

*Making All*



*Things Possible*

***Annual Report  
for  
FY 2006/2007***





# Dedication

This City of South Portland's Fiscal Year 2006/2007 Annual Report is being dedicated to Jim Ambrose.

Jim worked for the City of South Portland in the Public Works Department as a Heavy Equipment Operator for 43 years. He has been described by his former co-workers as the consummate professional with an incredible work ethic and a man who took great pleasure in his work. For as large as his smile was, so was his infectious laugh. Jim was a true friend to those who knew him, and his family was his main priority in life. The Public Works Department will miss Jim's dedication and good-hearted nature for years to come.

In May of 2006, Jim Ambrose passed away shortly after reporting to work, surrounded by his co-workers and friends. Although shock and sadness still echo within the department, his colleagues are comforted by the fantastic memories they have of Jim from his many years of service with the City of South Portland.

It is with great pleasure and fond remembrance that we are proud to dedicate this Annual Report in Jim's memory.



*Jim Ambrose*

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## Council Meeting Schedule

Council Meetings are held in the City Hall Council Chambers on the 1<sup>st</sup> and 3<sup>rd</sup> Monday of each month and begin at 7:00 P.M. Council Meetings are aired live on SPCTV, Channel 2 and replayed the following Wednesday afternoon.

Council Workshops are held at the South Portland Community Center on the 2<sup>nd</sup> and 4<sup>th</sup> Monday of each month and begin at 6:30 P.M.

Meetings are held on Wednesday night if Monday is a holiday.

## Board and Committee Meeting Schedules

The Planning Board meets on the 2<sup>nd</sup> Tuesday of each month, and on the 4<sup>th</sup> Tuesday, when necessary.

Board of Appeals meets the 4<sup>th</sup> Wednesday of the month at 7:00 P.M. in the Council Chambers

School Board meets the 2<sup>nd</sup> Monday of the Month at 7:00 P.M. in Council Chambers  
(Wednesday if Monday is a holiday)

Library Advisory Board meets the 2<sup>nd</sup> Monday of the month at 7:00 P.M. in the Main Library

# City of South Portland, Maine Principal Executive Officers

## *City Council*

(December 2006 - December 2007)

*Claude V.Z. Morgan, Mayor*

*Ralph Baxter, Sr.*

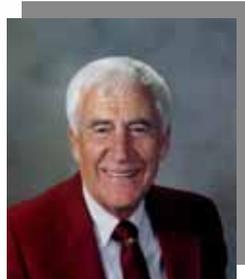
*James Hughes*

*Maxine Beecher*

*Katherine Loring*

*Linda Boudreau*

*James A. Soule*



## *Council Staff*

*Thaddeus Jankowski, City Manager (September 2006 - May 2007)*

*James Gailey, City Manager (Nov. 2007 - present)*

*(Acting City Manager, May 2006 - Sep. 2006 / May 2007 - Nov 2007)*

*(Asst. City Manager, Sep. 2006 - May 2007)*

*Mary Kahl, Corporation Counsel*

*Susan Mooney, City Clerk*

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

# A Letter From

Dear Friends:

**I** am pleased to report to the residents of South Portland that policymakers and staff continue to improve the City's financial health in a controlled and responsible way—while simultaneously advancing a consistent and conscientious social policy.

Each year, the City Council tackles a number of new policies that reflect your values and needs.

This year, Councilors embraced policies that promote a strong financial position for our future while ensuring tangible improvements in our quality of life here in South Portland.

**H**ere is a snapshot of those new policies.

Councilors began a thorough examination of our hiring and retention practices in the police department, which is currently staffed with the same number of sworn officers hired in the 1970s. This review comes at a time when the number of calls for service in our community is increasing while the number of eligible candidates entering local police forces is declining. To address these trends, the Council authorized the hiring of two new positions in FY2008. A mayoral committee of community stakeholders is recommending a number of new measures—including the hiring of an additional three officers by 2010—to keep our department competitive as we attempt to attract, hire, and retain the finest sworn officers in the region. Hiring new police officers will provide our men and women in uniform the tools they need to keep our community safe. It also ensures future investment in the City as we demonstrate our commitment to meeting new challenges and demands in our community.

Councilors also began lobbying this year for long-overdue financial investments from the State and federal government. South Portland is one of the State's largest tax contributors—and one of its least represented beneficiaries in the current state revenue-sharing formula. One glaring example of this inequity is found in the funding we receive from Augusta for our schools. Our neighbors are receiving, in many instances, three times what we receive for each student in the public school system. And yet we generate the lion's share of taxes in Maine, which, in turn, subsidizes school districts across the State. The City Council is now seeking to address this inequity in Augusta. We are also asking our congressional delegates in Washington, DC to assist us as we seek funding for a major highway project that will impact the economy of the entire Northeast region of the United States. Demanding better representation in both capitals is clearly good policy, and one that the Council plans to pursue in the future.

The Council is always looking for policies that address both the City's financial concerns and its social responsibility. And no issue offers a better marriage of money and social conscience than environmental stewardship. Promoting a comprehensive environmental policy citywide is clearly in the best interest of our community. And clearly, it makes sense: The more the City reduces its dependence on oil and improves the energy efficiency of its infrastructure, the more we can invest in economic and social programs that increase the value of our community.

# the Mayor

These are only a few of the policies the City Council addressed this year. Councilors believe these policies are rooted in the values of our community and completely consistent with the City Manager's effort to address the long-term health of our economy and social assets. Seeking a larger portion of revenue shares from the State is both fair and equitable. Strengthening ties to our congressional delegation increases the City's likelihood of receiving federal funding in the future. And since we drive much of the region's economic engine, it behooves the City of South Portland to remind the State and federal government that we are able to maintain this robust engine *only* through external contributions and wise, regional investment.

