2,400	2,400	2,400	2,400
11-001-4004	State Court Rent / Reimbursements						
11-101-4101	Emergency Management Allocation	313,123	324,795	398,772	360,000	360,000	360,000
11-101-4102	AT&T Tower Lease	16,221	17,441	17,220	17,220	17,220	17,220
11-102-4100	District Attorney	133,074	78,826	194,403	165,000	185,000	185,000
11-103-01-4100	Executive	3,547		5,962			
11-103-02-4100	IT	1,858	12,000	12,767	2,500	2,500	2,500
11-103-03-4100	Garage Operations						
11-103-03-4301	Garage Daily Parking	121,167	157,991	280,426	200,000	250,000	250,000
11-103-03-4302	Garage Monthly Parking	655,114	751,025	585,804	650,000	700,000	700,000
11-104-4401	Treasurer Income (Interest, etc.)						
11-105-4100	Facilities Misc Revenue	14,236	4,023	14,898			
11-105-4100	Facilities Salvage						
11-106-05-4100	Sheriff Misc Revenues	21,026	19,831	24,180	40,000	40,000	40,000
11-110-4100	CCRCC Revenues	1,477,794	1,559,865	1,717,430	1,762,794	1,820,705	1,844,686
11-106-08-4100	Civil Process	147,217	185,239	300,038	280,000	420,000	420,000
11-107-4100	Register of Deeds - Misc. Revenue	16,182	825	538	2,500	2,500	2,500
11-107-4701	Register of Deeds - Recording Fees	2,612,207	1,721,910	1,255,244	1,350,000	1,350,000	1,350,000
11-107-4702	Register of Deeds - Transfer Tax	2,090,867	1,931,058	1,534,010	1,450,000	1,450,000	1,450,000
11-107-4703	Register of Deeds - Copies	278,665	167,754	92,079	155,000	155,000	155,000
11-108-4801	Register of Probate - Fees	660,918	713,005	801,565	600,000	675,000	675,000
11-108-4802	Register of Probate - Notices	53,842	48,748	47,870	45,000	45,000	45,000
11-108-4803	Register of Probate - Abstracts	33,719	30,645	31,176	25,000	25,000	25,000
11-108-4804	Register of Probate -Forms	20,983	22,047	16,735	17,000	17,000	17,000
11-108-4805	Register of Probate - Visitor fees	32,220	38,832	33,995	22,000	22,000	22,000
	Passport Processing				13,000	13,000	13,000
11-111-4100	Public Health Indirect Charges					40,000	40,000
	Total Revenues	8,706,381	7,788,260	7,367,512	7,159,414	7,592,325	7,616,306
	Designated Surplus						
	Total Revenues & Surplus	8,706,381	7,788,260	7,367,512	7,159,414	7,592,325	7,616,306
		2021 Actual	2022 Actual	23-24 Actual	24-25 Budget	25-26 Budget	26-27 Budget

FY 25-26 COUNTY OF CUMBERLAND-

Estimate Using 2024 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 2024 shows overall County increase of Valuation Growth

Tax Distribution Schedule						
	7.52%		0.00%			
Town	State 2024 Valuation	24-25 Tax	State 20XX Valuation	Val Change %	2025-26 Tax	Percent Tax Change
Baldwin	261,300,000	133,358	261,300,000	0.0%	143,686	7.74%
Bridgton	1,876,300,000	957,585	1,876,300,000	0.0%	1,031,750	7.75%
Brunswick	3,596,250,000	1,835,376	3,596,250,000	0.0%	1,977,526	7.74%
Cape Elizabeth	3,841,750,000	1,960,669	3,841,750,000	0.0%	2,112,522	7.74%
Casco	1,183,350,000	603,933	1,183,350,000	0.0%	650,707	7.74%
Chebeague Island	385,450,000	196,718	385,450,000	0.0%	211,953	7.74%
Cumberland	2,337,300,000	1,192,861	2,337,300,000	0.0%	1,285,247	7.74%
Falmouth	4,032,000,000	2,057,765	4,032,000,000	0.0%	2,217,138	7.74%
Freeport	2,593,700,000	1,323,716	2,593,700,000	0.0%	1,426,238	7.75%
Frye Island	269,650,000	137,618	269,650,000	0.0%	148,277	7.75%
Gorham	2,832,300,000	1,445,488	2,832,300,000	0.0%	1,557,441	7.74%
Gray	1,763,500,000	900,017	1,763,500,000	0.0%	969,723	7.74%
Harpswell	2,746,200,000	1,401,546	2,746,200,000	0.0%	1,510,095	7.74%
Harrison	864,350,000	441,128	864,350,000	0.0%	475,294	7.75%
Long Island	245,550,000	125,318	245,550,000	0.0%	135,024	7.75%
Naples	1,358,200,000	693,169	1,358,200,000	0.0%	746,854	7.74%
New Gloucester	877,650,000	447,916	877,650,000	0.0%	482,607	7.74%
North Yarmouth	890,500,000	454,474	890,500,000	0.0%	489,673	7.74%
Portland	16,487,050,000	8,414,303	16,487,050,000	0.0%	9,065,989	7.74%
Pownal	415,600,000	212,105	415,600,000	0.0%	228,532	7.74%
Raymond	1,889,350,000	964,246	1,889,350,000	0.0%	1,038,926	7.74%
Scarborough	6,548,950,000	3,342,311	6,548,950,000	0.0%	3,601,172	7.74%
Sebago	766,750,000	391,317	766,750,000	0.0%	421,625	7.75%
South Portland	6,697,050,000	3,417,895	6,697,050,000	0.0%	3,682,610	7.74%
Standish	1,807,800,000	922,626	1,807,800,000	0.0%	994,083	7.74%
Westbrook	3,532,450,000	1,802,815	3,532,450,000	0.0%	1,942,443	7.74%
Windham	3,648,900,000	1,862,247	3,648,900,000	0.0%	2,006,477	7.74%
Yarmouth	2,847,850,000	1,453,424	2,847,850,000	0.0%	1,565,991	7.74%
	76,597,050,000	39,091,944	76,597,050,000	0.00%	42,119,605	7.74%
Tax Calculation	2022	23-24	24-25		25-26	
Total Estimated Expend	48,760,713	51,474,726	51,350,607		55,713,430	
Total Estimated Revenue	(13,175,573)	(14,006,967)	(12,058,664)		(13,393,825)	
Tax Stabilization	(200,000)	(200,000)	(200,000)		(200,000)	Net Increase
Tax Revenue Required	35,385,140	37,267,759	39,091,943		42,119,605	7.74%
Mil Rate	0.000625289	0.000570995	0.0005103583		0.0005498855	
Per \$1,000	0.625289	0.5709954	0.5103583		0.549885467	
Amount for \$200,000 ↑ \$	125.06	\$ 114.20	\$ 102.07		\$ 109.98	
<i>Increase</i>	<i>\$ (0.49)</i>	<i>\$ (10.86)</i>	<i>\$ (12.13)</i>		<i>\$ 7.91</i>	

COUNTY OVERVIEW: Revenue and Expenses from all Sources

COUNTY OF CUMBERLAND: BUDGET 25-26 ASSESSMENT

Tax Calculation	Budget 2021	Budget 2022	Budget 23-24	Budget 24-25	24-25 BUDGET REQUEST	24-25 PRELIM	24-25 FC Recommend	24-25 FINAL Budget
Total Estimated Expenditures	47,151,594	48,760,713	51,474,726	51,350,607	56,221,578	55,713,430	-	-
Total Estimated Revenues	(12,886,408)	(13,175,573)	(14,006,967)	(12,058,664)	(13,393,825)	(13,393,825)	(13,393,825)	(13,393,825)
Designated Surplus	(200,000)	(200,000)	(200,000)	(200,000)	(150,000)	(200,000)	(200,000)	(200,000)
Tax Revenue Required	34,065,186	35,385,140	37,267,759	39,091,943	42,627,753	42,119,605	(13,593,825)	(13,593,825)
					9.04%	7.74%		

COUNTY OF CUMBERLAND: Enterprise Funds 25-26

Enterprise Funds: (Prior year numbers at present)

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

Budget		24-25 Budget	25-26 Budget
Total Estimated Expenditures	Enterprise	15,992,484	15,992,484
Total Estimated Revenues	Enterprise	15,992,484	15,992,484
Tax Revenue Required		\$0.00	\$0.00

COUNTY OF CUMBERLAND: Grants and other Funds 25-26

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

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

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

Budget		24-25 Budget	25-26 Budget
Total Estimated Expenditures		2,785,100	2,785,100
Total Estimated Revenues		2,785,100	2,785,100
Tax Revenue Required		\$0.00	\$0.00

COUNTY OF CUMBERLAND: Summary Budget from all Sources 25-26

Summary Overview

This is a presentation of all dollars that come into the County, regardless of source.:

Budget **Grants**
Enterprise Recreational District

Budget		24-25 Budget	25-26 Budget
Total Estimated Expenditures		70,128,191	74,491,014
Total Estimated Revenues		30,836,248	32,171,409
Designated Surplus		200,000	200,000
Tax Revenue Required		\$ 39,091,943	\$ 42,119,605

NON-DEPARTMENTAL & DEBT SERVICE										
ACCT #	ACCT #	DESCRIPTION	2021 ACTUAL	2022 ACTUAL	23-24 ACTUAL	24-25 FINAL BUDGET	25-26 BUDGET REQUEST	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
		PRINCIPAL								
11-120		2012- County CIP Debt	766,580	599,753	545,305	60,000	60,000	60,000		
		2014- County CIP Debt				70,000	25,000	25,000		
		2016- County CIP Debt				160,000	160,000	160,000		
		2018- County CIP Debt				201,527	201,527	201,527		
		2022- County CIP Debt				294,092	210,000	210,000		
		MBB 2020 Debt				29,019	29,019	29,019		
		25-26 NEW Debt				-	230,000	230,000		
		TOTAL BOND DEBT SERVICE	766,580	599,753	545,305	814,638	915,546	915,546	-	-
		INTEREST								
11-120		2012- County CIP Debt	178,268	124,200	194,482	14,050	10,017	10,017		
		2014- County CIP Debt				7,800	5,850	5,850		
		2016- County CIP Debt				21,117	19,212	19,212		
		2018- County CIP Debt				50,800	38,052	38,052		
		2022- County CIP Debt				78,193	151,925	151,925		
		MBB 2020 Debt				2,737	2,327	2,327		
		25-26 NEW Debt				-	140,000	140,000		
		TOTAL BOND DEBT INTEREST	178,268	124,200	194,482	174,697	367,383	367,383	-	-
		DEBT EXPENSE - LOANS								
11-120	9205	TAN Bank Charge/and Rating Agencies	22,003	22,655	6,398	-	-			
11-120	9210	TAN Legal Fees	5,000	1,913		-	-			
11-120	9220	TAN Interest	119,229	59,908	150,521	81,000	-			
		TOTAL DEBT EXPENSE - LOANS	146,231	84,476	156,918	81,000	-	-	-	-
		NON-DEPARTMENTAL								
11-140	5520	Retiree Life Insurance	7,516	11,063	11,997	6,000	10,000	10,000		
11-140	5550	Unemployment Insurance	56,772	631	4,101	5,000	5,000	5,000		
11-141	5501	Salary / Benefits / Termination Pay	335,000	435,000	435,000	435,000	435,000	435,000		
		Maine Family & Medical Leave Act				60,000	120,000	120,000		
11-141	9526	County Capital Improvement Reserve for CIP	1,352,200	1,265,800	278,100	376,600	299,600	299,600		
11-141	9500	Civic Center Operational Subsidy	821,931	349,033	668,637	598,000	600,000	600,000		
11-141	5502	Contingent Appropriation	47,798	15,000		45,000	45,000	45,000		
11-141	9498	Referendum and Public Information	57,270	49,192	109,617	95,000	95,000	95,000		
11141	XXXX	Regional Public Health				160,000	240,000	240,000		
		TOTAL NON-DEPARTMENTAL	2,678,488	2,125,719	1,507,452	1,620,600	1,849,600	1,849,600	-	-
		TOTAL NON-DEPARTMENTAL & DEBT SERVICE	3,769,568	2,934,149	2,404,158	2,690,935	3,132,529	3,132,529	-	-
							441,594	441,594	(2,690,935)	(2,690,935)

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

11-130 Grants & Social Service Funding								
ACCT #	DESCRIPTION	2022 FINAL BUDGET	23-24 FINAL BUDGET	24-25 FINAL BUDGET	25-26 GRANT REQUEST	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
8002	Cumberland County Extension Association	115,000	120,000	125,000	125,000	125,000		
8003	Cumberland County Soil & Water	18,000	18,000	18,000	18,000	18,000		
8005	Portland Public Library	10,000	10,000	10,000	10,000	10,000		
	Casco Bay CAN	16,000	-					
	Tedford House - Homeless Shelter Brunswick	15,000	15,000	15,000	15,000	15,000		
	Coastal County Workforce Board	1,000	-					
	Thrive2027 - Annual Social Service Contribution	100,000	100,000	100,000	100,000	100,000		
	Total	275,000	263,000	268,000	268,000	268,000	-	-

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

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

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

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

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

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

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



Emergency Management

Michael Durkin, Director

Wages for full & part time staff.

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

REVENUES	2022 Actual	23-24 Actual	24-25 Budget	25-26 Budget
EMA Allocation	\$ 324,795	\$ 398,772	\$ 360,000	\$ 360,000
AT&T Tower Lease	\$ 17,441	\$ 17,220	\$ 17,220	\$ 17,220
Total Revenues	\$ 342,236	\$ 415,992	\$ 377,220	\$ 377,220

EXPENSES	2022 Actual	23-24 Actual	24-25 Budget	25-26 Budget
Labor	\$ 510,887	\$ 521,343	\$ 581,641	\$ 602,668
O&M	\$ 66,477	\$ 64,531	\$ 81,108	\$ 67,590
Capital	\$ 100,698	\$ 86,263	\$ 98,000	\$ 33,000
Total Expenses	\$ 678,062	\$ 672,136	\$ 760,749	\$ 703,258

Net Cost	\$ 335,826	\$ 256,144	\$ 383,529	\$ 326,038
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Budget Objectives

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

Grant Funding:

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

Personnel

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

DEPARTMENTAL BUDGET SUMMARY

COUNTY OF CUMBERLAND

11-101 DEPARTMENT: EMERGENCY MANAGEMENT AGENCY		ACTIVITY CENTER: EMERGENCY MANAGEMENT							
ACCT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 ACTUAL	24-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
	PERSONNEL SERVICES								
	Wages for full & part time staff.								
5120	Wages & Salaries (FT)	377,563	379,163	406,104	356,222	442,944	421,911	-	-
				30,000	18,520	30,900	30,900	-	-
5401	Overtime	74	1,020	1,000	417	1,030	1,000	-	-
5500	Benefits	133,251	141,159	144,537	129,045	148,859	148,857	-	-
	TOTAL PERSONNEL SERVICES	510,887	521,343	581,641	504,204	623,733	602,668	-	-
	OPERATIONS AND MAINTENANCE								
6130	Transportation & Lodging	1,416	2,917	4,500	3,976	4,500	4,500	-	-
6131	Gasoline	1,071	2,328	2,500	1,245	3,300	2,500	-	-
6231	Base Radio Repair	815	266	1,000	953	1,000	1,000	-	-
6232	Mobile Radio Repair	364	416	2,500	1,844	2,500	2,500	-	-
6400	Insurance- Building & Contents	2,836	2,977	4,014	3,816	4,415	4,415	-	-
6401	Insurance- Liability	6,197	6,506	8,770	8,339	9,647	9,647	-	-
6404	Insurance- Radio Equipment	560	587	792	753	828	828	-	-
6500	Office Supplies	6,274	2,987	2,000	2,374	2,000	2,000	-	-
6501	Training Supplies	1,247	1,166	1,500	1,460	1,500	1,500	-	-
6504	Maintenance Supplies			1,000	-	1,000	1,800	-	-
6505	Printing & Engraving	5,881	1,026	3,200	791	2,600	2,600	-	-
6506	Postal Expenses	347	368						
6508	Dues	1,330	565	1,000	978	1,000	1,000	-	-
6509	Books, Periodicals, & Subscriptions	873	201						
6512	Training, Education, & Seminars	2,463	3,242	12,000	3,519	12,000	12,000	-	-
6513	Leases & Service Agreements	3,465	6,530	8,500	3,852	8,500	8,500	-	-
6800	Telephone & Communication	8,363	8,503	8,182	9,465	3,400	3,400	-	-
6801	Electricity Utility	7,846	288	5,000	2,991	-	-	-	-
6802	Gas Utility	3,446	4,335	4,500	3,501	-	-	-	-
6803	Water Utility	780	845	750	814	-	-	-	-

EMERGENCY MANAGEMENT AGENCY

DEPARTMENTAL BUDGET SUMMARY

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 ACTUAL	24-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET	
6806	Fuel Oil	-	-							
6903	Food & Groceries	2,458	3,966	5,000	2,743	5,300	5,000	-	-	
6904	Institutional Supplies	369	247	600	96	600	600	-	-	
6913	Safety Equipment	5,285	12,210	2,300	3,760	2,300	2,300	-	-	
6914	Non-Food Items Purchases	2,793	2,055	1,500	926	1,500	1,500	-	-	
6950	Other		-		-	-	-	-	-	
	TOTAL O&M	66,477	64,531	81,108	58,195	67,891	67,590	-	-	
	CAPITAL OUTLAY									
71701	Homeland Security HazMat/WMD CIP	94,982	47,371	40,000	85,368	30,000	30,000	-	-	
7350	Office Equipment	9,353	6,434	3,000	3,898	3,000	3,000	-	-	
7355	Computer Hardware	637	932	2,100	-	2,100	-	-	-	
	TOTAL CAPITAL OUTLAY	104,971	54,737	45,100	89,266	35,100	33,000	-	-	
	TOTAL DEPARTMENT	682,335	640,610	707,849	651,665	726,724	703,258	-	-	
						18,875	(4,591)	(707,849)	(707,849)	
						2.7%	-0.6%	-100.0%	-100.0%	

EMERGENCY MANAGEMENT AGENCY

LINE ITEM BUDGET JUSTIFICATION

COUNTY OF CUMBERLAND

11-101 DEPARTMENT: EMERGENCY MANAGEMENT AGENCY		ACTIVITY CENTER: EMERGENCY MANAGEMENT						
ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
PERSONNEL SERVICES								
5120	Wages & Salaries (FT)	406,104	356,222	421,911	Wages for full & part time staff.	421,911		
	Wages & Salaries (PT)	30,000	18,520	30,900	Interns & Fire Safety Coordinator	30,900		
				21,033				
5401	Overtime	1,000	417	1,030	(\$21,033) Est. salary increase to bring pt admin staff to full time status, not including benefits.	1,000		
5510	Health Insurance	80,097	65,184	73,786		73,786		
5520	Retirement	16,425	13,173	20,496		20,496		
5530	Social Security	30,945	29,910	34,719		34,717		
5540	Workers Comp	1,315	1,166	1,489		1,489		
5560	Deferred Comp	15,755	19,613	18,369		18,369		
5500	Total Employee Benefits	144,537	129,045	148,859	Taxes and benefits for departmental employees.	148,857	-	-
	TOTAL PERSONNEL SERVICES	581,641	504,204	623,733	7.2% TOTAL	602,668	-	-
OPERATIONS AND MAINTENANCE								
6130	Transportation & Lodging	4,500	3,976	4,500		4,500		
6131	Gasoline	2,500	1,245	3,300	Increased based on FY24-25 usage.	2,500		
6231	Base Radio Repair	1,000	953	1,000	Repair expenses for radios.	1,000		
6232	Mobile Radio Repair	2,500	1,844	2,500	Cost to replace/repair deployable communications equipment as well as UAS equipment.	2,500		
6400	Insurance- Building & Contents	4,014	3,816	4,415	Agency share of insurance costs.	4,415		
6401	Insurance- Liability	8,770	8,339	9,647	Agency share of insurance costs.	9,647		
6404	Insurance- Radio Equipment	792	753	828	Agency share Insurance on EMA radio equipment.	828		
6500	Office Supplies	2,000	2,374	2,000	General consumable office supplies.	2,000		

EMERGENCY MANAGEMENT AGENCY

LINE ITEM BUDGET JUSTIFICATION

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
6501	Training Supplies	1,500	1,460	1,500		1,500		
6504	Maintenance Supplies	1,000	-	1,000	Maintenance of deployable assets.	1,800		
6505	Printing & Engraving	3,200	791	2,600	Reduced after one-time increase for bulk printing.	2,600		
6508	Dues	1,000	978	1,000		1,000		
6512	Training, Education, & Seminars	12,000	3,519	12,000		12,000		
6513	Leases & Service Agreements	8,500	3,852	8,500		8,500		
6800	Telephone & Communication	8,182	9,465	3,400	Landlines to IT	3,400		
6801	Electricity Utility	5,000	2,991		To Facilities			
6802	Gas Utility	4,500	3,501		To Facilities			
6803	Water Utility	750	814		To Facilities			
6903	Food & Groceries	5,000	2,743	5,300	Expenses from T&E, public outreach, planning meetings.	5,000		
6904	Institutional Supplies	600	96	600	Consummable supplies in the shelter trailer.	600		
6913	Safety Equipment	2,300	3,760	2,300		2,300		
6914	Non-Food Items Purchases	1,500	926	1,500	Other EMA supplies such as propane for trailer, and durable equipment for training and outreach.	1,500		
		-	-	-		-	-	-
	TOTAL O&M	81,108	58,195	67,891		67,590	-	-
	CAPITAL OUTLAY							

EMERGENCY MANAGEMENT AGENCY

LINE ITEM BUDGET JUSTIFICATION

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
7111	Homeland Security HazMat/WMD CIP	40,000	85,368	30,000	Support to HazMat Teams.	30,000		
7350	Office Equipment	3,000	3,898	3,000	Kept line for refitting bunker space into storage.	3,000		
7355	Computer Hardware	2,100		2,100	Laptops for deployment			
		-	-	-		-	-	-
	TOTAL CAPITAL OUTLAY	45,100	89,266	35,100	TOTAL	33,000	-	-
	TOTAL EMA	707,849	651,665	726,724	TOTAL	703,258	-	-
				18,875		(4,591)	(707,849)	(707,849)
				2.7%		-0.6%	-100.0%	-100.0%

EMERGENCY MANAGEMENT AGENCY

Maine DISTRICT ATTORNEYS OFFICE
 Cumberland County Jackie Sartoris, DA
 Wages for full & part time staff.

