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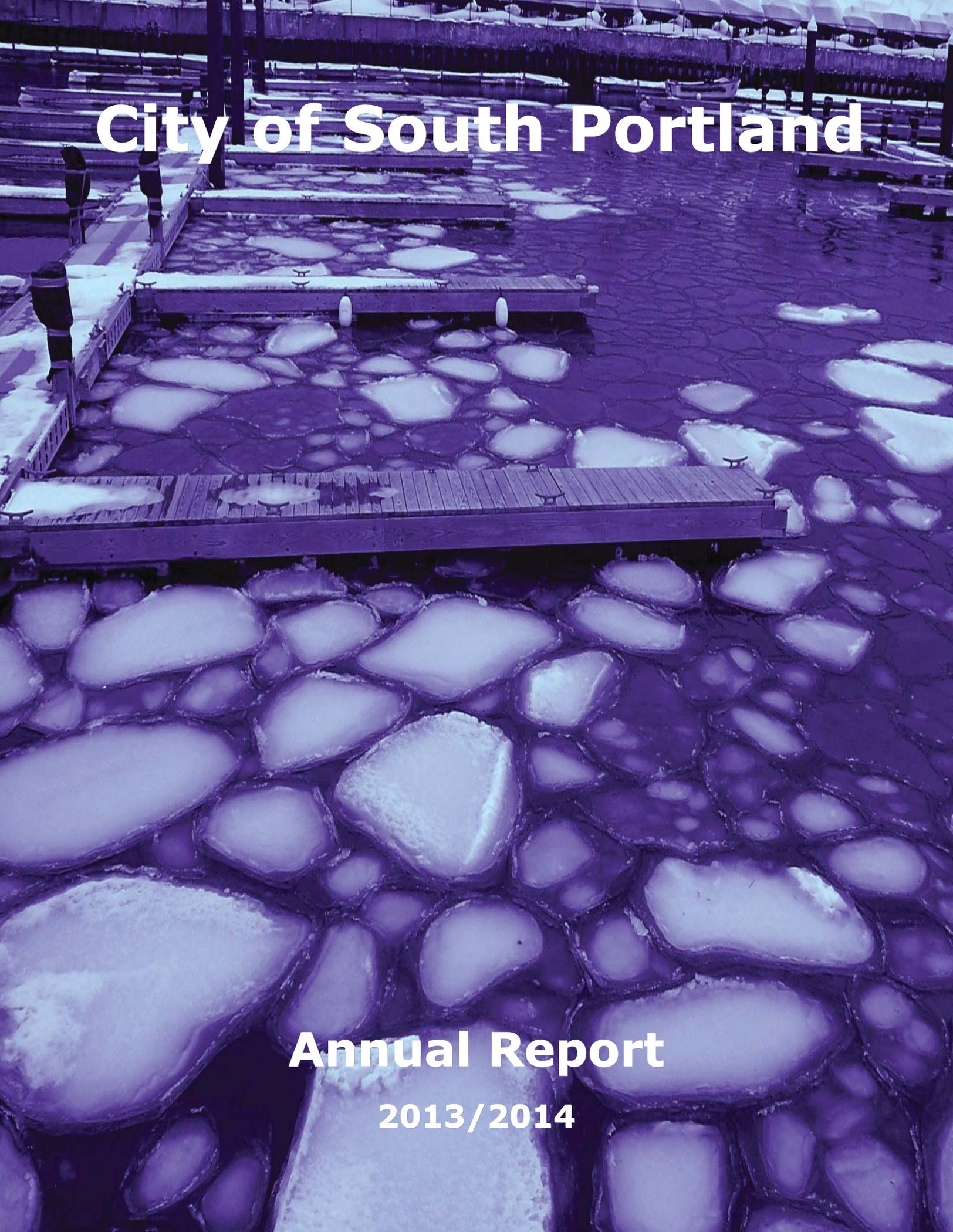
2014

City of South Portland Annual Report 2014

South Portland, Me.

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An aerial photograph of a harbor in winter, showing a grid of wooden docks and numerous ice floes of various shapes and sizes scattered across the water. The scene is captured from a high angle, looking down on the docks and the ice. The water is a deep blue, and the ice floes are a lighter, translucent blue. The docks are made of dark wood and are arranged in a regular pattern. In the background, there are more docks and some buildings along the shore.

City of South Portland

Annual Report

2013/2014

ONLINE SERVICES

Please visit our website for these E-Commerce Services

www.southportland.org

Absentee Ballot Requests

Assessor's Database

Boat Registration Renewal

Cemetery Listings

City Ordinances

Dog Licensing

Hunting and Fishing License

Library Catalog Search

Public Health Information - Swine Flu

Recreation Center Registration

Rental Properties

Report graffiti abuse to this email graffiti@southportland.org

Stormwater Violation

Tax Maps

Vehicle Registration Renewal

Web GIS Viewer (Geographic Information System)



CITY DIRECTORY

Assessor's Office	41 Thomas Street	767-7604
City Clerk's Office	25 Cottage Road	767-7601
City Manager's Office	25 Cottage Road	767-7606
Corporation Counsel	25 Cottage Road	767-7605
Economic & Community Development	25 Cottage Road	767-7606
Finance Office	25 Cottage Road	767-7612
Fire Department	20 Anthoine Street	799-3311
General Assistance	25 Cottage Road	767-7617
Human Resources	25 Cottage Road	767-7682
Information Technology	25 Cottage Road	767-7681
Library-Main	482 Broadway	767-7660
Library-Branch	155 Wescott Road	775-1835
Parks Department	33 Pitt Street	767-7670
Planning & Development	496 Ocean Street	767-7603
Police Department	30 Anthoine Street	799-5511
Public Works	42 O'Neil Street	767-7635
Recreation Department	21 Nelson Road	767-7650
School Department	130 Wescott Road	871-0555
South Portland Community Television	25 Cottage Road	767-7615
Transportation Department	46 O'Neil Street	767-5556
Water Resource Protection	111 Waterman Drive	767-7675

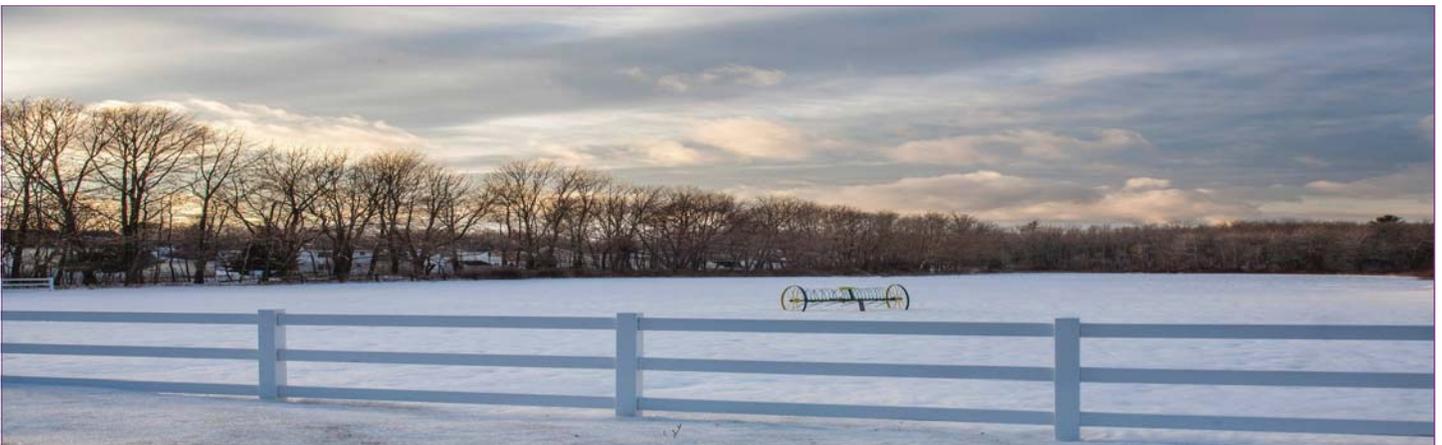


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Special recognition is extended to Jessica Hanscombe, Licensing Administrator, in the City Clerk's Office, for designing and editing this publication.

CITY DEPARTMENT HOURS

City Hall– 25 Cottage Road

Monday through Friday 8:00 am to 4:30 pm

City Clerk and Treasury open till 6:30pm on Thursday

Community Center-21 Nelson Road

Monday through Friday 6:00 am to 9:00 pm

Saturday 7:00 am to 7:00 pm

Sunday 2:00 pm to 9:00 pm

Library– 482 Broadway

Tuesday 10:00 am to 8:00 pm

Wednesday 10:00 am to 6:00 pm

Thursday 10:00 am to 8:00 pm

Friday 10:00 am to 6:00 pm

Saturday 10:00 am to 6:00 pm

Library-155 Wescott Road

Monday 10:00 am to 8:00 pm

Wednesday 2:00 pm to 6:00 pm

Friday 2:00 pm to 6:00 pm

Sunday 12:00 pm 5:00 pm

Parks Department-33 Pitt Street

Monday through Friday 7:00 am to 3:30 pm

Public Works-42 O'Neil Street

Monday through Friday 7:00 am to 3:30 pm

Transfer Station-929 Highland Avenue

Tuesday through Saturday 8:00 am to 3:30 pm

Closed Sunday and Monday



CITY MEETING SCHEDULE

City Council

Meeting: 7:00 pm– Council Chambers

1st & 3rd Mondays of each month

Workshop: 6:30 pm—Council Chambers

2nd & 4th Mondays of each month

School Board

7:00 pm– South Portland High School

2nd Monday of each month

Board of Appeals

7:00 pm– Council Chambers

4th Wednesday of each month

Planning Board

7:00 pm– Council Chambers

2nd Tuesday of each month

(4th Tuesday if necessary)

CITY HOLIDAYS 2015

City Hall will be closed on these important dates.

January 1, 2015—New Year's Day

January 19, 2015—Martin Luther King Day

February 16, 2015—President's Day

April 20, 2015—Patriot's Day

May 25, 2015—Memorial Day

July 3, 2015—Independence Day

September 7, 2015—Labor Day

October 12, 2015—Columbus Day

November 11, 2015—Veteran's Day

November 26, 2015—Thanksgiving Day

December 25, 2015—Christmas Day

DATES TO REMEMBER

February 12, 2015 Taxes Due

May 7, 2015 Taxes Due

June 30, 2015 Fiscal Year ends

July 1, 2015 Fiscal Year begins

November 3, 2015 Municipal Election

December 1, 2015 2015 Fish and Game Licenses available

December 31, 2015 Dog Licenses are due

PRINCIPAL EXECUTIVE OFFICERS

City Council

(December 2013-December 2014)



Mayor Gerard Jalbert



Patricia Smith



Melissa Linscott



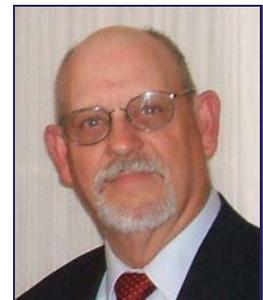
Linda Cohen



Maxine Beecher



Thomas Blake



Michael Pock

Council Appointed City Staff

James H. Gailey, City Manager

Sally Daggett, Corporation Counsel

Susan Mooney, City Clerk

REPRESENTATIVES TO THE LEGISLATURE

House District 122

Terry K. Morrison
13 Ocean Street
South Portland ME 04106
207-831-0828

House District 123

Scott M. Hamann
60 Thornton Avenue
South Portland ME 04106

House District 124

Bryan T. Kaenrath
PO Box 2168
South Portland ME 04106
207-409-7137



STATE SENATOR

Senate District 7

Rebecca Millett
3 State House Station
Augusta ME 04333
207-287-1515
SenRebecca.Millett@legislature.maine.gov

BOARDS & COMMITTEES

Board of Appeals 2013-2014

Alex Anastasoff	Cara Biddings	Gary Crosby
Daniel Fortin	Aaron Hackett	Claude Morgan
Sara Orberton	Greg Perry	

Board of Assessment Review 2013-2014

Russell Barrows	Paul Cloutier
Nancy Field	Margaret Johnson
Christopher Kovacs	Randall Scott

Board of Education 2013-2014

Karen Callaghan	Richard Carter	Tappan Fitzgerald
James Gilboy	Sara Goldberg	
Mary House	Richard Matthews	

Civil Service Commission 2013-2014

Brian Dearborn	Kathleen Hanson	Lee Harvey
James Hendry	Anne Jordan	Elaine Lundgren
Greg Marles	Brian Wallace	

Community Development Advisory 2013-2014

Linda Eastman	Mike Fletcher	Matthew Gilbert
Anton Hoecker	Forrest Johnson	Don Legere
Elizabeth Morin	Richard Rottkov	

BOARDS & COMMITTEES

Conservation Commission 2013-2014

David Critchfield	William Fritzmeier	Robert Klotz
Nathan Marles	Julie Provost-Lucci	Alison Shea
Mitchell Sturgeon	William Sutton	Monika Youells
Sara Zografos		

Economic Development Committee 2013-2014

Stephen Bushey	William Collins	Sergio Gaddar
Martin Macisso	Dave Owen	
John Schwartzman	Peter Stocks	

Energy and Recycling Committee 2013-2014

Clyde Barr	Stanley Cox	David Domingos	Todd Erickson
Robert Foster	Michael Howe	Alisia Ives	Eric Knutsen
George Shutts	Julie Silverman	Rita Thompson	Melinda Timpf
Heather Valley	Brian Wallace	Jessica Williams	



BOARDS & COMMITTEES

Greater Portland Public Development Commission 2013-2014

Craig Church

Donald Legere

Claude Morgan

Harbor Commission 2013-2014

John Stewart

William Van Voorhis

Housing Authority 2013-2014

Lolita Ball

Jane Croston

Christine Dearborn

Kevin Glynn

Mary Jo Jakab

Frank Morong

Elizabeth Ross

Mike Russell

Library Advisory Board 2013-2014

Linda Eastman

Colleen Jones Turner

Lynne Joys

Julie Kingsley

Amber Mooney

Bradley Rau

Rita Swidroski

Aimee Turner

Jessica Walker

Planning Board 2013-2014

Molly Butler-Bailey

Erick Giles

Fred Hagan

Susan Hasson

Caroline Hendry

Kathleen Labombard

William Laidley

Rob Schreiber

Stephanie Veneziano

PUBLIC EDUCATION

Current Enrollment by School

<u>School</u>	<u>Grades</u>	<u>Capacity</u>	<u>Enrollment</u>
Frank I. Brown	K-5	260	307
Helena H. Dyer	K-5	240	297
James Otis Kaler	K-5	240	210
Waldo T. Skillin	K-5	380	385
Dora L. Small	K-5	260	343
Daniel F. Mahoney Middle	6-8	450	301
Memorial Middle	6-8	450	392
South Portland High	9-12	1200	965

Enrollment Trends

<u>Year</u>	<u>Total Enrollment</u>
2013	3100
2012	3116
2011	3086
2010	3101
2009	3022
2008	3029
2007	3064
2006	3041
2005	3014
2004	3108
2003	3223
2002	3196



ECONOMIC CHARACTERISTICS

Population

<u>Year</u>	<u>Amount</u>
1970	23,267
1980	22,712
1990	23,163
2000	23,324
2010	25,002



Population Characteristics

Median Age	39.4
% of school age	17.5%
% working age	61.6%
% 65 and over	13.6%
Persons per household	2.24

Income

Median family income	\$64,404.00
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Housing

%owner occupied	63.4%
%Built before 1939	32.4%
% Built since 1990	8.6%
Owner occupied med. value	\$226,000.00
Median gross rent	\$895.00
Occupied housing units	11,070



TOP TEN TAXPAYERS

<u>Company Name</u>	<u>Taxes Paid</u>
1. GGP Maine Mall	\$4,098,928.00
2. Texas Instruments	\$3,054,463.00
3. Hannaford Bros. Co.	\$996,643.00
4. Home Properties	\$922,612.00
5. Fairchild Semiconductor	\$833,681.00
6. Portland Pipeline	\$748,242.00
7. Central Maine Power	\$604,128.00
8. Dead River	\$521,012.00
9. Oprock Portland	\$475,705.00
10. Anthem	\$457,012.00

TOP TEN EMPLOYERS

<u>Company Name</u>	<u>Number of Employees</u>
1. UnumProvident Life	3500
2. Anthem/Blue Cross & Blue Shield of Maine	1000
3. City of South Portland	861
4. Fairchild Semiconductor	775
5. WEX	744
6. Southern Maine Community College	739
7. Texas Instruments	540
8. United Parcel Service	200
9. Macy's	150
10. Marriott Corp	148

A LETTER FROM THE CITY MANAGER

It is with pleasure, I present to the City Council and the citizens of South Portland the annual report on the operations and financial conditions of the City government for the fiscal year July 1, 2013 to June 30, 2014.

Annually, the City of South Portland develops this report to recognize the collection of key accomplishments over the prescribed time period. Maintaining a record of key accomplishments that have taken place is important to understand our community's history.

The FY14 budget was adopted with a 1.74% or \$496,152 increase over FY13. The FY14 budget total needs from taxes was \$203,749 or 1.18%. The City, with the 1.74% increase, fell under the State Statute LD1 Growth Limitation Factor. The budget presented a number of challenges largely based off ramifications of the State of Maine balancing its own budget. An attack on State Revenue Sharing, Commercial Excise, the Business Equipment Tax Exemption and Homestead Exemption Program Revenue all could have resulted in the loss of \$2.8 million in revenue, creating an increase of 88 cents on the mil rate. In the end, only the City's share of State Revenue Sharing was cut by \$651,585. With the loss of such a significant portion of the City's revenue, coupled with the annual increase in fixed costs, establishing a budget was a difficult undertaking. Through cuts in expenditures, a thorough review of revenue accounts, and an increase to the tax stabilization account contribution, the FY14 budget was adopted with a tax rate impact of slightly over 1.1%. Some of the increased revenues associated with the FY14 budget were Federal Transit Administration (FTA) 5307 funds, an increase in auto excise revenue, an increase in the Business Equipment Tax Reimbursement and a decrease in the solid waste disposal fees at ecomaine. A large portion of the increased FTA funds went to further enhance the City's transit service through route enhancements and additional part-time drivers.

In FY2012, the City Council, adopted a Local Circuit Breaker program providing a local rebate for seniors (qualifying age 70 years old). A qualifying homestead could receive upwards of \$400.00 from the City, over-and-above what is received from the State's program. FY14 was the third year of offering the local circuit breaker program. The overwhelming response from South Portland homeowners and renters exceeded both expectation and budget. The City Council contributed additional funds to the program in order to distribute the \$47,689 requested.

During the summer of 2013, a citizen led ordinance petition was submitted addressing the potential flow of tar sands into South Portland through the Portland Pipe Line transmission corridor. The City Council placed the proposed citizen drafted ordinance as a referendum item on the November 2013 ballot. On Election Day, the citizen-initiated Waterfront Protection Ordinance was defeated by a vote of 4453 against to 4261 in favor of the ordinance. The next day, a special workshop was held by the City Council to consider a proposed 180-day moratorium on development proposals involving the loading of oil sands/tar sands onto marine tank vessels in South Portland. The City Council approved the moratorium by a 6-1 vote at its December 16, 2013 meeting. Just after the first of the year, the City Council established the Draft Ordinance Committee (DOC). The Committee consisted of three members who were versed in interpretation and/or writing of municipal ordinances. The purpose of the DOC was to recommend a draft ordinance addressing development proposals involving the transportation of oil sands/tar sands in South Portland.

The facilitator led DOC developed a thorough process over a five month period, culminating in the Committee reporting out its findings in June. The Committee's recommendation proposed to prohibit the loading of crude oil onto vessels, a process that historically has not happened in the port. After presentation and City Council deliberation, the City Council moved the proposed Ordinance; ultimately approving it on July 21, 2014.

2013-2014 Important Accomplishments

- Significant redevelopment of the Wilkinson Park and Redbank Community Center complexes continued.
- Public Works / Transportation facility received voter approval for a new facility in November 2013.
- The Transit Hub, located at the rear of City Hall, was opened.
- Repaved West Broadway with the incorporation of a new sidewalk and traffic control devices.
- Welcomed 6000 runners to SMCC, Bug Light and the Willard Neighborhood for the Color Run.
- Began Phase I of the Thornton Heights Combined Sewer/Stormwater Project.
- Welcomed many new businesses to the City, all finding their own little niche within our community.
- The City sold Roosevelt School on Pine Street and the South Portland Armory was offered For Sale by the City.