The City Council believes that these policies are based in sound economic and social principles. And we believe that—through our actions and initiatives this year—we are improving the City's long-term economic and social well being.

Sincerely,  
Mayor Claude VZ Morgan



*Claude VZ Morgan, Mayor*

# A Letter From

It is with my pleasure that I present to the City Council and citizens of South Portland the annual report on the operations and financial conditions of the city government for the fiscal year from July 1, 2006 to June 30, 2007.

This year's report is the first report since 1995 and only the second report since the late 1980's. With the infrequency of the annual report over the last twenty years, I have asked departments for key accomplishments over this time to be included in the back of this year's annual report so that history can be documented. Understanding when key accomplishments took place is important for us to understand our history.

Fiscal year 2007 was a year of change. In April of 2006, Jeffrey K. Jordan the city manager since 1995 left his position. From May to September of 2006, I served as interim city manager filling the position until the City Council hired from outside. In September of 2006, the City Council appointed Thaddeus J. Jankowski Jr. as the new city manager. Having municipal experiences in Boston, Portsmouth, and Worcester, Mr. Jankowski came to South Portland with ideas and different experiences from other out of state municipalities. Mr. Jankowski served the city for eight months, leaving the City in May of 2007. Again, I served as acting city manager during the time the City Council went through the process of selecting a new manager.

## **Important Accomplishments of Fiscal Year 2007**

- Collaborated with the City of Portland & Cape Elizabeth for combined dispatch and Public Service Answering Points (PSAP) services.
- Continued to work towards "greening" our community through bio-fuels, LED lighting (11,175 new LED Christmas lights for Mill Creek Park), fuel efficient vehicles, and carbon credits.
- Drafted and successfully lobbied the State Legislature on LD 645 Municipal Energy Program.
- Vietnam War Traveling Memorial visited the SMCC Campus for three days.
- Reconstructed the Greenbelt Walkway from the Casco Bay Bridge to Pearl Street.
- Finished the 2.1 million dollar Pleasantdale Sewer / Stormwater Separation Project.
- Successfully negotiated a land swap for the acquisition of 8+ acres of Sawyer Marsh.
- Submitted to Congress a special earmark funding request for \$500,000 for engineering services to review the feasibility of a southbound ramp at Exit 4.
- Worked diligently towards amending Chapter 24 Subdivisions and Chapter 27 Zoning.
- Handled the Patriot's Day storm of 2007, resulting in thousands of dollars of damage to our coastline and public infrastructure.

# the City Manager

Finances in South Portland are strong, although we continue to monitor closely based on the tight budgets we live under. At the recommendation of our outside bonding company, we increased our reserves and undesignated fund balance in hopes of securing our AA1 bond rating. We will continue to explore ways of protecting this bond rating.

The City had total net assets of \$141,045,351 at the end of FY 2007. With a general fund total assessed value of approximately \$3.736 billion in FY 2007, South Portland had a relatively low tax rate of \$13.10 for the size of our community and the services provided. Keeping the tax rate down is a challenge every year for staff and the City Council. The Homestead Exemption accounted for \$73,658,000 in real estate exemption in South Portland in FY2007. In November of 2006 the State of Maine voted down the TABOR tax-cap initiative, a follow-up tax-cap initiative to Palesky. Here in South Portland the citizens voted 6195 to 4095 on the Tabor tax-cap initiative. However, all municipalities still live under LD 1 which puts a cap on municipal budget growth. TABOR and Palesky would have made immediate budget constraints; however, LD 1 will have the same affect, only LD 1 will take a few years to experience the full effect. In a short time South Portland will find itself in need of major institutional changes, which will be forced by the requirements set forth under LD 1. The rebirth of South Portland and how we do things will need to be looked at in hopes of providing the same level of service, while at the same time reducing costs through efficiency.

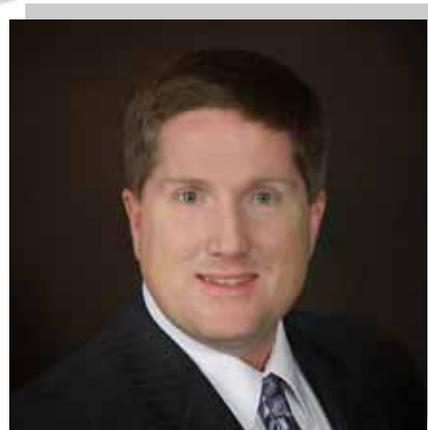
One of our major initiatives of the year was the collaboration with Portland and Cape Elizabeth for combining dispatch and PSAP services. In October of 2006, the City of South Portland and the Town of Scarborough made a request to the Public Utilities Commission to remain their own individual PSAPs. The Public Utilities Commission denied both requests and extended the time period one-year for both communities to develop a PSAP consolidation plan. South Portland moved towards consolidating with the City of Portland. As part of the consolidation, Portland, Cape Elizabeth, and South Portland will combine services that would result in Portland handling PSAP and police calls for service, while South Portland's dispatch center will handle fire and ambulance calls for service.

I have mentioned only a few accomplishments this great city experienced over the last year. I encourage you to read this annual report and learn more about your community and your government.

I would like to take an opportunity to express my sincere thanks to the South Portland City Council for the kind of cooperation, help, and confidence they have given me during 2006/2007, and to the state's most talented department heads and employees of the City for their excellent job they have done in the mission of our organization.