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

REVENUES

EXPENSES

25-26

	2021 Actual	2022 Actual	23-24 Actual	25-26 Budget		Labor	O&M	Capital	TOTAL
DA	\$ 133,074	\$ 78,826	\$ 194,403	\$ 185,000		2,380,961	316,600	1,500	2,699,061

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

Budget Objectives

Personnel

Budget Objectives	DISTRICT ATTORNEY	Full Time	Part Time
		Prosecutes approx 11,000 cases per year	Business & Communication Coordinator
Coordinates Check Enforcement Program	Executive Assistant	1	
Coordinates the "Deferred Disposition Program"	Intern		6
Coordinates collection and disbursement of approx \$600,000 each year back to victims.	Staff Development Specialist	1	
Has five teams of attorneys dedicated to Adult Felony and Misdemeanor, Juvenile, and Domestic Violence Crimes	Paralegal	1	
	Legal Administrative Supervisor	1	
	Receptionist	2	
	Trial Assistant	11	
	Victim Assistant	5	
	Coord of Rehab & diversion program	1	1
	Diversion Clerk	1	
	Restitution Clerk		1
		25	7

DEPARTMENTAL BUDGET SUMMARY

COUNTY OF CUMBERLAND

11-102 DEPARTMENT: DISTRICT ATTORNEY									
ACCT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 ACTUAL	24-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
				Jackie Sartoris, DA					
	PERSONNEL SERVICES			Wages for full & part time staff.					
5120	Wages & Salaries (FT)	1,267,146	1,252,209	1,564,132	1,450,326	1,640,006	1,640,006	-	-
5205	Wages & Salaries (PT)	9,275	-	-	-	-	-	-	-
5210	Seasonal/Temporary/Intern	57,358	46,282	82,300	73,915	82,300	82,300	-	-
3500	Employee Benefits & Taxes	526,543	504,305	646,614	555,039	658,656	658,655	-	-
	TOTAL PERSONNEL SERVICES	1,860,322	1,802,796	2,293,046	2,079,280	2,380,962	2,380,961	-	-
	OPERATIONS AND MAINTENANCE								
6130	Transportation & Lodging	2,647	13,829	28,000	20,770	32,000	32,000	-	-
6301	Professional Services	1,700	-	1,800	-	1,800	1,800	-	-
6305	Stenographer-Transcripts	1,361	2,604	4,000	2,834	4,000	4,000	-	-
6307	Witness Fees & Expenses - DA	6,621	25,920	10,000	27,088	30,000	30,000	-	-
6308	Witness Fees & Expenses - AG	-	-	1,000	10,123	10,000	1,000	-	-
6309	Laboratory Tests	37	-	250	-	250	250	-	-
6400	Insurance - Building & Contents (Bath)	1,966	2,064	2,500	2,645	2,910	2,910	-	-
6401	Insurance- Liability	6,023	6,273	7,500	8,218	9,040	9,040	-	-
6500	Office Supplies	13,678	8,806	13,000	10,567	13,000	14,000	-	-
6505	Printing and Engraving	4,797	8,000	8,000	4,933	7,000	7,000	-	-
6506	Postal Expenses	3,531	2,578	4,000	2,263	3,000	3,000	-	-
6507	Advertising	1,252	924	1,000	1,384	1,400	-	-	-
6508	Dues	6,927	6,270	7,800	5,597	7,800	7,800	-	-
6516	Restorative Justice			40,000		40,000	40,000	-	-
6509	Books, Periodicals, & Subscriptions	15,212	16,755	17,250	14,877	16,500	16,500	-	-
6511	Equipment Rental	1,176	1,029	1,300	1,176	1,300	1,300	-	-
6512	Training, Education, & Seminars	10,620	10,761	12,000	5,174	12,000	12,000	-	-
6513	Leases & Service Agreements	41,734	45,749	83,701	45,484	112,000	112,000	-	-
6800	Telephone & Communication	17,862	16,661	22,000	19,177	22,000	22,000	-	-
	TOTAL O&M	137,142	168,223	265,101	182,312	325,999	316,600	-	-

DEPARTMENTAL BUDGET SUMMARY

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 ACTUAL	24-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
	CAPITAL OUTLAY								
7325	Furniture & Fixtures	1,835	3,950	1,500	2,042	5,000	1,500	-	-
7355	Computer Hardware			-	-	-	-	-	-
		-	-	-	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	1,835	3,950	1,500	2,042	5,000	1,500	-	-
	TOTAL DEPARTMENT	1,999,299	1,974,969	2,559,647	2,263,633	2,711,961	2,699,061	-	-
						152,314	139,415	(2,559,647)	(2,559,647)
						6.0%	5.4%	-100.0%	-100.0%

LINE ITEM BUDGET JUSTIFICATION

COUNTY OF CUMBERLAND

11-102 DEPARTMENT: DISTRICT ATTORNEY								
ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
	PERSONNEL SERVICES							
5120	Wages & Salaries (FT)	1,564,132	1,450,326	1,640,006	Jackie Sartoris, DA Wages for full & part time staff. Legal Admin Supervisor to Staff Development/TA FT Victim Witness Advocate (Drop TA) FT Victim Witness Advocate	1,640,006		
5205	Wages & Salaries (PT)							
5401	Overtime		34,700	-				
5210	Seasonal/Temporary/Intern	82,300	73,915	82,300	Additional 3 Interns externships Wages for Interns-Largest block of Intern time requesting Request increase for additional 3 externship interns (15 weeks FT training expense \$15.45/hr)	82,300		
					and other temporary positions			
5510	Health Insurance	405,017	335,616	413,786		413,786		
5520	Retirement	107,863	86,440	93,726		93,726		
5530	Social Security	119,187	119,802	131,756		131,756		
5540	Workers Comp	4,684	4,152	5,152		5,152		
5560	Deferred Comp	9,863	9,030	14,235		14,235		
5500	Employee Benefits & Taxes	646,614	555,039	658,656	Taxes and benefits for departmental employees.	658,655	-	-
	TOTAL PERSONNEL SERVICES	2,293,046	2,113,979	2,380,962	3.8% TOTAL	2,380,961	-	-
	OPERATIONS AND MAINTENANCE							

DISTRICT ATTORNEY

LINE ITEM BUDGET JUSTIFICATION

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
6130	Transportation & Lodging	28,000	20,770	32,000	Departmental travel expenses including those incurred by providing service to satellite courts. Transportation to lodging for and meal expenses at conferences. Transportation costs associated with traveling to meetings with State agencies. MPA conference room expense doubled in cost wfees/night & -more attendees.	32,000		
6301	Professional Services	1,800		1,800	Auditor expense - extradition/restitution accounts	1,800		
6305	Stenographer- Transcripts	4,000	2,834	4,000	Court transcripts required for case preparation and appeals.	4,000		
6307	Witness Fees & Expenses- DA	10,000	27,088	30,000	Allocation for legislative requirement.	30,000		
6308	Witness Fees & Expenses- AG	1,000	10,123	10,000	Allocation for legislative requirement.	1,000		
6309	Laboratory Tests	250		250	State legislated requirement for medical testing fees for victims of crime	250		
6400	Insurance - Building & Contents	2,500	2,645	2,910		2,910		
6401	Insurance Liability	7,500	8,218	9,040	Liability insurance / Tort / Bond / Non-owner vehicle /MCCA Risk Pool	9,040		
6500	Office Supplies	13,000	10,567	13,000	Departmental office supplies - additional public service event expenses	14,000		
6505	Printing and Engraving	8,000	4,933	7,000	Case Folders, letterhead, envelopes, event materials	7,000		
6506	Postal Expenses	4,000	2,263	3,000	Toner Cartridges (From IT) mail costs associated with the prosecution of criminal cases and statewide business	3,000		
6507	Advertising	1,000	1,384	1,400	Job Placement ads / PIO materials	-		

DISTRICT ATTORNEY

LINE ITEM BUDGET JUSTIFICATION

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
6508	Dues	7,800	5,597	7,800	Board of Bar Overseers. (20 memberships @\$300/each) National District Attorney's Association. (1 DA membership & associates) \$862 Maine State Bar Dues Maine Prosecutor's Association membership (1K) Victim Advocate's Association. (6)	7,800		
6516	Restorative practices/diversionary	40,000	23,700	40,000	Contract Restorative justice liaison and Restorative Justice Institute to provide additional diversion opportunities to increase victim involvement and decrease defendant recidivism.	40,000		
6509	Books, Periodicals, & Subscriptions	17,250	14,877	16,500	5% Westlaw increase contract agreement/ /Maine Court rules print/Ferdico statute reference books / few statute book updates /Newspaper	16,500		
6511	Equipment Rental	1,300	1,176	1,300	Stoneybrook water service	1,300		
6512	Training, Education, & Seminars	12,000	5,174	12,000	Maine Prosecutor's Conference Registration. (increased cost to \$250) Staff training Seminars management training ADA CLE Seminars Extradition training Nat'l center for prosecution of DV training National Sexual Assault Training	12,000		
6513	Leases & Service Agreements	83,701	45,484	112,000	Connected Office copiers(\$2116/mth) MeDATs hosting shared db svc increase + \$13975 (\$41,622) Confidential Destruction (\$1000/yr) eProsecutor statewide licensing - (53 users/\$830/user) \$43,990	112,000		

DISTRICT ATTORNEY

LINE ITEM BUDGET JUSTIFICATION

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
6800	Telephone & Communication	22,000	19,177	22,000	Telephone Service - incr exp in 2024 expense? - \$777/mth) /Remote internet - savings \$1300/yr w new service offset some increased costs Wireless Service - 7 phones language Translation Line - drastic use increase (ave \$167 / mth) Connection to state Metro line (\$1444/yr) Increased users @ \$198/license	22,000		
		-	-	-		-	-	-
	TOTAL O&M	265,101	206,012	325,999	TOTAL	316,600	-	-
	CAPITAL OUTLAY							
7325	Furniture & Fixtures	1,500	2,042	5,000	To replace chairs & furniture & furnishings as they break and add ergonomic fixtures as needed. *** cost of furniture for relocation	1,500		
7355	Computer Hardware		-					
7400	Capital Improvement Program	-	-	-		-	-	-
	TOTAL CAPITAL OUTLAY	1,500	2,042	5,000	TOTAL	1,500	-	-
	TOTAL DISTRICT ATTORNEY	2,559,647	2,322,033	2,711,961	TOTAL	2,699,061	-	-
				152,314		139,415	(2,559,647)	(2,559,647)
				6.0%		5.4%	-100.0%	-100.0%

DISTRICT ATTORNEY



Executive Administration

James Gailey, County Manager

Wages for full & part time staff.

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

EXPENSES		25-26	
Labor	O&M	Capital	TOTAL
869,792	174,200		1,043,992

Grant funded activities of this department

	Personnel	REGULAR		GRANT & CONTRACT	
		Full Time	Part Time	Full Time	Part Time
	COUNTY MANAGER	1			
	DEPUTY MANAGER	1			
	EXECUTIVE ADMIN/SPECIAL PROJECTS	1			
	DV MANAGER	1			
	DIRECTOR OF PUBLIC AFFAIRS	1			
	COMPLIANCE & AUDIT MANAGER			1	
	PUBLIC HEALTH MANAGER			1	
	RECRUITER			1	
	COMMISSIONERS	5			
		10	0	3	

ACTIVITY CENTER BUDGET SUMMARY

COUNTY OF CUMBERLAND

11-103 DEPARTMENT: EXECUTIVE		ACTIVITY CENTER: ADMINISTRATION							
ACCT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 ACTUAL	24-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
	PERSONNEL SERVICES								
5120-01	Wages & Salaries (FT)	361,508	425,673	557,166	437,155	542,430	542,430	-	-
5205-01	Wages & Salaries (PT)	55,478	60,789	69,173	67,404	-	-	-	-
5401-01	Overtime	798	674	-	351	-	-	-	-
5500-01	Employee Benefits & Taxes	197,058	207,589	290,495	242,599	327,362	327,362	-	-
	TOTAL PERSONNEL SERVICES	614,841	694,726	916,834	747,508	869,792	869,792	-	-
	OPERATIONS & MAINTENANCE								
6130-01	Transportation & Lodging	2,438	5,875	12,000	13,857	14,000	14,000	-	-
6301-01	Professional Services	18,757	18,673	35,000	4,830	55,000	55,000	-	-
6302-01	Legal Services	28,818	24,218	30,000	26,020	32,000	32,000	-	-
6400-01	Building & Contents Insurance	3,759	3,946	5,400	5,059	5,940	5,940	-	-
6407-01	Surety Bond Premiums	3,174	3,332	3,500	4,271	3,850	3,850	-	-
6500-01	Office Supplies	2,928	3,846	4,500	1,384	3,800	3,800	-	-
6505-01	Printing & Engraving	498	214	950	936	950	950	-	-
6506-01	Postal Expenses	3,950	3,893	4,000	1,639	3,000	3,000	-	-
6507-01	Advertising	1,460	579	1,000	-	1,000	1,000	-	-
6508-01	Dues	39,173	34,357	41,000	41,827	42,000	42,000	-	-
6509-01	Books periodicals, subs	-	146	200	300	300	300	-	-
6512-01	Training, Education, & Seminars	1,742	703	5,000	2,447	5,000	5,000	-	-
6513-01	Leases & Service Agreements	1,823	2,302	6,000	3,484	3,500	3,500	-	-
6609-01	Equipment Repair	-	-	-	-	-	-	-	-
6800-01	Telephone & Communication	2,334	2,153	4,500	3,256	3,860	3,860	-	-
	TOTAL O&M	110,854	104,238	153,050	109,309	174,200	174,200	-	-
	CAPITAL OUTLAY								
7361-01	Occupational Health & Safety Equip	-	-	-	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	-	-	-	-	-	-	-	-
	TOTAL ACTIVITY CENTER	725,695	798,964	1,069,884	856,817	1,043,992	1,043,992	-	-
					(25,891)	(25,892)	(1,069,884)	(1,069,884)	
					-2.4%	-2.4%	-100.0%	-100.0%	

EXEC-ADMINISTRATION

LINE ITEM BUDGET JUSTIFICATION

COUNTY OF CUMBERLAND

11-103 DEPARTMENT: EXECUTIVE		ACTIVITY CENTER: ADMINISTRATION						
ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
	PERSONNEL				Wages for full & part time staff.			
5120-01	Wages & Salaries (FT)	557,166	437,155	542,430	Wages for full-time departmental staff.	542,430		
				75,000	Regional Fire Coordinator	75,000		
5401-01	Overtime/Taping		351	-				
5205-01	Wages & Salaries (PT)	69,173	67,404	-	Moved to Public Health Budget	-		
5510	Health Insurance	155,963	139,001	189,889		189,889		
5520	Retirement	35,459	19,422	43,110		43,110		
5530	Social Security	47,727	36,289	47,233		47,233		
5540	Workers Comp	1,861	1,650	2,047		2,047		
5560	Deferred Comp	49,485	46,237	45,083		45,083		
5500-01	Employee Benefits & Taxes	290,495	242,599	327,362	Benefits and taxes for departmental employees.	327,362	-	-
	TOTAL PERSONNEL SERVICES	916,834	747,508	869,792	-5.1%	869,792	-	-
	OPERATIONS & MAINTENANCE							
6130-01	Transportation & Lodging	12,000	13,857	14,000	Transportation and costs associated with traveling to meetings with county and municipal officials, as well as to testify at legislative hearings and participate in conferences	14,000		
6301-01	Professional Services	35,000	4,830	55,000	Services needed for general operation of county services. Fire/EMS instructor costs for FF1 and FF2 training	55,000		
6302-01	Legal Services	30,000	26,020	32,000	Legal fees associated with consultation and pending law suits and arbitrations	32,000		
6400-01	Building & Content Insurance	5,400	5,059	5,940	Departmental share of Risk Pool insurance premium.	5,940		
6407-01	Surety Bond Premiums	3,500	4,271	3,850	Bond obtained through MCCA.	3,850		
6500-01	Office Supplies	4,500	1,384	3,800	Departmental office supply costs.	3,800		
6505-01	Printing & Engraving	950	936	950	General printing costs to include county budget, annual report, budget	950		
				-		-		

EXEC-ADMINISTRATION

LINE ITEM BUDGET JUSTIFICATION

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
6506-01	Postal Expenses	4,000	1,639	3,000	Departmental postage costs.	3,000		
6507-01	Advertising	1,000		1,000	Legal notices.	1,000		
6508-01	Dues	41,000	41,827	42,000	Professional Memberships	42,000		
				-	International City/County Managers Assoc. \$ 1,300	-		
				-	Maine Municipal Association. \$ 600	-		
				-	NACO Association \$ 5,633	-		
				-	Maine County Commissioners Association. \$ 19,800	-		
				-	Maine County Administrators Association. \$ 100	-		
				-	Local/regional Chamber of Commerce \$ 800	-		
				-	ME Town & City Management Association. \$ 250	-		
				-	GPCOG Membership \$ 12,000	-		
6509-01	Books periodicals, subs	200	300	300	Various books. PPH and BDN	300		
6512-01	Training, Education, & Seminars	5,000	2,447	5,000	MCCA Convention, MMA, ICMA & NACO conference	5,000		
6513-01	Leases & Service Agreements	6,000	3,484	3,500	Lease agreement/ copier	3,500		
				-	maintenance agreement for copier	-		
				-	Postage meter lease/ maintenance.	-		
				-	Postage machine service agreement.	-		
6609-01	Equipment Repair				Equipment maintenance not covered under service agreement.	-		
6800-01	Telephone & Communication	4,500	3,256	3,860	Provides for local and long distance calls, and associated communication. Cell phones	3,860		
	TOTAL O&M	153,050	109,309	174,200		174,200	-	-
	TOTAL ADMINISTRATION	1,069,884	856,817	1,043,992	TOTAL	1,043,992	-	-
				(25,891)		(25,892)	(1,069,884)	(1,069,884)
				-2.4%		-2.4%	-100.0%	-100.0%

EXEC-ADMINISTRATION



Information Technology

Aaron Gilpatric Director

Wages for full & part time staff.