These are only a few accomplishments this great City experienced over the last year. Please read this annual report and learn more about the tremendous things that are happening in our community.

I would like to take an opportunity to express my sincere thanks to the South Portland City Council for its cooperation, assistance, and confidence they have given City staff during the past year, and to the state's most talented department heads and employees of the City for their exceptional commitment to further the mission of our organization. Collectively we are making a difference. It is truly an honor to serve this great community.

Respectfully submitted,



James H. Gailey
City Manager



CITY CLERK

City of South Portland Election

	One	Two	Three/Four	Five	Central	Total
MEMBER OF CITY COUNCIL AT LARGE						
BEECHER, MAXINE R	525	541	1384	497	815	3762
BLAKE, THOMAS E	836	709	1040	443	873	3901
MATTHEWS, RICHARD T	576	576	1170	440	579	3341
THORNE, CAROL G	304	296	653	523	502	2278
MEMBER OF BOARD OF EDUCATION - DISTRICT ONE						
CARTER, RICHARD L	785	661	1290	527	835	4098
SWIGER, EUGENE R.	380	388	876	384	531	2559
MEMBER OF BOARD OF EDUCATION - DISTRICT TWO						
GOLDBERG, SARA B.	1128	1059	2115	895	1276	6473
MEMBER OF BOARD OF EDUCATION - AT LARGE						
HOUSE, MARY E.	1094	1024	2104	883	1258	6363
BOND REFERENDUM QUESTION - COMMUNITY SERVICES FACILITY						
YES	935	835	1442	644	1004	4860
NO	568	561	1244	460	703	3536
CITIZEN-INITIATED ORDINANCE REFERENDUM QUESTION						
FOR THE ORDINANCE	984	796	1270	413	798	4261
AGAINST THE ORDINANCE	591	660	1500	723	981	4455

Election November 2013

The November 5, 2013 voter turnout at 45.58% was a little higher than would normally be expected for an off year election. One would assume it was due to the Citizen Initiated Ordinance that was intended to prevent oil companies from building or changing their infrastructure to transport tar sands through South Portland. With only 194 votes difference it is difficult to know the reason the ordinance failed;

- Did citizens feel that it is not local government's role to interfere with business expansion decisions?
- Was there support for the ordinance concept, but voters felt what was proposed to be voted on was too broad in content and it would be overly restrictive to other waterfront development?
- Or was there concern over the fact that, if it passed, revisions to the ordinance would require any amended language to be brought back to the voters for approval?

After the election the City Council voted to pass a moratorium on development proposals involving the loading of oil sands/tar sands products onto marine tank vessels docking in South Portland, while appointing a three person committee to advise the City Council on an ad hoc basis on development proposals involving oil sands/tar sands products. The following three were appointed to the Draft Ordinance Committee:

Michael J. Conathan South Portland

Russell B. Pierce Jr. Portland

David Critchfield South Portland

Jeff Edelstein Hired Committee Facilitator

In June of 2014 the Draft Ordinance Committee presented the Council with recommended ordinance language that would prohibit the bulk loading of crude oil onto marine tank vessels. The ordinance was passed in July of 2014 and went into effect in August 2014.

The second large issue on the ballot was passage of a bond for \$14,000,000 for the construction and equipping of a Community Services Facility on Highland Avenue to replace the existing Public Works Complex on O'Neil Street. The bond passed with 4,860 in favor of the project and 3,536 opposed.

The two Council At-Large seats were on the ballot. Tom Blake was re-elected with the highest number of votes. Former Mayor and District Four Councilor, Maxine Beecher was voted in to fill the other At-Large seat formerly held by Alan Livingston.

Incumbent Board of Education District One representative, Richard Carter was challenged by Eugene Swiger for that seat. Carter won by more than 1,500 votes. Having served since November of 2007, Sara Goldberg ran unopposed for the District Two Board of Education seat. Mary House also ran for the remaining one year term of her At Large seat. Mary was appointed to the Board of Education by City Council in November, 2012 after Jeff Selser resigned from that seat.

This was the first election that new digital scanning election machines were used across the State of Maine. The Secretary of States' Office placed 428 new machines in 228 municipalities. The machines have been certified by the Election Assistance Commission (EAC), an independent agency of the United States government created by the Help America Vote Act of 2002 (HAVA). Seven machines were delivered to South Portland to replace equipment that was purchased by the City more than 13 years ago. The machines ran a little slower than the old machines and voters had to wait up to a half hour in line in some polling locations. A programming enhancement is expected to address that problem. Three additional machines will also be leased to ensure that large turnout elections run smoothly and efficiently.

Election June 2014

The South Portland School Budget Election was held in conjunction with the State Primary Election on June 10th. With very few contested races on the Primary ballots only 8% (1,663 voters) participated in this election. The School Budget passed 1127 Yes votes to 530 No votes and 6 voters did not fill in their ballot.

Redistricting

The Maine Constitution provides for the reapportionment of Representative and State Senate Districts every ten years, after the Federal Decennial Census. The effective date of statewide redistricting was June 14, 2013. In January 2014 the Secretary of State's Office completed its work with mapping, building new street directories and implementing these changes in the Centralized Voter Registration application. Per state law municipalities must also enact reapportionment within 12 months after the Legislature has reapportioned the House and Senate districts.

The 2010 Census estimated South Portland's population to be 25,002. With five City districts each section must have approximately 5,000 inhabitants. The tricky part of redistricting is trying to keep elected officials in the district they were elected to represent. So as not to disrupt Board and Committee members who have been appointed to serve, the Council passed ordinance amendments that would change the requirement that the members be from the appointing Councilors district, to allowing an appointed member to be from anywhere in the City as long as not more than three members serve from any one district.

The reapportionment changes became effective in March 2014. About one month before the Primary Election notices were mailed to 2,887 residents whose voting location changed.

Credit Card Acceptance

The Clerks' Office started taking credit card transactions in September of 2013. There were about 320 transactions processed by credit card totaling about \$10,500. Not a significant change, however it does provide convenience for some citizens. With the average transaction being around \$33.00 and an additional \$2.00 processing fee the majority of receipts will most likely continue to be check transactions.

	2013/2014
Business Licenses	461
DBA	67
Garage Sales	260
Dog Licenses	1515
Hunting & Fishing Transactions	557
Births recorded	292
Marriages recorded	214
Deaths recorded	220

Respectfully Submitted,



Susan Mooney, City Clerk

COMMUNITY DEVELOPMENT

The mission of the South Portland Community Development Program is to improve the lives of the City's low-and moderate-income residents through neighborhood, facility, and housing improvements, economic development, and public services.

The Community Development Office oversees these community development initiatives by administering the **Community Development Block Grant** (CDBG) program, which is an allocation of U.S. Department of Housing and Urban Development CDBG funds received through Cumberland County.

In FY 2013-14, the City received **\$388,200** through the program and funded valuable public service and public infrastructure improvements. Many of the projects funded, described below, could not have occurred without CDBG funding. The results of these activities will have a positive, lasting impact on South Portland's neighborhoods, businesses, and residents for years to come.

Public Improvements & Facilities

Redbank Park Improvements – The park adjacent to the Redbank Community Center saw improvements including landscaping, bike racks, benches, a basketball court, and a pavilion. **\$85,000**

Mill Creek Transit Hub – This newly constructed bus shelter/transit hub provides for timed transfers, and a comfortable and convenient experience for transit riders, with indoor and outdoor waiting areas, seating, trash receptacles, a clock, route and schedule information, and outdoor landscaping. **\$29,401**

Hutchins School Painting – The exterior of this old school building was renovated to be historically accurate and eliminate blighted conditions. **\$131,000**

Broadway Sidewalks – The deteriorated sidewalks in this low-moderate income area were replaced and repaired, enhancing the neighborhood's pedestrian access and walkability.

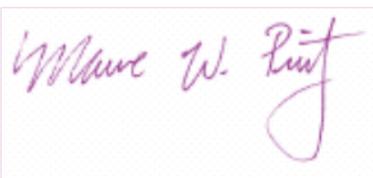
Housing

Emergency Rehabilitation – Income-qualified households received urgent repairs, including a new heating system and a new roof. **\$16,000**

Public Services

Bus Pass Program – Free bus passes for low-income students and residents	\$4,100
Community Counseling Center, Trauma Intervention Program – Mobile counseling services for victims of trauma in S. Portland’s low-income neighborhoods	\$4,900
Southern Maine Agency on Aging – Meals-on-Wheels food distribution for South Portland seniors	\$10,000
Family Crisis Services, Enhanced Police Intervention Collaborative – Domestic violence response and advocacy services.	\$5,000
Skillin School, Backpack Program – Weekend food distribution for food-insecure households of Skillin School students	\$4,900
General Assistance Emergency Heating Assistance – One-time heating assistance for struggling households	\$13,000
Redbank Hub Personnel – Staff person for neighborhood resource facility in the Redbank neighborhood	\$15,000
Recreation Scholarships – Youth scholarships for City recreation programs	\$9,900

Respectfully Submitted,



Maeve W. Pistrang
Community Development Coordinator



CORPORATION COUNSEL



Legal counsel is provided to the City by the Jensen Baird Gardner & Henry law firm of Portland, Maine; Sally Daggett, a partner at Jensen Baird, serves as the Corporation Counsel, the City's principal attorney. The law firm has extensive experience in all aspects of local government law. In addition, the Legal Department is staffed by one legal secretary, in-house at City Hall.

The Legal Department is the central location where all legal issues before the City are managed and overseen. Activities in the Legal Department are divided into approximately three equal parts: defending and overseeing litigation, handling City Council issues (e.g., advising the Council at meetings and drafting ordinances), and advising other City departments as legal issues arise. While the Legal Department does not deal directly with members of the public as a significant portion of its activities, like all City departments, it attempts to be user-friendly and responsive to citizen questions and concerns where appropriate. The Legal Secretary is the liaison between the City and its insurers, and spends many hours each week on claims, such as sewer back-ups and potholes. The Legal Secretary also acts as a liaison between City staff and outside legal counsel to ensure tracking of new and existing litigation.

The Corporation Counsel works with the City in a proactive manner to avoid litigation to the extent possible. This involves reviewing proposed ordinances or amendments prior to their enactment, assisting administrative boards in drafting detailed findings of fact and conclusions of law, and providing employee and board member training in substantive areas of the law, such as the Right-to Know Law, administrative board decision-making practice and procedures, and tax abatement appeals. The Corporation Counsel also drafts deeds, contracts, leases, resolutions and other legal papers on behalf of the City and its departments.

Respectfully Submitted,

A purple handwritten signature that reads "Sally Daggett". The signature is written in a cursive, flowing style.

Sally J. Daggett
Corporation Counsel



ECONOMIC DEVELOPMENT

The major goals of the Economic Development Division (ECD) in the Executive Department are to provide efficient and accurate assistance to businesses; identify strategic growth areas in the city; encourage and support business development and expansion; create a range of well-paying jobs for the City's residents and workforce; and, foster a diverse and sustainable economic growth program for the benefit of all City residents.

Economic Development

The City of South Portland plays a significant role in the regional economy. The City is home to a number of worldwide companies and more than 1,500 small and medium sized businesses scattered throughout the City that collectively ensures that the City plays a significant role in the State's economy.

The City of South Portland is a vibrant community of 25,000, located on picturesque Casco Bay, known for its working waterfront, retail and industry, quality of life and was recently recognized as a New England Top 10 Best City.

The City is a coastal community in southern Maine encompassing an area of 12.93 square miles. The City has been referred to as two cities, with the western half of the City hosting commercial, industrial and advanced technology property and the eastern half of the City sporting a community college, a beach area, several parks, one of the State's largest marinas, a municipal boat ramp, a maritime museum and the second busiest oil port on the entire East Coast.

Prior to World War II South Portland was a residential community that broke away from Cape Elizabeth in 1895. The City was quiet until a shipyard was established in 1940 to build cargo ships for Great Britain. When the United States became involved with World War II, the shipyard expanded and turned out 236 of the 440 foot long Liberty Ships built during the war years. At its peak, the shipyard employed 30,000 people. The shipyard gradually ceased operations after the war ended in 1945.

In the mid 1960's, with the forethought to recognize the location as having a healthy economic future, the City purchased 137 acres from Dwyer's Pig Farm. This purchase was made in anticipation of the Interstate 295 spur through Portland and South Portland that would be linking with the turnpike just south of the farm, with the added advantage of the close proximity of the Portland International Jetport (the runway is actually located in South Portland). When a developer came to the area looking for a likely spot for a shopping center, South Portland was chosen over Portland, Scarborough and Falmouth. As a result, the Maine Mall opened its first twenty stores to crowds of shoppers in August 1971. In the last 30 years the Maine Mall area has evolved from farmland into the largest retail, commercial, and office complex north of Boston and currently employs more than 3,000 people. Each year the Mall's 140 businesses draw 13 million visitors to its 1.2 million square feet of retail space.



In the western half of the City where the Maine Mall is located, you will also find two world-class computer chip factories, Fairchild Semiconductor and Texas Instruments, Maine headquarters of Anthem Blue Cross/Blue Shield and WEX. These businesses provide employment to approximately 6,000 people.

The Assistant City Manager also served as the City's liaison on a number of local and regional boards and committees:

- The City's Economic Development Committee, a seven member citizen board that serves as a platform for the development of economic development policy;
- City Comprehensive Plan Implementation Committee;
- The City's Waterfront Market Association;
- The Cape Elizabeth/South Portland Regional Chambers of Commerce;
- Thornton Heights/Pleasantdale Working Group;
- The Greater Portland Economic Development Corporation;
- New England Council;

Highlights of the Economic Development work for FY 2013-14 included:

- Worked with numerous companies throughout the year on business development, expansion, retention, and attraction to the City.
- Finalized and implemented the new Growth TIF for targeted areas of the City.
- Created the first annual South Portland Business Awards event.
- Worked to bring electric vehicle technology to the City.
- Working to convert City capped landfill to a community solar array and other sustainable initiatives.
- Helped to create the South Portland Arts/Historical Committee and action plan.
- Helped to construct a deal to sell the South Portland Armory Building.
- Participation in implementation of the 2012 Comprehensive Plan.

Respectfully Submitted,



Jon P. Jennings
Assistant City Manager/
Economic Development Director



FINANCE

The Finance department provides several important roles in the operations of City government. These roles include the accounting functions of general ledger, budgetary management, purchasing, accounts payables, payroll, and cash disbursements. The department's role also includes the various treasury functions of cash management and investments, tax collection, auto registration, and the collection and billing for most City departments. The department oversees various budgets totaling approximately \$92 million as well as cash and investment reserves of approximately \$60 million. The Finance office strives to manage the finances of the City in a prudent, efficient and transparent manner. We believe the City is strongly positioned to provide the services its citizens require and at a reasonable tax burden.

Major indicators of the City's financial condition:

Fund Balance

A key indicator of the City's financial condition is the size of its unassigned fund balance. The City South Portland's General Fund - Unassigned fund balance as of June 30, 2014 was \$10,838,800. This represented an increase of \$694,760 from last year's balance.

The City's continuing solid financial condition is the result of prudent budgeting and monitoring of expenditures. The ending fund balance provides the City with adequate coverage for various liabilities, accounts receivable, and unforeseen expenses or shortfalls in revenues.

Budgetary Highlights

General Fund:

Revenues for the general fund totaled \$75,456,484 (on the budgetary basis of accounting) in the fiscal year ended June 30, 2014. Actual revenues exceeded estimates by \$2,520,016.

General Fund Revenues Budget to Actual Summary

	Budget	Actual	Variance
Revenues:			
Taxes	\$ 61,656,648	62,998,089	1,341,441
Intergovernmental	8,292,724	9,081,165	788,441
Licenses, permits, fees and fines	815,150	966,203	151,053
Charges for services	1,643,506	1,762,372	118,866
Unclassified	128,440	168,670	40,230
Interest earned	400,000	479,985	79,985
Total revenues	\$ 72,936,468	75,456,484	2,520,016

The revenue sources responsible for this surplus include the following:

- A taxes surplus of \$1.341 million of which \$1.304 million is attributable to an excise tax surplus due primarily to budgeting conservatively for fleet vehicles which are susceptible to major swings. Additionally, property taxes exceeded budget by \$38K.
- A surplus in State education subsidy of \$547K, State BETE revenue of \$136K.
- Building permit licenses came in with a surplus of \$162K.
- A surplus in charges for services relating to ambulance billings and bus service ridership which exceed anticipated revenues by \$36K and \$35K respectively.

Expenditures for the general fund totaled \$72,514,870 (on the budgetary basis of accounting) in the fiscal year ended June 30, 2014.

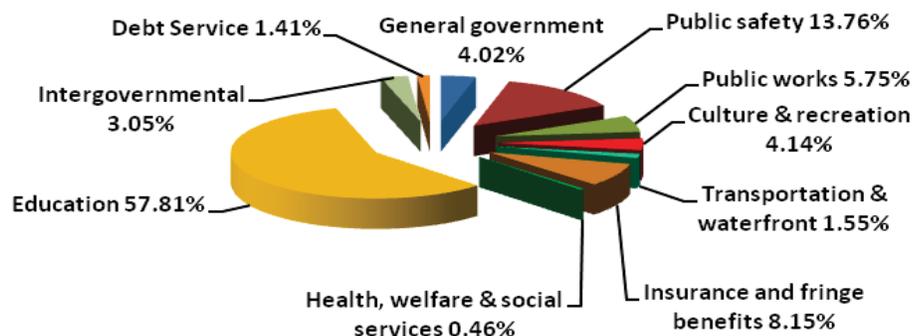
General Fund Expenditures Budget to Actual Summary

	Budget	Actual	Variance
Expenditures:			
General government	\$2,787,847	2,766,549	21,298
Public safety	10,019,278	9,975,958	43,320
Public works	4,276,061	4,166,795	109,266
Culture and recreation	3,019,889	3,003,817	16,072
Transportation and waterfront	1,133,726	1,120,431	13,295
Health, welfare and social services	339,488	335,866	3,622
Insurance and fringe benefits	6,205,742	5,912,535	293,207
Education	42,574,298	41,919,427	654,871
Intergovernmental (county tax)	2,215,084	2,215,084	-
Other	88,800	77,178	11,622
Debt Service	1,021,231	1,021,230	1
Total expenditures	\$73,681,444	72,514,870	1,166,574

The following areas had expenditure surpluses attributable to management efforts to control budgeted expenditures:

- General government expenditures were lower than anticipated with a surplus to budget of \$21K with surpluses of \$8K in legal fees and \$5K in human resources expenditures.
- Public safety expenditures were under budget with police (surplus of \$3K), fire (surplus of \$4K) and communications (surplus of \$33K) making up the larger components.
- Public works was under budget because of lower tonage for rubbish disposal (surplus of \$93K), streets and sidewalks (surplus of \$23K) and the garage (surplus of \$10K).
- Citywide insurance and benefits cost surplus of \$293K, with the largest surplus coming from health insurance coming in under budget by \$254K.
- Education surplus of \$655K attributable to lower than anticipated, High School (surplus of \$118K), Middle Schools (surpluses of \$116K), special education costs (surplus of \$312K), and board of education (surplus of \$95).

**General Fund
Expenditure Components
Fiscal Year 2014**



Tax Rates

The property tax rate for fiscal year 2013-14 was \$16.70 per thousand dollars of valuation. The approval of the High School construction project has impacted the tax rate gradually over the past four years and with the approval of the fiscal year 2014-15 budget, the total cumulative impact totals 70 cents on the tax rate. Next years' fiscal year 2013-14 tax rate is \$17.10. The components of the tax rate for fiscal years 2012-13, 2013-14 and 2014-15 are as follows:

	2012-13	2013-14	2014-15
Education	\$10.79	\$10.91	\$11.18
Municipal	\$5.10	\$5.14	\$5.24
County	\$0.61	\$0.65	\$0.68
Total	\$16.50	\$16.70	\$17.10

In fiscal year 2013-14, educational services accounted for 65.33% of your property tax dollars, while municipal and county services required 30.78% and 3.89% respectively. Therefore, for every tax dollar paid in 2013-14, 65 cents paid for educational services, 31 cents paid for municipal services, and 4 cents paid for county services.

Like other municipalities, South Portland continues to rely heavily on property taxes for the support of services. For the fiscal year ending June 30, 2014, property taxes accounted for 75.9% of total general fund budgeted revenues.