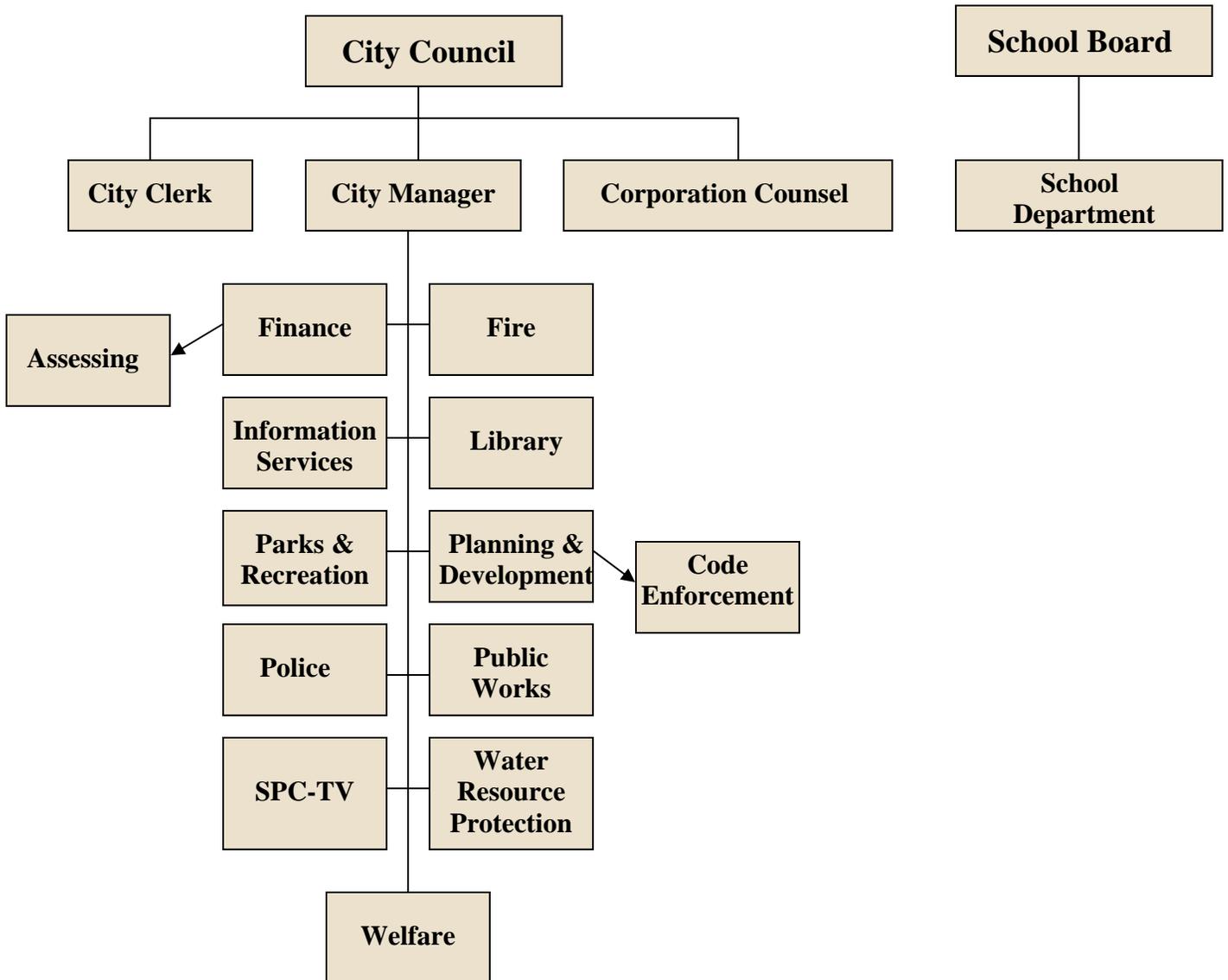
Respectfully submitted,

James H. Gailey, City Manager



*James H. Gailey, City Manager*

# City of South Portland Organization Chart



# City Clerk's Office

**City Clerk:** Susan Mooney  
**Asst. City Clerk:** Karen Morrill  
**Licensing Admin:** Jennifer Scholz

City Hall, Room 107  
 25 Cottage Road

**Phone:** (207) 767-7601  
**Fax:** (207) 767-7620  
**E-Mail:** smooney@southportland.org

## Records

One of the primary responsibilities of the municipal clerk's office is the care and preservation of municipal records. The Clerks Office maintains the schedule for all municipal meetings, keeps records and minutes of all City Council proceedings and uploads all of the information to the city web site.

## Elections

The Clerk's Office utilized the new Secretary of State's Centralized Voter Registration software for the November 7<sup>th</sup>, 2006 General Election. In addition, accessible voting equipment was installed and available, however, no one used it. In addition to the election of Council and School

Board members, a paving bond for \$500,000 was turned down by the voters by a narrow margin of 4,808 yes votes and 4,983 no votes. In June, 2007 the State called for a Special Election to obtain approval for two bond issues. The turnout for the election was very low with 1,398 of the total 18,165 registered voters casting ballots.