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

					EXPENSES			
					24-25			
					Labor	O&M	Capital	TOTAL
					592,774	688,256	-	1,281,030
\$ -								

Statistics

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

Personnel

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

COUNTY OF CUMBERLAND

11-103 DEPARTMENT: INFORMATION TECHNOLOGY		ACTIVITY CENTER: INFORMATION TECHNOLOGY							
ACCT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 ACTUAL	24-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
	PERSONNEL SERVICES								
5120	Wages & Salaries (FT)	303,539	363,029	385,718	366,579	409,616	409,616	-	-
5500	Employee Benefits & Taxes	119,630	149,160	164,536	146,161	183,158	183,158	-	-
	TOTAL PERSONNEL SERVICES	423,170	512,190	550,253	512,740	592,774	592,774	-	-
	OPERATIONS & MAINTENANCE								
6130	Transportation & Lodging	97	-	4,000	7,141	4,000	4,000	-	-
6301	Professional Services	14,635	6,118	21,000	20,480	27,000	27,000	-	-
6500	Office Supplies	859	2,328	1,000	1,429	1,500	1,500	-	-
6503	Computer, Software, & Supplies	37,726	41,460	45,000	35,541	19,000	19,000	-	-
6505	Printing & Engraving			-		-	-	-	-
6512	Training, Education, & Seminars	9,889	10,436	10,000	5,931	6,000	6,000	-	-
6514	maintenance Contracts	284,708	375,546	404,077	392,764	547,756	547,756	-	-
6811	Computer Repair	7,741	8,000	8,000	7,598	8,000	8,000	-	-
6800	Telephone & Communication	64,790	58,721	59,000	73,989	75,000	75,000	-	-
	TOTAL O&M	420,443	502,609	552,077	544,873	688,256	688,256	-	-
	CAPITAL OUTLAY								
7355-02	Computer Hardware			-	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	-	-	-	-	-	-	-	-
	TOTAL ACTIVITY CENTER	843,613	1,014,799	1,102,330	1,057,613	1,281,030	1,281,030	-	-
						178,700	178,700	(1,102,330)	(1,102,330)
						16.2%	16.2%	-100.0%	-100.0%

INFORMATION TECHNOLOGY

LINE ITEM BUDGET JUSTIFICATION

COUNTY OF CUMBERLAND

11-103 DEPARTMENT: IT		ACTIVITY CENTER: INFORMATION TECHNOLOGY						
ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
PERSONNEL SERVICES								
5120	Wages & Salaries (FT)	385,718	366,579	409,616	Wages for full & part time staff. OT & On-call stipend funding	409,616		
5510	Health Insurance	93,297	80,574	108,177		108,177		
5520	Retirement	40,524	37,391	42,190		42,190		
5530	Social Security	29,392	27,023	31,336		31,336		
5540	Workers Comp	1,323	1,173	1,455		1,455		
5560	Deferred Comp							
5500	Employee Benefits & Taxes	164,536	146,161	183,158		183,158	-	-
	TOTAL PERSONNEL SERVICES	550,253	512,740	592,774	7.7%	592,774	-	-
OPERATIONS & MAINTENANCE								
6130	Transportation & Lodging	4,000	7,141	4,000	Mileage Expense	4,000		
6301	Professional Services	21,000	20,480	27,000	On site Technical Assistance Community GIS	27,000		
6500	Office Supplies	1,000	1,429	1,500	General Office Supplies	1,500		
6503	Computer, Software, & Supplies	45,000	35,541	19,000	Software, upgrades and licensing	19,000		
6505	Printing and Engraving				Printer and Toner cartridges			
6512	Training, Education, & Seminars	10,000	5,931	6,000	System training	6,000		
6514	Maintenance Contracts	404,077	392,764	547,756	Public Safety software packages, email, & data sharing	547,756		
					Spillman Maintenance (Net of reimbursements)	\$ 211,498		
					ME Endpoint Security	\$ 8,167		

INFORMATION TECHNOLOGY (IT)

LINE ITEM BUDGET JUSTIFICATION

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
					VMWare	\$ 11,856		
					Meraki	\$ 15,000		
					Antivirus & MDR	\$ 31,614		
					Cybersecurity Monitoring	\$ 13,980		
					Multifactor Authentication Licenses	\$ 16,200		
					Cisco Smartnet	\$ 10,000		
					PowerDMS	\$ 3,000		
					ESRI- ARC GIS Maintenance	\$ 12,800		
					Netmotion & Locality	\$ 11,300		
					OpenFox	\$ 5,540		
					GSuite (Google Mail)	\$ 78,750		
					DocuSign	\$ 9,516		
					Axon Justice	\$ 49,895		
					Citrix	\$ 18,640		
					Office 365	\$ 40,000		
						\$ 547,756		
6611	Computer Repair	8,000	7,598	8,000	Repair equipment formerly under maintenance contract.		8,000	
6800	Telephone & Communication	59,000	73,989	75,000	System wide internet, wireless access and fiber lines		-	
	TOTAL O&M	552,077	544,873	688,256		75,000	-	-
						688,256		
7355	Computer hardware for County				Communications, server and network hardware		-	
	TOTAL CAPITAL OUTLAY	-	-	-			-	-
	TOTAL IT	1,102,330	1,057,613	1,281,030			-	-
				178,700			178,700	(1,102,330)
				16.2%			16.2%	-100.0%
								(1,102,330)
								-100.0%

INFORMATION TECHNOLOGY (IT)



Human Resources

Amy Jennings, Director
 Wages for full & part time staff.

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

EXPENSES			25-26
Labor	O&M	Capital	TOTAL
902,818	78,905	7,000	988,723

Statistics

Personnel

Statistics	Personnel	Full Time	Part Time
		Responsible for servicing & supporting over 405 employees	HUMAN RESOURCE DIRECTOR
Responsible for recruitment & hiring of County personnel	LABOR RELATIONS SPECIALIST	1	
Responsible for labor relations & collective bargaining	RECRUITER	1	
Responsible for employee benefits and compensation	EMPLOYEE RELATIONS COORD.	1	
Personnel and performance management	HUMAN RESOURCES SPECIALIST	1	
Manages FMLA, ADA Leaves, and Workers' Comp	SAFETY COORDINATOR	1	
Compliance with state/federal employment/labor laws	HR ASSISTANT	1	
Employee training & development		7	
Responsible for Safety Program, OSHA & BLS Compliance			
Personnel policies and records management			

ACTIVITY CENTER BUDGET SUMMARY

COUNTY OF CUMBERLAND

11-103 DEPARTMENT: HUMAN RESOURCES			ACTIVITY CENTER: HUMAN RESOURCES						
ACCT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 ACTUAL	24-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
PERSONNEL SERVICES									
5120	Wages & Salaries (FT)	389,586	378,380	563,880	504,540	648,451	648,451	-	-
5500	Employee Benefits & Taxes	145,096	134,150	213,043	185,722	254,367	254,367	-	-
	TOTAL PERSONNEL SERVICES	534,682	512,530	776,923	690,263	902,818	902,818	-	-
OPERATIONS & MAINTENANCE									
6130	Transportation & Lodging	236	1,599	2,500	451	2,500	2,500	-	-
6301	Professional Services	20,624	23,449	45,000	19,069	45,000	37,000	-	-
6500	Office Supplies	2,092	3,105	4,500	4,393	4,500	4,500	-	-
6505	Printing & Engraving	104	130	175	31	175	175	-	-
6506	Postal Expenses	455	182	500	222	500	250	-	-
6508	Dues	1,512	183	2,000	1,315	2,000	2,000	-	-
6509	Books, Periodicals, & Subscriptions	3,191	3,042	4,150	209	4,150	4,150	-	-
6512	Training, Education, & Seminars	856	4,056	15,900	12,574	15,900	15,900	-	-
6513	Leases & Service Agreements	1,823	1,958		1,500	1,950	1,950	-	-
6515	Wellness	7,050	10,745		9,595	10,000	10,000	-	-
6800	Telephone & Communication	691	308	-	914	1,541	480	-	-
	TOTAL O&M	38,634	48,758	80,216	50,273	88,216	78,905	-	-
CAPITAL OUTLAY									
7361	Occupational Health & Safety Equip.	6,855	4,288	7,000	2,552	7,000	7,000	-	-
	TOTAL CAPITAL OUTLAY	6,855	4,288	7,000	2,552	7,000	7,000	-	-
	TOTAL ACTIVITY CENTER	580,171	565,576	864,139	743,088	998,034	988,723	-	-
						133,895	124,584	(864,139)	(864,139)
						15.5%	14.4%	-100.0%	-100.0%

HUMAN RESOURCES

LINE ITEM BUDGET JUSTIFICATION

COUNTY OF CUMBERLAND

11-103 HUMAN RESOURCES		ACTIVITY CENTER: HUMAN RESOURCES							
ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET	
PERSONNEL									
5120	Wages & Salaries (FT)	563,880	504,540	648,451	Wages for full-time departmental staff.	648,451			
5510	Health Insurance	112,381	94,040	133,233		133,233			
5520	Retirement	50,919	44,247	60,988		60,988			
5530	Social Security	42,968	37,936	49,607		49,607			
5540	Workers Comp	1,141	1,003	1,255		1,255			
5560	Deferred Comp	5,634	8,496	9,284		9,284			
5500	Employee Benefits & Taxes	213,043	185,722	254,367	Benefits and taxes for departmental employees.	254,367	-	-	
	TOTAL PERSONNEL SERVICES	776,923	690,263	902,818	16.2% TOTAL	902,818	-	-	
OPERATIONS & MAINTENANCE									
6130	Transportation & Lodging	2,500	451	2,500	Use of personal vehicles, mileage reimbursement, HR Conferences; meals & lodging	2,500			
6301	Professional Services	45,000	19,069	45,000	Flores Section 125 FSA Admin Fee 875 Flores Section 125 HRA Admin Fee 500 Flores Debit Card Fee 1,638 ACA PCORI Annual Fee 94 Employee Advisory Committee 5,000 Union Negotiation Consultations 10,000 Affiliated EAP - Workforce Performance Solutions 9,940 Affiliated EAP - Critical Incidents 1,000 Affirmative Action Plan Preparation 3,450 J.J. Keller 180 New Sharpe Copier Contract - formerly Ricoh 1,808 DISA - Drug & Alcohol Program - Fee & Random Tests 750 HR Consultants - training, investigations, services 1,765 \$ 37,000	37,000			

HUMAN RESOURCES

LINE ITEM BUDGET JUSTIFICATION

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
6500	Office Supplies	4,500	\$4,393	4,500	HR Office Supplies	4,500		
6505	Printing & Engraving	175	\$31	175	Misc. printing, brochures, engraving	175		
6506	Postal Expenses	500	\$222	500	HR Postage expenses	250		
6508	Dues	2,000	\$1,315	2,000	MLGHRA Memberships	2,000		
					- HR Assoc. of Southern ME (HRASM)	160		
					- National Safety Council	425		
					- SHRM Memberships	660		
					- SHRM Certifications	100		
					- NFPA	150		
					- Maine Motor Transport Assoc.	150		
						1,820		
6509	Books, Periodicals, & Subscriptions Move to IT?	4,150	\$209	4,150	HR Reference Materials/Books	250	4,150	
					- Jazz HR	2,900		
					- Other job posting & recruitment platforms	1,000		
						4,150		
6512	Training, Education, & Seminars	15,900	\$12,574	15,900	Leadership Academy (based on 12 County attendees)	3,800	15,900	
					Leadership Academy lunches at SMCC	700		
	Some of this needs to go to HR for Pre-Employment physicals				HR Conferences, Workshops - Staff	1,000		
					Annual Maine HR Conference at Samoset	1,200		
					MMA HR & Management Conference - June @ Thomas C	255		
					Professional Development - Depts. & Supervisory	3,000		
					Maine LERA Conference & Meetings	50		
					Tuition Reimbursement	5,895		
						15,900		
6513	Leases & Service Agreement	1,950	1,500	1,950	Great America Financial Agreement	1,950		
6515	Wellness	2,000	9,595	10,000	Wellness (gym/health reimbursement)	10,000		

HUMAN RESOURCES

LINE ITEM BUDGET JUSTIFICATION

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
6800	Telephone expense	1,541	914	1,541	Move to IT	480		
	TOTAL O&M	80,216	50,273	88,216		78,905	-	-
	CAPITAL OUTLAY							
7361	Occupational Health & Safety Equip.	7,000	2,552	7,000	Employee Ergonomic costs associated with workstations	7,000		
	Safety Program				Safety training program			
		-	-	-		-	-	-
		7,000	2,552	7,000		7,000	-	-
		864,139	743,088	998,034		988,723	-	-
				133,895		124,584	(864,139)	(864,139)
				15.5%		14.4%	-100.0%	-100.0%
					TOTAL			
					TOTAL			

HUMAN RESOURCES



Facilities Department

William Trufant, Director

Mission to provide a use Wages for full & part time staff. buildings, by maintaining the structures, systems, grounds and vehicles to the highest standards. The department is responsible for the physical operations of the County Courthouse complex, the County Jail, Law Enforcement Center, Pre-Release Center, Emergency Management Agency, the County Parking Garage, and the new County Communications Center.

REVENUES

EXPENSES

25-26

					Labor	O&M	Capital	TOTAL
				-	1,978,939	1,022,909	-	3,001,848
					ENTERPRISE			443,603
					TOTAL DEPT			3,445,451

Enterprise Activities:

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

Statistics

Personnel

Responsible for Fleet maintenance of over 140 Vehicles Responsible for 7 buildings, and over 570K sq feet Responsible to maintain operations for: EMA Probate Executive DA Finance Garage Treasurer CCRCC Jail Deeds Sheriff Office Negotiate over \$1 million dollars in Utility costs 50% of all Courthouse costs covered by State of Maine	Facility	Full Time	Part Time	Court lease	Jail
	FACILITIES DIRECTOR	1			
	MAINTENANCE SUPERVISOR	2			
	FACILITIES SUPERVISOR				1
	CUSTODIAN SUPERVISOR	1			
	CUSTODIAN	4		2	1
	ELECTRICIAN SUPERVISOR	1			
	ELECTRICIAN	1			1
	MAINTENANCE TECHNICIAN II	2		2	4
	FLEET AUTOMOTIVE SUPERVOR	1			
	FLEET AUTOMOTIVE TECHNICIAN	1			
	EXECUTIVE ASSISTANT	1			
		15	0	4	7

DEPARTMENTAL BUDGET SUMMARY

COUNTY OF CUMBERLAND

11-105 DEPARTMENT: FACILITIES									
ACCT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 ACTUAL	24-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
	PERSONNEL SERVICES								
			Wages for full & part time staff.						
5120	Wages & Salaries (FT)*	876,527	995,142	1,262,623	1,205,720	1,346,798	1,346,798	-	-
5210	Seasonal/Temporary/Intern	-	45,435	-	-	-	-	-	-
5401	Overtime	27,594	44,385	35,000	21,729	36,050	36,050	-	-
5500	Employee Benefits & Taxes	402,304	442,255	566,103	500,780	596,091	596,091	-	-
	TOTAL PERSONNEL SERVICES	1,306,425	1,527,217	1,863,726	1,728,229	1,978,939	1,978,939	-	-
	OPERATIONS & MAINTENANCE								
6130	Transportation & Lodging	131	125	1,500	89	1,500	800	-	-
6131	Gas, Oil, & Grease	26,366	52,229	63,000	67,618	68,000	18,000	-	-
6132	Vehicle Repair	77,196	75,076	70,000	(2,317)	70,000	120,000	-	-
6301	Professional Services	11,652	15,592	13,000	8,502	10,500	10,500	-	-
6303	Contract Special Services	16,623	12,124	9,500	5,198	9,500	9,500	-	-
6304	Security Services	1,360	1,077	1,700	1,318	2,000	2,000	-	-
6400	Insurance- Building & Contents	40,128	42,125	53,072	41,268	58,379	58,379	-	-
6401	Insurance- Liability	2,206	2,315	16,163	2,968	17,779	17,779	-	-
6402	Vehicle Insurance	10,505	11,027	13,893	14,135	15,282	15,282	-	-
6405	Insurance - Boilers/ Mechanical	6,197	6,506	8,196	8,339	9,016	9,016	-	-
6500	Office Supplies	1,383	1,897	1,500	2,887	2,000	2,000	-	-
6502	Cleaning Supplies	12,227	17,367	15,000	17,036	20,000	20,000	-	-
6504	Maintenance Supplies	3,093	6,599	10,000	17,896	15,000	15,000	-	-
6505	Printing & Engraving	86	207	450	263	500	500	-	-
6506	Postal Expenses	89	93	200	3	200	200	-	-
6507	Advertising	434	-	-	-	1,000	1,000	-	-
6508	Dues	540	172	450	307	450	450	-	-
6509	Books, Periodicals, & Subscriptions	299	397	300	-	300	300	-	-
6510	Tools & Implements	88	2,822	3,500	1,144	4,500	4,500	-	-
6511	Equipment Rental	8,176	8,494	12,700	14,214	13,500	13,500	-	-
6512	Training, Education, & Seminars	2,168	18,469	2,500	2,008	2,500	2,500	-	-
6513	Lease & service Agreements	161,065	176,846	122,000	212,091	58,953	58,953	-	-
6514	Maintenance Contracts	59,385	63,154	73,500	81,668	90,000	90,000	-	-

FACILITIES

DEPARTMENTAL BUDGET SUMMARY

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 ACTUAL	24-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
6600	Cleaning & Sanitary	11,392	159	-	26	-	-	-	-
6601	Snow Removal	2,619	4,815	5,000	1,949	5,000	5,000	-	-
6602	Lot & Grounds Maintenance	8,151	3,202	3,000	4,404	3,500	3,500	-	-
6603	Building & Structure Repair	32,709	19,693	30,500	16,062	30,500	30,500	-	-
6604	Heating & Cooling (HVAC) Repair	20,616	98,844	35,000	48,011	40,000	40,000	-	-
6605	Electrical Repair	46,487	19,045	23,500	38,340	30,000	30,000	-	-
6606	Painting Repair	1,919	11,012	7,000	4,862	7,000	7,000	-	-
6607	Plumbing Repair	8,449	12,324	10,000	7,898	10,000	10,000	-	-
6608	Elevator Repair	-	(179)	2,000	34,774	10,000	10,000	-	-
6609	Equipment Repair	15,579	2,887	5,000	2,836	5,000	5,000	-	-
6612	Furniture Repair	664	842	3,000	2,981	3,000	3,000	-	-
6800	Telephone & Communication	5,624	5,855	7,000	7,810	7,500	7,500	-	-
6801	Electricity Utility	121,627	272,767	114,148	96,068	150,000	150,000	-	-
6802	Gas Utility	53,326	48,605	155,000	66,413	165,000	165,000	-	-
6803	Water Utility	5,347	5,367	6,500	5,279	6,500	6,500	-	-
6804	Sewer Utility	27,582	35,586	32,000	25,721	32,000	32,000	-	-
6805	Rubbish Removal	13,256	14,309	17,500	18,318	24,000	24,000	-	-
6806	Fuel Oil	3,032	(2,171)	1,500	4,758	4,000	4,000	-	-
6906	Paper Goods	4,044	5,820	10,000	-	10,000	10,000	-	-
6908	Clothing- Uniforms	4,258	4,734	4,500	5,369	6,000	6,000	-	-
6909	Clothing- Cleaning	2,350	2,845	3,000	75	750	750	-	-
6913	Safety Equipment	2,077	2,309	3,000	2,028	3,000	3,000	-	-
6950	misc expense PRC	-	-	-	-	-	-	-	-
	TOTAL O&M	832,501	1,083,379	970,272	890,619	1,023,609	1,022,909	-	-

FACILITIES

DEPARTMENTAL BUDGET SUMMARY

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 ACTUAL	24-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
	CAPITAL OUTLAY								
7305	Building & Building Improvements		-	-	-	138,750	-	-	-
7315	Electrical Capital		-	-	-	-	-	-	-
7335	Maintenance Capital		-	-	-	-	-	-	-
7350	Office Equipment	810	-	-	-	-	-	-	-
7355	Computer Hardware	70	-	-	-	-	-	-	-
7361	Occupational Health & Safety Equip.	683	-	-	-	-	-	-	-
7360	Safety Equipment	703	53	-	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	2,266	53	-	-	138,750	-	-	-
	TOTAL DEPARTMENT	2,141,192	2,610,649	2,833,998	2,618,848	3,141,298	3,001,848	-	-
						307,300	167,850	(2,833,998)	(2,833,998)
						10.8%	5.9%	-100.0%	-100.0%

FACILITIES

LINE ITEM BUDGET JUSTIFICATION

COUNTY OF CUMBERLAND

11-105 DEPARTMENT: FACILITIES									
ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION		25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
	PERSONNEL SERVICES				Wages for full & part time staff.				
5120	Wages & Salaries (FT)	1,262,623	1,205,720	1,346,798	Wages for full-time departmental staff.	\$ -	1,346,798		
5205	Wages & Salaries (PT)				Wages for maint./ special projects.				
5210	Seasonal/Temporary/Intern								
5401	Overtime	35,000	21,729	36,050	Wages for required overtime work and call in work.		36,050		
5510	Health Insurance	319,145	267,809	329,011			329,011		
5520	Retirement	112,711	111,991	127,447			127,447		
5530	Social Security	99,268	92,362	105,788			105,788		
5540	Workers Comp	30,768	27,268	33,845			33,845		
5560	Deferred Comp	4,211	1,352	-					
5500	Employee Benefits & Taxes	566,103	500,780	596,091	Taxes and benefits for departmental employees.		596,091	-	-
	TOTAL PERSONNEL SERVICES	1,863,726	1,728,229	1,978,939	6.2% TOTAL		1,978,939	-	-
	OPERATIONS & MAINTENANCE								
6130	Transportation & Lodging	1,500	89	1,500	Departmental travel expenses including for training.	\$ 1,500	800		
6131	Gas Oil & Grease	63,000	67,618	68,000	Gas, oil, grease, and maintenance for departmental vehicles and machines.	\$ 9,000	18,000		
					Oil & grease for Sheriff vehicles.	\$ 4,000			
6132	Vehicle Repair	70,000	(2,317)	70,000	Parts and labor for automobile and machine repair.	\$ 10,000	120,000		
					Sheriff Administration/ Support Services	\$ 7,500			
					Sheriff Law Enforcement	\$ 27,000			
					Sheriff General	\$ 7,500			
					Tires for all County vehicles.	\$ 50,000			
					New Vehicle equipment set up	\$ 28,000			
6301	Professional Services	13,000	8,502	10,500	Consultants: chemical, etc.	\$ 8,100	10,500		
					Indoor Air Quality tests.	\$ 1,900			
					Professional Cleaning services	\$ 3,000			

FACILITIES

LINE ITEM BUDGET JUSTIFICATION

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
					Courthouse. (done in house)	\$ 2,000		
					EMA/RCC	\$ 1,500		
					Law Enforcement Center.	\$ 1,500		
6303	Contract Special Services	9,500	5,198	9,500	Pest control Courthouse LEC EMA CRCC	\$ 3,000	9,500	
					Hazardous Mats (lamp)	\$ 3,000		
					Backflow testing	\$ 750		
					work order system fleet	\$ 2,000		
6304	Security Services	1,700	1,318	2,000	Security	\$ 1,700	2,000	
6400	Insurance -Building & Contents	53,072	41,268	58,379	Courthouse. Garage.	\$ 53,072	58,379	
6401	Insurance- Liability	16,163	2,968	17,779	Departmental share of insurance.	\$ 16,163	17,779	
6402	Vehicle Liability	13,893	14,135	15,282	Departmental share of insurance.	\$ 13,893	15,282	
6405	Insurance - Boilers/ Mechanical	8,196	8,339	9,016	Departmental share of insurance.	\$ 8,196	9,016	
6406	Insurance- Deductible				Deductible for any insurance claim.			
6500	Office Supplies	1,500	2,887	2,000	Office supplies and copy paper.	\$ 1,500	2,000	
6502	Cleaning Supplies	15,000	17,036	20,000	Custodial supplies. (Does not include Jail secure area.)		20,000	
					Car Cleaning Supplies	\$ 400		
					Courthouse.	\$ 8,000		
					Dispatch/EMA (Events only)	\$ 3,000		
					Northport	\$ 6,000		
					LEC	\$ 3,000		
6504	Maintenance Supplies	10,000	17,896	15,000	Repair supplies.		15,000	
					Courthouse/Northport	\$ 11,500		
					Communications	\$ 3,700		