The City's tax collection rate remained high during 2013-14. Collected taxes for the year ending June 30, 2014, were 98.27% of the City's total tax commitment. This continued high collection rate reflects the ongoing strength of the local economy.

Debt Service

The City of South Portland's total bonded debt increased by \$5,478,013 during the current fiscal year as a result of the new borrowings for the High School project of \$9,315,115 which exceeded repayments of \$3,837,102.

The State allows municipalities to borrow up to 15% of their total valuation. With the City's State Valuation at \$3,537,700,000 for 2014, the debt limit would be over \$530,000,000. Our current debt is \$53,200,200 or about 1.5% of State Valuation or approximately 10.02% of the City's debt limit. Another measure of a municipality's debt load is debt per capita. As of June 30, 2014, the City of South Portland's debt per capita (including lease obligations) was \$2,243 as compared to the prior year of \$2,034.

The City voters approved a bond referendum last November authorizing the bonding of \$14,000,000 for the construction of a new Municipal Services Facility that will house Public Works, Parks and Transportation departments. The new facility will provide the departments with a much needed modern maintenance facility and administrative offices.

Credit Rating

Municipal credit ratings are based on a number of factors, including fiscal management, debt levels, reserve fund balances, capital funding requirements, long-range planning and economic outlook.

The City of South Portland maintains an "Aaa" rating from Moody's and an "AA+" rating from Standard & Poor's for general obligation debt. With the 'Aaa' and 'AA+' ratings, the City of South Portland has the two highest bond ratings of any community in Maine. Please refer to the agencies' reports for a comprehensive explanation of their rating assessment.

Additional Information

The financial statements on the following pages provide additional information on the City's financial condition.

For a complete analysis of the City's financial position, the City's Comprehensive Annual Financial Report and budget documents may be found on the City's web site at www.southportland.org, at the South Portland Public Library, or at the Finance Department in South Portland City Hall.

Staff

The department is comprised of a dedicated staff of 16 full-time and 3 permanent part-time employees, all of whom strive to maintain an attitude of friendly service to the citizens despite the high volume of activity that the department experiences. Special thanks go to the staff for their hard work and dedication throughout the year. It is through their efforts that the City remains in solid financial condition.

Financial Report for the Year Ending June 30, 2014

The following excerpts have been extracted from the Comprehensive Annual Financial Report of the City of South Portland, Maine for the fiscal year ended June 30, 2014, a complete copy of which is available for inspection at the City's Finance Office. The excerpts included herein are:

Basic Financial Statements:

Government-wide Financial Statements:

Statement of Net Assets Statement 1

Statement of Activities Statement 2

Fund Financial Statements:

Balance Sheet - Governmental Funds Statement 3

Statement of Revenues, Expenditures and Changes in Fund Statement 4

Balances - Governmental Funds

Reconciliation of the Statement of Revenues, Expenditures and Changes in Statement 5

Fund Balances of Governmental Funds to the Statement of Activities

Statement of Revenues, Expenditures, and Changes in Fund Balances – Statement 6

Budget and Actual - General Fund and TIF Funds

Proprietary Funds – Sewer Enterprise Fund:

Statement of Net Assets Statement 7

Statement of Revenues, Expenditures, and Changes in Net Assets Statement 8

Individual Fund Statements and Schedules:

General Fund:

Comparative Balance Sheets Exhibit A-1

Schedule of Revenues, Expenditures and Changes in Fund Balance

Budget and Actual - General Fund Exhibit A-2

Schedule of Revenues, Expenditures and Changes in Fund Balance

Budget and Actual - Education Exhibit B

Respectfully Submitted,



Greg L'Heureux, Finance Director

CITY OF SOUTH PORTLAND, MAINE
Statement of Net Position
June 30, 2014

	Governmental Activities	Business-type Activities	Total
ASSETS			
Cash and cash equivalents	\$ 52,317,376	-	52,317,376
Investments	9,523,502	-	9,523,502
Receivables, net of allow. of \$876,086 and \$87,153	2,026,971	550,731	2,577,702
Taxes receivable	1,316,969	-	1,316,969
Tax liens and acquired property	490,497	-	490,497
Prepaid expenses	-	10,434	10,434
Inventory	29,610	-	29,610
Internal balances	(11,555,308)	11,555,308	-
Restricted assets, cash	50,000	-	50,000
Capital assets, not being depreciated	12,763,134	3,557,604	16,320,738
Capital assets, net of accumulated depreciation	109,351,907	46,761,079	156,112,986
Total assets	176,314,658	62,435,156	238,749,814
LIABILITIES			
Accounts payable	2,540,240	481,461	3,021,701
Accrued liabilities	636,200	8,940	645,140
Accrued interest	690,873	-	690,873
Accrued teachers' summer salaries	3,850,914	-	3,850,914
Non-current liabilities:			
Due within one year	5,820,830	103,052	5,923,882
Due in more than one year	56,914,832	554,638	57,469,470
Total liabilities	70,453,889	1,148,091	71,601,980
NET POSITION			
Net investment in capital assets	73,600,630	49,898,598	123,499,228
Restricted for:			
Permanent Funds - Nonexpendable principal	198,949	-	198,949
Permanent Funds - Expendable	128,146	-	128,146
Education	3,693,988	-	3,693,988
Other grants	2,121,807	-	2,121,807
Tax Increment Financing	6,499,564	-	6,499,564
Capital	-	4,060,384	4,060,384
Unrestricted	19,617,685	7,328,083	26,945,768
Total net position	\$ 105,860,769	61,287,065	167,147,834

See accompanying notes to basic financial statements.

CITY OF SOUTH PORTLAND, MAINE
Statement of Activities
For the year ended June 30, 2014

Functions/programs	Net (expense) revenue and changes in net position					
	Program Revenues			Primary Government		
	Expenses	Charges for services	Operating grants and contributions	Capital grants and contributions	Governmental activities	Business-type activities
Primary government:						
Governmental activities:						
General government	\$ 11,234,446	417,451	643,717	-	(10,173,278)	-
Public safety	12,553,773	1,448,532	567,073	-	(10,538,168)	-
Public works	7,519,818	283,953	-	603,688	(6,632,177)	-
Culture and recreation	4,431,468	922,321	-	-	(3,509,147)	-
Transportation and waterfront	1,381,048	439,386	349,745	771,672	179,755	-
Health, welfare and social services	335,866	-	125,937	-	(209,929)	-
Education	47,506,758	596,695	11,308,532	199,335	(35,402,196)	-
Interest on debt service	1,464,950	-	-	-	(1,464,950)	-
Total governmental activities	86,428,127	4,108,338	12,995,004	1,574,695	(67,750,090)	-
Business-type activities:						
Sewer	6,133,807	5,927,684	-	-	(206,123)	(206,123)
Total business-type activities	6,133,807	5,927,684	-	-	(206,123)	(206,123)
Total primary government	\$ 92,561,934	10,036,022	12,995,004	1,574,695	(67,750,090)	(206,123)
General revenues:						
Property taxes, levied for general purposes					59,778,935	-
Motor vehicle excise taxes					5,829,497	-
Cable television franchise					166,543	-
Grants and contributions not restricted to specific programs:						
State Revenue Sharing					1,315,198	-
Homestead exemption					478,706	-
Other State aid					2,465,700	-
Unrestricted investment earnings					592,776	30,101
Miscellaneous					1,088,123	-
Transfers					(306,075)	306,075
Total general revenues and transfers					71,409,403	336,176
Change in net position					3,659,313	130,053
Net position - beginning					102,201,456	61,157,012
Net position - ending					\$ 105,860,769	61,287,065

See accompanying notes to basic financial statements.

CITY OF SOUTH PORTLAND, MAINE

Balance Sheet
Governmental Funds
June 30, 2014

	General	Tax Increment Financing	Capital Projects	Other Governmental Funds	Total Governmental Funds
ASSETS					
Cash and cash equivalents	\$ 32,417,052	6,483,688	13,416,636	-	52,317,376
Investments	8,678,748	-	-	844,754	9,523,502
Due from other governments	264,520	-	212,931	1,147,066	1,624,517
Accounts receivable, net of allowance of \$876,086	292,181	22,679	-	87,594	402,454
Taxes receivable	1,316,969	-	-	-	1,316,969
Tax liens and tax acquired property	490,497	-	-	-	490,497
Interfund loans receivable	-	-	-	3,019,127	3,019,127
Inventory	-	-	-	29,610	29,610
Restricted assets, cash	50,000	-	-	-	50,000
Total assets	\$ 43,509,967	6,506,367	13,629,567	5,128,151	68,774,052
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES					
Liabilities:					
Accounts payable	1,062,053	6,803	1,389,498	78,382	2,536,736
Accrued liabilities	594,044	-	-	42,156	636,200
Interfund loans payable	14,443,987	-	-	133,952	14,577,939
Accrued teachers' summer salaries	3,663,511	-	-	187,403	3,850,914
Total liabilities	19,763,595	6,803	1,389,498	441,893	21,601,789
Deferred inflows of resources:					
Unavailable revenue - property taxes	1,614,000	-	-	-	1,614,000
Total deferred inflows of resources	1,614,000	-	-	-	1,614,000
Fund balances:					
Nonspendable	-	-	-	228,559	228,559
Restricted	3,693,988	6,499,564	7,801,509	2,249,953	20,245,014
Committed	4,482,037	-	4,438,560	2,277,290	11,197,887
Assigned	3,117,547	-	-	-	3,117,547
Unassigned	10,838,800	-	-	(69,544)	10,769,256
Total fund balances	22,132,372	6,499,564	12,240,069	4,686,258	45,558,263
Total liabilities, deferred inflows of resources, and fund balances	\$ 43,509,967	6,506,367	13,629,567	5,128,151	
Amounts reported for governmental activities in the statement of net position are different because:					
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.					122,115,041
Other long-term assets are not available to pay for current period expenditures and, therefore, are deferred in the funds.					1,614,000
Long-term liabilities that are not due and payable in the current period and therefore are not reported in the funds:					
Bond premiums					(2,555,573)
Accrued compensated absences					(3,090,000)
Other postemployment benefits liability					(1,331,472)
Accrued interest					(690,873)
Landfill closure					(108,270)
Capital leases					(2,870,232)
Bonds payable					(52,780,115)
Net position of governmental activities					\$ 105,860,769

See accompanying notes to basic financial statements.

CITY OF SOUTH PORTLAND, MAINE
Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds
For the year ended June 30, 2014

	General	Tax Increment Financing	Capital Projects	Other Governmental Funds	Total Governmental Funds
Revenues:					
Taxes	\$ 62,998,089	2,334,343	-	20,000	65,352,432
Intergovernmental	12,414,831	1,279,995	1,042,137	3,893,005	18,629,968
Licenses, permits, fees and fines	966,203	-	-	-	966,203
Charges for services	1,762,372	-	-	1,546,306	3,308,678
Unclassified	699,563	-	3,284	424,214	1,127,061
Interest earned	504,786	31,155	31,826	25,009	592,776
Total revenues	79,345,844	3,645,493	1,077,247	5,908,534	89,977,118
Expenditures:					
Current:					
General government	8,967,965	95,650	-	887,808	9,951,423
Public safety	10,204,366	-	-	526,892	10,731,258
Public works	4,304,702	122,147	-	166,335	4,593,184
Culture and recreation	3,028,849	-	-	790,157	3,819,006
Transportation and waterfront	1,129,059	-	-	18,822	1,147,881
Health, welfare and social services	335,866	-	-	-	335,866
Education	46,065,146	-	-	1,989,734	48,054,880
School lunch program	-	-	-	1,681,737	1,681,737
Intergovernmental	2,215,084	-	-	-	2,215,084
Other	75,516	1,397,465	-	1,681	1,474,662
Debt service (excluding education)	1,021,230	-	282,900	-	1,304,130
Capital expenditures	-	-	15,811,139	-	15,811,139
Total expenditures	77,347,783	1,615,262	16,094,039	6,063,166	101,120,250
Excess (deficiency) of revenues over (under) expenditures	1,998,061	2,030,231	(15,016,792)	(154,632)	(11,143,132)
Other financing sources (uses):					
Transfers in	473,151	-	1,749,163	564,475	2,786,789
Transfers out	(2,093,517)	(686,716)	(66,850)	(245,781)	(3,092,864)
Refunding bonds issued	1,928,405	-	-	-	1,928,405
Payment to refunded bonds escrow agent	(1,927,910)	-	-	-	(1,927,910)
Issuance of debt	83,000	-	9,747,306	-	9,830,306
Total other financing sources (uses)	(1,536,871)	(686,716)	11,429,619	318,694	9,524,726
Net change in fund balances	461,190	1,343,515	(3,587,173)	164,062	(1,618,406)
Fund balances, beginning of year	21,671,182	5,156,049	15,827,242	4,522,196	47,176,669
Fund balances, end of year	\$ 22,132,372	6,499,564	12,240,069	4,686,258	45,558,263

See accompanying notes to basic financial statements.

CITY OF SOUTH PORTLAND, MAINE
Reconciliation of the Statement of Revenues, Expenditures,
and Changes in Fund Balances of Governmental Funds
to the Statement of Activities
For the year ended June 30, 2014

Net change in fund balances - total governmental funds (from Statement 4)	\$	(1,618,406)
Amounts reported for governmental activities in the statement of activities (Statement 2) are different because:		
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capital acquisitions (\$15,815,164) exceed book value of disposed assets (\$360,792) and depreciation (\$4,940,584).		10,513,788
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds. This represents the change in unavailable revenues.		256,000
Capital lease proceeds provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the statement of net position. Repayment of lease principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position. This is the amount by which proceeds (\$83,000) are less than repayments (\$346,109).		263,109
Change in accruals are recorded on the statement of net position, but not on the governmental fund balance sheet - accrued compensated absences (-\$34,656), accrued interest (\$7,718), and other postemployment benefits liability (\$300,520).		(273,582)
Changes in long-term liabilities on the statement of net position, are expenditures in the governmental funds. This is the change of the landfill closure liability.		3,230
Bond proceeds provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the statement of net position. During the year, the City issued bonds in the amount of \$9,514,450 and premiums totaling \$232,856. Governmental funds report the effects of premiums and discounts when debt is first issued, whereas these amounts are deferred and amortized in the statement of activities. During the year, the City amortized \$253,145 of bond premiums. Repayment of bond principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position. For the year, the amount of repayments was \$3,810,000 and had debt forgiveness of \$199,335.		(5,484,826)
Change in net position of governmental activities (see Statement 2)	\$	3,659,313
<i>See accompanying notes to basic financial statements.</i>		

CITY OF SOUTH PORTLAND, MAINE
Statement of Revenues, Expenditures and Changes in Fund Balances
Budget and Actual - General Fund and TIF Funds
For the year ended June 30, 2014

	General Fund				TIF Funds			
	Budget		Actual	Variance with final budget positive (negative)	Budget		Actual	Variance with final budget positive (negative)
	Original	Final			Original	Final		
Revenues:								
Taxes	\$ 61,656,648	61,656,648	62,998,089	1,341,441	2,296,800	2,296,800	2,334,343	37,543
Intergovernmental	8,292,724	8,292,724	9,081,165	788,441	850,000	850,000	1,279,995	429,995
Licenses, permits, fees and fines	815,150	815,150	966,203	151,053	-	-	-	-
Charges for services	1,643,506	1,643,506	1,762,372	118,866	-	-	-	-
Unclassified	128,440	128,440	168,670	40,230	-	-	-	-
Interest earned	400,000	400,000	479,985	79,985	-	-	31,155	31,155
Total revenues	72,936,468	72,936,468	75,456,484	2,520,016	3,146,800	3,146,800	3,645,493	498,693
Expenditures:								
Current:								
General government	9,035,247	8,993,589	8,679,084	314,505	128,718	128,718	95,650	33,068
Public safety	9,985,027	10,019,278	9,975,958	43,320	-	-	-	-
Public works	4,243,352	4,276,061	4,166,795	109,266	162,808	162,808	122,147	40,661
Culture and recreation	3,006,834	3,019,889	3,003,817	16,072	-	-	-	-
Transportation and waterfront	1,132,083	1,133,726	1,120,431	13,295	-	-	-	-
Health, welfare and social services	339,488	339,488	335,866	3,622	-	-	-	-
Education	42,574,298	42,574,298	41,919,427	654,871	-	-	-	-
Intergovernmental	2,215,084	2,215,084	2,215,084	-	-	-	-	-
Other	103,800	88,800	77,178	11,622	1,425,956	1,425,956	1,397,465	28,491
Debt service (excluding education)	1,021,231	1,021,231	1,021,230	1	-	-	-	-
Capital expenditures	-	-	-	-	1,342,658	785,575	-	785,575
Total expenditures	73,556,444	73,681,444	72,514,870	1,166,574	3,060,140	2,503,057	1,615,262	887,795
Excess (deficiency) of revenues over (under) expenditures	(719,976)	(744,976)	2,941,614	3,686,590	86,660	643,743	2,030,231	1,386,488
Other financing sources (uses):								
Budgeted use of surplus - City	-	1,075,172	-	(1,075,172)	77,911	77,911	-	(77,911)
Budgeted use of surplus - School	875,000	875,000	-	(875,000)	-	-	-	-
Refunding bonds issued	-	-	1,928,405	1,928,405	-	-	-	-
Payment to refunded bonds escrow agent	-	-	(1,927,910)	(1,927,910)	-	-	-	-
Transfer in	768,321	768,321	218,221	(550,100)	-	-	-	-
Transfers out	(923,345)	(1,973,517)	(2,093,517)	(120,000)	(164,571)	(721,654)	(686,716)	34,938
Total other financing sources (uses)	719,976	744,976	(1,874,801)	(2,619,777)	(86,660)	(643,743)	(686,716)	(42,973)
Net change in fund balance - budgetary basis	-	-	1,066,813	1,066,813	-	-	1,343,515	1,343,515
Reconciliation to GAAP basis:								
Change in encumbrances - City	-	-	27,250	27,250	-	-	-	-
Change in encumbrances - School	-	-	42,078	42,078	-	-	-	-
Unbudgeted teacher summer benefits	-	-	(534,857)	(534,857)	-	-	-	-
Change in reserves	-	-	(140,094)	(140,094)	-	-	-	-
Net change in fund balance - GAAP basis	-	-	461,190	461,190	-	-	1,343,515	1,343,515
Fund balance, beginning of year	-	-	21,671,182	21,671,182	-	-	5,156,049	5,156,049
Fund balance, end of year	\$ -	\$ -	22,132,372	22,132,372	-	-	6,499,564	6,499,564

See accompanying notes to basic financial statements.

CITY OF SOUTH PORTLAND, MAINE
Statement of Net Position
Proprietary Funds
June 30, 2014 and 2013

Business-type Activities - Enterprise Funds		
	Sewer	
	2014	2013
ASSETS		
Current assets:		
Receivables, net of allowance of \$87,153 and \$87,225, respectively	\$ 548,274	426,960
Sewer liens	2,457	6,913
Prepaid expenses	10,434	8,661
Interfund loan receivables	11,555,308	11,392,334
Total current assets	12,116,473	11,834,868
Noncurrent assets:		
Capital assets, not being depreciated	3,557,604	1,809,991
Capital assets	88,904,121	88,514,036
Accumulated depreciation	(42,143,042)	(40,186,394)
Total noncurrent assets	50,318,683	50,137,633
Total assets	62,435,156	61,972,501
LIABILITIES		
Current liabilities:		
Accounts payable	481,461	129,787
Accrued wages	8,940	1,661
Current portion of noncurrent liabilities:		
Compensated absences	75,950	85,248
Bonds payable	27,102	27,102
Total current liabilities	593,453	243,798
Noncurrent liabilities:		
Compensated absences	161,655	151,606
Bonds payable	392,983	420,085
Total noncurrent liabilities	554,638	571,691
Total liabilities	1,148,091	815,489
NET POSITION		
Net investment in capital assets	49,898,598	49,690,446
Restricted for capital projects	4,060,384	4,543,966
Unrestricted	7,328,083	6,922,600
Total net position	\$ 61,287,065	61,157,012

See accompanying notes to basic financial statements.