City Clerk Susan Mooney swearing in new South Portland Police Officers

OFFICIAL ELECTION RESULTS 11/07/06						
Turnout	57.22%					
					Democrats	7,185
					Republicans	4,354
					Green	534
					Un-enrolled	6,367
					<b>Beginning of the Day - Total Registered Voters</b>	<b>18,440</b>
	DISTRICT	DISTRICT	DISTRICT	DISTRICT		
	ONE	TWO	THREE/FOUR	FIVE	CENTRAL	TOTAL
Total Votes Cast	1587	1519	3018	1572	2855	10551
LOCAL MUNICIPAL ELECTION						
CITY COUNCIL - DISTRICT THREE						
	De Angelis, Rosemarie	755	722	1257	648	1268
	Soule, James A.	683	679	1561	795	1347
CITY COUNCIL - DISTRICT FOUR						
	Beecher, Maxine R.	1063	1050	1953	1027	1889
	Maietta, Vincent A.	365	336	839	418	725
BOARD OF EDUCATION - DISTRICT THREE						
	Eastman, Michael J.	1195	1189	2458	1320	2248
BOARD OF EDUCATION - DISTRICT FOUR						
	Gilboy, James H.	1141	1151	2342	1265	2098
BOARD OF EDUCATION - DISTRICT FIVE						
	Gato, Stacy P.	1156	1159	2330	1298	2118

## Licenses

In addition to marriages, births, deaths and business licenses the department tracks about 1,715 dog licenses annually. The clerk's office is a Passport acceptance agency and 567 were processed through the office between July 1st of 2006 and June 30<sup>th</sup> of 2007. The staff processes passports for both residents and non resident and the number of applications has increased significantly over the last few years from 317 in 2003/2004, 347 in 2004/2005, and 425 in 2005/2006. The City receives \$30.00 for each application processed.

	2006/2007	2005/2006	2004/2005	2003/2004	2002/2003	2001/2002
Marriages	176	176	177	183	184	293
Births	317	310	302	312	266	292
Deaths	217	206	208	206	215	241

The South Portland Legal Department is staffed by one attorney, the City's appointed Corporation Counsel, and one secretary. Additional funding is provided in the annual budget for outside counsel, hired by the City Council in circumstances where particular expertise is required or Corporation Counsel has a conflict of time or interest. The Legal Department is the central location where all legal issues before the City are managed and overseen.

The cost to run the City's in-house Legal Department equates to less than fifteen hours a week of a private attorney's time. In addition to cost efficiency, in-house counsel is available in City Hall to proactively advise City officials and employees in an effort to ensure compliance with laws and decrease financial risk.

One of the great challenges in municipal law is the variety of legal subjects. The Legal Department handles questions ranging from taxation to insurance, personal injury to civil rights, constitutional law to election law, employment law to contracts, property rights to environmental law. Local, State and Federal law are all applicable.

Activities in the Legal Department can be divided into three approximately equal parts: litigation, City Council and board representation, and advising City departments on day-to-day operational issues. The Legal Department secretary handles the processing of all insurance claims as well as other clerical and administrative matters. While the Legal Department does not deal directly with members of the public as a significant portion of its activities, it does attempt to be user-friendly and responsive to citizen questions and concerns.

Litigation in the City is varied. When a person sues the City for money damages, and the case is covered by insurance, the insurance carrier will generally refer the case to outside counsel. In these cases, although the Legal Department does not represent the City in court, it does track the cases and act as liaison among outside counsel, the City Council and affected City employees. Many types of cases not involving money damages -- such as appeals of decisions

“Community lawyering” is considered to be a positive for public law offices. The South Portland Legal Department subscribes to this concept. Its chief community activity is overseeing the City's annual Art in the Park Show, a favorite summertime event for artists and the public.

Litigation handled by the City's Corporation Counsel during this fiscal year included multiple appeals of Board of Appeals decisions on variance applications by one family in the Willard Beach neighborhood, and continued work on the Wainwright case, including attending numerous depositions and researching and drafting a motion for summary judgment. Significant non-litigation matters during this fiscal year included continuing issues regarding the closure of the end of Edgewood Road, numerous Freedom of Access requests from the media, and assisting with personnel matters during the transitions in the Human Resources Department. The Legal Department maintains a current list of City litigation. The City's Litigation List is a public record and is available on request.

## Corporation Counsel

**Corporation Counsel:** Mary Kahl  
**Secretary:** Mary Perry

City Hall, 2nd floor  
25 Cottage Road  
South Portland, ME 04106

**Phone:** (207) 767-7605

**Fax:** (207) 767-7620

**E-Mail:** mkahl@southportland.org



*Art in the Park*

# Finance Department

**Finance Director:** Robert Coombs  
**Assessor:** Elizabeth Sawyer  
**Controller:** Tracey Roy  
**Purchasing Agent:** Colleen Selberg  
**Office Manager:** Susan Borelli

**Finance:** City Hall, Room 100  
 25 Cottage Road

**Phone:** (207) 767-7612

**Fax:** (207) 767-7620

**Assessor:** 41 Thomas Street

**Phone:** (207) 767-7604

**Fax:** (207) 347-3062

The Assessing Office is responsible for the appraisal of all South Portland properties for *ad valorem* (according to value) tax purposes. The assessing office maintains a repository of information about real and personal property, including property records, deeds and maps.

Properties as of April 1, 2006, were classified as follows:

*Summary: Taxable and Exempt Property:*

Type	Number of Parcels	Assessed Value (\$)
Residential	7739	1,720,126,700
Multi-Family	886	327,525,100
Commercial	627	1,147,899,800
Industrial/Utility	157	336,807,300
Exempt	414	423,468,400
<b>Total Real Estate</b>	<b>9854</b>	<b>3,955,827,300</b>
Personal Property	1394	423,468,400
<b>Total Value</b>		<b>4,442,850,800</b>

*Summary: Exempt Property:*

Type	Number of Parcels	Assessed Value (\$)
Homestead	5666	73,658,000
Veterans	782	3,997,000
Blind	25	100,000
Parsonages	7	140,000
United States	3	8,861,900
Municipal	258	286,482,200
Portland Jetport	1	102,200,100
State of Maine	38	85,462,100
Charitable/Literary & Scientific	61	9,135,700
Fraternal Organizations	4	581,600
Religious	15	16,635,100
Portland Water District	20	878,000
Housing Authority	21	28,440,800
<b>Total</b>		<b>155,306,600</b>

The tax rate was set at \$13.10 per thousand of valuation with an assessment ratio of 100%. Interest on overdue taxes for 2006-07 is 11.00% per annum.