FACILITIES

LINE ITEM BUDGET JUSTIFICATION

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
					Law Enforcement Center.	\$ 2,000		
6505	Printing & Engraving	450	263	500	Printing for work orders, forms, and blueprints.	\$ 450	500	
6506	Postal Expenses	200	3	200	Departmental postage costs.	\$ 200	200	
6507	Advertising	-		1,000	For material bids and personnel	\$ 200	1,000	
6508	Dues	450	307	450	NFPA		450	
					ASHRAE (Heating and AC Eng.)	\$ 50		
					NSEE (Energy Engineers.)	\$ 50		
					Electrician Licensing Fees.	\$ -		
					fleet	\$ 200		
					recertification	\$ 150		
6509	Books, Periodicals, & Subscriptions	300		300	Manager's Legal Bulletin.		300	
					Vehicle manuals.	\$ 150		
					ASHRAE Handbooks.			
					Reference manuals and code books.	\$ 150		
6510	Tools & Implements	3,500	1,144	4,500	Hand tools.	\$ 3,500	4,500	
6511	Equipment Rental	12,700	14,214	13,500	Pagers.	\$ 1,000	13,500	
					Offsite Storage	\$ 7,000		
					Safety Kleen for Mechanic/Jail (oil)	\$ 200		
					Copier	\$ 1,500		
					lift rental	\$ 3,000		
6512	Training, Education, & Seminars	2,500	2,008	2,500	OSHA Training		2,500	
					Training safety	\$ 1,100		
					work order system			
					seminars.	\$ 1,400		

FACILITIES

LINE ITEM BUDGET JUSTIFICATION

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
6513	Leases and Service Agreements	122,000	212,091	58,953	Northport Business Park Dues 25 Pearl Street Lease Removed	\$ -	58,953	
6514	Maintenance Contracts	73,500	81,668	90,000	HVAC Contract CCRCC, CCCH, Northport Sprinkler system Extinguishers Fire alarm Elevator/lifts Telephone Identicard IT MOVE Work order Systems Support Automatic Doors	\$ 39,900 \$ 1,850 \$ 900 \$ 2,500 \$ 13,000 \$ 3,000 \$ 2,500 \$ 5,000 \$ 1,200	90,000	
6600	Cleaning & Sanitary	-	26	-	Moved to Professional Services		-	
6601	Snow Removal	5,000	1,949	5,000	Courthouse complex (includes parking lot). CCRCC	\$ 4,000 \$ 1,000	5,000	
6602	Lot & Grounds Maintenance	3,000	4,404	3,500	Loam, seed, sod. Landscape timbers, fencing. Asphalt maintenance or repair:	\$ 1,000 \$ 500 \$ 1,500	3,500	
6603	Building & Structure Repair	30,500	16,062	30,500	Doors, walls, ceilings, stairs, & windows. Replacement locks and keys Roof patches and repairs. CCCH Replacement Air Conditioners Carpeting and repairs Exterior building repairs. Replacement ceiling tiles.	\$ 3,000 \$ 3,000 \$ 5,000 \$ 3,000 \$ 10,000 \$ 4,000 \$ 2,500	30,500	
6604	Heating & Cooling (HVAC) Repair	35,000	48,011	40,000	Heating & Cooling (HVAC) Repair Courthouse.	\$ 15,500	40,000	

FACILITIES

LINE ITEM BUDGET JUSTIFICATION

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
					CCRC	\$ 3,500		
					Law Enforcement Center.	\$ 3,000		
6605	Electrical Repair	23,500	38,340	30,000	Identocard and control repairs.	\$ 7,500	30,000	
					Lighting-lamps and ballast, light bulbs	\$ 4,000		
					Power outlets & wiring.	\$ 2,000		
					Electrical repairs.	\$ 10,000		
6606	Painting Repair	7,000	4,862	7,000	Preventative & Ongoing maintenance.		7,000	
					Courthouse/Windham	\$ 3,000		
					Community Corrections	\$ 500		
					Law Enforcement Center	\$ 500		
6607	Plumbing Repair	10,000	7,898	10,000	Preventative/ ongoing maintenance.		10,000	
					Courthouse.	\$ 7,000		
					EMA. And Communications	\$ 1,000		
					Law Enforcement Center.	\$ 1,000		
6608	Elevator Repair	2,000	\$ 34,774	10,000	Non-contract repairs	\$ 1,000	10,000	
6609	Equipment Repair	5,000	2,836	5,000	Repair for County equipment.	\$ 5,000	5,000	
6612	Furniture Repair	3,000	2,981	3,000	Repair material for any County furniture.	\$ 3,000	3,000	
6800	Telephone & Communication	7,000	7,810	7,500	Telephone Costs	\$ 4,500	7,500	
6801	Electricity Utility	114,148	96,068	150,000	Electricity costs for county properties		150,000	
					Communications			
					CCCH/Northport			
					LEC			

FACILITIES

LINE ITEM BUDGET JUSTIFICATION

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
6802	Gas Utility	155,000	66,413	165,000	Natural Gas costs for county properties LEC CCRCC Courthouse Northport	165,000		
6803	Water Utility	6,500	5,279	6,500	Courthouse LEC Communication \$ 5,500 \$ 1,300	6,500		
6804	Sewer Utility	32,000	25,721	32,000	25 Pearl Courthouse Lec EMA Communications LEC storm water charges \$ 24,000 \$ 5,000	32,000		
6805	Rubbish Removal	17,500	18,318	24,000	Courthouse/Northport Law Enforcement Center/Communication Corrections \$ 15,000	24,000		
6806	Fuel Oil	1,500	4,758	4,000	Generator Fuel \$1,500	4,000		
6906	Paper Goods	10,000	-	10,000	Toilet paper, sanitary napkins, paper towels. \$ 10,000	10,000		
6908	Clothing- Uniforms	4,500	5,369	6,000	Facilities employees (4 sets) \$ 4,500	6,000		
6909	Clothing- Cleaning	3,000	75	750	Mechanic Uniforms. And rags \$ 3,800	750		
6913	Safety Equipment	3,000	2,028	3,000	Safety shoes. Gloves & wipes for chemicals & blood pathogens. First-aid kit maintenance. \$ 2,000	3,000		
	TOTAL O&M	970,272	890,619	1,023,609	TOTAL	1,022,909	-	-
7305	CAPITAL OUTLAY Building & Building Improvement			\$ 90,000	Conditional Building Assessment of County Properties	0		

FACILITIES

LINE ITEM BUDGET JUSTIFICATION

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
7315	Electrical Capital			\$ 48,750	New Work Order System with Financial/Capital Tracking	-		
7335	Maintenance Capital							
7350	Office Equipment	-			Replace misc office equipment			
7355	Computer Hardware	-						
7361	Occupational Health & Safety Equip.		-		Moved to HR Budget			
7360	Safety Program				Moved to HR budget			
	TOTAL CAPITAL OUTLAY	-	-	138,750		-	-	-
	TOTAL FACILITIES	2,833,998	2,618,848	3,141,298	TOTAL	3,001,848	-	-
		14		10.8%		167,850	(2,833,998)	(2,833,998)
						5.9%	-100.0%	-100.0%

ENTERPRISE ACTIVITIES TOTAL	443,603
OVERALL DEPARTMENTAL EXPENSES	3,445,451

FACILITIES



Facilities-Garage Operation

Wages for full & part time staff.

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

REVENUES

EXPENSES

25-26

	2020 Actual	2022 Actual	2022 Actual	25-26 Budget		Labor	O&M	Capital	TOTAL
GAR	-	-	-	-	Garage Operations	98,234	42,300	-	140,534
GAR	121,167	157,991	280,426	250,000	Garage Daily Parking				
GAR	655,114	751,025	585,804	700,000	Garage Monthly Parking				
GAR									
GAR	\$ 776,280	\$ 909,016	\$ 866,230	\$ 950,000					

Statistics

Personnel

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

ACTIVITY CENTER BUDGET SUMMARY

COUNTY OF CUMBERLAND

11-103 DEPARTMENT: Facilities		ACTIVITY CENTER: PARKING GARAGE							
ACCT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 ACTUAL	24-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
PERSONNEL SERVICES									
		Wages for full & part time staff.							
5120-03	Wages & Salaries (FT)	52,353	99,984	55,253	53,092	58,059	58,059	-	-
5205-03	Wages & Salaries (PT)	-	-	-	-	-	-	-	-
5401-03	Overtime	3,600	3,836	4,000	889	4,120	4,120	-	-
5500-03	Employee Benefits & Taxes	17,483	42,094	25,513	25,199	36,055	36,055	-	-
	TOTAL PERSONNEL SERVICES	73,437	145,914	84,766	79,180	98,234	98,234	-	-
OPERATIONS & MAINTENANCE									
6500-03	Office Supplies	1,786	979	1,000	245	750	750	-	-
6502	Cleaning Supplies	-	-	600	353	600	600	-	-
6504	Maintenance Supplies	-	806	1,000	417	1,000	1,000	-	-
6505-03	Printing & Engraving	90	2,433	2,500	1,145	2,500	2,500	-	-
6507-03	Advertising	-	-	500	-	500	500	-	-
6514-03	Maintenance Contracts	-	3,044	10,000	9,515	11,500	11,500	-	-
6602-03	Lot & Grounds Maintenance	-	223	500	-	500	500	-	-
6603-03	Building & Structural Repair	-	36,603	2,000	14,919	4,000	4,000	-	-
6605-03	Electrical Repair	-	17,669	1,500	849	1,500	1,500	-	-
6606-03	Painting Repairs	-	-	2,500	7,800	5,000	5,000	-	-
6607-03	Plumbing Repairs	-	7,148	2,500	22	1,500	1,500	-	-
6609-03	Equipment Repair	37,607	26,581	25,000	12,803	9,000	9,000	-	-
6800-03	Telephone & Communication	733	1,523	1,100	801	1,000	1,000	-	-
6801-03	Electricity Utility	-	466	-	-	-	-	-	-
6803-03	Water Utility	-	134	350	199	350	350	-	-
6804-03	Sewer Utility	-	750	750	946	1,000	1,000	-	-
6805-03	Rubbish Removal	-	344	1,000	-	1,000	1,000	-	-
6905-03	Medical Supplies	-	-	100	-	100	100	-	-
6908-03	Clothing-Uniforms	-	-	250	0	250	250	0	0
6913-03	Safety Equipment	-	-	400	185.39	250	250	0	0
	TOTAL O&M	40,216	98,703	53,550	50,199	42,300	42,300	-	-
CAPITAL									

PARKING GARAGE

ACTIVITY CENTER BUDGET SUMMARY

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 ACTUAL	24-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
7325-03	Furniture & Fixtures	-	48,916	-	-	-	-	-	-
7365-03	Radio Equipment	-	-	-	-	-	-	-	-
	TOTAL CAPITAL	-	-	-	-	-	-	-	-
	TOTAL ACTIVITY CENTER	113,653	244,616	138,316	129,379	140,534	140,534	-	-
						2,218	2,218	(138,316)	(138,316)
						1.6%	1.6%	-100.0%	-100.0%

PARKING GARAGE

LINE ITEM BUDGET JUSTIFICATION

COUNTY OF CUMBERLAND

11-103 DEPARTMENT: FACILITIES		ACTIVITY CENTER: PARKING GARAGE							
ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION		25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
	PERSONNEL								
5120-03	Wages & Salaries (FT)	55,253	53,092	58,059	Wages for full & part time staff. Wages for full-time departmental staff.		58,059		
5205-03	Temporary				Wages for part-time departmental staff.				
5401-03	Overtime	4,000	889	4,120	Wages for required overtime work.		4,120		
5510	Health Insurance	12,752	13,138	22,667			22,667		
5520	Retirement	5,524	5,484	5,637			5,637		
5530	Social Security	4,515	4,165	4,757			4,757		
5540	Workers Comp	2,722	2,412	2,994			2,994		
5560	Deferred Comp								
5500-03	Employee Benefits & Taxes	25,513	25,199	36,055	Taxes and benefits for departmental employees.		36,055	-	-
	TOTAL PERSONNEL	84,766	79,180	98,234		TOTAL	98,234	-	-
	OPERATIONS & MAINTENANCE								
6500-03	Office Supplies	1,000	245	750	General office supplies used in garage operation.	\$ 1,250	750		
6502	Cleaning Supplies	600	353	600	Cleaning Supplies	\$ 600	600		
6504	Maintenance Supplies	1,000	417	1,000	Mx Supplies	\$ 1,000	1,000		
6505-03	Printing & Engraving	2,500	1,145	2,500	60,000 garage tickets + shipping. (Now only available in 20k lots.)	\$ 2,500	2,500		
6507-03	Advertising	500		500	Newspaper job advertisements	\$ 500	500		
6514-03	Maintenance Contracts	10,000	9,515	11,500	Sprinkler System	\$ 3,000	11,500		
					Elevators	\$ 5,300			
					Garage Gates	\$ 1,000			

PARKING GARAGE

LINE ITEM BUDGET JUSTIFICATION

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
					Automatic Doors	\$ 700		
6602-03	Lot & Grounds Maintenance	500		500	Flowers, shrubbery, landscape	\$ 250	500	
					Asphalt Repair	\$ 750		
6603-03	Building & Structural Repair	2,000	14,919	4,000	Repairs to overall structures	\$ 2,000	4,000	
6605-03	Electrical Repair	1,500	849	1,500	Cameras, Lighting, and repairs	\$ 1,500	1,500	
6606-03	Painting Repairs	2,500	7,800	5,000	Painting of structure	\$ 2,500	5,000	
6607-03	Plumbing Repairs	2,500	22	1,500	Drain repair and cleaning	\$ 1,000	1,500	
6609-03	Equipment Repair	25,000	12,803	9,000	Repair material for gate swing-arms, and mechanical readers.	\$ 6,500	9,000	
6800-03	Telephone & Communication	1,100	801	1,000	Garage telephone costs. New system bank connection	\$ 950	1,000	
6801-03	Electricity Utility	-						
6803-03	Water Utility	350	199	350	Water usage	\$ 350	350	
6804-03	Sewer Utility	750	946	1,000	Storm Water charges	\$ 750	1,000	
6805-03	Rubbish Removal	1,000		1,000	Trash Removal	\$ 1,000	1,000	
6905-03	Medical Supplies	100		100	Replacement medical supplies. (Expiration of existing medical supplies.)	\$ 50	100	
6908-03	Clothing-Uniforms	250		250	Employee yearly clothing allowance	\$ 500	250	
6913-03	Safety Equipment	400	185	250	Safety Shoes, gloves & wipes, blood pathogens	\$ 400	250	

PARKING GARAGE

LINE ITEM BUDGET JUSTIFICATION

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
	TOTAL O&M	53,550	50,199	42,300		TOTAL 42,300	-	-
7325-03	CAPITAL OUTLAY							
	Furniture & Fixtures				\$225,000 Ongoing Garage Repairs			
	Operation Equipment							
	TOTAL CAPITAL OUTLAY	-	-	-		TOTAL -	-	-
	TOTAL GARAGE	138,316	129,379	140,534		TOTAL 140,534	-	-
				2,218		2,218	(138,316)	(138,316)
				1.6%		1.6%	-100.0%	-100.0%

PARKING GARAGE



Sheriff's Office-Administration

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

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

REVENUES

EXPENSES

25-26

	2021 Actual	2022 Actual	23-24 Actual	25-26 Budget		Labor	O&M	Capital	TOTAL
SHER	21,026	19,831	24,180	40,000	Misc revenue	1,390,756	298,587	3,000	1,692,343
	\$ 21,026	\$ 19,831	\$ 24,180	\$ 40,000					

Objectives

Personnel

Objectives	Personnel	Full Time	Part Time
		<p><i>Coordinate agendas and provide analysis for all Sheriff Office Activities</i></p> <p><i>Provide leadership for strategic planning and budget development and implementation</i></p> <p><i>Lead and coordinate Sheriff initiatives for more contracts with communities for cost efficient, effective delivery of law enforcement services.</i></p>	<p>SHERIFF</p> <p>CHIEF DEPUTY</p> <p>ADMINISTRATIVE INVESTIGATOR</p> <p>ADMINISTRATIVE LIEUTENANT</p> <p>EXECUTIVE ASSISTANT</p> <p>INVESTIGATIONS CLERK</p> <p>RECEPTION/CLERK</p> <p>CAPTAIN-SUPPORT SERVICES</p> <p>ACCREDITATION COORD</p> <p>ADMINISTRATIVE SERGEANT</p> <p>MEDIA SPECIALIST</p> <p>IA ANALYST</p> <p>STAFF DEVELOPMENT SPECIALIST</p>

ACTIVITY CENTER BUDGET SUMMARY

COUNTY OF CUMBERLAND

11-106 DEPARTMENT: SHERIFF		ACTIVITY CENTER: ADMINISTRATION/ SUPPORT SERVICES							
ACCT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 ACTUAL	24-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
	PERSONNEL SERVICES								
					Wages for full & part time staff.				
5120-05	Wages & Salaries (FT)	742,913	750,813	933,658	909,408	1,017,518	969,526	-	-
5205-05	Wages & Salaries (PT)	-	-	-	-	-	42,792	-	-
5401-05	Overtime	16,486	37,089	5,000	8,169	5,150	5,150	-	-
5500-05	Employee Benefits & Taxes	260,399	278,711	345,769	327,419	373,288	373,288	-	-
	TOTAL PERSONNEL SERVICES	1,019,798	1,066,613	1,284,427	1,244,996	1,395,956	1,390,756	-	-
	OPERATIONS & MAINTENANCE								
6130-05	Transportation & Lodging	6,754	13,631	15,000	22,189	22,000	20,000	-	-
6131-05	Gas, Oil, & Grease	101	4,764	9,000	4,444	9,000	9,000	-	-
6301-05	Professional Services	7,469	15,699	18,200	8,886	18,200	16,000	-	-
6302-05	Legal Services	7,206	7,587	12,000	1,834	12,000	12,000	-	-
6401-05	Insurance - Liability	52,158	54,755	62,060	70,187	68,266	68,266	-	-
6402-05	Insurance- Vehicle	18,462	19,382	21,400	24,844	23,540	23,540	-	-
6500-05	Office Supplies	11,762	9,529	11,000	8,869	9,500	9,500	-	-
6505-05	Printing & Engraving	11,119	11,623	12,000	9,875	12,000	12,000	-	-
6506-05	Postal Expenses	3,374	3,457	3,500	2,922	3,500	3,500	-	-
6507-05	Advertising	2,078	-	1,500	1,617	1,500	1,500	-	-
6508-05	Dues	3,658	4,071	4,800	4,283	4,800	4,800	-	-
6509-05	Books, Periodicals, & Subscriptions	2,078	3,434	3,000	5,032	3,500	3,500	-	-
6511-05	Equipment Rental	4,320	4,068	8,320	3,504	8,000	7,000	-	-
6512-05	Training, Education, & Seminars	4,023	13,488	16,800	11,781	16,800	16,800	-	-
6800-05	Telephone & Communication	61,228	69,975	77,181	68,340	77,181	77,181	-	-
6908-05	Clothing- Uniforms	3,010	5,191	3,000	5,093	3,000	3,000	-	-

ADMINISTRATION/ SUPPORT SERVICES

ACTIVITY CENTER BUDGET SUMMARY

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 ACTUAL	24-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET	
6910-05	Criminal Investigation	1,125	50	3,000	485	3,000	3,000	-	-	
6950-05	CALEA			5,000		5,000	5,000	-	-	
	NEW LINE ITEM Special Projects/Events/Programs			3,000		3,000	3,000	-	-	
	TOTAL O&M	199,925	240,704	289,761	254,184	303,787	298,587	-	-	
	CAPITAL OUTLAY									
7350-05	Office Equipment	3,000	450	3,000	4,602	3,000	3,000	-	-	
	TOTAL CAPITAL OUTLAY	3,000	450	3,000	4,602	3,000	3,000	-	-	
	TOTAL ACTIVITY CENTER	1,222,723	1,307,767	1,577,188	1,503,782	1,702,743	1,692,343	-	-	
						125,554	115,155	(1,577,188)	(1,577,188)	
						8.0%	7.3%	-100.0%	-100.0%	