CITY OF SOUTH PORTLAND, MAINE
Statement of Revenues, Expenses and Changes in Net Position
Proprietary Funds
For the years ended June 30, 2014 and 2013

	Sewer	
	2014	2013
Business-type Activities - Enterprise Funds		
Operating revenues:		
Charges for services	\$ 5,864,629	5,590,721
Interest and penalties	1,148	442
Licenses	61,907	46,030
Total operating revenues	5,927,684	5,637,193
Operating expenses:		
Personnel services	2,070,935	2,040,722
Contractual services	1,433,022	1,156,395
Supplies and materials	504,084	526,777
Fixed charges	66,354	60,855
Capital outlay	104,699	48,141
Depreciation	1,956,648	1,922,996
Total operating expenses	6,135,742	5,755,886
Operating loss	(208,058)	(118,693)
Nonoperating revenues (expenses):		
Interest revenue	30,101	27,079
Gain (loss) on disposal of capital assets	3,290	(128,316)
Interest and other debt issuance expense	(1,355)	(1,355)
Total nonoperating revenues (expenses)	32,036	(102,592)
Loss before transfers and capital contributions	(176,022)	(221,285)
Capital contributions	-	138,232
Transfers in	307,083	300,000
Transfer out	(1,008)	(1,008)
Total transfers and capital contributions	306,075	437,224
Change in net position	130,053	215,939
Net position, beginning of year	61,157,012	60,941,073
Net position, end of year	\$ 61,287,065	61,157,012

See accompanying notes to basic financial statements.

CITY OF SOUTH PORTLAND, MAINE
General Fund
Comparative Balance Sheets
June 30, 2014 and 2013

	2014	2013
ASSETS		
Cash and cash equivalents	\$ 32,417,052	31,973,811
Investments	8,678,748	7,342,079
Due from other governments	264,520	247,261
Receivables, net of allowance of \$872,606 and \$801,100	292,181	162,032
Taxes receivable	1,316,969	1,349,203
Tax liens and tax acquired property	490,497	377,851
Restricted assets, cash	50,000	50,000
Total assets	\$ 43,509,967	41,502,237
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES		
Liabilities:		
Accounts payable	1,062,053	1,189,887
Accrued liabilities	594,044	429,196
Interfund loans payable	14,443,987	13,946,527
Accrued teachers' summer salaries and benefits	3,663,511	2,907,445
Total liabilities	19,763,595	18,473,055
Deferred inflows of resources:		
Unavailable revenue - property taxes	1,614,000	1,358,000
Total deferred inflows of resources	1,614,000	1,358,000
Fund balances:		
Restricted	3,693,988	4,072,226
Committed	4,482,037	4,419,099
Assigned	3,117,547	3,035,817
Unassigned	10,838,800	10,144,040
Total fund balances	22,132,372	21,671,182
Total liabilities, deferred inflows of resources and fund balances	\$ 43,509,967	41,502,237

CITY OF SOUTH PORTLAND, MAINE
 General Fund
 Schedule of Revenues, Expenditures and Changes
 in Fund Balance - Budget and Actual
 For the year ended June 30, 2014
 (with comparative actual amounts for the year ended June 30, 2013)

	2014		Variance positive (negative)	2013 Actual
	Budget	Actual		
Revenues:				
Taxes:				
Property	\$ 56,779,998	56,817,797	37,799	54,639,082
Excise	4,525,000	5,829,497	1,304,497	5,453,056
Interest and penalties	115,000	109,784	(5,216)	105,898
Payments in lieu of taxes	236,650	241,011	4,361	235,542
Total taxes	61,656,648	62,998,089	1,341,441	60,433,578
Intergovernmental:				
State Revenue Sharing	1,290,000	1,315,198	25,198	1,901,233
State BETE Revenue	1,000,000	1,135,762	135,762	1,071,126
Homestead reimbursement	475,000	478,706	3,706	475,200
State education subsidy	4,913,722	5,460,824	547,102	2,691,993
State agency client	25,000	20,726	(4,274)	49,925
Medicaid	50,000	103,103	53,103	60,573
Section 9	339,000	339,743	743	178,127
General assistance	115,000	125,937	10,937	113,648
Other State revenue	85,002	101,166	16,164	83,628
Total intergovernmental	8,292,724	9,081,165	788,441	6,625,453
Licenses, permits, fees, and fines:				
Cable franchise fee	188,000	166,543	(21,457)	176,253
City clerk	149,500	159,223	9,723	152,476
Planning	6,150	12,108	5,958	11,274
Police	99,000	80,405	(18,595)	91,808
Code enforcement	353,000	529,022	176,022	572,472
Public library	19,500	18,902	(598)	21,032
Total licenses, permits, fees, and fines	815,150	966,203	151,053	1,025,315
Charges for services:				
Rent and leases	64,800	76,160	11,360	77,083
Finance and information technology	144,400	142,652	(1,748)	144,543
Fire	803,400	839,105	35,705	842,672
Public works - transfer facility	85,000	97,560	12,560	98,693
Parks and recreation	160,500	188,006	27,506	184,339
Bus service	302,040	336,627	34,587	320,059
Other	4,700	3,596	(1,104)	3,375
Education	78,666	78,666	-	77,350
Total charges for services	1,643,506	1,762,372	118,866	1,748,114
Unclassified:				
City clerk	19,000	20,127	1,127	21,467
Finance	16,000	13,095	(2,905)	15,816
Police	8,000	10,051	2,051	10,591
Fire	3,000	8,280	5,280	3,430
Planning and code enforcement	2,700	6,012	3,312	4,435
Public works	31,000	34,803	3,803	38,223
Other	7,900	11,211	3,311	10,953
Education	40,840	65,091	24,251	55,774
Total unclassified	128,440	168,670	40,230	160,689
Interest earned	400,000	479,985	79,985	261,798
Total revenues	72,936,468	75,456,484	2,520,016	70,254,947

CITY OF SOUTH PORTLAND, MAINE
 General Fund
 Schedule of Revenues, Expenditures and Changes
 in Fund Balance - Budget and Actual
 For the year ended June 30, 2014
 (with comparative actual amounts for the year ended June 30, 2013)

	Budget	Actual	Variance positive (negative)	2013 Actual
Expenditures:				
Current:				
General government:				
City Council	\$ 178,383	178,133	250	147,155
Executive	196,981	195,568	1,413	187,214
City clerk	224,766	224,179	587	215,474
Corporation council	182,412	174,206	8,206	153,161
Finance	954,029	953,307	722	931,483
Information technology	338,644	334,126	4,518	332,092
Planning	216,704	216,681	23	213,122
Human resources	304,463	299,067	5,396	305,350
City building	191,465	191,282	183	188,959
Citywide insurance and benefit costs	6,205,742	5,912,535	293,207	5,552,005
Total general government	8,993,589	8,679,084	314,505	8,226,015
Public safety:				
Police department	3,975,797	3,972,314	3,483	3,864,695
Fire department	4,643,615	4,639,280	4,335	4,527,965
Communications	748,048	715,312	32,736	708,837
Code enforcement	639,718	638,431	1,287	616,326
Civil service	12,100	10,621	1,479	8,361
Total public safety	10,019,278	9,975,958	43,320	9,726,184
Public works:				
Administration	198,136	201,956	(3,820)	162,365
Streets and sidewalks	1,826,982	1,803,442	23,540	1,749,190
Rubbish disposal	1,737,574	1,644,386	93,188	1,817,289
Public works garage	274,984	265,085	9,899	233,626
Transfer facility	238,385	251,926	(13,541)	255,614
Total public works	4,276,061	4,166,795	109,266	4,218,084
Culture:				
Main library	568,760	568,008	752	540,652
Branch library	73,325	66,534	6,791	135,657
Total culture	642,085	634,542	7,543	676,309
Parks and recreation:				
Administration	151,636	151,350	286	145,016
Parks	1,091,756	1,096,809	(5,053)	1,058,555
Pool	358,167	346,524	11,643	336,368
Recreation	776,245	774,592	1,653	783,759
Total parks and recreation	2,377,804	2,369,275	8,529	2,323,698
Total culture, parks, and recreation	3,019,889	3,003,817	16,072	3,000,007
Transportation and waterfront:				
Bus service	1,094,476	1,081,931	12,545	960,157
Waterfront	39,250	38,500	750	37,426
Total transportation and waterfront	1,133,726	1,120,431	13,295	997,583

CITY OF SOUTH PORTLAND, MAINE
 General Fund
 Schedule of Revenues, Expenditures and Changes
 in Fund Balance - Budget and Actual
 For the year ended June 30, 2014
 (with comparative actual amounts for the year ended June 30, 2013)

	Budget	Actual	Variance positive (negative)	2013 Actual
Expenditures, continued:				
Current, continued:				
Health, welfare and social services:				
Welfare:				
Administration	\$ 84,638	83,730	908	77,521
General assistance	237,150	237,136	14	206,794
Total welfare	321,788	320,866	922	284,315
Health	17,700	15,000	2,700	42,578
Total health, welfare and social services	339,488	335,866	3,622	326,893
Intergovernmental - County tax	2,215,084	2,215,084	-	2,075,037
Other:				
Contingency and abatement reserve	88,800	77,178	11,622	82,568
Total other	88,800	77,178	11,622	82,568
Education	42,574,298	41,919,427	654,871	38,788,570
Debt service (excluding education):				
Administration	3,000	3,000	-	1,300
Principal	853,204	853,204	-	850,644
Interest	165,027	165,026	1	196,905
Total debt service	1,021,231	1,021,230	1	1,048,849
Total expenditures	73,681,444	72,514,870	1,166,574	68,489,790
Excess (deficiency) of revenues over (under) expenditures	(744,976)	2,941,614	3,686,590	1,765,157
Other financing sources (uses):				
Budgeted use of surplus - City	1,075,172	-	(1,075,172)	-
Budgeted use of surplus - School	875,000	-	(875,000)	-
Refunding bonds issued	-	1,928,405	1,928,405	-
Payment to refunded bonds escrow agent	-	(1,927,910)	(1,927,910)	-
Transfers in	768,321	218,221	(550,100)	731,353
Transfers out	(1,973,517)	(2,093,517)	(120,000)	(3,664,540)
Total other financing sources (uses)	744,976	(1,874,801)	(2,619,777)	(2,933,187)
Net change in fund balance - budgetary basis	-	1,066,813	1,066,813	(1,168,030)
Reconciliation to GAAP basis:				
Change in encumbrances - City		27,250		73,943
Change in encumbrances - School		42,078		(216,938)
Unbudgeted teacher summer benefits		(534,857)		-
Change in reserves		(140,094)		945,986
Net change in fund balance - GAAP basis		461,190		(365,039)
Fund balance, beginning of year		21,671,182		22,036,221
Fund balance, end of year	\$	22,132,372		21,671,182

CITY OF SOUTH PORTLAND, MAINE
General Fund - Education
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the year ended June 30, 2014
(with comparative actual amounts for the year ended June 30, 2013)

	2014		Variance positive (negative)	2013 Actual
	Budget	Actual		
Revenues:				
Local assessment	\$ 37,091,895	37,091,895	-	35,212,648
State education subsidy	4,913,722	5,460,824	547,102	2,691,993
State agency client	25,000	20,726	(4,274)	49,925
Medicaid	50,000	103,103	53,103	60,573
Charges for services	78,666	78,666	-	77,350
Other	40,840	65,091	24,251	55,774
Total revenues	42,200,123	42,820,305	620,182	38,148,263
Expenditures:				
Current:				
Brown Elementary	1,727,973	1,742,277	(14,304)	1,676,440
Dyer Elementary	1,607,156	1,602,979	4,177	1,569,656
Kaler Elementary	1,209,693	1,237,671	(27,978)	1,067,569
Skillin Elementary	2,421,518	2,357,782	63,736	2,239,433
Small Elementary	1,927,798	1,973,828	(46,030)	1,838,693
Mahoney Middle School	2,223,899	2,165,195	58,704	2,201,843
Memorial Middle School	2,572,605	2,515,425	57,180	2,407,302
South Portland High School	6,144,428	6,026,417	118,011	5,835,810
K-12 instrumental music	113,280	114,259	(979)	105,305
6-12 athletics	677,983	669,365	8,618	640,715
Special education	7,668,263	7,356,402	311,861	7,247,230
Health	349,544	324,040	25,504	333,830
Board of education	212,291	117,085	95,206	97,293
Superintendent of schools	380,998	354,168	26,830	369,943
Assistant superintendent	1,655,134	1,678,137	(23,003)	1,769,355
Curriculum	423,862	397,353	26,509	-
Technology	486,589	510,861	(24,272)	554,464
Business office	859,470	888,565	(29,095)	813,362
Operations/maintenance	3,843,895	3,811,429	32,466	3,727,524
Transportation	1,585,479	1,593,750	(8,271)	1,585,119
Debt service:				
Principal	3,224,652	3,224,652	-	1,628,188
Interest	1,257,788	1,257,787	1	1,079,496
Total expenditures	42,574,298	41,919,427	654,871	38,788,570
Excess (deficiency) of revenues over (under) expenditures	(374,175)	900,878	1,275,053	(640,307)
Other financing sources (uses):				
Transfers in	207,433	207,433	-	320,465
Transfers out	(708,258)	(736,258)	(28,000)	(405,938)
Budgeted use of surplus	875,000	-	(875,000)	-
Total other financing sources (uses)	374,175	(528,825)	(903,000)	(85,473)
Net change in fund balances - budgetary basis	-	372,053	372,053	(725,780)
Reconciliation to GAAP basis:				
Change in encumbrances		42,078		(216,938)
Unbudgeted teacher summer benefits		(534,857)		
Change in reserves		(257,512)		(269,080)
Net change in fund balance - GAAP basis		(378,238)		(1,211,798)
Fund balance, beginning of year		4,072,226		5,284,024
Fund balance, end of year	\$	3,693,988		4,072,226

FIRE AND RESCUE DEPARTMENT



Chief Kevin Guimond
Deputy Chief Miles Haskell
Deputy Chief James Wilson
Deputy Chief Louis Cavallaro

www.southportland.org/departments/fire-department/



The South Portland Fire Department responds to over four thousand requests for emergency services annually. The department employs 63 full time firefighters and paramedics, supported by 45 paid on call firefighters. Response within the City of South Portland originates from three career stations as well as three call companies. The department takes an all hazards approach to the delivery of emergency services. Our equipment, training and operating guidelines all have been modified to reflect our approach to the delivery of emergency services within our community

- Central Station Fire Headquarters – Engine 8, Rescue 1
- Cash Corner - Engine 5, Engine 3 Call company
- Western Ave Station – Squad 4, Rescue 2,
- Union Street - Engine 6 Call company
- Willard Hose Company – Engine / Ladder 2 Call company



EMERGENCY MEDICAL SERVICES

Emergency Medical Services continues to be the largest part of our business. The EMS division now falls under Deputy Chief Louis Cavallaro who is assisted by our EMS Coordinator Brian Cousino.

Currently the department has 45 full time paramedics, and all of our full time employees hold at least a basic EMT license. We continue to recruit and train paramedics in an effort to provide our citizens the highest level of medical care available in the pre-hospital setting. At the present time we have three employees enrolled in the paramedic training program at SMCC and we have just begun a community paramedic training program with our regional partners. Our plan is to design and roll out a community paramedic program with our regional partners to serve the needs of our residents in late 2015 or early 2016.

We have upgraded our hiring and recruitment process and just successfully completed our first CPAT agility testing process. The change instituted is an effort to recruit high quality paramedics and firefighters from around the country. The department also prides itself in having some of the most advanced medical equipment in the field. In 2012 the department introduced LIFEPAK 15 cardiac monitors in our ambulances. This provides more advanced clinical technologies to our paramedics as well as integration to our computer software programs.

EMERGENCY MANAGEMENT

Emergency Management also falls under the responsibility of the Fire Department, and the Fire Chief serves as the EMA director. These responsibilities include organizing and instituting the city's all hazards emergency response plan and procedures. This plan dictates our preplanning activities, response and mitigation efforts for any possible emergency.



In the past few years we have involved numerous other city departments to help us complete this mission. The Emergency Management Leadership Team is comprised of Police, Fire, Public Works, Transportation, Finance and our Parks and Recreation departments. The Parks Department is responsible for managing our community shelter located at the community center on Nelson Road.

South Portland is home to several industrial sites located around the port and the Rigby rail yard facility. We also are responsible for the safety and Haz Mat response to Texas Instruments and Fairchild Semiconductor. These commercial facilities present unique challenges to our first responders.

The Department has taken an aggressive approach to train for any issues within these facilities. With the cooperation of our industrial partners we are well trained to enter and work within these sites.

TRAINING

Deputy Chief James Wilson is the department's training officer. The Department has always placed a strong emphasis on training and education. Annually, the department provides over 10,000 hours of training either in house or by providing funding to send members to attend training programs around the country.

This past year we had four new hires obtain their Hazardous Materials Technician level training in Anniston, Alabama. Additionally, numerous members attended training courses in New Mexico, Nevada, Alabama, Texas, and New Hampshire. This spring six members of the department attended and passed a five week, 80 hour US Coast Guard Captain's class and are now in the process of becoming certified Captains.

As mentioned this upcoming year, we have six paramedics in a brand new pilot program called community paramedicine. Later in the spring we have been selected to host a Regional Peer Fitness Counselor training program. A requirement of the new CPAT entrance exam was that we provide Peer Fitness Counselors to help the candidates pass the physical entrance exam. Initially, we trained 3 department members to be Peer Fitness Trainees. These trainers are also available to help current members become more physically fit. After next spring's class we hope to have counselors available to help not only prospective employees but our current ones too.



FIRE PREVENTION

Deputy Chief Miles Haskell is responsible for code enforcement and fire prevention within the city. Our partnerships with our schools, businesses and regional fire departments have met our goals of reducing fires over the past several years. We often focus strictly on fires, but we have included injury prevention and safety for our first responders as additional tasks to undertake. To meet these goals we must begin with training our employees to be better prepared to handle all types of emergencies. The second is through public education within our community. One example of this would be our participation in the regional juvenile fire setter program.

Annually the department inspects every commercial building as well as every three unit and larger apartment complex in the city. These occupancies have been required to install and maintain working hard wired smoke detectors. The Deputy Fire Chief in charge of fire prevention also reviews and approves all new construction plans in the city and makes recommendations on all aspects of the construction process. In 2012 the council accepted a complete rewrite of Chapter 8 the Fire Prevention Code which brought our codes in line with national standards.



GOALS AND OBJECTIVES

The South Portland Fire Department has evolved into an emergency response organization ready to handle any hazard presented. We are a designated Type 1 Regional Response Team and work closely with Maine Emergency Management Agency. This responsibility helps to provide additional funding for equipment as well as training for our employees.

The department would not be able to provide this level of professional service without our well trained firefighters and paramedics, as well as the consistent support from our residents and city leaders. The South Portland Fire Department is ranked by ISO (Insurance Services Office) as one of the top departments in New England and the highest currently in Maine. We continue to leverage technology, and have recently introduced a new inspection program based on our iPad platform. This new program will provide us with better data as well as an easier system for our residents and businesses. Our goal is to expand this over the next few years.

The South Portland Fire Department responded to over four thousand call for service last fiscal year. The greatest increase has been consistently in the EMS field. We have seen a leveling off of our fire response numbers the past few decades.

HISTORICAL CALL VOLUME

Year	Fire	EMS	Total
1970	982	716	1698
1975	1041	931	1972
1980	1104	1289	2393
1985	1144	1665	2809
1990	1121	1956	3077
1995	1151	2138	3289
2000	1236	2615	3851
2005	1152	2896	4048
2010	1207	2939	4146
2011	1072	3026	4098
2012	1164	3175	4339
2013	1244	3033	4277

Respectfully Submitted,

Kevin Guimond, Fire Chief

HUMAN RESOURCES

MISSION STATEMENT

The Human Resources Department provides organizational leadership for the City of South Portland in all areas of personnel management and development. The Department strives to create a positive, engaging, productive and safe workplace for all employees.

LOCATION

The Human Resources Department is located on the 1st floor and Room 202 (HR Director) in South Portland City Hall, located at 25 Cottage Road. The City of South Portland is an equal opportunity employer.

OUR RESPONSIBILITIES INCLUDE

The management of the City's compensation and classification system, comprehensive benefits, recruitment, hiring and retention, employee development and training, performance reviews and management, policy development and compliance, mandated drug and alcohol testing, safety and risk management, employee support and assistance, collective bargaining and labor/management relations.

We strive to provide these services in an empathetic, confidential, responsive, creative and professional manner. Our employees are among the City of South Portland's greatest assets. We support and develop employees through a variety of training programs, effective communications, partnering with City departments to provide the necessary tools, equipment and technology for them to be successful, providing ample opportunities for promotion and career advancement, and maintaining a positive, supportive and healthy workplace where employees are highly motivated, engaged, creative and productive.