In 2006, the assessing department completed a major project and again revalued all properties in compliance with the Maine Constitution and Statutes. I would like to thank the City Council, the citizens of South Portland, and particularly the assessing staff for the cooperation, patience, and hard work that the revaluation required.

Department employees are Elizabeth Sawyer, Assessor; Appraisers Andrew Kriger, CMA Dean Prindle, CMA and Robert Tripp, CMA and Nanette Cobbett, Assistant to the Assessor. Office hours are Monday through Friday, 8:00 a.m. to 4:30 p.m. Our telephone number is 767-7604, and we invite citizens to visit us on the web and view property information at [www.southportland.org](http://www.southportland.org).

Elizabeth Sawyer, CMA  
 Assessor

## *Report of the Finance Department*

The main responsibilities of the Finance Department and the major indicators of the City's financial condition are presented below and in the following pages.

### **The Finance Department is responsible for four major functional areas:**

#### *Accounting and Financial Reporting Division*

- Processes 28,000 invoices and issues 12,000 accounts payable checks for all municipal and school departments
- Processes and issues 200 1099's
- Records all financial transactions
- Produces monthly, quarterly, and year-end financial and budgetary reports
- Reconciles withholding and agency accounts, taxes and accounts receivables, and bank statements
- Performs internal audits
- Processes and issues 42,000 payroll checks/direct deposit advices and 1,650 W2's for all municipal and school department employees in weekly, biweekly, monthly, and quarterly payroll cycles
- Remits and accounts for federal and state income taxes, social security and Medicare taxes, and multiple retirement plans and other payroll withholding remittances
- Handles risk and insurance analysis and purchasing
- Serves as the depository for municipal contracts

#### *Treasury and Tax Collection Division*

- Collects real and personal property taxes from 10,000 accounts four time per year
- Collects excise taxes and registers 23,000 automobiles and 1,000 boats while serving as a full state motor vehicle agent processing both automobile re-registrations and new registrations
- Collects sewer user and parking ticket fees, as well as miscellaneous accounts receivable
- Responds to 50 telephone calls per day from closing companies, mortgage companies and citizens
- Collects over \$80 million in revenues annually while serving as the central depository for all funds from municipal and school departments
- Manages cash and investments
- Responsible for debt issuance and reporting

#### *Purchasing Division*

- Handles the purchasing or contracting for all supplies, contractual services and improvements needed by all municipal or school departments
- Processes 3,600 paper purchase orders totaling \$11,000,000 and 10,500 credit card purchases totaling \$1,400,000
- Assists municipal and school department with the development of bid specifications
- Issues formal bids for purchasing or contracting for supplies, services, and improvements costing more than \$10,000
- Administers purchasing card program for all municipal and school departments

#### *Assessor's Division*

- Responsible for the valuation of approximately 9,700 residential and commercial real estate accounts and 1,500 personal property accounts with a combined state assessed valuation of \$3,642,750,000
- Maintains records of property ownership
- Processes tax exemptions for veterans, veteran's windows, the blind, and homestead properties
- Assists residents with completing the application for the Property Tax and Rent Refund program
- Provides contract assessing services to the City of Westbrook including the valuation of approximately 6,200 residential and commercial real estate accounts and 850 personal property accounts

## Major indicators of the City's financial condition:

### *Fund Balance*

The key indicator of the City's financial condition is the size of its unreserved, undesignated fund balance. South Portland's "General Fund - Unreserved, undesignated - City" fund balance as of June 30, 2007 was \$7,045,598. This represents an \$887,647 increase over last year's balance. The increase was caused primarily by higher than projected excise tax and building permit revenues.

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

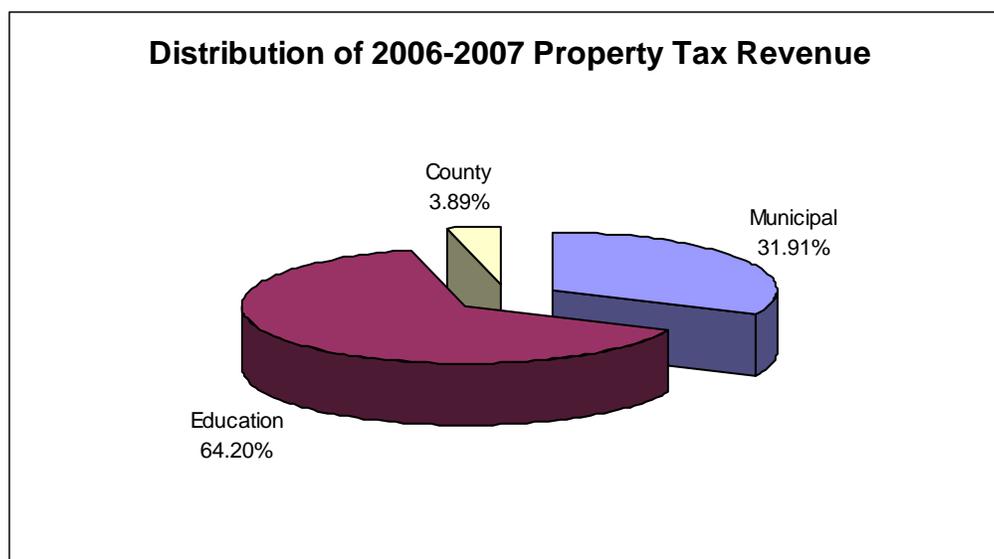
The fund balance should not be understood, however, as cash on hand or a pure "surplus". There are a number of encumbrances against fund balance, such as reserves for receivables (unpaid taxes), and a recommended minimum cash reserve to cover potential emergencies.