ADMINISTRATION/ SUPPORT SERVICES

ACTIVITY CENTER BUDGET SUMMARY

COUNTY OF CUMBERLAND

11-106 DEPARTMENT: SHERIFF		ACTIVITY CENTER: ADMINISTRATION & SUPPORT SERVICES						
ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
	PERSONNEL SERVICES							
5120-05	Wages & Salaries (FT)	933,658	909,408	964,326	Wages for full & part time staff.			
				10,400	Wages for full-time agency staff.	964,326		
					On-Call Stipend (52 weeks) \$ 400	5,200		
				42,792	NEW POSITION: Administrative Training Assistant (w/ benefits estimate) Jan 1 2026 Start Date \$ 42,792	\$ 42,792		
5205-05	Wages & Salaries (PT)							
5401-05	Overtime	5,000	8,169	5,150	Wages for required overtime work.	5,150		
5510	Health Insurance	176,749	160,354	186,869		186,869		
5520	Retirement	66,768	66,665	75,056		75,056		
5530	Social Security	71,807	68,395	74,165		74,165		
5540	Workers Comp	17,556	15,559	19,312		19,312		
5560	Deferred Comp	12,889	16,447	17,886		17,886		
					Benefits			
5500-05	Employee Benefits & Taxes	345,769	327,419	373,288	Taxes and benefits for agency employees.	373,288	-	-
	TOTAL PERSONNEL SERVICES	1,284,427	1,244,996	1,395,956	8.7% TOTAL	1,390,756	-	-
	OPERATIONS & MAINTENANCE							
6130-05	Transportation & Lodging	15,000	22,189	22,000	Agency mileage and travel expenses- CALEA CONFERENCE, IAPRO Training, NIAIA Training Conf., Axon Conf.	20,000		
6131-05	Gas, Oil, & Grease	9,000	4,444	9,000	To provide gas for vehicles assigned to the administration bureau. (3000 gal @ \$3.00).	9,000		
				-				
6301-05	Professional Services	18,200	8,886	18,200	Polygraph and psych testing. \$ 4,000	16,000		
				-	Transcription services emergency needs.			
				-	Pre-employment Medical Evals \$ 4,200			

ADMINISTRATION/ SUPPORT SERVICES

ACTIVITY CENTER BUDGET SUMMARY

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
				-	Respiratory Evaluations/Medical Review/Supplies \$ 5,000			
				-	Promotions Exams \$ 5,000			
6302-05	Legal Services	12,000	1,834	12,000	To provide legal advice and representation in preparing and presenting cases of employee misconduct for all activity centers. Due to increase in legal services due to FOAA	12,000		
6401-05	Insurance - Liability	62,060	70,187	68,266	Provides agency share of liability insurance.	68,266		
6402-05	Insurance- Vehicle	21,400	24,844	23,540	Fleet insurance needs through current carrier.	23,540		
6500-05	Office Supplies	11,000	8,869	9,500	General Administrative needs from pens to paper.	9,500		
6505-05	Printing & Engraving	12,000	9,875	12,000	Generic printing needs of the agency from business cards to letterhead and includes recognition program (coins, community policing, awards, shadowboxes, display posters, brochures) Toner Cartridges	12,000		
6506-05	Postal Expenses	3,500	2,922	3,500	Agency postage expenses & rate increase. Postage meter rental @ 171 * 4. Postage meter maintenance agreement.	3,500		
6507-05	Advertising Expense	1,500	1,617	1,500	Recruiting and other necessary advertisements for Sheriff's Office.	1,500		

ADMINISTRATION/ SUPPORT SERVICES

ACTIVITY CENTER BUDGET SUMMARY

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
6508-05	Dues	4,800	4,283	4,800	Funding to continue affiliation with local police and law enforcement organizations and support networks. Assoc.: Maine Sheriff Assoc., Maine Chief of Police, National Sheriff's Assn., American Jail Assoc., International Associations	4,800		
6509-05	Books, Periodicals, & Subscriptions	3,000	5,032	3,500	Legal reference material, new title updates.	3,500		
6511-05	Equipment Rental	8,320	3,504	8,000	Rental of equipment used in the facility. - Base rental for copiers (2) @ \$313 * 12. - Naples Copier. - Copier fees based on estimated copies. - Circuit to tie to ME Public Safety for data.	7,000		
6512-05	Training, Education, & Seminars	16,800	11,781	16,800	Ongoing educational needs (usually outside the facility). - Administrative support staff development training (NIAIA, IAPro, Axon) - Educational reimbursements for agency - PoliceOne and additional positions require more training	\$ 16,800 16,800		
6800-05	Telephone & Communication	77,181	68,340	77,181	Telephone services. GPS Trackers \$1000 - In-State/Out State service. - Wireless Phone Services - Replacement-wireless equipment. - Substation service. - Phone maintenance. - Pagers for key personnel @ \$142 * 12. - GPS Units-ESU/K-9 \$3500 - 65 Patrol Aircards (From IT Budget) - Patrol Deputy Phones	\$ 63,732 77,181		
								\$ 13,449

ADMINISTRATION/ SUPPORT SERVICES

ACTIVITY CENTER BUDGET SUMMARY

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
6908-05	Clothing- Uniforms	3,000	5,093	3,000	Provided to staff.	3,000		
6910-05	Criminal Investigation	3,000	485	3,000	General expenses for investigations including CD/DVD, batteries (Internal investigations). Material, Jail Investigation, Law Suit Prep	3,000		
6915-05	Polygraph		7,463					
6950-05	CALEA Expenses	5,000	4,642	5,000	CALEA Annual Fee/NEPAC	5,000		
	Special Projects	3,000		3,000	Yellow Dot, Project Lifesaver, National Night Out, Retirements.	3,000		
		-	-	-		-	-	-
	TOTAL O&M	289,761	266,289	303,787	TOTAL	298,587	-	-
	CAPITAL OUTLAY							
7350-05	Office Equipment	3,000	4,602	3,000	Misc replacement of broken/worn furniture.	3,000		
		-	-	-		-	-	-
	TOTAL CAPITAL OUTLAY	3,000	4,602	3,000		3,000	-	-
	TOTAL ADMIN/ SUPPORT SERVICES	1,577,188	1,515,887	1,702,743	TOTAL	1,692,343	-	-
				125,554		115,155	(1,577,188)	(1,577,188)
				8.0%		7.3%	-100.0%	-100.0%

ADMINISTRATION/ SUPPORT SERVICES

ACTIVITY CENTER BUDGET SUMMARY

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
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ADMINISTRATION/ SUPPORT SERVICES



Sheriff's Office- Law Enforcement

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

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

REVENUES

	2021 Actual	2022 Actual	23-24 Actual	25-26 Budget
LEC				
ENTERPRISE				2,768,095
				\$ 2,768,095

EXPENSES

25-26

Labor	O&M	Capital	TOTAL
6,503,839	633,616	686,800	7,824,255
ENTERPRISE			2,768,095
TOTAL DEPT.			10,592,350

Enterprise Fund:
See Enterprise Fund Section for Enterprise activities of this department

Statistics

<p>Department includes Patrol and Detectives Patrol deputies respond to approx 24,000 calls annually Detectives investigate approx. 700 cases per year</p> <p>The department performs, crime scene investigation polygraph exams, community policing, accident reconstruction, marine patrol, OUI roadblocks, license and OAS activities, drug investigations, maintain local sex offender registry, works with local television to promote "fugitive files"</p> <p>The Department has 13 contracts with communities and school districts for police services</p>

Personnel

Regular

Grant & Contract

	Full Time	Part Time	Full Time	Part Time
CAPTAIN	2			
LIEUTENANT	4			
SERGEANT	7			
DEPUTY	22		16	3
DETECTIVE	8			
COMPLAINT OFFICER	1			
CRIME ANALYST	1			
	45	0	16	3

ACTIVITY CENTER BUDGET SUMMARY

COUNTY OF CUMBERLAND

11-106 DEPARTMENT: SHERIFF		ACTIVITY CENTER: LAW ENFORCEMENT							
ACCT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 ACTUAL	24-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
PERSONNEL SERVICES									
5120-06	Wages & Salaries (FT)	2,596,583	2,573,985	3,576,512	3,640,190	3,743,370	3,743,370	-	-
				-		53,245	-	-	-
5401-06	Overtime	805,486	939,084	655,578	426,081	694,913	694,913	-	-
5500-06	Employee Benefits & Taxes	1,512,547	1,573,041	1,962,949	1,785,892	2,065,555	2,065,556	-	-
	TOTAL PERSONNEL SERVICES	4,914,615	5,086,110	6,195,039	5,852,163	6,557,083	6,503,839	-	-
OPERATIONS & MAINTENANCE									
6130-06	Transportation & Lodging	8,770	14,316	18,000	27,217	25,000	25,000	-	-
6131-06	Gas, Oil, & Grease	182,967	259,955	231,417	218,533	231,417	231,417	-	-
6232-06	Electronic Equipment Repair	15,503	18,244	21,000	17,424	77,000	17,000	-	-
6501-06	Training Supplies	7,156	5,902	9,750	1,796	9,750	6,000	-	-
6314-06	Ammunition	58,010	55,620	61,437	55,074	55,922	55,922	-	-
6509-06	Books, Periodicals, & Subscriptions	10,548	10,016	34,858	22,274	130,107	130,107	-	-
6512-06	Training, Education, & Seminars	65,231	55,296	57,200	46,565	57,200	57,200	-	-
6905-06	Medical Supplies	1,699	781	3,500	1,713	3,500	3,500	-	-
6908-06	Clothing- Uniforms	38,199	44,658	42,000	24,117	37,000	37,000	-	-
6910-06	Criminal Investigation	51,647	22,861	40,470	32,545	48,750	40,470	-	-
6911-06	Canine Supplies & Equipment	20,472	17,486	20,000	11,030	30,000	30,000	-	-
6950-06	CALEA Expenses								
	TOTAL O&M	460,202	505,137	539,632	458,289	705,646	633,616	-	-
CAPITAL OUTLAY									
7345-06	Vehicles	416,176	422,705	539,600	331,200	640,000	640,000	-	-
7350-06	Office Equipment	4,011	643	4,000	623	4,000	4,000	-	-
7360-06	Employee Safety Equipment	34,214	23,598	20,150	27,761	18,400	18,400	-	-
7367	Dive Team	1,887	7,224	6,500	2,687	5,500	5,500	-	-
7366	Emergency Services Unit	3,819	13,445	14,400	12,046	14,400	14,400	-	-
7368	Honor Guard	1,328	1,714	2,500	360	2,500	2,500	-	-
7369	VIPS	2,014	-	2,000	1,526	2,000	2,000	-	-
7370	Explorers			-	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	463,449	469,329	589,150	376,203	686,800	686,800	-	-
	TOTAL ACTIVITY CENTER	5,838,266	6,060,575	7,323,821	6,686,655	7,949,529	7,824,255	-	-

625,708 500,434 (7,323,821) (7,323,821)

8.5% 6.8% -100.0% -100.0%

LAW ENFORCEMENT

ACTIVITY CENTER BUDGET SUMMARY

COUNTY OF CUMBERLAND

11-106 DEPARTMENT: SHERIFF		ACTIVITY CENTER: LAW ENFORCEMENT						
ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
5120-06	PERSONNEL SERVICES Wages & Salaries (FT)	3,576,512	3,640,190	3,743,370	Wages for full & part time staff. Wages for full-time departmental staff.	3,743,370		
				53,245	NEW POSITION: Detective (Computer Forensics) half year Start Jan 2026 \$ 53,246			
5401-06	Overtime	655,578	426,081	694,913	Wages for required overtime for coverage of vacations, sickness, holiday, worker's compensation, disability, etc., contract holiday changes and training. Plus 3% to cover raises.	694,913		
5510	Health Insurance	1,060,132	901,369	1,097,321		1,097,321		
5520	Retirement	465,763	481,322	504,393		504,393		
5530	Social Security	323,755	300,680	339,529		339,529		
5540	Workers Comp	110,245	97,709	121,270		121,270		
5560	Deferred Comp	3,054	4,812	3,043		3,043		
5500-06	Employee Benefits & Taxes	1,962,949	1,785,892	2,065,555	Benefits and taxes for departmental employees.	2,065,556	-	-
	TOTAL PERSONNEL SERVICES	6,195,039	5,852,163	6,557,083	5.8% TOTAL	6,503,839	-	-
	OPERATIONS & MAINTENANCE							
6130-06	Transportation & Lodging	18,000	27,217	25,000	To pay Sheriffs office expenses for required travel (training, firearms training, etc.). Includes overnight lodging, meals, tolls, and other costs incidental to travel. New SRD Training, advanced forensic reconstruction	25,000		
				-	Tactical/Negotiator Team Specialized Training \$ 1,200			
				-				
6131-06	Gas, Oil, & Grease	231,417	218,533	231,417	To provide gas for vehicles assigned to the law enforcement bureau @ 77,139 gals * \$3.00	231,417		

LAW ENFORCEMENT

ACTIVITY CENTER BUDGET SUMMARY

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
6232-06	Electronic Equipment Repair	21,000	17,424	77,000	Fund repairs and operational costs for radios (mobile/portables) at the Sheriff's Office \$ 5,000	17,000		
					Radar Calibration. \$ 5,000			
					Accident Reconstruction FARO forensic/crime scene mapping \$ 60,000			
					cables/license/subscription/EDR Cables/Licenses \$ 7,000			
6501-06	Training Supplies	9,750	1,796	9,750	Misc Training Supplies \$ 4,250	6,000		
					Targets, Gun Cleaning Materials \$ 1,500			
					First Aid/CPR/AED Supplies \$ 2,000			
					Sims Equipment Training Ammo \$ 2,000			
6314	Ammunition	61,437	55,074	55,922	Required firearm training- Law Enforcement	55,922		
					9mm Training Ammo \$ 26,650			
					9mm Duty Ammo \$ 1,200			
					Shotgun - \$ 2,200			
					Rifle 223 cal - \$ 6,170			
					Rifle .308 cal \$ 8,244			
					Less Lethal \$ 1,584			
					ESU- Smoke, Non-Lethal, Distraction Devices and Gas (Increased Cost of Product) \$ 9,874			
6509-06	Books, Periodicals, & Subscriptions	34,858	22,274	130,107	New Title 29 and 17A updates \$ 2,500	130,107		
					CID GPS Tracker \$400, Callyo \$3,600, Dragon Speak \$2914, IAPro/BlueTeam/EiPro \$10,500, lexis nexis (ClearPro) software \$3312, Project Lifesaver \$2,000 \$ 22,726			
					DroneSense Software Annual Subscription \$ 3,500			
					PowerDMS \$ 3,823			

LAW ENFORCEMENT

ACTIVITY CENTER BUDGET SUMMARY

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
6512-06	Training, Education, & Seminars	57,200	46,565	57,200	- Law enforcement statute literature required by law. incl. LEOM's \$ 850 SBI Livescan Subscription \$ 1,000 L-tron Camera Software \$ 2,310 - MRAP Axon Vehicle Camera (Annual Subscription) \$ 2,420 - Axon DraftOne \$ 24,600 Axon BodyCam \$ 66,378 Provide for the training of agency members through in-house training, training workshops and conferences to maintain the Maine Criminal Justice Academy Certifications, Federal, and accreditation training standards and to improve our member's skills, knowledge and abilities to deliver superior law enforcement services to our customers. Examples include: MCJA mandated annual training, K-9 handler, Emergency Services Unit, Dive Team, Investigations, School Resource and Response to Active Shooter training. \$ 31,700	57,200		
6905-06	Medical Supplies	3,500	1,713	3,500	- Accident Reconstruction Training \$ 3,000 - Tactical/Negotiator Team Specialized Training \$ 2,000 - NYPD Homicide School - 2 Detectives \$ 7,500 - CSI - Advanced Blood Stain Pattern Analysis - 2 Det. \$ 6,000 - Police 1 Training \$ 4,500 - UAV Training \$ 2,500 - Mandatory inoculation for: Hepatitis B, TB,PPE equip.		3,500	
6908-06	Clothing- Uniforms	42,000	24,117	37,000	- Provided to staff under ongoing contract, increased due to staff turnover, including clothing allow/ CID. Increase due to uniform cost increases.		37,000	
				-				

LAW ENFORCEMENT

ACTIVITY CENTER BUDGET SUMMARY

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
6910-06	Criminal Investigation	40,470	32,545	48,750	For drug analysis, lab supplies and chemicals used in the booking process. Vehicle Towing (increase) \$ 9,550	40,470		
					Metro Forensic Unit \$ 27,000			
					Storage facility (property/evidence) \$ 2,700			
6911-06	Canine Supplies & Equipment	20,000	11,030	30,000	General supplies for canine requirements. \$ 20,000	30,000		
					Food, equipment, Boarding of K9 Dogs and medical expenses for dog			
					Replacement K9 (Murphy) \$ 10,000			
	TOTAL O&M	539,632	458,289	705,646	TOTAL	633,616	-	-
	CAPITAL OUTLAY							
7345-06	Vehicles	539,600	331,200	640,000	Cost of reinstalling all equipment on new vehicle; on old vehicle remove decals, repaint, repair rust, and refurbish. New light bars-on other rotation.	640,000		
					Vehicle fit up -9 new vehicles and refit step downs @ \$20000 \$ 180,000			
					9 new vehicles (Patrol/CID)- \$50000/ea \$ 450,000			
					Stepdown Emergency Vehicle Equipment (downgraded vehicles from front line patrol) \$ 10,000			
7350-06	Office Equipment	4,000	623	4,000	Replace broken and worn out equipment.	4,000		
					Internet access for 4 substations at \$50 month.			
7360-06	Employee Safety Equipment	20,150	27,761	18,400	Equipment for employees that enhance agency and public safety.	18,400		
					Replacement equipment (3 radar units) @ \$3100 \$ 9,300			
					Replacement of Misc. Safety Equipment \$ 1,600			
					Long Guns 2 X \$1200 \$ 2,400			
					Small item electronics - \$1000. \$ 1,000			
					1 - portable radio units P25/DMR @ \$1,450 \$ 1,450			

LAW ENFORCEMENT

ACTIVITY CENTER BUDGET SUMMARY

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
				-	1 Mobile Radios - \$1,900.	\$ 1,900		
				-	Misc. Firearm Replacement Parts	\$ 750		
				-				
				-				
7367-06	Dive Team	6,500	2,687	5,500	Dive Team Equipment (tanks, resp, dry suit replaced - QTY 1 \$3500). Tank fills = \$3000 per year incl. inspection, cert., etc.	\$ 5,500	5,500	
7366-06	Emergency Services Unit	14,400	12,046	14,400	Misc. Equipment (incl. Night Vision Scope Batteries)	\$ 14,400	14,400	
				-				
				-				
7368-06	Honor Guard	2,500	360	2,500			2,500	
				-				
7369-06	VIPS	2,000	1,526	2,000			2,000	
				-				
7370-06	Explorers						-	
	TOTAL CAPITAL OUTLAY	589,150	376,203	686,800		TOTAL	686,800	-
	TOTAL LAW ENFORCEMENT	7,323,821	6,686,655	7,949,529		TOTAL	7,824,255	-
				625,708			500,434	(7,323,821)
				8.5%			6.8%	-100.0%

ENTERPRISE ACTIVITIES TOTAL	2,768,095
OVERALL DEPARTMENTAL EXPENSES	10,592,350

LAW ENFORCEMENT



Sheriff's Office- Cumberland County Jail

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

REVENUES

EXPENSES

25-26

	22-23 Actual	23-24 Actual	24-25 Budget	25-26 Budget		Labor	O&M	Capital	TOTAL
Miscellaneous Revenue	1,818	87	2,000	2,000		16,111,791	6,817,942	119,300	23,049,033
Term Reimbursements	(450)	825	-	-					
US Marshall Service	266,001	-	1,697,250	1,149,750					
ICE	117,650	12,510	50,000	1,149,750					
Work Release	406	-	-	-					
Other County Inmates	225,294	(104,627)	-	-					
State Dept of Corrections	3,525,176	3,269,002	3,150,000	3,500,000					
Property Taxes	15,355,672		15,969,898	16,608,694					
	\$ 19,491,567	\$ 3,177,797	\$ 20,869,148	\$ 22,410,194					
						TOTAL DEPT.			23,049,033