The City of South Portland employs approximately 299 full time and part time employees, in addition to a large number of temporary, seasonal and call employees throughout the year based on seasonal needs such as summer recreation or winter snow operations.

STRATEGIC GOALS

- Implement Human Resource management best practices, processes, systems and infrastructure to provide high levels of efficiency, sustainability, consistency, compliance and cost-effectiveness.
- Transform Human Resources into a strategic partner by aligning Human Resource strategy with the City's operational departments.
- Create an organizational culture that promotes high performance, engagement, creativity, resourcefulness, morale, accountability, respect, exceptional customer service, and empowers employees to accomplish strategic goals and meet service needs.
- Attract and retain highly qualified, motivated and diverse employees equipped with the skills and attitude to support our vision, and guiding principles.
- Develop strong organizational leadership through a variety of employee development and succession planning practices.

PERSONNEL CHANGES

The Human Resources Department strives to attract, hire and retain the "best and brightest", most qualified, motivated and knowledgeable candidates for open positions in the City. Position vacancies are typically posted on the City's website (Human Resources), www.southportland.org, Department bulletin boards, the Maine Municipal Association website, www.memun.org, and www.jobsinme.com. In some instances, job openings are advertised with Department and job specific professional organizations to enhance recruitment outreach.

Fiscal year 2014 saw the retirement or departure of 22 full or part-time City employees, including Deputy Fire Chief Steve Fox; Parks and Recreation Administrative Secretary Espe Sieglinde; Recreation Coordinator Olive LaChapelle; Public Safety Secretary Cheryl Murray; four Police Officers; three firefighters; and two public safety dispatchers. The talents, dedication and historical knowledge of these departed employees are greatly missed.

Twenty-two new City employees were hired in FY 14.

FY 2014 HIGHLIGHTS AND FOCUS AREAS

- On-going development, organization and coordination of the City Safety Program, in conjunction with the Executive Safety Committee, Department Safety Committees and City Safety Officer. Numerous safety trainings were presented including electrical safety, global harmonization, confined space entry, chainsaw safety, accident investigations, successful safety committees and a number of other department-specific compliance areas. The ultimate goal of the Safety Program is to maintain a safe and hazard free workplace for employees and the public. The City wishes to recognize staff with the Maine Municipal Association's Risk Management and Loss Control Division and the Maine Dept. of Labor (Safety Works') for their guidance, assistance and support.
- Successor collective bargaining agreements were ratified and approved with AFSCME Local #481, Parks and Public Works Unit; Police Command and Supervisory and Police Patrol Units. Transportation (Bus) employees voted to decertify their affiliation with AFSCME Council #93.
- Twenty-two employees representing most City Departments participated in a comprehensive, 7-week "Leadership Academy" at Southern Maine Community College from March-June, 2014. The City is pleased to be partnering with SMCC in the provision of leadership and skills-building training. Microsoft Word, Excel, Outlook and Business Writing classes were offered to employees this fall.
- Health Insurance discussions and offerings remained a focus for the HR staff through numerous employee meetings and union contract negotiations. The City currently offers three health insurance plans to employees through the Maine Municipal Employees Health Trust; Traditional Point of Service Plan A (POS-A), Comprehensive Point of Service Plan C (POS-C), and the Preferred Provider Plan (PPO 500).
- The Department received approval in the CIP budget to purchase Human Resources specific software as part of the MUNIS operating system. The software features employee self-service, benefits enrollment, applicant tracking, performance reviews, and several other functions. HR and Finance staff have received training on the employee self service component for benefits enrollment and will be implementing, and educating employees on its use, as part of 2015 benefits open enrollment. The new software will greatly reduce reliance on paper forms.
- The City Council approved numerous amendments to the City's Personnel Policy.

Respectfully Submitted,



Don Brewer, Human Resource Director

INFORMATION SYSTEMS

The City of South Portland's Information Technology Department consists of a four-member team dedicated to evolving and supporting all aspects of the City's Technology environment. This also includes providing design, implementation, and support services for the South Portland School Department's network, server, and telecommunications infrastructures.

In total, the IT department supports a Phone System with over 400 handset and voicemail accounts, E-mail for more than 1000 customers, over 70 Servers (consisting of file and print Servers, Terminal Servers, E-mail Server, Voicemail Server, Phone System Servers, Database Servers, Application Servers), over 300 computers, and 30+ Network printers and photocopiers.

The Network Consists of a Ten Gigabit routed network providing 22 municipal buildings with fiber connectivity, wireless network access, multiple firewalls and many point-to-point VPN tunnels to provide connectivity to other city buildings and City's (Westbrook, Portland, Cape Elizabeth). This environment provides City employees the ability to be connected 24/7 and work from anywhere.

In 2013, the City upgraded and implemented new technology for public safety. We began installing new computer units from Patrol PC. This new setup was not as bulky for officers as the previous laptop mounting solution and provided a powerful computer that will last for many years.

Our video surveillance infrastructure continued to grow with the addition of approximately eight additional security cameras and an additional Network Video Recorder. The Community Center and City Hall received the cameras.

The newly renovated South Portland High School received a much needed networking and telecommunication facelift. A brand new Data Center was built to hold the core network, telecommunication, and security infrastructure. A new Cisco 6500 core chassis with a ten gigabit backbone was installed servicing 10 new localized network closets with Cisco 2960 closet switches.

A new Avaya Voice-over-IP Media Phone Gateway was installed to replace the legacy phone system. Over 160 Avaya 9608 voice-over-IP phones were configured and deployed to High School Staff. This gave staff advanced calling features and 4 digit dialing to the Central Office, Memorial Middle School, and all City buildings.

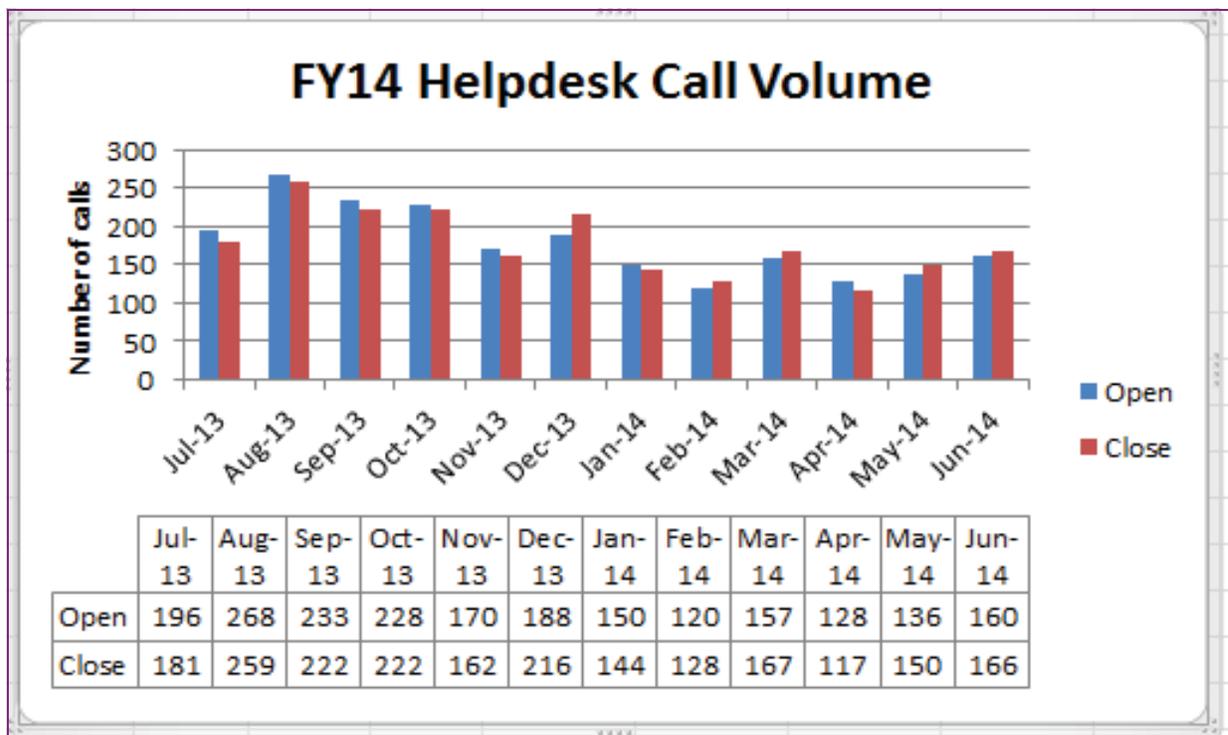
The City and School enhanced their firewall protection by activating additional feature in their Fortigate Firewalls. Application blocking functionality was initiated to restrict access to applications that routinely contain viruses and spyware. Intrusion Protection was also turned on to prevent access into our system from "zero day" threats.

The City and School department migrated their legacy email spam filters to a new messaging appliance from Fortinet called a Fortimail. The Fortimail scans email for traditional "spam" characteristics, but also adds scanning for viruses, adware, and email spoofing. Staff receive an email from the system with the list of quarantined email. They can click on each email they

An application called Tyler Content Manager was added to our Munis Financial and HR system. TCM allows for documents to be scanned into the system and linked to the objects that use them. Quotes, requisitions, purchase orders, invoices, and checks can all be linked together and accessible from within Munis.

The City's infrastructure saw the addition a desktop management suite and a print server. Novel's Zenworks was implemented to assist in the ongoing support of desktop computers. Software can be deployed remotely from a central server, PC software and hardware inventory is stored in a central database, and remote control capabilities are just a few items that Zenworks bring to the environment. Novel's iPrint print server was introduced to centralize the deployment and driver updating of the printer/copier infrastructure.

The City also began upgrading its Microsoft Server operating system from Server 2003 and 2008 to Server 2012 R2. The City has 75+ Microsoft servers ranging from traditional file servers to terminal servers. Rollout will be continuing throughout 2015.



Respectfully Submitted,

Chris Dumais

IT Director

LIBRARY

Despite significant changes in the world's media landscape, which lead many to expect that a library is an outdated concept, South Portland's demand for library services continues to be strong. The balance of what library materials are used – and how the library space itself is used – continues to shift and evolve, but the library has experienced yet another year of overall growth.

While we have experienced a decline in the use of our non-book media (DVDs and audio books on CD), our book circulation is strong. The decline in the use of electronic media could be a reflection of the increased availability and use of media that our users are able to access directly at home via Netflix and other online services. What we find interesting about our book circulation, however, is that despite the perceived growth of eBooks, the use of our physical book collections continues to be strong and, in fact, has grown in many areas. South Portland Public Library has taken a position against currently available eBook products offered to libraries (most other libraries in the state offer this, we have chosen not to, as we feel that it does not offer a compelling benefit to our users). Despite not offering direct access to eBooks, our book circulation has experienced growth over previous years, bucking a trend being seen in other libraries in the state.

Our overall number of registered card holders shrank from last year – to 8,928 active cards - due to a change in the standards by which old and unused accounts are removed from our database. We lent out 213,668 items during fiscal year 2013/2014. Of those items lent, 194,484 items came from our own collections, while 19,194 items were borrowed from our library partners elsewhere in the state for the benefit of our users. We hold our place among Maine's libraries as the fourth busiest public library in the state, and the second highest volume library in the Minerva network.

Combined, our libraries host approximately 10,000 visitors each month, on average. For the 2013/2014 fiscal year, the balance of business between our two library locations shifted somewhat from last year. Business at the Branch Library increased to account for 12% of the department's business (up from 10% in the previous year) with the Main Library accounting for 88% of all checkouts. South Portland continues to be the only community in the state of Maine to offer its residents year round access to public library services seven days a week.

Not counted in the data we are able to collect from our circulation system is other uses of the library which do not, necessarily, have anything to do with circulation. The Main Library in particular has seen a steady increase in the numbers of individuals who use the library space to work. The library's work tables are routinely occupied, with users reading, writing, and using our free public wireless connection to the internet. Whether students doing research, entrepreneurs managing their small businesses or simply individuals utilizing the library as a comfortable and relaxed place to be, our community has found many uses for the library that do not involve the borrowing of books.

While our two library buildings are busy places, our service is not limited to these facilities. Our Outreach Services department provides home delivery of library items - as well as a valuable point of social contact - for homebound members of our community who, due to health and/or mobility challenges, find it impossible to get out and visit the library. We provided more than 2,700 items to our outreach clients this past year, through the work of a single part time employee working with a volunteer. In addition to the home delivery service, the library also facilitates a well-attended monthly book discussion group – as part of our regular ongoing calendar of events – at the Betsy Ross House.

The library's schedule of programming has continued to grow for all ages. In this fiscal year, the library hosted 188 programs and special events for adults, with more than 2,253 participants. Our Youth Services department presented 260 programs, enjoyed by 6,254 visitors. All together, we presented more programs than there are days in the year!

Our ongoing series of "After Hours" concert performances continues to be very popular in the community, routinely drawing more than 100 visitors to the Main Library building on Saturday evenings, after the library's regular hours of operation. Special thanks goes out to the Friends of the South Portland Public Library, whose financial support makes all library programming possible.

The library facilities continued to serve our services well. The year began with the completion of the repainting of the Main Library. This project freshened up the exterior appearance of the building and restored much of the building's street side appearance to what it was when the building was first opened in 1966.

Unfortunately, the Main Library's air conditioning system failed at some point during the winter months, only to be discovered once the outside temperatures began to rise in the Spring of 2014. Due to the building running separate heating and cooling systems, a replacement of the air conditioning alone was found to be a time consuming – and costly – process, and the library was without a functioning air conditioning system until the Fall of 2014. Staff persevered and we only lost one day of business at the Main Library due to excessive heat.

Respectfully Submitted,



Kevin Davis

Library Director



PARKS, RECREATION & WATERFRONT DEPARTMENT

Locally we are accustomed to living in a community that values green spaces which make our lives healthier through leisure time activity. South Portland is home to some of the best open spaces in the State which is why residents also appreciate how valuable they are to their lifestyles. Walking the trails with your friends, riding your bike to work, and talking with neighbors at youth events all make the fabric of South Portland a great place to live, work, and own a business. We continue to look for innovative ways in all aspects of our operations to carry forward this great tradition.

Recreation

Making changes to our operations created efficiencies in the Department to offset the costs of running the programs. This allowed us to provide several new programs such as water zumba, youth arts classes, and senior trips during the year. Our new automated phone systems allowed us to reduce the number of staff needed while still giving a human touch to the majority of our interactions. We have a great deal to improve with this process but it is certainly well on its way to making it easier for people to sign up for the programs they love. Increased capacity in our swimming sign up also made this program much more accessible to the public than ever before. These are just a couple of examples of how we are making attempts to your recreational experience even more fun.

We have also made significant changes to our programming for youth and seniors with our budget structural changes. Youth programs ended an era with preschool programming being reduced to offer enrichment, summer camps, and vacation camps for kids of this age. Ushered in for next year will be our new after school adventures program which we anticipate to be popular with families all over the City. This program will start small with about 50 kids but look to host participants in each elementary school throughout the City totaling 150 by 2018. Senior programs will now have a full time program coordinator for the first time to enable our participants to receive better customer service and expanded offerings. It is anticipated that this segment of our programming will grow the fastest during the next five years. Currently, seniors make up about 24% of our programming which we know is likely to climb closer to 35% in that time period.

Our first full year with Green Scene each month went well with viewers gaining some familiarity with the show on SPCTV. Featuring the people, places, and events that local residents want to know more about has been successful thanks to Tony Vigue and his team at the studio. Our Department also found the new approach to social media paid off with another 33% increase in followers for our facebook page. Staff continues to build the relationship with our followers to keep the interest going in our new programs and events. One aspect we know this has had a positive impact is the special events such as movies in the park which had over 3,000 attend Frozen this summer, more than 300 cars showed up for our third annual car show at Bug Light Park, and Winterfest had more than 1200 attend in its first year of being held at Wainwright Recreation Complex. Programs are growing both large and small which we take pride in knowing they are activities that interest you on many levels.



Parks

When you have over 1500 plants to get into the ground, more than 30 trees to plant a season, and acres to mow all over the City it is never a dull day at the Parks Division of our Department. Our parks team continues to be recognized for its excellence with designations such as a Tree City USA. Holiday festivity went well with our annual tree lighting where thousands of lights are strung in Mill Creek Park. However, we are exploring new ways to accomplish this process with better lighting methods as well as new lights that will maintain our strong tradition of community gathering. We will address this within the coming year during our next phase of improving Mill Creek Park.

When riding around the City you can see many updates to include Redbank Community Park being completed this year, Wilkinson Park updates on schedule for completion next year, and Thomas Knight Park being used by citizens more than ever to recreate. Wainwright Recreation Complex received the single largest cash donation ever by a single donor this year in the amount of \$15,000 for a new outdoor seasonal ice rink thanks to the Soucy Family and Port Harbor Marine. Hundreds of people visited the rink in its first year which was put immediately to good use especially during Winterfest. Locally the Cape Elizabeth/ South Portland Rotary worked to make the Winterfest a huge success. This site also became the focus of Ultimate Frisbee this past spring as it hosted the New England Regional High School Championships attended by over 1000 participants and thousands of spectators during the three day event.

Bug Light Park hosted the Color Run finish line to over 6,000 people, a new July 4th event sponsored by Town & Country Credit Union, and thousands of runners during 5K events including the Tri for a Cure annual event. Movie nights became a huge success this past summer in its second year thanks to better weather and some good movie choices. Our community has become a great host to many family oriented leisure time activities based on our great facilities and exceptional staff.

Waterfront

Fore River Boat Launch was busy as usual this year making it a great spot for recreational vessels to see Bug Light Park while here in South Portland. There are often emails that the Department receives acknowledging the great water access we have at this location. Thomas Knight Park became the seasonal home for South Portland Sailing to see if local recreational users would take advantage of their sailing lessons out of the landing at the base of this unique facility. Portland Street Pier hosted another 16 working commercial fisherman this season to support their way of life and our working waterfront. Each aspect of our waterfront access is improving operations as we gain more familiarity with them as a team. The Department will be exploring updates to our pier systems, utilities, and safety for our visitors.