### *Tax Rate*

The property tax rate for fiscal year 2007-08 is \$13.69 per thousand dollars of valuation. This represents a 4.5% increase over the prior year's rate of \$13.10 per thousand. The components of the tax rate for fiscal years 2006-07 and 2007-08 are as follows:

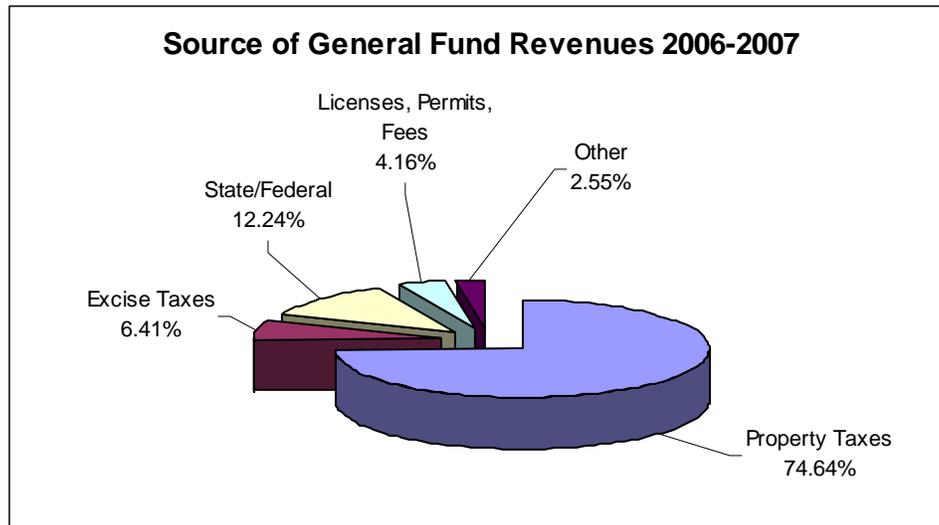
	2006-07	2007-08
Education	\$ 8.41	\$ 8.71
Municipal	\$ 4.18	\$ 4.46
County	\$ 0.51	\$ 0.52
Total	\$13.10	\$13.69

In fiscal year 2006-07, educational services accounted for 64.20% of your property tax dollars, while municipal and county services required 31.91% and 3.89% respectively. Therefore, for every tax dollar paid in 2006-07, 64.19 cents paid for educational services, 31.91 cents paid for municipal services, and 3.89 cents paid for county services.



In fiscal year 2007-08, educational services account for 63.62% of your property tax dollars, while municipal and county services require 32.58% and 3.80% respectively.

Like other municipalities, South Portland continues to rely heavily on property taxes for the support of municipal services. For the fiscal year ending June 30, 2007, property taxes accounted for almost 75% of total general fund revenues.



The City's tax collection rate remained high during 2006-07. Collected taxes for the year ending June 30, 2007 were 98.56% of the City's total tax commitment. This continued high collection rate reflects the ongoing strength of the local economy.

### ***Debt Service***

During fiscal year 2006-07, the City retired \$3,235,000 in long-term debt and issued \$500,000 in new debt resulting in a decrease in total bonded indebtedness of \$2,735,000. The \$500,000 in new general obligation bonds was issued to fund paving projects in the City.

The City is subject to a statutory limitation, by the State of Maine, of its general long-term debt equal to 15% of the State's valuation of the City. At June 30, 2007, the statutory limit for the City was \$546,412,500. The City's outstanding long-term debt of \$29,790,000 at June 30, 2007 was equal to 0.76% of valuation or \$516,662,500 less than the statutory limit. The City's debt/valuation ratio of 0.76% is also well below the 3-5% generally accepted maximum debt level that prudently should be carried.

### ***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.

As part of the City's borrowing process, the City has its credit rating periodically reviewed by two major credit rating agencies, Moody's Investors Service and Standard & Poor's. We are pleased to report that in 2007, the City maintained its high "Aa1" rating from Moody's due to "the City's mature tax base with a strong commercial and industrial presence, resident income levels that slightly exceed state medians, healthy financial position augmented by a substantial capital projects fund and modest debt burden." This ratings place South Portland in the top 3% nationally.

In 2007 the City had its credit rating review by Standard & Poor's for the first time. From this initial review, the City received a high 'AA' rating from Standard & Poor's that reflects the City's "strong economic position in the

## ***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](http://www.southportland.org), at the South Portland Public Library, or at the Finance Department in South Portland City Hall.