11-106 DEPARTMENT: SHERIFF		ACTIVITY CENTER: Jail							
ACCT #	ACCOUNT DESCRIPTION	2021-22 BUDGET	2022-23 ACTUAL	24-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
PERSONNEL SERVICES									
5120	Wages & Salaries (FT)	\$ 5,764,894	\$ 7,050,962	7,872,271	8,541,082	9,928,608	9,606,544	-	-
5401	Overtime	\$ 2,972,936	\$ 1,546,935	1,575,000	846,208	1,636,032	1,636,032	-	-
	Employee Benefits & Taxes	3,653,387	3,527,725	3,944,271	3,777,240	4,871,353	4,869,215	-	-
	TOTAL PERSONNEL SERVICES	12,391,217	12,125,622	13,391,542	13,164,530	16,435,993	16,111,791	-	-
OPERATIONS & MAINTENANCE									
6130	Transportation & Lodging	\$ 12,351	\$ 12,421	14,500	8,739	14,790	14,500	-	-
6131	Gas, Oil, & Grease	\$ 29,676	\$ 28,215	27,500	32,161	27,500	27,500	-	-
6132	Vehicle Repair	\$ 4,373	\$ 21,967	5,500	58,345	10,200	10,000	-	-
6231	Base Radio Repair	\$ 3,007	\$ 3,751	3,500	122	3,570	3,500	-	-
6300	Audit Services	\$ -	\$ -	2,000	-	5,000	2,000	-	-
6301	Professional Services	\$ 5,965	\$ 27,893	5,000	5,516	20,000	5,000	-	-
6302	Legal Services	\$ 44,652	\$ 4,095	20,000	21,471	20,000	20,000	-	-
6303	Contract Special Services	\$ 3,657,368	\$ 3,869,394	3,800,000	3,997,088	4,095,000	4,095,000	-	-
6304	Security Services	\$ 1,685	\$ 2,086	1,100	2,106	1,100	2,000	-	-
6400	Insurance- Building & Contents	\$ 90,939	\$ 92,661	91,122	94,060	100,234	100,234	-	-
6401	Insurance- Liability	\$ 176,581	\$ 191,003	176,939	182,641	194,633	194,633	-	-
6402	Insurance- Vehicle	\$ 17,139	\$ 6,386	17,173	17,727	18,890	18,890	-	-
6500	Office Supplies	\$ 18,669	\$ 17,788	20,000	22,023	20,000	20,000	-	-
6501	Training Supplies	\$ 23,383	\$ 10,822	15,000	6,182	15,300	12,000	-	-
6504	Maintenance Supplies	\$ 5,355	\$ 6,163	15,500	8,850	15,500	15,500	-	-
6505	Printing & Engraving	\$ 149	\$ 565	1,000	1,323	1,000	1,000	-	-
6506	Postal Expense	\$ 8,068	\$ 17,715	5,500	11,111	5,500	5,500	-	-
6507	Advertising	\$ 420	\$ 599	2,500	377	1,000	1,000	-	-
6508	Dues	\$ 2,790	\$ 3,042	1,550	2,104	1,550	1,550	-	-
6510	Tools & Implements	\$ 1,299	\$ 2,053	3,750	4,222	3,750	3,750	-	-
6511	Equipment Rental	\$ 18,581	\$ 12,395	12,600	17,473	12,600	12,600	-	-
6512	Training, Education, & Seminars	\$ 35,589	\$ 40,784	35,000	55,727	15,300	36,100	-	-
6514	Maintenance Contracts	\$ 62,515	\$ 69,472	43,000	71,756	43,000	43,000	-	-
6600	Cleaning & Sanitary	\$ 129,901	\$ 106,427	100,000	100,488	102,000	100,000	-	-
6601	Snow removal & Grounds	\$ 6,524	\$ 2,636	6,000	3,024	6,000	6,000	-	-
6602	Lots & Grounds Maintenance	\$ 2,654	\$ 4,154	4,000	515	4,000	3,000	-	-
6603	Building & Structure Repair	\$ 32,513	\$ 23,348	25,000	26,508	25,000	25,000	-	-
6604	Heating & Cooling Repair	\$ 30,854	\$ 28,809	55,000	25,314	55,000	45,000	-	-
6605	Electrical Repair	\$ 60,113	\$ 28,703	45,000	44,040	45,000	45,000	-	-

6606	Painting Repair	\$ 13,158	\$ 18,655	15,000	2,446	15,000	15,000	-	-
6607	Plumbing Repair	\$ 43,218	\$ 11,670	14,000	15,675	15,000	14,000	-	-
6609	Equipment Repair	\$ 19,413	\$ 31,640	35,000	72,340	3,500	3,500	-	-
6800	Telephone & Communication	\$ 24,707	\$ 40,708	23,000	36,793	23,000	2,300	-	-
6801	Electricity Utility	\$ 188,404	\$ 67,655	200,000	207,057	45,000	200,000	-	-
6802	Gas Utility	\$ 165,194	\$ 146,717	175,000	222,672	175,000	175,000	-	-
6803	Water Utility	\$ 19,553	\$ 17,015	19,775	18,350	19,775	19,775	-	-
6804	Sewer Utility	\$ 142,796	\$ 121,529	130,000	126,639	130,000	130,000	-	-
6805	Rubbish Removal	\$ 25,221	\$ 35,975	18,500	31,731	29,500	29,500	-	-
6806	Fuel Oil	\$ 693	\$ 5,392	3,000	2,862	3,000	3,000	-	-
6900	Alternative Sentencing	\$ -	\$ -	5,500	-	5,610	5,610	-	-
6903	Food & Groceries	\$ 714,807	\$ 738,367	680,000	835,109	714,000	800,000	-	-
6904	Institutional Supplies	\$ 47,824	\$ 73,048	39,000	30,518	39,780	39,000	-	-
6907	Clothing- Inmates	\$ 18,187	\$ 21,826	30,000	15,374	29,000	29,000	-	-
6908	Clothing- Uniforms	\$ 34,342	\$ 83,583	65,000	63,974	66,300	65,000	-	-
6912	Booking Supplies	\$ 6,992	\$ 11,992	15,000	15,192	15,300	15,000	-	-
6914	Non Food Items - Kitchen	\$ 57,845	\$ 70,907	40,000	69,320	40,800	45,000	-	-
6917	PREA/ACA	\$ 6,750	\$ 6,750	13,000	-	13,260	13,000	-	-
9954	Drug Testing	\$ 3,102	\$ 4,584	12,000	11,877	12,240	10,000	-	-
6950	Pre-Trial Expenses	\$ 342,104	\$ 361,934	310,000	373,218	335,000	335,000	-	-
TOTAL O&M		6,357,423	6,505,294	6,397,509	6,972,156	6,612,482	6,817,942	-	-
CAPITAL OUTLAY									
7305	Cameras	\$ -	\$ -	9,000	-	9,180	9,000	-	-
7345	Vehicles		\$ 23,987			11,220	40,800	-	-
7350	Office Equipment	\$ -	\$ 2,345	3,500	2,583	40,800	3,500	-	-
7360	Safety Equipment	\$ 24,288	\$ 21,182	35,000	18,294	3,570	25,000	-	-
7325	Furniture & Fixtures	\$ 11,023	\$ 11,211	20,000	5,041	30,600	11,000	-	-
7355	Computer Hardware	\$ 22,414	\$ 26,320	30,000	31,578	35,700	30,000	-	-
7410	Fixtures/CIP					-			
TOTAL CAPITAL OUTLAY		57,726	85,045	97,500	57,496	131,070	119,300	-	-
TOTAL ACTIVITY CENTER		18,806,365	18,715,961	19,886,551	20,194,182	23,179,545	23,049,033	-	-
						3,292,994	3,162,482	(19,886,551)	(19,886,551)
						16.6%	15.9%	-100.0%	-100.0%

1E+06 DEPARTMENT: SHERIFF		ACTIVITY CENTER: JAIL						
ACCT #	ACCOUNT DESCRIPTION	24-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
5120	PERSONNEL SERVICES Wages & Salaries (FT)	8,350,237	8,541,082	9,564,354	Unfunded 48 (44) Positions - 42 CO's; 2 Community Program Officers; 1 Records; 3 Sgts. Reinstate 2 Sgts Reinstate 2 Community Program Officer (estimated) Current Funded Roster - 86 CO's; 2 (2) CPO's; 12 (2) Sgts; 7 Lts; 2 Captains & 1 Major	9,606,544		
5401	Overtime	1,657,688	846,208	1,636,032		1,636,032		
5510	Health Insurance	1,995,138	1,788,189	2,376,635		2,376,635		
5520	Retirement	1,153,417	1,037,794	1,335,323		1,326,624		
5530	Social Security	760,659	710,235	865,695		860,057		
5540	Workers Comp	260,000	236,195	286,000		286,000		
5560	Deferred Comp	7,000	4,827	7,700		19,899		
	Employee Benefits & Taxes	4,176,214	3,777,240	4,871,353	Benefits and taxes for departmental employees.	4,869,215	-	-
	TOTAL PERSONNEL SERVICES	14,184,139	13,164,530	16,435,993	15.9% TOTAL	16,111,791	-	-
	OPERATIONS & MAINTENANCE							
6130	Transportation & Lodging	14,500	8,739	14,790	Travel expenses for trainings, conferences and out of state transports	14,500		
6131	Gas, Oil, & Grease	27,500	32,161	27,500	Fuel expenses for inmate transports	27,500		
				-				

6132	Vehicle Repair	10,000	58,345	10,200	Repairs to transport vehicles	10,000
				-		
6231	Base Radio Repair	3,500	122	3,570	Repairs for hand-held radios	3,500
				-		
6300	Audit Services	2,000		2,000	Portion of overall County audit expenses	2,000
				-		
6301	Professional Services	5,000	5,516	5,000	Miscellaneous professional services	5,000
				-		
6302	Legal Services	20,000	21,471	20,000	Legal expenses specific to Jail	20,000
				-		
6303	Contract Special Services	3,900,000	3,997,088	4,095,000	Inmate Medical Contract and Associated fees, including 3rd part oversight, maintenance of electronic inmate records systems, and other miscellaneous medical staff expenses	4,095,000
				-		
6304	Security Services	1,100	2,106	1,100	Alarm monitoring	2,000
				-		
6400	Insurance- Building & Contents	91,122	94,060	100,234	Portion of overall County P&L Insurance	100,234
				-		
6401	Insurance- Liability	176,939	182,641	194,633	Portion of overall County P&L Insurance	194,633
				-		
6402	Insurance- Vehicle	17,173	17,727	18,890	Portion of overall County P&L Insurance	18,890
				-		
6500	Office Supplies	20,000	22,023	20,000	Miscellaneous office supplies	20,000
				-		
6501	Training Supplies	15,000	6,182	15,300	Supplies and Software specific to trainings, including practice ammo	12,000
				-		
6504	Maintenance Supplies	15,500	8,850	15,500	Minor maintenance supplies	15,500
				-		
6505	Printing & Engraving	1,000	1,323	1,000	Forms and certificates of achievement	1,000
				-		
6506	Postal Expense	5,500	11,111	5,500	Postal expenses for meter & rental	5,500
				-		
6507	Advertising	1,000	377	1,000	Various advertising for jail activities	1,000
				-		
6508	Dues	1,550	2,104	1,550	Funding for continued affiliation with regional and national associations	1,550
				-		
6510	Tools & Implements	3,750	4,222	3,750	Purchase of various tools for jail facilities crew	3,750

6511	Equipment Rental	12,600	17,473	-	12,600	Rental of various equipment used in the facility.	12,600
6512	Training, Education, & Seminars	35,000	55,727	-	36,100	Ongoing educational needs for staff development. Conferences local, regional and national	36,100
6514	Maintenance Contracts	43,000	71,756	-	43,000	HVAC, Sprinkler, Fire Alarm, Elevator, Telephone, Extinguishers	43,000
6600	Cleaning & Sanitary	100,000	100,488	-	102,000	Supplies for the upkeep of the jail complex	100,000
6601	Snow removal & Grounds	6,000	3,024	-	6,000	Removal of snow on the complex	6,000
6602	Lots & Grounds Maintenance	4,000	515	-	4,000	Various supplies - loam, seed, hardscape	3,000
6603	Building & Structure Repair	25,000	26,508	-	25,000	Doors, walls, ceilings, stairs, windows, locks, carpeting etc.	25,000
6604	Heating & Cooling Repair	55,000	25,314	-	55,000	Heating and Cooling repair for jail	45,000
6605	Electrical Repair	45,000	44,040	-	45,000	Lighting, door controls, power outlets, mechanical infrastructure	45,000
6606	Painting Repair	15,000	2,446	-	15,000	Prevention and ongoing maintenance	15,000
6607	Plumbing Repair	14,000	15,675	-	14,000	Prevention and ongoing maintenance	14,000
6609	Equipment Repair	35,000	72,340	-	3,500	Various repairs for jail equipment	3,500
6800	Telephone & Communication	23,000	36,793	-	23,000	Telephone costs for the jail complex	2,300
6801	Electricity Utility	200,000	207,057	-	200,000	Electrical costs for jail complex	200,000
6802	Gas Utility	175,000	222,672	-	175,000	Natural gas costs for jail complex	175,000
6803	Water Utility	19,775	18,350	-	19,775	Water costs associated with the jail	19,775

6804	Sewer Utility	130,000	126,639	130,000	Sewer costs based off from water cfs	130,000			
6805	Rubbish Removal	29,500	31,731	29,500	Removal of solid waste from complex	29,500			
6806	Fuel Oil	3,000	2,862	3,000	Fuel associated with various pieces of equipment	3,000			
6900	Alternative Sentencing	5,500		5,610	Electronic Monitoring Services	5,610			
6903	Food & Groceries	700,000	835,109	714,000	Food costs associated with kitchen meal preparation for 350+/- inmates	800,000			
6904	Institutional Supplies	39,000	30,518	39,780	Various supplies to aid the jail operation. Paper towels, toilet paper, blankets etc	39,000			
6907	Clothing- Inmates	30,000	15,374	29,000	Inmate uniforms, shoes, jackets	29,000			
6908	Clothing- Uniforms	65,000	63,974	66,300	Jail staff uniforms and accessories	65,000			
6912	Booking Supplies	15,000	15,192	15,300	Supplies associated with intake bookings	15,000			
6914	Non Food Items - Kitchen	40,000	69,320	40,800	Various costs associated with running a commercial kitchen	45,000			
6917	PREA/ACA	13,000		13,260	Costs associated with National Accreditation	13,000			
9954	Drug Testing	12,000	11,877	12,240	Costs associated with drug testing at the jail	10,000			
6950	Pre-Trial Expenses	335,000	373,218	335,000	Contract with Maine Pre-Trial	335,000			
	TOTAL O&M	6,556,509	6,972,156	6,769,282		6,817,942	-	-	
	CAPITAL OUTLAY								
7305	Cameras	9,000		9,180	Security cameras for the facility	9,000			
7345	Vehicles	40,000		11,220	Transport vehicle for inmate transport	40,800			

7350	Office Equipment	3,500	2,583	40,800	Various replacement of office equipment	3,500		
				-				
7360	Safety Equipment	35,000	18,294	3,570	Various forms of safety equipment of the jail	25,000		
				-				
7325	Furniture & Fixtures	11,000	5,041	30,600	Replacement and repair of furniture and various types of fixtures as jail	11,000		
				-				
7355	Computer Hardware	30,000	31,578	35,700	Annual upkeep and replacement of computer hardware in jail	30,000		
				-				
7410	Fixtures/CIP	-	-	-		-		
	TOTAL CAPITAL OUTLAY	128,500	57,496	131,070		TOTAL	119,300	-
	TOTAL LAW ENFORCEMENT	20,869,148	20,194,182	23,336,345		TOTAL	23,049,033	-
				2,467,197			2,179,885	(20,869,148)
				11.8%			10.4%	-100.0%
								(20,869,148)

ENTERPRISE ACTIVITIES TOTAL	2,591,844
OVERALL DEPARTMENTAL EXPENSES	25,640,877



Sheriff's Office-Civil Division

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

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

REVENUES

EXPENSES

25-26

	2021 Actual	2022 Actual	23-24 Actual	25-26 Budget		Labor	O&M	Capital	TOTAL
CIV	147,217	185,239	300,038	420,000	Civil Process	454,870	57,317	2,000	514,187
	\$ 420,000								

Enterprise Fund:

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

Statistics

Personnel

<p>The Civil Division of the Sheriff's Office served approximately 10,000 services per year (See above list for types of services)</p> <p>Areas served from this office:</p> <ul style="list-style-type: none"> Portland South Portland Cape Elizabeth Scarborough Westbrook Windham <p><i>Other areas served by "outside enterprise deputies"</i></p>	<p>ADMINISTRATIVE CIVIL DEPUTY</p> <p>CIVIL DEPUTY</p>	Full Time	Part Time	ENTERPRISE
		1		
		3		
		4	0	0

ACTIVITY CENTER BUDGET SUMMARY

COUNTY OF CUMBERLAND

11-106 DEPARTMENT: SHERIFF		ACTIVITY CENTER: CIVIL PROCESS							
ACCT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 ACTUAL	24-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
	PERSONNEL SERVICES								
5120-08	Wages & Salaries(FT)	220,989	227,855	257,507	265,764	348,665	348,665	-	-
5500-08	Employee Benefits & Taxes	90,932	79,916	100,526	91,261	106,204	106,205	-	-
	TOTAL PERSONNEL SERVICES	311,921	307,771	358,033	357,025	454,869	454,870	-	-
	OPERATIONS & MAINTENANCE								
6130-08	Transportation & Lodging	25,938	22,166	37,000	21,745	37,000	37,000	-	-
6500-08	Office Supplies	328	1,179	1,500	681	1,500	1,500	-	-
6505-08	Printing & Engraving	1,000	-	750	1,290	750	750	-	-
6506-08	Postal Expenses	6,876	1,435	13,460	5,050	13,460	13,460	-	-
	NEW LINE ITEM Training, Education, & Seminars			750		1,000	1,000	-	-
6800-08	Telephone & Communication	1,872	1,794	2,000	1,649	2,007	2,007	-	-
6908-08	Clothing- Uniforms	1,200	1,200	1,200	1,240	1,600	1,600	-	-
	TOTAL O&M	37,215	27,774	56,660	31,655	57,317	57,317	-	-
	CAPITAL OUTLAY								
7350-08	Office Equipment			2,000	274	2,000	2,000	-	-
	TOTAL CAPITAL OUTLAY	-	-	2,000	274	2,000	2,000	-	-
	TOTAL ACTIVITY CENTER	349,135	335,545	416,693	388,954	514,186	514,187	-	-
						97,493	97,493	(416,693)	(416,693)
						23.4%	23.4%	-100.0%	-100.0%

CIVIL PROCESS

ACTIVITY CENTER BUDGET SUMMARY

COUNTY OF CUMBERLAND

11-106 DEPARTMENT: SHERIFF		ACTIVITY CENTER: CIVIL PROCESS						
ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
PERSONNEL SERVICES								
5120-08	Wages & Salaries (FT)	257,507	265,764	268,086	Wages for full & part time staff.	268,086		
				80,579	Full-time Civil Deputy (including benefits)	80,579		
5510	Health Insurance	46,759	42,832	50,771		50,771		
5520	Retirement	25,501	20,141	25,501		25,501		
5530	Social Security	19,699	20,696	20,509		20,509		
5540	Workers Comp	8,567	7,593	9,424		9,424		
5560	Deferred Comp							
5500-08	Employee Benefits & Taxes	100,526	91,261	106,204	Benefits and taxes for Civil Deputies.	106,205	-	-
	TOTAL PERSONNEL SERVICES	358,033	357,025	454,869	27% TOTAL	454,870	-	-
OPERATIONS & MAINTENANCE								
6130-08	Transportation & Lodging	37,000	21,745	37,000	Mileage reimbursements for process serving. (Increasing trend) PENDING IRS RATE	37,000		
6500-08	Office Supplies	1,500	681	1,500	Departmental office supplies including extra copy charges, special form printing, and business card printing for process serving.	1,500		
6505-08	Printing & Engraving	750	1,290	750		750		
6506-08	Postal Expenses	13,460	5,050	13,460	Postage fees for process serving. Postage rate increase by \$0.02	13,460		
6512-08	NEW LINE ITEM Training, Education, &	750		1,000	Training for Civil Deputies. (Added untrained employees for PoliceOne)	1,000		
6800-08	Telephone & Communication	2,000	1,649	2,007	Purchase iPhones \$ 104	2,007		
				-	Monthly data plans - 4 phones @ \$39 per month * 12 months. \$ 1,872			
				-	Phone cases - 1 @ \$15 \$ 15			
				-	Powerblocks - 1 @ \$16 \$ 16			
				-				
6908-08	Clothing- Uniforms	1,200	1,240	1,600	Uniform and clothing expenses - 4 @ \$400	1,600		
	TOTAL O&M	56,660	31,655	57,317	TOTAL	57,317		
	CAPITAL OUTLAY							
							CIVIL	PROCESS

ACTIVITY CENTER BUDGET SUMMARY

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
7350-08	Office Equipment	2,000	274	2,000	Office equipment for Civil division.	2,000		
					3 chairs - \$500/piece, replace old/broken	\$ 1,500		
	TOTAL CAPITAL OUTLAY	2,000	274	2,000	TOTAL	2,000	-	-
	TOTAL CIVIL PROCESS	416,693	388,954	514,186	TOTAL	514,187	-	-
				97,493		97,493	(416,693)	(416,693)
				23.4%		23.4%	-100.0%	-100.0%

CIVIL PROCESS



Registry of Deeds

Jessica Spaulding Registrar of Deeds

Wages for full & part time staff.