Respectfully submitted,



Rick Towle

Parks & Recreation Director



PLANNING & DEVELOPMENT DEPARTMENT

The mission of our Department is to provide quality planning and development services for a safe, attractive, and prosperous South Portland. Staff in FY2014 included:

- Cathy Counts, Code Secretary
- Jamie Crain, Substitute Code Secretary
- Patricia Doucette, Deputy Planning & Development Director and Code Enforcement Officer
- Charles (Tex) Haeuser, Planning & Development Director
- David Kasik, Engineering Inspector
- Matthew LeConte, Electrical Inspector/Assistant Code Enforcement Officer
- Derrick Stephens, Health Inspector/Assistant Code Enforcement Officer
- Stephen Puleo, Community Planner
- Richard Steller, Building & Plumbing Inspector
- Adin Wolfgram, Planning Secretary

Highlights

Highlights of FY2014 include:

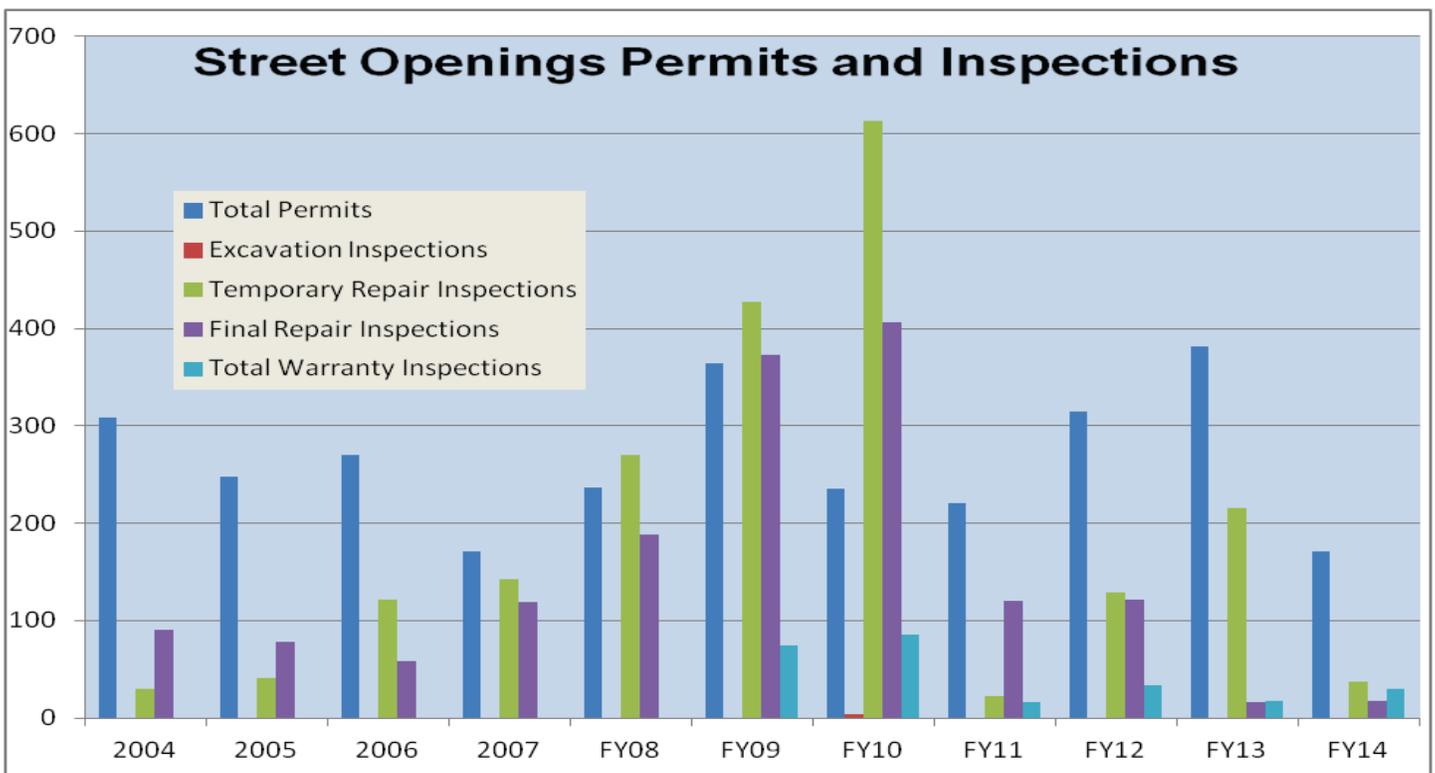
- **Investments in South Portland:** Some of the projects approved by the Planning Board included:
 - ◇ RMS office building, 12,500 sq. ft., 30 Donald B. Dean Drive.
 - ◇ Maine Mall Motors redevelopment, 29,543 sq. ft., 255 Maine Mall Road.
 - ◇ Roosevelt School redevelopment, 19 condominium units, 317 Pine Street.
 - ◇ State Office Building, 75,000 sq. ft., 151 Jetport Boulevard.
- **Waterfront Protection Ordinance:** The Planning Board held a number of well-attended public hearings and workshops on the proposed ordinance and a related moratorium.
- **Comprehensive Plan Implementation:** Zoning adopted by the City Council that was brought forward by the Comprehensive Plan Implementation Committee included:
 - ◇ Main Street Community Commercial Zone
 - ◇ Shoreland Zoning Amendments
 - ◇ Natural and Historic Resources Amendments
 - ◇ Disability Structure Approval Streamlining (first in Maine to adopt)
- **De-Monopolizing Street Lights:** South Portland, Falmouth, and Rockland representatives (the Municipal Street Lighting Group) attended meetings and provided comments as part of PUC rule-making relative to a bill the Group had successfully proposed that requires utilities to allow municipal ownership of street lights on utility-owned poles. While the PUC Commissioners sided with the utilities on such issues as liability insurance and maintenance worker qualifications, the Group was successful in the key area of not having to pay an on-going pole attachment fee.

- Sea Level Rise Conference:** Using a grant from the Kresge Foundation, Portland and South Portland brought in an Urban Land Institute National Technical Advisory Panel for a week-long conference (May 11-14, 2014) to address sea level rise for the two communities. The panel toured both waterfronts, met with numerous stakeholders, provided results at a well-attended session at SMCC, and produced a quality report.
- PACTS Transportation Funding:** South Portland did well in the biennial PACTS capital projects funding competition, winning grants for:

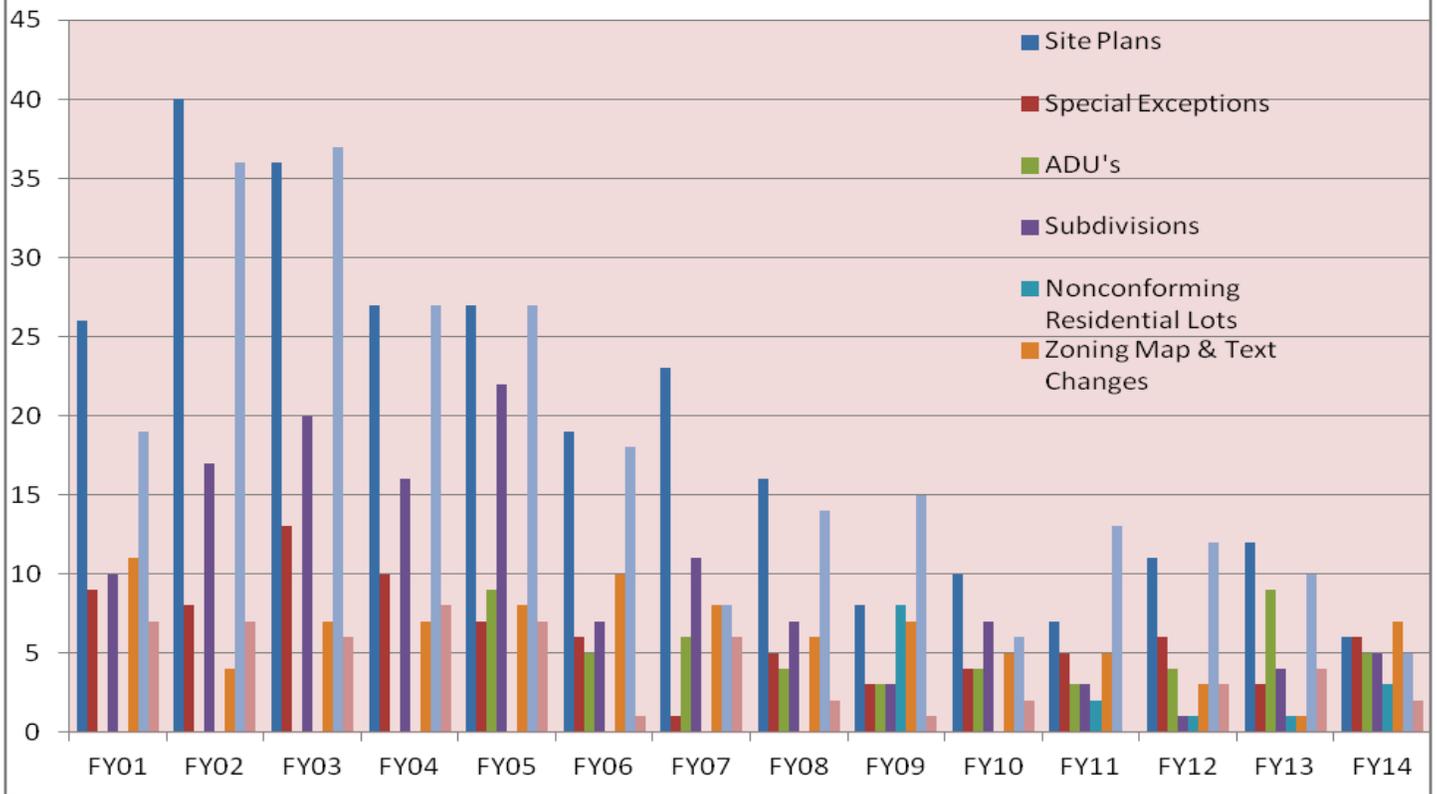
◇ Broadway corridor and Mill Creek signal improvements	\$320,980
◇ Thornton Heights Main Street complete streets project	\$1,246,664
◇ Lincoln Street rehab	\$385,000
◇ Multi-Use Path: Billy Vachon Drive to Greenbelt	\$597,300
◇ Greenbelt Walkway Extension to Scarborough	\$376,000
- Landfill Solar Array:** The City commissioned ReVision Energy to study the feasibility of creating a solar photovoltaic array that would be placed on concrete ballasts on top of the capped landfill off of Highland Avenue. ReVision concluded that a 3 MW array was quite feasible and could be built in several phases but, given Maine's lack of incentives, likely would require creative financing and/or changes to State statute.

Respectfully Submitted;

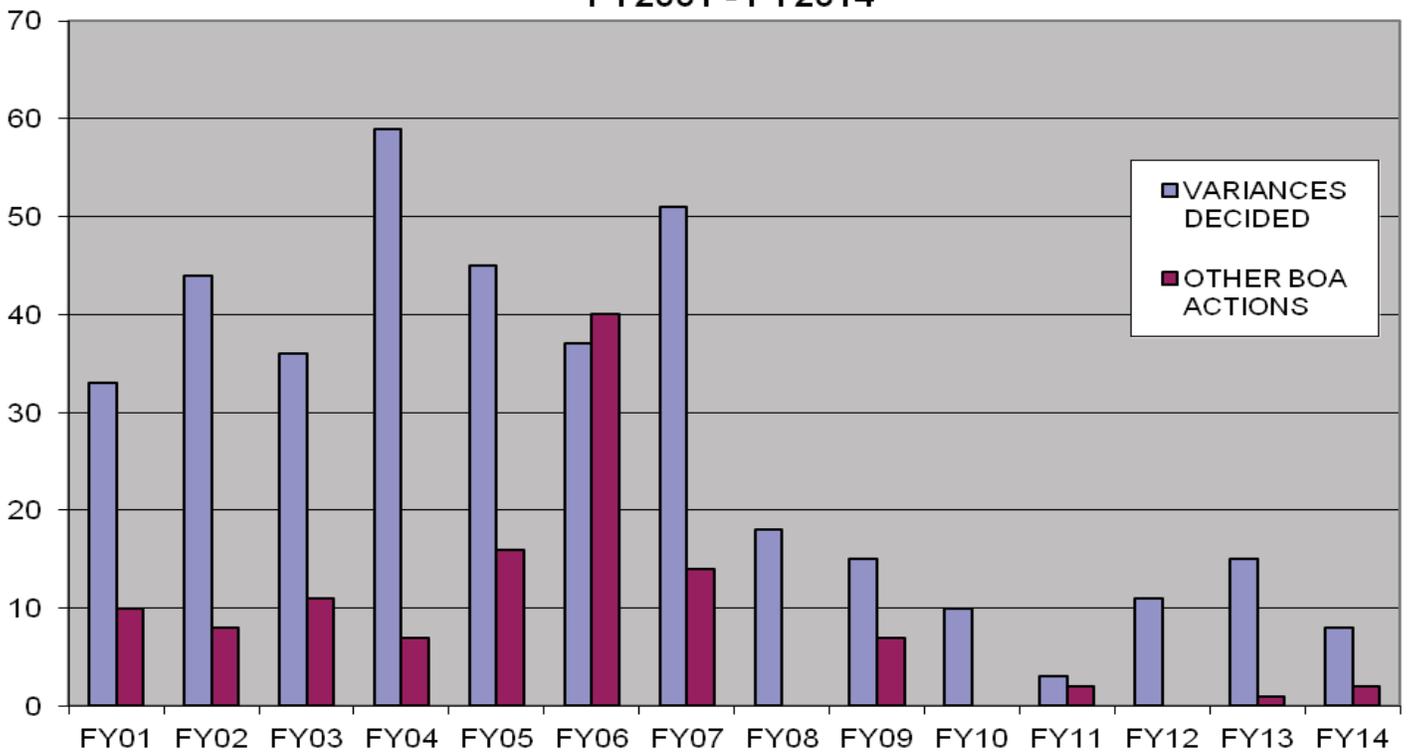
Charles (Tex) Haeuser,
 Planning & Development Director



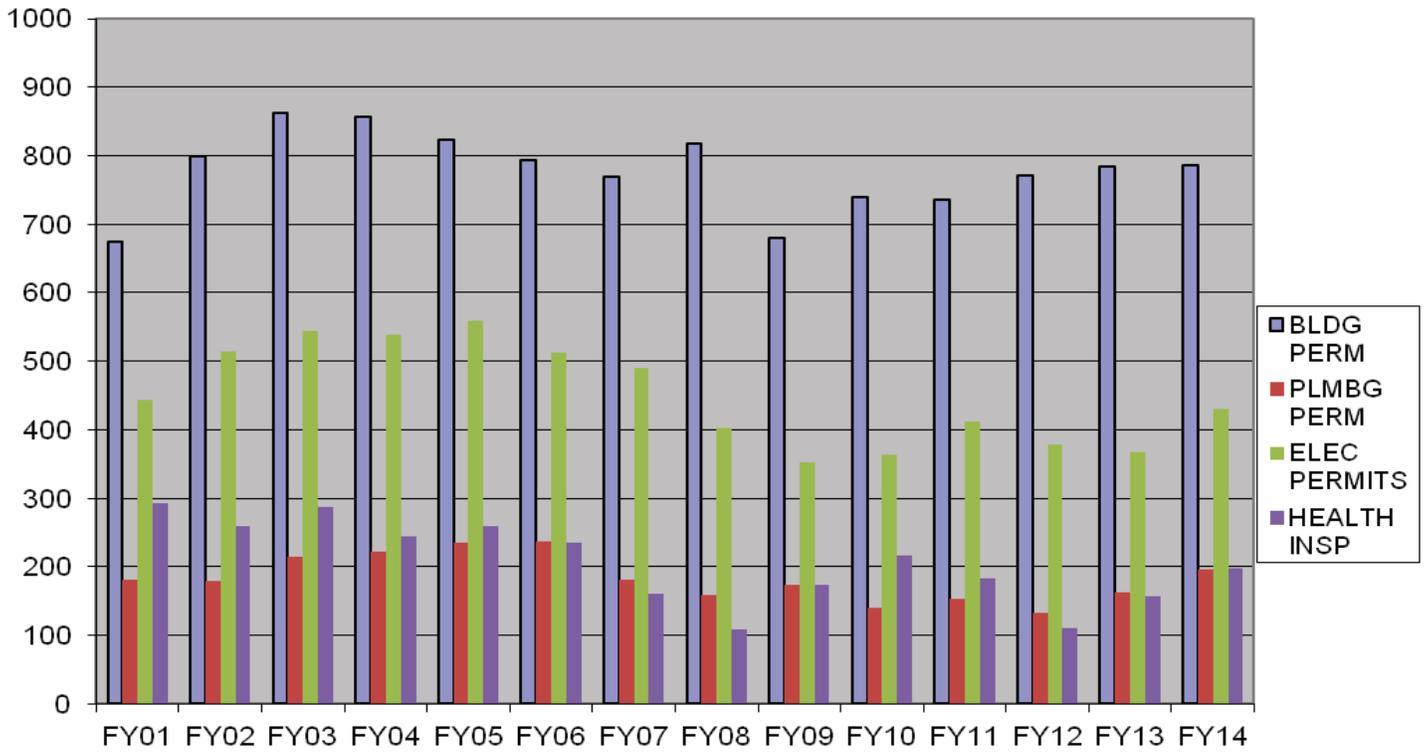
Planning Board Actions FY01 - FY14



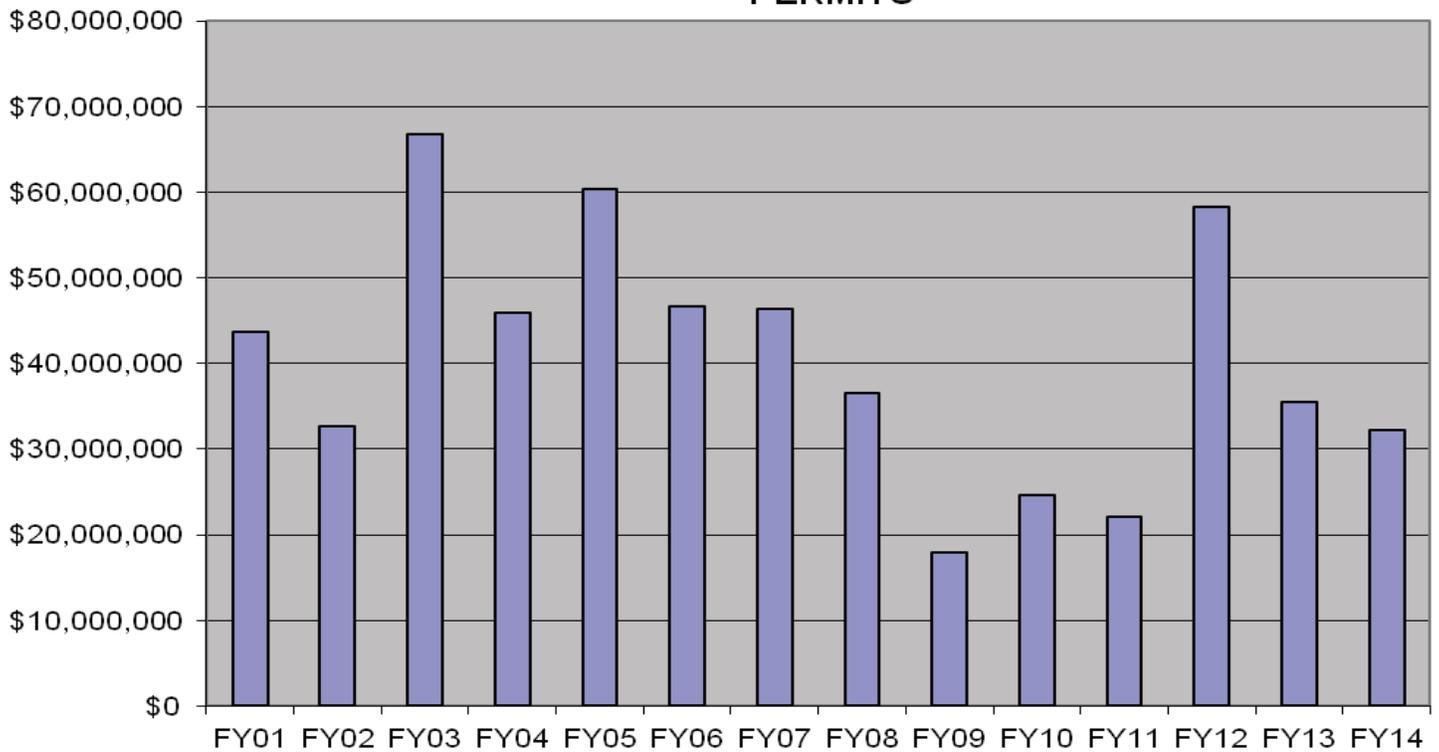
NUMBER OF VARIANCES & OTHER BOA ACTIONS FY2001 - FY2014



NUMBER OF CODE PERMITS FY2001 - FY2014



TOTAL ESTIMATED COST OF PROJECTS RECEIVING BUILDING PERMITS



POLICE DEPARTMENT

This is submitted as the 2013 Annual Report for the South Portland Police Department. During 2013, the department's authorized strength was 53 sworn personnel, including the Chief, Deputy Chief, Command and Supervisory staff, investigative and support personnel, and patrol officers. During this twelve month period, the department hired Officers Jesse Peasley, Richard Habr, and Jonathan Stearns, and Jared Nabel resigned from the department.



When compared to 2012 statistics, the total number of calls for service increased by almost 10%, along with a 25% increase in traffic stops and a 6% increase in physical arrests, while there was a slight decrease in criminal summonses and traffic citations. Of the violent crimes, Aggravated Assault remained the same, while there was an increase in Robbery and Sex Crimes; Assault decreased. Drugs remained a factor in the incidence of crime, and the department continued its association with the Maine Drug Enforcement Agency (MDEA), with one detective assigned to the MDEA Task Force, responsible for investigating drug activity in and around South Portland, and another detective assigned to MDEA as a resident agent. There was also one detective assigned to the Maine Computer Crimes Task Force. The property crime of burglary increased, while burglary to motor vehicle and theft decreased. There was a noticeable increase of 12% in crimes involving Forgery, Counterfeiting, and Fraud. Reports of Criminal Threatening rose by 8%, and the number of reported Domestic Disputes rose by almost 4%. The department continued to respond to a significant number of calls for people experiencing a mental health crisis and completed its efforts to have every sworn member of the department trained in Crisis Intervention. The department utilized state and federal grant funding to conduct impaired driver (OUI) roadblocks, target seatbelt violations, and combat underage drinking. The department was also able to continue utilizing a grant that funded a full-time domestic violence advocate to work with officers from South Portland, Portland, and Westbrook as they conducted follow up investigations of reported incidents of domestic violence.