## **Acknowledgements:**

### ***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.



*Greenbelt Walkway*

**CITY OF SOUTH PORTLAND, MAINE**

**Statement of Net Assets**

**June 30, 2007**

	<b>Governmental Activities</b>	<b>Business-type Activities</b>	<b>Total</b>
<b>ASSETS</b>			
Cash and cash equivalents	\$ 32,806,179	-	32,806,179
Investments	14,748,078	-	14,748,078
Receivables, net of allow. of \$539,025 and \$89,289	1,109,234	466,258	1,575,492
Taxes receivable	1,004,707	-	1,004,707
Tax liens and acquired property	265,551	-	265,551
Prepaid expenses	3,101	6,252	9,353
Inventory	19,361	-	19,361
Internal balances	(7,359,161)	7,359,161	-
Restricted assets, cash	50,000	-	50,000
Capital assets, not being depreciated	11,581,372	3,657,253	15,238,625
Capital assets, net of accumulated depreciation	71,406,441	44,942,250	116,348,691
	<b>Total assets</b>	<b>56,431,174</b>	<b>182,066,037</b>
<b>LIABILITIES</b>			
Accounts payable	1,214,358	75,153	1,289,511
Accrued liabilities	505,021	3,320	508,341
Accrued interest	314,344	28,607	342,951
Accrued workers' compensation	125,000	-	125,000
Accrued teachers' summer salaries	2,603,552	-	2,603,552
Non-current liabilities:			
Due within one year	2,949,108	305,000	3,254,108
Due in more than one year	28,483,903	1,468,215	29,952,118
	<b>Total</b>		
	<b>liabilities</b>	<b>1,880,295</b>	<b>38,075,581</b>
<b>NET ASSETS</b>			
Invested in capital assets, net of related debt	60,871,026	47,074,503	107,945,529
Restricted for:			
Permanent Funds - Nonexpendable principal	173,799	-	173,799
Permanent Funds - Expendable	61,070	-	61,070
Tax Increment Financing	5,566,700	-	5,566,700
Capital	988,423	16,387	1,004,810
Unrestricted	21,778,559	7,459,989	29,238,548
	<b>Total net assets</b>	<b>54,550,879</b>	<b>143,990,456</b>

*See accompanying notes to financial statements.*

**CITY OF SOUTH PORTLAND, MAINE**  
**Statement of Activities**  
**For the year ended June 30, 2007**

Functions/programs	Expenses	Program Revenues			Net (expense) revenue and changes in net assets		Total
		Charges for services	Operating grants and contributions	Capital grants and contributions	Primary Government		
					Governmental activities	Business-type activities	
<b>Primary government:</b>							
Governmental activities:							
General government	\$ 7,858,530	267,501	408,432	-	(7,182,597)	-	(7,182,597)
Public safety	9,752,130	1,626,374	765,042	-	(7,360,714)	-	(7,360,714)
Public works	8,098,520	124,318	422,307	524,503	(7,027,392)	-	(7,027,392)
Culture and recreation	4,164,619	107,035	-	-	(4,057,584)	-	(4,057,584)
Transportation and waterfront	1,138,742	182,179	217,896	-	(738,667)	-	(738,667)
Health, welfare and social services	364,539	-	100,824	-	(263,715)	-	(263,715)
Education	40,918,857	-	10,554,610	-	(30,364,247)	-	(30,364,247)
School lunch program	1,083,170	618,742	375,706	-	(88,722)	-	(88,722)
County tax	1,916,991	-	-	-	(1,916,991)	-	(1,916,991)
Other	45,863	-	-	-	(45,863)	-	(45,863)
Interest on debt service	386,126	-	-	-	(386,126)	-	(386,126)
Capital expenses	895,800	-	-	-	(895,800)	-	(895,800)
Total governmental activities	76,623,887	2,926,149	12,844,817	524,503	(60,328,418)	-	(60,328,418)
Business-type activities:							
Sewer	5,039,723	4,712,656	-	-	-	(327,067)	(327,067)
Total business-type activities	5,039,723	4,712,656	-	-	-	(327,067)	(327,067)
<b>Total primary government</b>	<b>\$ 81,663,610</b>	<b>7,638,805</b>	<b>12,844,817</b>	<b>524,503</b>	<b>(60,328,418)</b>	<b>(327,067)</b>	<b>(60,655,485)</b>
General revenues:							
Property taxes, levied for general purposes				\$ 51,914,401	-		51,914,401
Motor vehicle excise taxes				4,161,209	-		4,161,209
Cable television franchise				148,000	-		148,000
Grants and contributions not restricted to specific programs:							
State Revenue Sharing				1,999,347	-		1,999,347
Homestead exemption				483,090	-		483,090
Other State aid				10,260	-		10,260
Rent and leases				245,606	-		245,606
Unrestricted investment earnings				1,920,809	149,093		2,069,902
Miscellaneous				2,573,212	-		2,573,212
Loss on disposal of assets				(97,456)	-		(97,456)
Transfers				(440,027)	440,027		-
Total general revenues and transfers				62,918,451	589,120		63,507,571
					2,590,083	262,053	2,852,086
					86,849,544	54,288,826	141,138,370
					\$ 89,439,577	54,550,879	143,990,456