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

REVENUES

EXPENSES

25-26

	2021 Actual	2022 Actual	23-24 Actual	25-26 Budget	Type of Revenue	Labor	O&M	Capital	TOTAL
Deeds	16,182	825	538	2,500	Register of Deeds - Misc. Revenue	699,538	154,700	4,000	858,238
Deeds	2,612,207	1,721,910	1,255,244	1,350,000	Register of Deeds - Recording Fees				
Deeds	2,090,867	1,931,058	1,534,010	1,450,000	Register of Deeds - Transfer Tax				
Deeds	278,665	167,754	92,079	155,000	Register of Deeds - Copies				
Deeds	-								
Deeds	\$ 4,997,921	\$ 3,821,547	\$ 2,881,871	\$ 2,957,500					

Statistics

Personnel

	Personnel	
	Full Time	Part Time
Approx number of recorded documents each year, deeds etc	50,000	
Average number of plans	500	
Revenues derived from recording is \$1.4 million		
Transfer tax to State at 90%	\$ 14,000,000	
Transfer tax to the County	\$ 1,400,000	
	7	

DEPARTMENTAL BUDGET SUMMARY

COUNTY OF CUMBERLAND

11-107 DEPARTMENT: REGISTRY OF DEEDS									
ACCT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 ACTUAL	24-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
	PERSONNEL SERVICES								
				Wages for full & part time staff.					
5120	Wages & Salaries (FT)	352,563	381,137	458,024	384,694	480,958	480,958	-	-
5401	Overtime	-	-	-	-	-	-	-	-
5500	Employee Benefits & Taxes	161,255	148,041	199,141	177,338	218,580	218,580	-	-
	TOTAL PERSONNEL SERVICES	513,818	529,178	657,165	562,032	699,538	699,538	-	-
	OPERATIONS & MAINTENANCE								
6130	Transportation & Lodging	173	851	5,500	5,265	5,500	5,500	-	-
6500	Office Supplies	4,290	5,411	6,000	5,046	6,000	6,000	-	-
6505	Printing & Engraving	375	240	700	616	700	700	-	-
6506	Postal Expenses	10,833	10,136	12,000	10,045	12,000	12,000	-	-
6507	Advertising	-	-	-	-	-	-	-	-
6508	Dues	430	430	500	480	500	500	-	-
6512	Training & Education	200	700	2,500	1,155	2,500	2,500	-	-
6513	Leases & Service Agreements	170,045	148,308	140,000	131,371	120,000	120,000	-	-
6800	Telephone & Communication	4,952	5,262	6,000	6,969	7,500	7,500	-	-
	TOTAL O&M	191,300	171,338	173,200	160,947	154,700	154,700	-	-
	CAPITAL OUTLAY								
7350	Office Equipment	2,776	3,604	4,000	2,298	4,000	4,000	-	-
	TOTAL CAPITAL OUTLAY	2,776	3,604	4,000	2,298	4,000	4,000	-	-
	TOTAL DEPARTMENT	707,894	704,120	834,365	725,277	858,238	858,238	-	-
						23,873	23,873	(834,365)	(834,365)
						2.9%	2.9%	-100.0%	-100.0%

REGISTRY OF DEEDS

LINE ITEM BUDGET JUSTIFICATION

COUNTY OF CUMBERLAND

11-107 DEPARTMENT: REGISTRY OF DEEDS								
ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
	PERSONNEL							
5120	Wages & Salaries (FT)	458,024	384,694	480,958	Wages for full-time departmental staff.	480,958		
5401	Overtime				Wages for required overtime work.			
5510	Health Insurance	130,076	119,808	140,934		140,934		
5520	Retirement	30,118	25,473	36,663		36,663		
5530	Social Security	35,039	28,505	36,793		36,793		
5540	Workers Comp	2,116	1,875	2,328		2,328		
5560	Deferred Comp	1,792	1,677	1,862		1,862		
5500	Employee Benefits & Taxes	199,141	177,338	218,580	Taxes and benefits for departmental employees.	218,580	-	-
	TOTAL PERSONNEL SERVICES	657,165	562,032	699,538	6.4% TOTAL	699,538	-	-
	OPERATIONS & MAINTENANCE							
6130	Transportation & Lodging	5,500	5,265	5,500	Travel expenses to be associated with Registry meetings and MCCA Convention. PRIA Conference Participating/testifying at legislative hearings	5,500		
6500	Office Supplies	6,000	5,046	6,000	General office supplies used in the Registry, Soap for bathrooms and kitchen, used by Registry and Assessing	6,000		
					Subscription to Portland Press Herald, Water (used by public and Assessing)			
6505	Printing & Engraving	700	616	700	Printing letterhead, stationary, & business cards. Toner Cartridges (From IT Budget)	700		
6506	Postal Expenses	12,000	10,045	12,000	Registry postal costs in mail back of original docs	12,000		
6507	Advertising				Posting position vacancies.			

REGISTRY OF DEEDS

LINE ITEM BUDGET JUSTIFICATION

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET	
6508	Dues	500	480	500	Membership fees associated with the Registry of Deeds Association, PRIA	500			
6512	Training & Education	2,500	1,155	2,500	Seminars & Supervisor Training, PRIA Conference	2,500			
6513	Leases & Service Agreements	140,000	131,371	120,000	Avenu contract (with maintenance.) Lease copy machines. (1) Plan machine contract. Records retention Postage Meter lease/maintenance?	120,000			
6800	Telephone & Communication	6,000	6,969	7,500	Telephone exp at Pearl Street @ \$380 Time Warner Internet \$175 month	7,500			
	TOTAL O&M	173,200	160,947	154,700	TOTAL	154,700	-	-	
	CAPITAL OUTLAY								
7350	Office Equipment	4,000	2,298	4,000	Plan cabinets , Bookcases, stools and fatigue mats	4,000			
	TOTAL CAPITAL OUTLAY	4,000	2,298	4,000	TOTAL	4,000	-	-	
	TOTAL DEEDS	834,365	725,277	858,238	TOTAL	858,238	-	-	
				23,873		23,873	(834,365)	(834,365)	
				2.9%		2.9%	-100.0%	-100.0%	

REGISTRY OF DEEDS



Registry of Probate

Susan Schwartz, Register

Wages for full & part time staff.

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

REVENUES

EXPENSES

25-26

	2021 Actual	2022 Actual	23-24 Actual	25-26 Budget		Labor	O&M	Capital	TOTAL
Prob	660,918	713,005	801,565	675,000	Register of Probate - Fees	739,742	245,200	-	984,942
Prob	53,842	48,748	47,870	45,000	Register of Probate - Notices				
Prob	33,719	30,645	31,176	25,000	Register of Probate - Abstracts				
Prob	20,983	22,047	16,735	17,000	Register of Probate - Handling				
Prob	32,220	38,832	33,995	22,000	Register of Probate - Forms				
Prob	\$ 801,682	\$ 853,277	\$ 931,341	\$ 784,000					

Statistics

Personnel

Statistics			PROBATE		
	2022	2023*		Full Time	Part Time
Some general statistics:			REGISTER OF PROBATE	1	
Estate Matters	1551	1431	DEPUTY REGISTER	1	
Guardianship Matters	356	690	CLERK II	4	
Name Changes	319	299	JUDGE OF PROBATE	1	
Adoption Matters	48	29	LEGAL ASSISTANT	1	
Foreign Domiciliary	80	63			
Civil Matters	0	0			
Annual types of cases:	2,354	2,512		8	0

* 2023 Figures are from 1/1/23 to 11/27/23

DEPARTMENTAL BUDGET SUMMARY

COUNTY OF CUMBERLAND

11-108 DEPARTMENT: REGISTRY OF PROBATE									
ACCT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 ACTUAL	24-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
PERSONNEL SERVICES									
5120	Wages & Salaries (FT)	405,607	424,724	506,549	465,508	530,169	530,169	-	-
5500	Employee Benefits & Taxes	143,575	153,779	201,078	173,705	209,573	209,573	-	-
TOTAL PERSONNEL SERVICES		549,182	578,503	707,627	639,213	739,742	739,742	-	-
OPERATIONS & MAINTENANCE									
6130	Transportation & Lodging	324		2,500	563	2,500	1,500	-	-
6301	Professional Services	4,849		5,000	6,585	7,000	7,000	-	-
6305	Stenographer - Transcripts	251		-	1,015	1,250	1,250	-	-
6306	Attorneys - Court Appointed	40,609		75,000	145,900	150,000	130,000	-	-
6401	Insurance- Liability	264		400	493	500	500	-	-
6500	Office Supplies	6,639		7,500	7,849	8,000	8,000	-	-
6505	Printing & Engraving	345		750	1,294	1,500	1,000	-	-
6506	Postal Expenses	10,170		12,000	15,411	15,000	15,000	-	-
6507	Advertising	13,121		12,000	8,487	9,000	9,000	-	-
6508	Dues	400		550	500	600	600	-	-
6509	Books, Periodicals, & Subscriptions	5,702		6,500	7,550	8,000	8,000	-	-
6512	Training, Education, & Seminars	100		1,000	632	1,000	1,000	-	-
6513	Leases & Service Agreements	1,823		1,900	1,373	1,900	1,400	-	-
6700	Abstract Fees	18,258		20,000	17,361	20,000	20,000	-	-
6800	Telephone & Communication	944		950	424	950	950	-	-
6807	Visitor Expenses	33,475		40,000	38,744	40,000	40,000	-	-
TOTAL O&M		137,272	-	186,050	254,179	267,200	245,200	-	-
CAPITAL OUTLAY									
7325	Furniture & Fixtures			-	-	-	-	-	-
7355	Computer Hardware			-	-	-	-	-	-
TOTAL CAPITAL OUTLAY		-	-	-	-	-	-	-	-
TOTAL DEPARTMENT		686,455	578,503	893,677	893,393	1,006,942	984,942	-	-
						113,265	91,265	(893,677)	(893,677)
						12.7%	10.2%	-100.0%	-100.0%

REGISTRY OF PROBATE

LINE ITEM BUDGET JUSTIFICATION

COUNTY OF CUMBERLAND

11-108 DEPARTMENT: REGISTRY OF PROBATE								
ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
PERSONNEL								
5120	Wages & Salaries (FT)	506,549	465,508	530,169	Wages for full & part time staff. *we would like to discuss hiring a part time administrative assistant.	530,169		
5510	Health Insurance	117,885	105,667	128,676		128,676		
5520	Retirement	35,894	29,600	31,215		31,215		
5530	Social Security	38,751	34,612	40,558		40,558		
5540	Workers Comp	1,384	1,226	1,522		1,522		
5560	Deferred Comp	7,164	2,600	7,602		7,602		
5500	Employee Benefits & Taxes	201,078	173,705	209,573	Benefits and taxes for departmental employees.	209,573	-	-
	TOTAL PERSONNEL SERVICES	707,627	639,213	739,742	4.5% TOTAL	739,742	-	-
OPERATIONS & MAINTENANCE								
6130	Transportation & Lodging	2,500	563	2,500	Direct travel expenses related to judicial conferences, registers' meetings, educational seminars/workshops, legislative hearings.	1,500		
6301	Professional Services	5,000	6,585	7,000	Paralegal Services for the Judge of Probate; Interpreter fees; Sheriff Service. Judge handles the bulk of his own case research and writing without the assistance of a contracted paralegal however does use a paralegal for some of the more unwieldy cases	7,000		
6305	Stenographer - Transcripts		1,015	1,250	Expenses for recording and transcription	1,250		

REGISTRY OF PROBATE

LINE ITEM BUDGET JUSTIFICATION

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
6306	Attorneys - Court Appointed	75,000	145,900	150,000	Appointed counsel for unprotected wards in judicial proceedings (Maine law requirement) and indigent parties . Probate Code amended 9/2019 will produce greater number of court appt'd attorneys in Guardianship cases and we continue to see a rise in the amount of attorneys needed as well as increasing hourly rates for attorneys to \$150 to continue to attract attorneys to court appointed work.	130,000		
6401	Insurance- Liability	400	493	500	Liability Insurance \$138; MCCA RISK POOL \$192.52; BROKER FEE \$21.64	500		
6500	Office Supplies	7,500	7,849	8,000	Paper, electronic storage media, toner, docket pages, case folders and label system, reproduction supplies, office sundries	8,000		
6505	Printing & Engraving	750	1,294	1,500	Printing of official probate and court forms for resale: general office printing, including letterhead, envelopes, will security labels, receipts, forms, cards: public information and education materials and brochures	1,000		
6506	Postal Expenses	12,000	15,411	15,000	Toner Cartridges (From IT Budget) Postage	15,000		
6507	Advertising	12,000	8,487	9,000	Newspaper legal notice advertising. We no longer have to publish name changes therefore our expenses have gone down on this line item.	9,000		
6508	Dues	550	500	600	ME Probate Judges \$275; Nat'l College of Probate \$150; Cleaves Law Library \$150; ME Assn. Registers \$100	600		
6509	Books, Periodicals, & Subscriptions	6,500	7,550	8,000	Bar Directory; Law books and statutes updates: Probate & Family Law, Civil Rules;	8,000		

REGISTRY OF PROBATE

LINE ITEM BUDGET JUSTIFICATION

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
					Online Legal Research Subscriptions (case law)			
6512	Training, Education, & Seminars	1,000	632	1,000	Legal Education Seminars; Staff Development. Increased training demands for Judge and Register during 2020 as a result of new Probate Code.	1,000		
6513	Leases & Service Agreements	1,900	1,373	1,900	Photocopier In the past, ICON service fee was charged to this account; 2017 ICON fees are now charged to surcharge account	1,400		
6700	Abstract Fees	20,000	17,361	20,000	Required recording fees to Register of Deeds for deed transfers concerning probated estates. **Pass through expense	20,000		
6800	Telephone & Communication	950	424	950	Local and long distance telephone charges, mobile telephone services, radio paging services for on call response	950		
6807	Visitor Expenses	40,000	38,744	40,000	Visitor fees in adult guardianship cases as required by Maine law. Additional duties of Visitors under the new Probate Code will result in an increase to the Visitor costs. **Pass through expense	40,000		
		-	-	-		-	-	-
	TOTAL O&M	186,050	254,179	267,200	TOTAL	245,200	-	-
	CAPITAL OUTLAY							
7325	Furniture & Fixtures		-		Judges chambers, lights, chair paint			
7355	Computer Hardware		-		Court Recording - New Probate Code requires audio/visual opportunity be provided for guardianship cases.			
		-	-	-		-	-	-

REGISTRY OF PROBATE

LINE ITEM BUDGET JUSTIFICATION

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
	TOTAL CAPITAL OUTLAY	-	-	-	TOTAL	-	-	-
	TOTAL PROBATE	893,677	893,393	1,006,942	TOTAL	984,942	-	-
				113,265		91,265	(893,677)	(893,677)
				12.7%		10.2%	-100.0%	-100.0%

REGISTRY OF PROBATE



FINANCE DEPARTMENT

Theresa Grover, Finance Director

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

REVENUES

	2021 Actual	2022 Actual	23-24 Actual	25-26 Budget
		No revenues	-	
				\$ -

EXPENSES

25-26

Labor	O&M	Capital	TOTAL
562,116	152,882	1,000	715,998

Statistics

Process cash exceeding \$50 million dollars annually Produce over 21,000 paychecks annually Administer benefits for 400 employees Purchase orders for over \$1.3 million annual Pay over 10,000 invoices annually Provide all financial reporting and analysis Preparation and completion finance audit

Personnel

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

11-109 DEPARTMENT: FINANCE				FINANCE DEPARTMENT					
ACCT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 ACTUAL	24-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
	PERSONNEL SERVICES								
			Wages for full & part time staff.						
5120	Wages & Salaries (FT)	360,188		326,058	454,658	427,015	427,015	-	-
5401	Overtime	534		500	277	515	515	-	-
5500	Employee Benefits & Taxes	117,656		132,539	151,935	134,586	134,586	-	-
	TOTAL PERSONNEL SERVICES	478,378	-	459,097	606,870	562,116	562,116	-	-
6130	Transportation & Lodging	3		3,000	2,676	3,000	3,000	-	-
6300	Accounting & Audit Fees	23,500		26,000	58,200	32,000	32,000	-	-
6401	Insurance- Liability	84		400	-	-	-	-	-
6500	Office Supplies	4,424		4,000	3,355	4,000	4,000	-	-
6505	Printing & Engraving	566		550	248	550	550	-	-
6506	Postal Expenses	3,913		5,000	5,725	5,500	5,500	-	-
6508	Dues	1,145		1,700	1,427	1,700	1,700	-	-
6512	Training, Education, & Seminars	1,232		3,000	2,561	3,200	3,200	-	-
6513	Leases and Service Agreements			-		-	-	-	-
6514	Maintenance Contract	69,661		72,900	72,419	100,432	100,432	-	-
6800	Telephone & Communication	719		2,500	2,092	2,500	2,500	-	-
	TOTAL O&M	105,247	-	119,050	148,703	152,882	152,882	-	-
	CAPITAL OUTLAY								
7325	Furniture & Fixtures			1,000	588	1,000	1,000	-	-
	TOTAL CAPITAL OUTLAY	-	-	1,000	588	1,000	1,000	-	-
	DEPARTMENT TOTAL	583,625	-	579,147	756,161	715,998	715,998	-	-
						136,851	136,851	(579,147)	(579,147)
						23.6%	23.6%	-100.0%	-100.0%

11-109 DEPARTMENT: FINANCE		Department- FINANCE DEPARTMENT						
ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
	PERSONNEL SERVICES				Wages for full & part time staff.			
5120	Wages & Salaries (FT)	326,058	454,658	427,015	Wages for full-time departmental staff.	427,015		
5401	Overtime	500	277	515	Wages for required overtime work.	515		
5510	Health Insurance	72,915	71,065	71,931		71,931		
5520	Retirement	33,258	45,313	35,402		35,402		
5530	Social Security	24,982	34,331	25,731		25,731		
5540	Workers Comp	1,384	1,226	1,522		1,522		
5560	Deferred Comp	-						
5500	Employee Benefits & Taxes	132,539	151,935	134,586	Taxes and benefits for departmental staff.	134,586	-	-
	TOTAL PERSONNEL SERVICES	459,097	606,870	562,116	22.4%	562,116	-	-
	OPERATIONS & MAINTENANCE							
6130	Transportation & Lodging	3,000	2,676	3,000	Costs to attend conferences and mileage	3,000		
6300	Accounting & Audit Fees	26,000	58,200	32,000	Annual Audit Fees and ACFR prep	32,000		
6401	Insurance- Liability	400			Departmental share of insurance costs.			
6500	Office Supplies	4,000	3,355	4,000	Departmental office supply costs.	4,000		
6505	Printing & Engraving	550	248	550	Envelope, pr checks, ap checks and printing . NO Budget Books	550		
6506	Postal Expenses	5,000	5,725	5,500	Postage costs.	5,500		
6508	Dues	1,700	1,427	1,700	GFOA. For Finance and County- Increase due to pop increase	1,700		
6512	Training, Education, & Seminars	3,000	2,561	3,200	NESGFOA Conference, day classes	3,200		

11-109 DEPARTMENT: FINANCE		Department- FINANCE DEPARTMENT							
ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET	
6513	Leases & Service Agreements				Photocopier				
6514	Maintenance Contract	72,900	72,419	100,432	Maintenance contract for munis software \$ 52,719 AOD was \$21,300 New TCP is \$14,313. \$ 14,313 New Scheduling Software Aladtec \$ 33,400	100,432			
6800	Telephone & Communication	2,500	2,092	2,500	Phone expenses. Cell phone \$40 stipend	2,500			
	TOTAL O&M	119,050	148,703	152,882		152,882	-	-	
	CAPITAL OUTLAY								
7325	Furniture & Fixtures	1,000	588	1,000	Office replacement needs.	1,000			
	CAPITAL OUTLAY	1,000	588	1,000		1,000	-	-	
	TOTAL FINANCE	579,147	756,161	715,998	TOTAL	715,998	-	-	
				136,851		136,851	(579,147)	(579,147)	
				23.6%		23.6%	-100.0%	-100.0%	



Cumberland County Regional Communications Center
Melinda Dyer, Director

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

REVENUES

25-26

Revenue	Service	24-25 REVENUES	25-26 REVENUES				
				Labor	O&M	Capital	TOTAL
				3,671,233	355,557	1,000	4,027,791
Baldwin	Fire & Rescue	12,950	13,339				
Bridgton	PP/FD/EMS	136,859	140,964				
Casco	Fire & Rescue	31,064	31,996				
Chebeague Island	Fire & Rescue	2,905	2,992				
Cumberland	Fire/Res/PD	214,028	220,449				
Frye Island	Fire/Res/PD	3,976	4,095				
Gorham	Fire/Res/PD	463,167	479,612				
Gray	Fire & Rescue	70,452	72,565				
Harpswell	Fire & Rescue	42,864	21,474				
Harrison	Fire & Rescue	20,848	44,150				
Long Island	Fire & Rescue	1,994	2,053				
Naples	Fire & Rescue	33,441	34,444				
New Gloucester	Fire & Rescue	48,360	49,810				
North Yarmouth	Fire & Rescue	34,693	35,734				
Pownal		13,342	13,743				
Raymond	Fire & Rescue	38,647	39,806				
Sebago		16,282	17,273				
Standish	Fire & Rescue	87,279	92,594				
Windham	Fire/Res/PD	465,643	479,612				
Verizon Lease		24,000	24,000				
		1,762,794	1,820,705				

Statistics

The CCRCC serves as the primary dispatch center for 19 communities in Cumberland County.

In 2023 we handled 105,231 calls for service.

In 2023 we answered 36,756 emergency 9-1-1 calls.