The following statistics summarize a portion of the department's activity during 2013:

<u>CRIME REPORTS</u>		<u>ACTIVITIES</u>	
Murder	0	Calls for Service	37,391
Robbery	13	Incident Reports	3,872
Aggravated Assault	35	Traffic Stops	8,276
Assault	131	Citations	1,412
Sex Crimes	15	Paperwork Service	381
Arson	0	Alarms	971
Burglary	115	Domestic Disputes	426
Burglary to Motor Vehicle	206	Criminal Threatening	171
Drug Offenses	183	Missing Persons	41
Theft	737	Suicidal / Mental Health	255
Forgery/Counterfeiting/Fraud	122	Drug Overdose	43
Weapons Offenses	12	Disorderly / Fight	454
Vandalism	158	Suspicious Activity	1,673
OUI	196	Animal Calls	992
All Other Offenses	2,132	Traffic Crash Reports	1,066
Physical Arrests	791	911 Hang Up Calls	1,494
Criminal Summonses	731		

The department's mission is *to work cooperatively with all citizens to protect life and property, preserve peace, enforce laws, and maintain civil rights through proper and responsive community based service,* and as the statistics indicate, the department spent much of its time handling quality of life issues and providing service to the community by responding to alarms, suspicious activity, animal calls, traffic crashes, and 911 hang up calls. However, the department also engaged with the community in other ways: we continued to be an active member of Community Partnerships for Protecting Children (CPPC), we offered free child car seat checks, we continued to be a prescription drug drop off location, and we registered individuals with impaired memory or communication into a program to assist us in locating them if they become separated from their caregivers. Members of the department supported and participated in Police Athletic and Activities (PAAL) events, raised funds for Special Olympics Maine, attended National Night Out, and provided K-9 demonstrations. The department continued to draw upon the assistance provided to us by our Volunteers in Police Services (VIPS), who patrolled Willard Beach, conducted house checks, helped staff community events, and helped maintain a presence at the front counter of the Public Safety building.

The department continued to provide service to the community with online crime reporting, allowing the public to file certain types of reports at their convenience while allowing officers to remain on the street. We continued to deploy an Automated License Plate Reader camera in an effort to increase efficiency and effectiveness and enhance public safety and officer safety by recovering stolen vehicles and identifying vehicles that are operating with a suspended registration and owners who are operating with a suspended license. Other technology has given the public online access to traffic crash reports and social media users the opportunity to interact with the department through our active presence on Facebook. We continued to offer members of the public the opportunity to "ride along" with an officer to observe how we operate, and we again helped to staff *Camp POSTCARD ("Police Officers Striving to Create and Reinforce Dreams")* with qualified officers who volunteer to serve as camp counselors and teach campers life skills while changing their perception of law enforcement.

We plan to expand our community outreach with other programs that will begin in 2014, and we laid the foundation for these programs during the fall of 2013. I believe that the two new programs highlighted below will be very successful and will further our relationship with the people of South Portland. These programs are:

- *Women Against Violence & Exploitation* or "WAVE". This is a self-defense class for women, teaching them simple and practical techniques to help them defend themselves if they find themselves in a situation where they need to take action. The instructors are officers with an interest in helping women develop the mindset and the techniques to be safe.
- *Coffee with a Cop*. This provides members of the public with an opportunity to interact with members of the police department over a cup of coffee and discuss what is on their mind. Each monthly event will be hosted by a different business, at varying locations across the city for the convenience of the public.

I would like to thank our residents, business owners, and other city staff for their ongoing support of the department and our efforts to make South Portland a safe place to live, work, and do business. I continue to be extremely proud of the work completed by the men and women of this department during the past year. Their commitment to the department's mission, the community, the city, and the law enforcement profession is, in my opinion, second to none.

Respectfully Submitted,



Edward J. Googins, Chief of Police



PUBLIC WORKS DEPARTMENT

The City of South Portland's Public Works Department is located at 42 O'Neil Street. The Department currently employs 22 full time employees including four mechanics, one Superintendent, one secretary and a Director. The crews are supplemented with summer and winter seasonal positions.

The City put forth a bond issue in the November election in 2013 to build a new Municipal Services building that will house Public Works, Parks, and the Transportation Departments. The residents of South Portland voted in favor of the project. The facility will be built on land already owned by the City of South Portland at the current Transfer Station on Highland Avenue. The project requires the Transfer Station to be relocated on the current site. The City's team is working to plan, design, and obtain the proper permitting to build the facility. Ground breaking to build the new Transfer Station will be in the spring of 2015 with ground breaking for the new facility will be spring of 2016 and a move in date of spring of 2017.

The Department has many responsibilities including street and sidewalk repairs and maintenance, trash pickup, sign installation and Transfer Station operations. The Public Works Department works closely with other City Departments to meet the needs of the City and its residents.

A major responsibility of the Department is winter time operations. Plowing, sanding and salting of the streets and sidewalks are handled through a combination of City staff and contractors. Public Works maintains approximately 312 lane miles of road during winter operations. Four sidewalk machines clear 40 miles of sidewalks each storm. Staff works around the clock to help provide safe streets for travelers and emergency vehicles during snow and other weather related emergencies.

Trash and recycling pickup is handled through a contract with Pine Tree Waste. Residents get weekly curbside service to pick up their trash and recycling through an automated cart system. The truck has a hydraulic arm that reaches out and picks up the cart and dumps it in the truck. The cart system helps eliminate birds and animals from getting into bags of trash left curbside for pick up and strewing trash all over the place. The cart system also helps eliminate injury to employees from lifting heavy cans and bags.

The Public Works Department operates a Transfer Station for residents to dispose of household items that cannot be placed curbside for pick up. Items that can be disposed of at the Transfer Station include wood, shingles, sheetrock, tires, appliances and metals. Leaf and grass clippings can also be brought to the facility. The leaf and grass clipping are windrowed for composting. Compost is then available for residents to pick up.



The combination of the City's paving program and the State paving program produced nearly 3.5 miles of new pavement in South Portland. Public Works crews repaired or replaced close to 10,000 feet of sidewalks ahead of the paving crews. Public works crews are also used to pave driveway aprons and loam and seed areas where needed after a street has been paved.

Street sweeping is done throughout the spring, summer and fall months. The amount of debris that is swept from the street reduces the amount of sediment that makes it to the treatment plant. This helps reduce the amount of sediment filtering that is needed at the Waste Water Treatment Plant on Waterman Drive. Street sweeping also helps prevent sand and sediment from getting into the City's catch basins and drainage system. Many catch basins drain directly into the brooks and streams that run through the City. Eliminating sediment from the brooks and streams helps to improve the water quality of the brooks and streams.

Street signage and pavement markings are also maintained by the Public Works Department. Each year all center lane, edge lines and lane lines are repainted per a contract that is executed by the Public Works Department. All the crosswalks, stop bars and traffic arrows are painted by Public Works staff. The Department used reflective tape in laid in the pavement for crosswalks and stop bars in a couple projects. The tape is highly visible and should last several years without having to be painted. Ever changing regulations regarding traffic signs keeps staff busy upgrading and maintaining the many signs throughout the City.

Four full time mechanics keep the Public Work's fleet rolling throughout the year. The fleet consists of everything from pickup trucks to dump trucks to front end loaders and graders. The mechanics also maintain a variety of small equipment including a sidewalk paver, curbing machine and pavement roller.

The Public Works Department also offers several services throughout the year. Leaves that are in biodegradable bags and placed curbside are picked up each fall. Christmas trees placed curbside are also collected each year. Cell phones, laser cartridges, inkjet cartridges and rechargeable batteries are collected for recycling. Backyard compost bins are available for residents to purchase.

Respectfully Submitted,



Doug Howard
Director of Public Works



SCHOOL DEPARTMENT

Thank you for this opportunity to share the work of the South Portland School Department. 2013-2014 was a busy year for the school department. The District Strategic Plan adopted by the Board of Education in June 2013 continues to serve as the basis for the District Comprehensive Education Plan. The mission of the district, "Enriching Lives through Quality Learning for All" is grounded in the following beliefs:

- **We ensure that all learners meet or exceed rigorous content standards while developing the skills and habits of mind necessary for future success.**
- **Our methods of instruction inspire and challenge learners to grow and prepare themselves for a lifetime of educational, career and personal fulfillment.**
- **Every staff member demonstrates a commitment to creating a fulfilling school experience for all learners.**
- **The schools and community share a responsibility for creating and maintaining a rich and expansive environment for student learning.**

Following are some highlights from the 2013-2014 school year.

- ◇ Construction continued on the South Portland High School renovation and addition project. The new addition opened to students on January 6, 2014 and Phase II of the renovation is on track to be completed in December 2014. The building has exceeded all expectations and is used by multiple community groups on a nightly basis.
- ◇ Kaler Elementary School received a \$1.6 million competitive School Improvement Grant focused on targeting student achievement and parent/community engagement. The goals of the grant are:
 - * To strengthen the instructional program
 - * To increase learning time for students
 - * To manage and use data more efficiently and effectively
 - * To strengthen teacher skills through imbedded professional development
 - * To provide support for the behavioral and mental health of the students
 - * To provide increased parental support with community agencies.We are excited to see changes already occurring at Kaler Elementary School.
- ◇ In our Curriculum Department, 2013-2014 saw the move to Proficiency Based Learning begin at the 6th grade level in our middle schools. Our implementation plan is purposeful and strategic in moving toward Proficiency Based Graduation standards for the class of 2019.
- ◇ Also of significance is the expansion of our community partnerships and internships across the district. From the Maine Medical Center/Tufts Health Fair for all Third Grade students, to the partnership with Sterling Rope for our One Campus Project students, to the multiple Internship opportunities our community partners provide for juniors and seniors at SPSHS, our community continues to share in the education of South Portland students.

In closing, our outstanding staff continues to work diligently to bring quality educational programming to the students of South Portland. We remain firm in our commitment to student achievement and believe the strong community support of our parents and School Board is critical toward providing an educational foundation for the youth of South Portland. For more specific information on our plans and progress, please visit our website www.spsd.org to review our Comprehensive Education Plan as well as our State of the Schools reports.

Respectfully Submitted,



Suzanne Godin, Superintendent

SOCIAL SERVICES

South Portland Social Services has various programs including General Assistance (GA) to help residents in need. The GA program is a State mandated, municipally administered financial assistance program. It is designed to be the program of “last resort” for residents of the community who are unable to provide for their basic needs. This charge is carried out by the Social Service/GA Department, which has its office on the main floor in City Hall. The department is staffed by Kathleen Babeu, Director of Social Services, and Melissa Swett, half time Administrative Assistant/Caseworker.

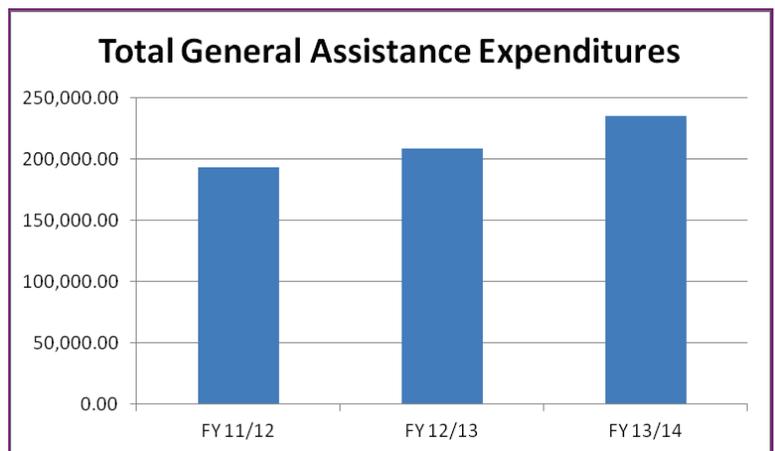
Assistance is available for basic necessities as defined by local ordinance and state statutes. Eligible applicants are either assisted through vouchers or payments made directly to specific vendors. Administrative costs for the program are paid by the community. GA costs are reimbursed by the State at a 50% rate. The municipality may receive SSI reimbursement for clients upon award. For the FY 2013/2014, reporting year, \$235,415.01 was issued to eligible recipients prior to reimbursement. The department helped 287 families and 120 children. Following are comparisons over the past three fiscal years:

Fiscal Annual	FY 2013/2014	FY 2012/2013	FY 2011/2012
Total Families Assisted	287	352	314
Total Individuals Assisted	652	743	670
Total Children Assisted	120	138	112

Through our Social Service Department, we work diligently with our clients to self-sustain utilizing a myriad of services within Cumberland County, including many incredible programs for clothing, children’s needs, food, heating and medical resources. It is truly working together that results are achieved & maintained. We work with clients to avoid evictions, maintain affordable housing and stabilize client needs for their future.

The GA Program is the most accountable assistance program in the state of Maine. Applicants must take responsibility to become self-reliant. For disabled persons, this may mean applying for disability benefits and for able-bodied persons, obtaining meaningful employment. The state of Maine hired 5 disability advocates to work as a referral basis with local GA clients. Their charge is to assist and maneuver through the paperwork & many facets of the process. With the assistance from the advocates, benefits may be assigned within a shorter period of time, therefore decreasing general assistance allocations.

There isn’t a typical client. A recipient may be an individual who is temporarily out of work due to an illness or a layoff, had a long-term disability, is employed and in an emergency situation through no fault of their own. As the economy shifts and changes, local, state and federal programs are instrumental in assisting and creating cost savings within GA. On the local level, food assistance from the First Congregational Church, South Portland Food Cupboard, and Project Feed in Portland has helped many. Our department received donations from anonymous donors, as well as the Lions Club & the Masons & Global Oil. Their ongoing support has proven invaluable to the community in crisis situations.



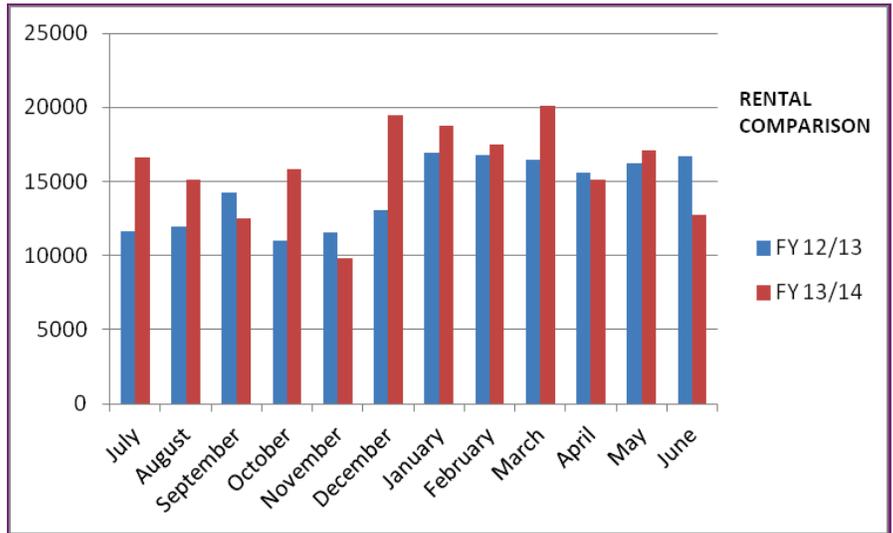
Applicants must provide verification of their income, expenses and residence, and if unable to work, medical documentation substantiating their work limitations. Applicants are required to seek work if physically able and/or to apply for assistance from any other programs that may be available to them.

The Department of Health & Human Services (DHHS) holds the key for programs such as food supplements, Maine Care, emergency assistance, alternative aid and TANF. Opportunity Alliance (formerly known as PROP) has programs including the Home Energy Assistance Program (LI-HEAP) & WIC. A thorough listing of area organizations may be found on our website:

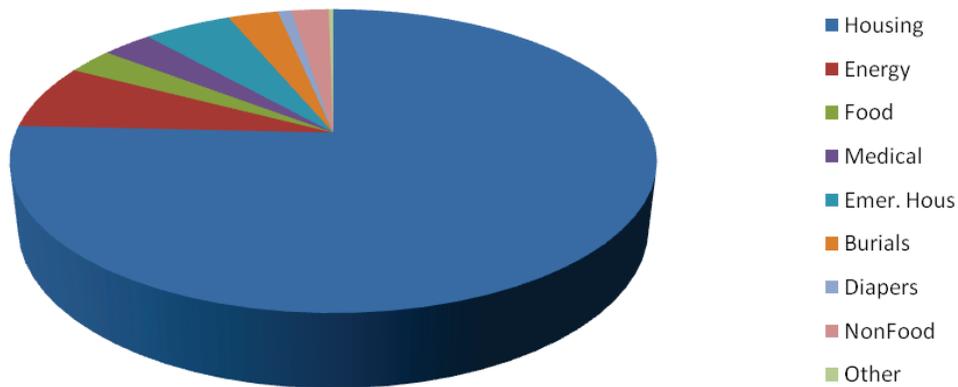
www.southportland.org.

The elimination of the Circuit Breaker program made an impact on our residents. In addition, changes were made at the state level relative to assistance for undocumented due to "The Personal Responsibility and Work Opportunity Reconciliation Act of 1996."

The City of South Portland thanks the businesses, organizations and volunteers in the community who reach out with a helping hand to assist those in need during the holidays and throughout the year. Your assistance and kindness is recognized and greatly appreciated. We encourage residents to give us a call if you have concerns or questions relative to services in South Portland. Please visit our website at www.southportland.org, where information and a thorough list of area organizations may be found. We are your helping hand to listen, guide & assist.



FY 1 General Assistance Expenditures



Respectfully Submitted:

Kathleen W. Babeu

Kathleen Babeu- Director

SOUTH PORTLAND COMMUNITY TELEVISION

Dear SPC-TV Viewers,

SPC-TV continues to improve the diversity of Public Access programming while providing access to municipal meetings via cablecast and the internet, including mobile devices.

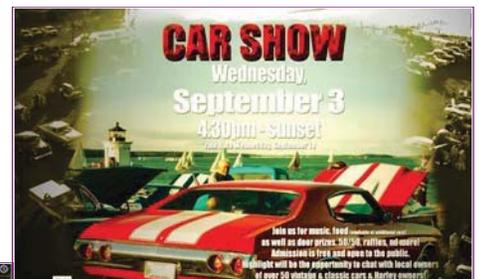
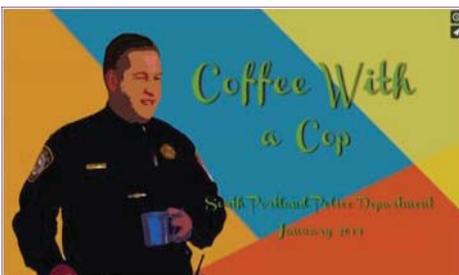
The School and Government programming was integrated onto one channel with Public Access programming on a channel of its own this past year. Municipal and School Department programming now appears on channel 2 (121-1 digital) and Public Access programming is now on Channel 3 (121-2 digital). This change insures that our Public Access free speech forum does not conflict with municipal or school programming. New equipment at the SPHS Lecture Hall allows us to transmit meetings and events live from that venue on channel 2.

One example of this was the debate regarding the Waterfront Protection Ordinance. Both sides of the issue were given many hours of free air time to educate our residents fully about the issues involved. The "South Portland Business Spotlight", the Parks and Rec Department program, "Green Scene" and the South Portland Historical Society "Evening Chat" series are three examples of local programming that informs and educates our residents while building the culture of the community.

Municipal and School meetings are archived and accessible via the internet on the City Web page, www.southportland.org click on Departments, SPC-TV. A new feature for city and school departments, non-profit organizations and qualified users will be "instant access" to our bulletin board for the purpose of uploading announcements to SPC-TV. This will take place once we make certain network changes and our new equipment is installed.

We continue to actively seek out and create new shows that reflect the diverse interests of the citizens of South Portland. In addition, SPC-TV continues to host interns from the USM Media Studies program and from Southern Maine Community College. Their excellent work is reflected in our daily programming as they build their skills and further their careers.