In 2022 we handled 95,529 calls for service

In 2022 we answered 35,376

Personnel

Communications	Full Time	Part Time
COMMUNICATIONS DIRECTOR	1	
DEPUTY DIRECTOR	1	
LEAD SUPERVISOR	1	
SHIFT SUPERVISOR	7	
DISPATCHER	27.5	
	37.5	0

ACTIVITY CENTER BUDGET SUMMARY

COUNTY OF CUMBERLAND

11-110 DEPARTMENT: COMMUNICATIONS		ACTIVITY CENTER: COMMUNICATIONS							
ACCT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 ACTUAL	24-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
PERSONNEL SERVICES									
5120	Wages & Salaries (FT)	1,685,339	1,765,163	2,207,876	2,235,390	2,350,186	2,350,186	-	-
5205	Wages & Salaries (PT)	2,497	21,463	2,500	-	-	-	-	-
5401	Overtime	398,455	486,245	220,346	185,229	229,160	229,160	-	-
5500	Employee Benefits & Taxes	819,883	844,514	1,053,754	959,811	1,091,888	1,091,888	-	-
	TOTAL PERSONNEL SERVICES	2,906,174	3,117,384	3,484,476	3,380,431	3,671,233	3,671,233	-	-
OPERATIONS & MAINTENANCE									
6130	Transportation & Lodging	6,599	13,290	15,000	16,576	15,000	15,000	-	-
6131	Gas, oil and Grease	-	385	600	376	400	400	-	-
6230	Radio Site Rental	101,108	96,463	108,683	103,724	120,955	120,955	-	-
6231	Base Radio Repair	4,502	5,090	10,000	5,594	10,000	10,000	-	-
6301	Professional Services	636	-	1,000	5,970	2,250	5,000	-	-
6401	Insurance-Liability	143	238	300	305	330	330	-	-
6500	Office Supplies	6,948	9,257	7,000	7,387	7,000	7,000	-	-
6505	Printing & Engraving	563	280	750	360	1,500	750	-	-
6506	Postal Expenses	232	66	250	42	250	250	-	-
6507	Advertising	-	-	-	-	-	-	-	-
6508	Dues	534	3,012	2,000	2,975	3,500	3,500	-	-
6509	Books, Periodicals, & Subscriptions	119	119	500	-	500	500	-	-
6511	Equipment Rental	-	-	-	-	-	-	-	-
6512	Training, Education, & Seminars	25,732	26,726	38,000	29,710	38,000	38,000	-	-
6513	Leases & Service Agreements	117,223	141,750	143,404	144,135	153,707	126,872	-	-
6609	Equipment Repair	-	-	-	-	-	-	-	-
6800	Telephone & Communication	27,055	27,214	30,000	16,611	30,000	20,000	-	-
6908	Clothing & Uniforms	7,041	6,286	7,000	7,125	7,000	7,000	-	-
	TOTAL O&M	298,435	330,175	364,487	340,893	390,392	355,557	-	-
CAPITAL OUTLAY									
7350	Office Equipment			2,000	815	1,000	1,000	-	-
7365	Radio Equipment	5,063	523	-	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	5,063	523	2,000	815	1,000	1,000	-	-
	TOTAL COMMUNICATIONS	3,209,672	3,448,082	3,850,963	3,722,139	4,062,626	4,027,791	-	-
						211,663	176,828	(3,850,963)	(3,850,963)
						5.5%	4.6%	-100.0%	-100.0%

ACTIVITY CENTER BUDGET SUMMARY

COUNTY OF CUMBERLAND

11-110 DEPARTMENT: EMERGENCY COMMUNICATIONS								
ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
	PERSONNEL SERVICES							
5120	Wages & Salaries (FT)	2,207,876	2,235,390	2,350,186	Wages for full & part time staff. Wages for full-time departmental staff. Additional Holiday	2,350,186		
5205-05	Part-Time	2,500		-	We do not intend to need part time staff for the upcoming budget.			
5401	Overtime	220,346	185,229	229,160	Wages for required overtime work.	229,160		
5510	Health Insurance	615,509	508,848	619,561		619,561		
5520	Retirement	244,622	262,903	267,526		267,526		
5530	Social Security	185,950	181,260	197,320		197,320		
5540	Workers Comp	7,673	6,801	7,481		7,481		
5560	Deferred Comp			-		-		
5500	Employee Benefits & Taxes	1,053,754	959,811	1,091,888	Taxes and benefits for departmental employees.	1,091,888	-	-
	TOTAL PERSONNEL SERVICES	3,484,476	3,380,431	3,671,233	5.4%	3,671,233	-	-
	OPERATIONS & MAINTENANCE							
6130	Transportation & Lodging	15,000	16,576	15,000	Lodging, Food, Travel and mileage reimbursements out of state conference lodging	15,000		
6131	Gas, Oil and Grease	600	376	400	Force meals - mandatory academy training Gas for Communication vehicle/the vehicle is in need of replacement	400		
6230	Radio Site Rental	108,683	103,724	120,955	Towers at Rental and associated CMP bills Add 5 % annual increase	120,955		
					Gray Tower Rental - Monthly \$ 7502.30	\$ 5,421		

EMERGENCY COMMUNICATIONS
CCRCC

ACTIVITY CENTER BUDGET SUMMARY

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
					Crown Castle - Harrison Tower - Monthly \$991.11	11,893		
					Harpswell CMP - changes monthly approx \$350	4,200		
					Portland Back Bay Rental - Monthly \$634.45	7,613		
					Portland Back Bay CMP Bill - changes monthly approx \$150	1,800		
6231	Base Radio Repair	10,000	5,594	10,000	Funds radio transmitter and receiver repairs and preventative maintenance.		10,000	
6301	Professional Services	1,000	5,970	2,250	Polygraph expenses for applicants \$ 450 each average 5 per year		5,000	
6401	Insurance-Liability	300	305	330			330	
6500	Office Supplies	7,000	7,387	7,000	General Administrative needs from pens to paper. Paper, envelopes, notebooks, paper clips Fax machine printer cartridges. Toner cartridges.		7,000	
					-			
6505	Printing & Engraving	750	360	1,500	Business Cards Holiday Cards for customers & recognition wall for staff one time approx \$ 1000		750	
6506	Postal Expenses	250	42	250	Departmental postage expenses.		250	
6507	Advertising							
6508	Dues	2,000	2,975	3,500	National Emergency Number Association - Staff APCO Membership - Staff Justice Clearing House - Staff / MECCA	1,600 \$ 972 \$ 900	3,500	
6509	Books	500		500	Pub Education supplies		500	

EMERGENCY COMMUNICATIONS
CCRCC

ACTIVITY CENTER BUDGET SUMMARY

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
					CISM Supplies			
6511	Equipment Rental			-		\$ -		
6512	Training, Education, & Seminars	38,000	29,710	38,000	Yearly Staff Training to maintain skills and certifications	38,000		
					CTO/ETC/911/METRO/CPR/EMD/EMD			
					Spillman Conference education/ reward / retention			
					APCO Conference education/ reward / retention			
					NENA Conference education/ reward / retention			
					Denise Amber Lee Conference education/ reward / retention			
6513	Leases & Service Agreements	143,404	144,135	153,707	Other 1 day trainings	126,872		
					Acorn Recorder Maintenance	3,299		
					Lease new photo copier	3,882		
					Critical (current \$770) (proposed \$4,395)			
					Frontline former Guardian Tracker & Bluepeak	4,050		
					Code Red Annual plus 9-1-1 Data	26,980		
					I Am Responding expires June 30,2025	14,275		
					Schedule Express	3,432		
					Power DMS	4,565		
					RCM Annual Microwave Frequency Protection	500		
					RCM Maintenance agreement - Monthly \$ 7,074.82	65,889		
						\$ 126,872		
6609	Equipment Repair			-	Funds to support ongoing equipment maintenance. Shredder, fax, recorder maintenance.			

EMERGENCY COMMUNICATIONS
CCRCC

ACTIVITY CENTER BUDGET SUMMARY

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET	
6800	Telephone & Communication	30,000	16,611	30,000	Equipment repairs not covered by the maintenance contract. Telephone services. Deployable Lap Top First net plans - Monthly \$353.07 x 9 Charter Communications monthly \$149.41 Go net speed monthly \$170 First Net Monthly \$217.61 METRO Link Monthly \$75 Language Link Calls - unable to determine amount Consolidated monthly \$750 split with EMA	20,000			
6908	Clothing- Uniforms	7,000	7,125	7,000	Uniforms for dispatchers	7,000			
	TOTAL O&M	364,487	340,893	390,392		355,557	-	-	
	CAPITAL OUTLAY								
7350	Office Equipment	2,000	815	1,000	Dispatcher chair replacement This would cover a new chair each year.	1,000			
7365	Needed Equipment								
	TOTAL CAPITAL OUTLAY	2,000	815	1,000		1,000	-	-	
	TOTAL COMMUNICATIONS	3,850,963	3,722,139	4,062,626		4,027,791	-	-	
				211,663		176,828	(3,850,963)	(3,850,963)	
				5.50%		4.6%	-100.0%	-100.0%	

EMERGENCY COMMUNICATIONS
CCRCC



PUBLIC HEALTH DEPARTMENT

Liz Blackwell-Moore

REVENUES

EXPENSES 25-26

	2021 Actual	2022 Actual	23-24 Actual	25-26 Budget		Labor	O&M	Capital	TOTAL
		No revenues	-	30,000		304,177	19,275	-	323,452
				\$ -					

Statistics

Brought in over \$2.2M in state and federal grants in FY24-25. Provides coordination and program management to several projects aimed at improving reentry supports, treatment and housing stability, and resource navigation for people with substance use disorders who are involved in the criminal legal system. Oversees and implements strategies to prevent commercial tobacco use and youth substance use and improve healthy eating, active living. Coordinates a Violence Intervention Partnership to ensure a coordinated community response to domestic violence and sexual assault. Manages the distribution and use of opioid settlement funds to improve coordination, increase innovative treatment practices, and prevent future opioid addiction among young people who have been most impacted by opioid use disorders.

Personnel

General Fund Grants & Contracts

	Full Time	Part Time	Full Time	Part Time
Liz Blackwell-Moore	1			
Brandon Irwin			1	
Jen Annis		0.75		
Bridget O'Connor			1	
Sadie Dalzell	0.5		0.5	
Angela Giordano			1	
Alexis Guy			1	
Eilish Carpenter			1	
Andrew Forsthoefel				0.75
	1.5	0.75	5.5	0.75

11-109 DEPARTMENT: PUBLIC HEALTH		PUBLIC HEALTH DEPARTMENT							
ACCT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 ACTUAL	24-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
	PERSONNEL SERVICES								
	Wages for full & part time staff.								
5120	Wages & Salaries (FT)					151,810	151,810	-	-
5205	Wages & Salaries (PT)					73,423	73,423	-	-
5401	Overtime					-	-	-	-
5500	Employee Benefits & Taxes					78,944	78,944	-	-
	TOTAL PERSONNEL SERVICES	-	-	-	-	304,177	304,177	-	-
6130	Transportation & Lodging					3,900	3,900	-	-
6500	Office Supplies					100	100	-	-
6508	Dues					2,300	2,300	-	-
6512	Training, Education, & Seminars					1,075	1,075	-	-
	Food & Groceries				-	1,000	1,000	-	-
	Professional Services					10,000	10,000	-	-
6800	Telephone & Communication					900	900	-	-
	TOTAL O&M	-	-	-	-	19,275	19,275	-	-
	CAPITAL OUTLAY								
7325	Furniture & Fixtures								
	TOTAL CAPITAL OUTLAY	-	-	-	-	-	-	-	-
	DEPARTMENT TOTAL	-	-	-	-	323,452	323,452	-	-
						323,452	323,452	-	-
						#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

11-109 DEPARTMENT: Public Health		Department- Public Health Department						
ACCT #	ACCOUNT DESCRIPTION	2024-25 ADOPTED BUDGET	23-24 ACTUAL EXPENSE	25-26 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	25-26 PRELIM	25-26 FC BUDGET	25-26 FINAL BUDGET
	PERSONNEL SERVICES							
5120	Wages & Salaries (FT)	160,000		151,810	Wages for full-time departmental staff.	151,810		
5205	Wages & Salaries (PT)			73,423	DV Coordinator (Previously in Exec Budget)	73,423		
5401	Overtime				Wages for required overtime work.			
5510	Health Insurance			40,006		40,006		
5520	Retirement			15,333		15,333		
5530	Social Security			17,231		17,231		
5540	Workers Comp			500		500		
5560	Deferred Comp	-		5,874		5,874		
5500	Employee Benefits & Taxes	-	-	78,944	Taxes and benefits for departmental staff.	78,944	-	-
	TOTAL PERSONNEL SERVICES	160,000	-	304,177	90.1%	304,177	-	-
	OPERATIONS & MAINTENANCE							
6130	Transportation & Lodging			3,900	\$150 per month in mileage + \$2100 lodging and travel Costs to attend APHA conference	3,900		
6500	Office Supplies			100	Departmental office supply costs.	100		
6508	Dues			2,300	NACCHO, MPHA, Zoom, Canva	2,300		
6512	Training, Education, & Seminars			1,075	\$675 APHA conference + \$400 for other	1,075		
	Food & Groceries			1,000		1,000		
	Professional Services			10,000	2026 CHIP data update and design; intern costs;	10,000		
6800	Telephone & Communication			900		900		
	TOTAL O&M	-	-	19,275		19,275	-	-
	TOTAL Public Health	160,000	-	323,452	TOTAL	323,452	-	-
				163,452		163,452	(160,000)	(160,000)
						102.2%	-100.0%	-100.0%

COUNTY OF CUMBERLAND BONDED CIP PROJECTS

Project Code	Project Title	24-25	#YRS	25-26	#YRS	26-27	#YRS	27-28	#YRS	28-29	#YRS	29-30	#YRS
	Roof Replacement Jail		30	2,500,000									
	Roof Replacement CCCH						30	2,500,000					
	Garage Repairs		20	673,901			20	440,366					
	27 Northport Window Replacement						20	250,000					
	Window Replacement Stateside		20	800,000			20	700,000					
	Total CIP Allocation	-		3,973,901		-		3,890,366		-		-	
	Summary Totals	24-25	#YRS	25-26	#YRS	26-27	#YRS	27-28	#YRS	28-29	#YRS	29-30	#YRS

Two Year Total

Non-Debt CIP

	Project Title	24-25	#YRS	25-26	#YRS	26-27	#YRS	27-28	#YRS	28-29	#YRS	29-30	#YRS
EMA	HazMat Equipment Replacement	-		-		-		-		-		-	
IT	Technology Upgrades	110,000		110,000		110,000		110,000		110,000		110,000	
IT	Patrol and CID Upgrades	20,000		20,000		20,000		20,000		20,000		20,000	
LEC	Ballistic Vests	10,000		10,000		10,000		10,000		10,000		10,000	
LEC	Tactical Vests	7,600		7,600		7,600		7,600		7,600		7,600	
LEC	Taser Replacement	26,000											
LEC	Radio Replacement	10,000		10,000		10,000		10,000		10,000		10,000	
Jail	General Jail CIP	100,000		100,000		100,000		100,000		100,000		100,000	
CCCH	Elevator Replacement	35,000		35,000		35,000		35,000		35,000		35,000	
CCRC	Workstation Replacement	7,000		7,000		7,000		7,000		7,000		7,000	
LEC	Weapon Replacement (9mm)	44,000											
CCRC	Tower Batteries					18,000		18,000		18,000			
CCCH	Panic Stations			-		30,000							
IT	County Arial Flyover	7,000		-		7,000		7,000		7,000		7,000	
	Non-Debt Total	376,600		299,600		354,600		324,600		324,600		306,600	



Cumberland County

142 Federal St
Portland, ME 04101

Position Paper

File #: REV 25-02

Agenda Date: 2/3/2025

Agenda #:

Title For Agenda Item:

Discussion of Agreement with Oxford County to Provide Backup Dispatch Services

Background:

Cumberland County Regional Communication Center has the Westbrook Communications Center as their back-up in case there are times our Center goes down or needs to be evacuated. Oxford County has reached out to Cumberland County inquiring whether Cumberland County Regional Dispatch would be willing to serve as their back-up.

The scope of the agreement is that CCRCC will serve as back-up during times of evacuation of the Oxford Communications Center or if there are issues with staffing their Center. If the Oxford Center is evacuated, Oxford staff would make their way to the CCRCC to handle their calls. If the center falls short on staffing, CCRCC would cover the calls for a short period of time.

At their expense, Oxford County will be having RCM Radio Communications install their radio system in the CCRCC dispatch consoles. The Oxford system will not be intertwined into the CCRCC system, they will be independent from each other.

Effective Date if Applicable: Upon execution of MOU with Oxford.

Maine
Cumberland **County**
POSITION PAPER FOR AGENDA ITEM

TO:	Cumberland County Commissioners
FROM:	James H. Gailey
DATE:	February 3, 2025
SUBJECT:	Oxford County Back-up Dispatch Services

Requested Action:

Information sharing: Cumberland County serving as Oxford County’s dispatch back-up

Background & Purpose of Request:

Cumberland County Regional Communication Center has the Westbrook Communications Center as their back-up in case there are times our Center goes down or needs to be evacuated. Oxford County has reached out to Cumberland County inquiring whether Cumberland County Regional Dispatch would be willing to serve as their back-up.

The scope of the agreement is that CCRCC will serve as back-up during times of evacuation of the Oxford Communications Center or if there are issues with staffing their Center. If the Oxford Center is evacuated, Oxford staff would make their way to the CCRCC to handle their calls. If the center falls short on staffing, CCRCC would cover the calls for a short period of time.

At their expense, Oxford County will be having RCM Radio Communications install their radio system in the CCRCC dispatch consoles. The Oxford system will not be intertwined into the CCRCC system, they will be independent from each other.

Funding Amount and Source: None

Attachments: Draft MOU

Chair of Board, Date

*Cumberland County Regional Communications Center
CCRCC*

22 B High Street
Windham, Maine 04062
893-2810

**MEMORANDUM OF UNDERSTANDING BETWEEN THE COUNTY OF CUMBERLAND AND THE
COUNTY OF OXFORD**

The County of Cumberland and the County of Oxford, collectively, the “Parties”, have identified the need to establish a formal back up for emergency communications services. The Parties now enter into this “Memorandum of Understanding Between the County of Cumberland and the County of Oxford” (“MOU”) to meet said need. This MOU is intended to provide both Cumberland County, acting by and through its Regional Communications Center (CCRCC), and Oxford County, acting by and through its Communications Center (OCRCC), the ability to transfer all 9-1-1 PSAP and dispatch services FROM Oxford County TO Cumberland County in the event that the OCRCC is rendered unable to perform its normal communications responsibilities for the reasons set forth herein.

Now, therefore, the parties agree as follows:

- The County of Cumberland agrees to serve as the back-up PSAP (Public Safety Answering Point) and dispatch agency for the OCRCC should there be a need to physically evacuate the OCRCC or temporary coverage for a staffing shortage (temporary defined no more than a few shifts).
- The County of Oxford is responsible for ensuring that radio and toning capabilities are installed and maintained at the CCRCC in a reduced capacity for each agency served by the OCRCC. All costs associated with this responsibility will be borne by the County of Oxford. All equipment provided by Oxford County shall remain the property of Oxford County. A property list will be in Exhibit A.
- During an event that requires OCRCC to evacuate or suspend operations at its center or transfer 911 and Radio services to the CCRCC, the OCRCC shall immediately request the Maine Emergency Services Communication Bureau transfer all of the OCRCC 9-1-1 calls to the CCRCC and shall immediately notify the CCRCC that services are being transferred. Oxford County shall provide an Emergency Plan for communications with Oxford County Emergency Responders. The Plan will be reviewed by CCRCC and OCRCC annually. Exhibit B
- After an event that requires OCRCC to evacuate its center or transfer 911 and Radio services to the CCRCC, CCRCC will request that OCRCC provide qualified and certified OCRCC staff if available to the CCRCC to assist with increased call volume created by the event. OCRCC will thereafter endeavor to provide such staffing, if available.
- In the event that the County of Oxford cannot operate the OCRCC due to inadequate staffing at the OCRCC, the County of Oxford and the County of Cumberland shall hold an emergency meeting within 48 hours unless the parties agree otherwise in writing to discuss the duration of said staffing shortage and seek to find a long-term solution. Any such emergency meeting shall include both County Managers and 911 Directors.

This MOU is not intended to be used as a backup for scheduling issues or ongoing staffing shortages and shall only be triggered if there is an unforeseen need to evacuate or to suspend operations at the OCRCC. Cumberland County shall not be obligated to provide services under this MOU as a result of a staffing shortage at OCRCC unless and until the County Manager and 911 Directors have reached mutual agreement on the same.

Oxford County hereby agrees to indemnify and hold harmless Cumberland County, its officers and employees from any and all loss, liability, damage, or injury (including death) received or sustained by any person, persons or property arising out of any act or omission, neglect, or misconduct of Oxford County, its officers and employees. Oxford County further agrees to defend Cumberland County against any and all suits, actions or claims of any character brought or filed against Cumberland County arising out of any act or omission, neglect, or misconduct of Oxford County, its officers and employees. Notwithstanding the foregoing, this indemnification shall not be construed to waive or otherwise limit any of the defenses, immunities, or limitations of liability available to either party under the Maine Tort Claims Act, 14 M.R.S.

*Cumberland County Regional Communications Center
CCRCC*

§ 8101, et seq., or other applicable law. The provisions of this Section shall survive the term of this MOU indefinitely.

This MOU represents the entire agreement of the Parties and may not be amended or changed unless in writing executed by both Parties. There are no promised terms, conditions, or obligations other than those contained herein; and this MOU shall supersede all previous communications, representations or agreements, either verbal or written, between the parties hereto. If any provision of this MOU or its application to any party or circumstances shall be declared void, illegal, or unenforceable, the remainder of this MOU shall be valid and enforceable to the extent permitted by applicable law. This MOU shall be governed by the laws of the State of Maine without regard to its conflict of laws provisions.

This Memorandum of Understanding shall take effect on February 3, 2025 and shall remain in force until either party submits a 90 day written notice to terminate the MOU.

County of Cumberland

By: James Gailey, duly authorized
Cumberland County Manager

Date

By: Melinda J Fairbrother-Dyer, duly authorized
Cumberland County Regional Communications Center

Date

County of Oxford

By: Zane Loper, duly authorized
County of Oxford Administrator

Date

By: Geoffrey Inman, duly authorized
County of Oxford Communications Director

Date

Cumberland County Regional Communications Center
CCRCC

Exhibit A

A list of equipment owned by Oxford County will be provided once the build is completed.

*Cumberland County Regional Communications Center
CCRCC*

Exhibit B

Exhibit B will be a working Emergency Plan Document(s) In a binder. OCRCC will provide training to CCRCC on use of the material contained in the Binder

The Directors of CCRCC and OCRCC Have agreed and Accepted the Emergency Plan document(s)

By: Melinda Fairbrother-Dyer, duly authorized _____ Date
Cumberland County Regional Communications Center

County of Oxford

By: Geoffrey Inman, duly authorized _____ Date