SPCTV Programming Examples



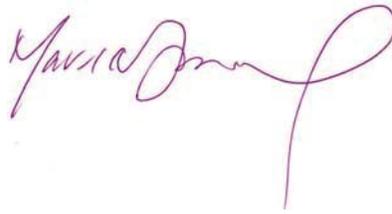
The Cable Franchise agreement with Time Warner is nearing completion and we thank those individuals who took the time to fill out the survey. Funding for SPC-TV is derived in part from the Franchise Fee that the City receives from the cable operator and the results of the survey confirmed that the vast majority indicated that is what the public wanted.

Also, continued thanks for your support and as always don't hesitate to call with your comments or suggestions at 767-7615. Complaints regarding cable rates or cable programming are outside the purview of local governments and should be addressed to your congressional representative or the FCC at this number: 1-888-CALLFCC.

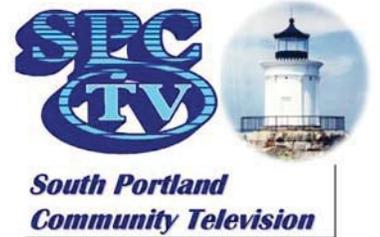
Respectfully submitted,



Tony Vigue, Manager



-W. Maurice Amaral
SPC-TV
Media Specialist



SPCTV Programming Examples



TRANSPORTATION DEPARTMENT

The South Portland Bus Service (SPBS) operates a fixed-route, public transit service throughout South Portland, into downtown Portland, and into Scarborough along the shopping area off Payne road near the Maine Mall. Three routes cover a total of 789 miles a day and provided over 278,000 passenger trips in the fiscal year ending June 30, 2014. All City buses are lift equipped and wheelchair accessible. Two new buses were added to the fleet in May 2014 to replace two buses that had reached their useful life. The SPBS connects with the Portland METRO Bus system and the Shuttlebus/Zoom service through a free transfer arrangement providing its riders a broad, regional travel area with access to the Biddeford-Saco-Old Orchard Beach Shuttle, the Jetport, Casco Bay ferries, Greyhound Bus, Concord Coach, Amtrak Downeaster, as well as medical, shopping and other high activity centers in the area.

In addition to its fixed-route schedule, the City of South Portland participates in a regional, complementary paratransit program to transport passengers whose disabilities interfere with their ability use the fixed-route system. This service is provided through a contract with the Regional Transportation Program (RTP) and provided over 2100 trips in the fiscal year ending June 30, 2014.

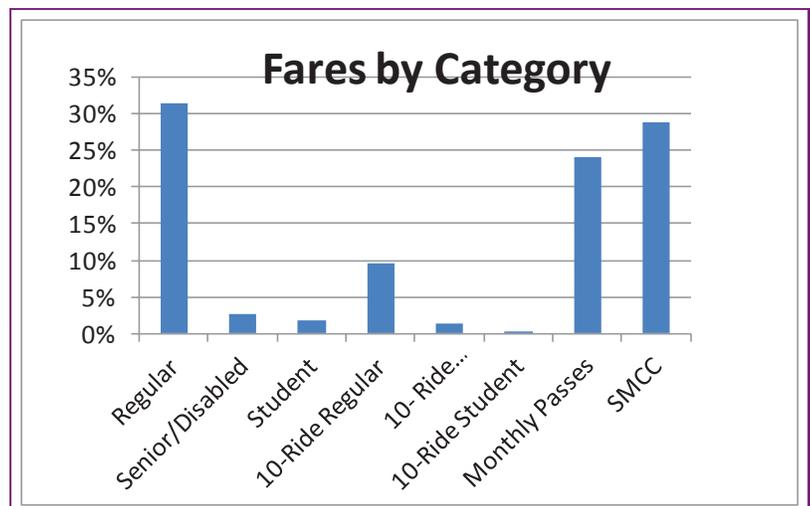
Funding for the SPBS comes from the Federal Transit Administration, U.S. Department of Transportation; Maine Department of Transportation; Community Development Block Grant Program; and the City of Portland.

The City of South Portland continues to participate in the Southern Maine Area Transportation Initiative (SMART) to assess the feasibility of and develop an implementation plan to achieve consolidation of the existing three fixed-route transit providers in the Greater Portland region. The Initiative is sponsored by the Greater Portland Council of Governments which is the Regional Transportation Planning Organization for our area. A consultant has been working on this effort. A Steering Committee has been established consisting of the three transit providers, elected officials from the affected municipalities, and other stakeholders and interested parties. The consultant is preparing responses to questions raised by SPBS and others and is expected to provide responses to those questions and its recommendations in November 2014.

South Portland Bus Service sets another record ridership total for fiscal year 2014

Total ridership on the Bus Service was 7.6% greater than in the previous fiscal year. This increase surpasses national averages for similarly sized communities. The chart below depicts the actual ridership by fare category. Note that 71% of the ridership comes from the general public through cash paid at the farebox, use of monthly passes, and use of 10-ride tickets. Another major category is the ridership from the Southern Maine Community College (SMCC) at 29%.

The increase in ridership in these fare categories had an equally positive effect on fare box recovery, with a 10.5% increase in revenue over the previous fiscal year. In FY13 fare box recovery paid for 24.8% of bus operations, and in FY14 it increased to 25.5% of total expenses. Increases in ridership and demand for new service prompted the SPBS to institute new service to Brick Hill and make a few minor tweaks to its timetable during the year.





Daily ridership on the bus.

A fleet of seven buses are on the road from 5:30 in the morning until 11:00 at night, Monday through Friday and 6:30 in the morning until 6:50 in the evening on Saturdays. There is no Sunday service. Ridership is fairly consistent weekday to weekday at about 1200 riders per day with about a two-thirds drop in ridership on Saturdays.

Bus Pass Program - Community Development Block Grants (CDBG): Working together with the City's School Department and the General Assistance office, the CDBG program provided funding for a popular and well utilized bus pass initiative. The School Department and General Assistance Office confidentially administer the process to provide free transit passes to residents of qualified households whose income is at or below 80% of median income. In FY14 we provided over 4,200 bus trips for students and adults to get to or from school, to work, to medical appointments, or shopping, including locations served by METRO.

Mill Creek Transit Hub Building: Construction of the Mill Creek Transit Hub located at the intersection of Ocean and Thomas Streets was completed in April 2014 and was formally opened on May 19, 2014. Numerous State and local dignitaries participated in the opening event. The Building (see photo below) is well utilized by riders who use the Hub as a major transfer point between bus routes and as an origin and destination for retail and other activities in the downtown and Knightville area. The building was funded in part by the Federal Transit Administration of the U. S. Department of Transportation, Community Block Grant Funds, and the City. The building is open all hours that the buses operate.

Automatic Vehicle Monitoring and Computer Dispatch Project: The Bus Service is a partner along with the Portland METRO and Casco Bay Island Ferry operating agency to plan and procure a system that will provide dispatchers and the public with up-to-date information on bus and ferry locations and arrival and departure times. The information may be obtained by the public on a dedicated web site and by mobile telephone devices. It will also facilitate rider transfers between buses and ferries in that all bus and ferry locations will be available. The project is expected to be operational in early calendar year 2015.

Respectfully Submitted

Arthur Handman, Transportation Director

WATER RESOURCE PROTECTION

Collection Systems Division

Construction Projects: Collection Systems Division staff completed 104 work orders for a wide variety of construction projects primarily to repair or upgrade portions of the sewer and stormwater systems. These projects are completed on an annual basis as part of the Department's ongoing maintenance program. For FY2013-14, just over \$230,000 was expended of which 46% was devoted to the stormwater system, 40% was devoted to the sewer system, 11% was devoted to the combined stormwater-sewer system, and 3% was devoted to projects that assisted other municipal departments (Figure 1). Staff also completed over 1,600 utility locations for other construction projects throughout the City.

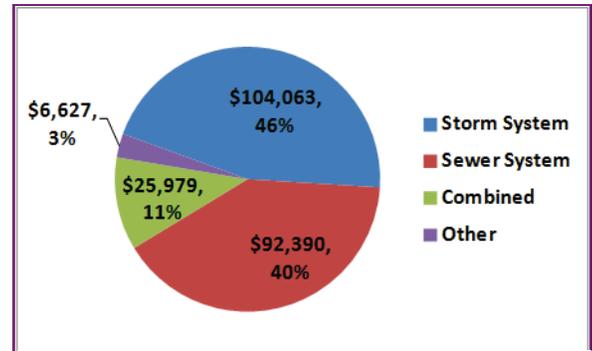


Figure 1: FY2013-14 construction project costs by infrastructure type

Catch Basin Cleaning Program: staff cleaned well over half of the publicly owned 2,800 catch basins throughout the City and removed approximately 225 tons of sand and debris for FY2013-14. The cost to complete this work compared very favorably with what the private sector typically charges to provide similar services.

Sewer Line Maintenance & TV Inspection: to assess infrastructure conditions and ensure the proper functioning of the City's underground piping systems, staff televised approximately 10.9 miles of sewer lines and a quarter mile of storm drains. Staff also hydraulically cleaned and/or removed root obstructions from approximately 7.9 miles of sewer lines.

Equipment Maintenance: staff completed 148 work orders to preventively maintain or repair a wide variety of construction equipment and vehicles used by the Water Resource Protection Department. The timely maintenance of this equipment is critical to the Department's ongoing success in protecting the City's water resources in a cost-effective manner.

Stormwater Management Program: state and federal water quality protection regulations require the City to conduct a wide variety of activities to minimize or prevent harmful pollutants from getting into stormwater runoff and entering local waterways. These activities include: conducting education and outreach efforts within the local community; hosting public events to raise awareness about pollution from stormwater runoff; monitoring the stormwater system for evidence of pollution discharges; overseeing construction activities to prevent soil erosion into local water resources; ensuring that stormwater management systems are properly maintained; and implementing good housekeeping and pollution prevention practices for municipal operations. For more details on these activities please review the [latest annual report](#) on Stormwater Management Program section of the City's webpage.

Urban Stream Restoration: the City has 5 streams that do not meet state water quality standards and for which the Maine Department of Environmental Protection (DEP) requires the development of restoration plans. This fiscal year, the City began implementing key recommendations from a DEP-funded restoration plan for Trout Brook. An "Urban Youth



Conservation Corps" (YCC) consisting of local high school students worked on nearly a dozen stream-side residential properties to install vegetated buffers and erosion control practices (Figure 2). These highly successful and popular projects will help improve Trout Brook's aquatic habitat by providing increased shading and reducing the amount pollutants that get into the stream. Several residents have already signed up for the 2015 Urban YCC program.

Engineering Division

Wastewater Treatment Facility Facilities Plan: The purpose of this evaluation was to provide a comprehensive evaluation of the capital improvement needs at the treatment plant and grit removal facilities at three remote pump stations. The planning period for the capital improvement needs is the next 20 years, and all systems have been evaluated for their suitability to handle the projected flows and loads over the 20-year period.

Memorial Middle School Athletic field drainage: Design and construct 600 feet of new underdrain piping to aid in the collection and drainage of an area adjacent to the athletic field. This project, constructed during mid-winter, was designed and constructed in-house utilizing WRP Engineering staff and WRP Sewer Maintenance crew.

Maine Mall Road Sewer Replacement: Construction Inspection for 1300 feet of new sanitary sewer along Maine Mall Road adjacent to the car dealerships and IHOP. Six new sewer manhole structures were installed and the decommissioning of one sanitary pump station.

Summer Engineering Intern: WRP, in conjunction with local schools, seeks and employs a summer engineering intern. The summer of 2014 this intern developed digital record drawings, utilizing AutoDesk Revit software, of the City's Long Creek sanitary pump station located at 463 Westbrook Street.

Sanitary Pump Station Record Drawings: WRP Engineering staff is engaged in an ongoing effort to incorporate all of the City's sanitary pump stations into a digital format utilizing AutoDesk Revit 3D modeling software. In 2014, Main Street pump station, Mechanic Street pump station, Willard Beach pump station and SMCC #2 pump station were completed.

WWTF Motor Control Center Documentation: Efforts were made to document and adequately label all the Motor Control Centers (MCC) at the treatment plant and its surrounding structures. This effort is part of a larger effort in support of an electrical arc flash and lock-out tag-out policy. Record drawing documentation is a vital portion of the graphical information required for proper execution of electrical work and implementing a proper lock-out tag-out procedure.

Winding Way Sanitary Pump Station: The sanitary pump station located at 44 Winding Way was upgraded with 2 new sanitary pumps. WRP staff did extensive field investigations and design documents to determine the exact requirements for the purchase and installation of these pumps. Given the extremely limited space and existing piping configurations, precise dimensions and sizing was crucial to being able to install these new pumps. These efforts were proven advantageous by the successful installation of these two new pumps.

GPS/GIS Survey equipment purchase: WRP purchased a Leica Zeno GIS Rover. This Rover has the ability to collect engineering survey grade information to be utilized during the design process of a specific project. In addition to its survey capabilities, this Rover will allow precise verification of items being installed during construction. This enables the person overseeing the construction the ability to gain real-time accurate information to verify proper installation of items as well as collection valuable as-built information to be incorporated into the record drawings post construction.

Electronic Document Storage Architecture: WRP created and maintains a specific location on the City's IT servers for the storage of computer aided design (CAD) project files. In 2014 this server location and its file storage protocols were expanded and implemented to include Parks and Recreation and Public Works departments. The intention being these departments will now utilize this server drive to store their projects consistent with the standards and nomenclature currently used.

WRP Storm Drain replacement/separation projects: WRP Engineering staff completed the design of three storm water projects.

- Sokokis Street storm water drain manhole replacement
- Sandy Hill Road storm water separation project
- Southeast Street storm water separation project

These projects were designed in-house by the Engineering staff and will be constructed by the WRP Sewer Maintenance crew.

WRP Major Construction Projects: Water Resource Protection Department completed the construction of 3 major projects in 2014. These projects consisted of lengthy construction times and required continuous in depth oversight by WRP staff and its consultants.

These projects are:

- Thornton Heights utility reconstruction project
- Gorham Road/Maine Mall Road storm water runoff mitigation
- WWTF Operations Building Interior Renovations project.

Treatment Systems Division

Removal Efficiency: The South Portland Water Resource Protection operations and maintenance staff was responsible for the pumping and treatment of 2.19 billion gallons of wastewater, an average influent flow of 6.01 million gallons per day. A total of 2.06 million pounds of BOD (biological oxygen demand) and 1.75 million pounds of TSS (total suspended solids) were removed from the wastewater before discharge into Casco Bay. This results in 95% removal efficiency for both BOD and 91% removal efficiency for TSS.

Biosolids: The treatment process generated a total of 1.9 million pounds of biosolids residuals (landfilled or composted by Casella Wastes). This indicates a sludge yield of .92 pounds of sludge for every pound of BOD removed.

Compliance: Out of a total 1,744 Maine DEP required reporting points, the wastewater treatment plant achieved a 100% compliance with all BOD, TSS, Chlorine residual, effluent toxicity, nutrient and effluent coliform requirements.

Bypass Events: The treatment plant experienced a total of 7 secondary (CSO) bypass event days with a total of 20.37 MG due to extreme high flow events brought on by some significant rainfall.

Industrial Wastewater: A total of 328 million gallons of Industrial Wastewater was received from the 6 permitted Industrial Users in the City. A total of 437 thousand pounds of BOD and 71 thousand pounds of TSS were discharged into the City's wastewater collection system from these industrial users. The Industrial Pretreatment Compliance Administrator has been working towards standardizing and streamlining of the Industrial User permitting and billing process.

Maintenance repairs and improvements: A number of maintenance repairs and improvements including replacing the wastewater pumps at Winding Way pump station and installing a poly pig launcher for the Winding Way force main cleaning, repairs to the # 2 duty pump at Long Creek pump station, replacement of the garage doors at the WWTP with doors that have insulated panels for energy savings. The City's DEP MEPDES discharge permit application was submitted and accepted. We are awaiting approval. Additionally, the maintenance department completed 121 corrective and 73 preventive treatment plant work orders, 84 corrective and 69 preventive pumping station work orders and 57 additional stand-by generator work orders and cleaned pumps plugged with debris such as 'flushable' wipes 46 times.

Emergency Alarms: In addition to their daily duties, the operations department responded to 83 after-hours emergency alarms (emergency alarms include treatment plant and pump station high flows due to heavy downpours, plugged pumps from such things as improperly flushed cleaning products and general aging equipment issues such as motor

failures and the occasional power failure.)

Staff News: Frank Moulton, formerly a Maintenance Mechanic, was promoted to Maintenance Supervisor after a very competitive selection process, Andrew Coughlin, a former summer help employee, was hired as Maintenance Mechanic and Colleen Mitchell was hired to replace retired Pam McCarthy as Administrative Assistant.

Building Improvement: A long anticipated, much needed update to the facility locker room, break room and heat plant with energy efficient boilers was begun and is nearing completion in the very near future.

Respectfully Submitted,



Patrick Cloutier, Director

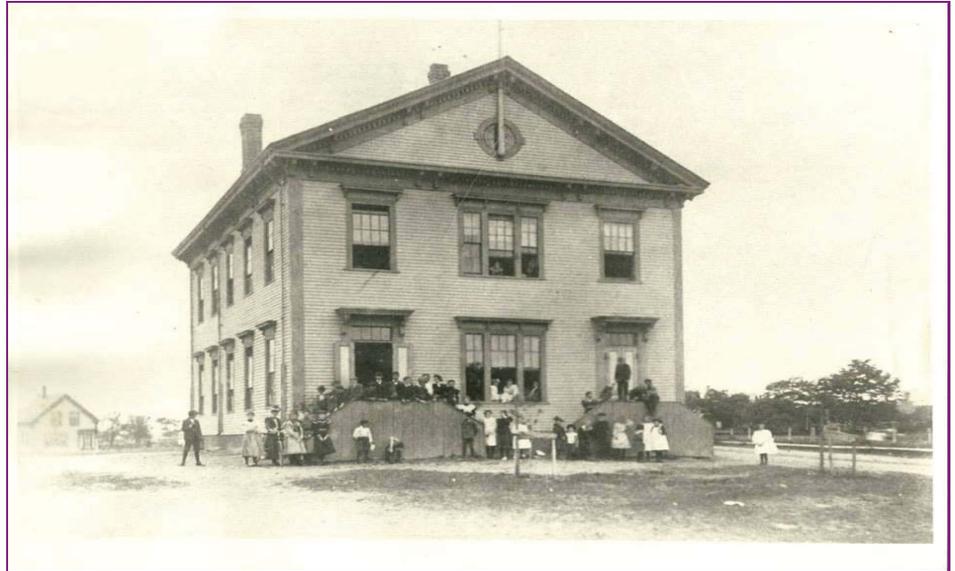


A LOOK BACK— A HUNDRED YEARS AGO

Annual Report 1913/1914

City Council

Mayor	John A. S. Dyer
Ward 1	Daniel P. Cobb
Ward 2	Walter E. Brown
Ward 3	Charles E. West
Ward 4	Patrick F. Foley
Ward 5	Howard P. Knight
Ward 6	Clement V. Morse
Ward 7	Henry E. Cash



Willard School. Compliments of the South Portland Historical Society

City Clerk

Births 162
Deaths 159
Marriages 98

Assessors

Total amount of property valued by the Assessors is : \$4,545,130.00

City Officers

Judge of Municipal Court	Edward C. Reynolds
City Clerk	Woodbury P. Harrington
Collector and Treasurer	Joseph F. Chaplin
City Auditor	Cornelius J. McCann
Commissioner of Public Works	William M. Burgess
City Solicitor	Lauren M. Sanborn
City Physician	Frank H. Jordan
City Electrician	Charles E. Brimecombe
Inspector of Buildings	Frank F. Coombs
Superintendent of Schools	Simon M. Hamlin
Chaplain	Rev. Frank W. Smith
Sealer of Weights and Measures	William A. Blake

Public Works

Streets Oiled:
Ocean Street, from Summer to Cape Elizabeth Line
Cottage Street, from Highland Ave. extension to Meetinghouse Hill
Broadway, from Cottage Street to Sawyer Street
Summer Street, from Kelsey to Burnham Street
About 500 feet, on Summer Street, near Anthoine Bridge
Brown Street, from Lincoln Street to Railroad Crossing
Lincoln Street, From Brown to Main Street

Board of Registration

Ward 1	233
Ward 2	260
Ward 3	281
Ward 4	244
Ward 5	192
Ward 6	256
Ward 7	289
Total	1755

A LOOK AROUND THE CITY



Thank you to Denise Michaud and the South Portland Historical Society for some of the photos displayed in the Annual Report.



www.southportland.org