*See accompanying notes to financial statements.*

**CITY OF SOUTH PORTLAND, MAINE**  
**Balance Sheet**  
**Governmental Funds**  
**June 30, 2007**

	General	Tax Increment Financing	Capital Projects	Other Governmental Funds	Total Governmental Funds
<b>ASSETS</b>					
Cash and cash equivalents	\$ 16,288,016	5,566,700	10,951,463	-	32,806,179
Investments	13,983,150	-	526,403	238,525	14,748,078
Due from other governments	84,748	-	-	658,380	743,128
Accounts receivable, net of allowance of \$539,025	289,258	-	-	76,848	366,106
Taxes receivable	1,004,707	-	-	-	1,004,707
Tax liens and tax acquired property	265,551	-	-	-	265,551
Prepaid expenditures	3,101	-	-	-	3,101
Intarfund loans receivable	-	-	-	3,073,770	3,073,770
Inventory	-	-	-	19,361	19,361
Restricted assets, cash	50,000	-	-	-	50,000
<b>Total assets</b>	<b>\$ 31,968,531</b>	<b>5,566,700</b>	<b>11,477,866</b>	<b>4,066,884</b>	<b>53,079,981</b>
<b>LIABILITIES AND FUND BALANCES</b>					
<b>Liabilities:</b>					
Accounts payable	782,153	-	307,992	124,213	1,214,358
Accrued liabilities	486,331	-	-	18,690	505,021
Intarfund loans payable	10,381,009	-	-	51,922	10,432,931
Deferred tax revenue	993,563	-	-	-	993,563
Accrued workers' compensation	125,000	-	-	-	125,000
Accrued teachers' summer salaries	2,484,455	-	-	119,097	2,603,552
<b>Total liabilities</b>	<b>15,252,511</b>	<b>-</b>	<b>307,992</b>	<b>313,922</b>	<b>15,874,425</b>
<b>Fund balances:</b>					
<b>Reserved for:</b>					
Encumbrances	47,904	-	988,423	167,811	1,204,138
Nonexpendable principal	-	-	-	173,799	173,799
Inventory	-	-	-	19,361	19,361
<b>Unreserved, reported in:</b>					
General fund - designated - Education	2,206,313	-	-	-	2,206,313
General fund - designated - City	4,995,980	-	-	-	4,995,980
General fund - undesignated - Education	2,420,224	-	-	-	2,420,224
General fund - undesignated - City	7,045,599	-	-	-	7,045,599
Special revenues	-	5,566,700	-	3,330,921	8,897,621
Capital projects	-	-	10,181,451	-	10,181,451
Permanent funds	-	-	-	61,070	61,070
<b>Total fund balances</b>	<b>16,716,020</b>	<b>5,566,700</b>	<b>11,169,874</b>	<b>3,752,962</b>	<b>37,205,556</b>
<b>Total liabilities and fund balances</b>	<b>\$ 31,968,531</b>	<b>5,566,700</b>	<b>11,477,866</b>	<b>4,066,884</b>	
Amounts reported for governmental activities in the statement of net assets are different because:					
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.					82,987,813
Other long-term assets are not available to pay for current period expenditures and, therefore, are deferred in the funds.					993,563
Long-term liabilities that are not due and payable in the current period and therefore are not reported in the funds:					
Accrued compensated absences					(2,938,935)
Accrued interest					(314,344)
Landfill closure					(77,289)
Capital leases					(151,787)
Bonds payable					(28,265,000)
<b>Net assets of governmental activities</b>					<b>\$ 89,439,577</b>

*See accompanying notes to financial statements.*

**CITY OF SOUTH PORTLAND, MAINE**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Governmental Funds**  
**For the year ended June 30, 2007**

	General	Tax Increment Financing	Capital Projects	Other Governmental Funds	Total Governmental Funds
<b>Revenues:</b>					
Taxes	\$ 52,947,846	3,167,381	-	-	56,115,227
Intergovernmental	11,585,400	524,503	-	3,752,114	15,862,017
Licenses, permits, fees and fines	1,200,997	-	-	-	1,200,997
Charges for services	1,500,016	-	-	618,742	2,118,758
Unclassified	446,372	-	44,541	2,082,299	2,573,212
Interest earned	1,320,561	253,340	335,207	11,701	1,920,809
<b>Total revenues</b>	<b>69,001,192</b>	<b>3,945,224</b>	<b>379,748</b>	<b>6,464,856</b>	<b>79,791,020</b>
<b>Expenditures:</b>					
<b>Current:</b>					
General government	6,761,533	-	-	781,606	7,543,139
Public safety	8,378,036	-	-	933,214	9,311,250
Public works	3,928,401	2,954,147	-	118,124	7,000,672
Culture and recreation	2,881,834	-	-	806,292	3,688,126
Transportation and waterfront	832,180	-	-	178,154	1,010,334
Health, welfare and social services	364,539	-	-	-	364,539
Education	39,088,233	-	-	1,688,523	40,776,756
School lunch program	-	-	-	1,083,170	1,083,170
County tax	1,916,991	-	-	-	1,916,991
Other	44,943	-	-	920	45,863
Debt service (excluding education)	1,851,658	-	1,575,000	-	3,426,658
Capital expenditures	1,468,335	-	3,987,322	-	5,455,657
<b>Total expenditures</b>	<b>67,516,683</b>	<b>2,954,147</b>	<b>5,562,322</b>	<b>5,590,003</b>	<b>81,623,155</b>
<b>Excess (deficiency) of revenues over (under) expenditures</b>	<b>1,484,509</b>	<b>991,077</b>	<b>(5,182,574)</b>	<b>874,853</b>	<b>(1,832,135)</b>
<b>Other financing sources (uses):</b>					
Transfer in (out)	(1,090,291)	(830,703)	3,658,684	(634,914)	1,102,776
Issuance of debt	-	-	2,075,000	-	2,075,000
<b>Total other financing sources (uses)</b>	<b>(1,090,291)</b>	<b>(830,703)</b>	<b>5,733,684</b>	<b>(634,914)</b>	<b>3,177,776</b>
<b>Net change in fund balances</b>	<b>394,218</b>	<b>160,374</b>	<b>551,110</b>	<b>239,939</b>	<b>1,345,641</b>
<b>Fund balances, beginning of year</b>	<b>16,321,802</b>	<b>5,406,326</b>	<b>10,618,764</b>	<b>3,513,023</b>	<b>35,859,915</b>
<b>Fund balances, end of year</b>	<b>\$ 16,716,020</b>	<b>5,566,700</b>	<b>11,169,874</b>	<b>3,752,962</b>	<b>37,205,556</b>

*See accompanying notes to 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, 2007**

Net change in fund balances - total governmental funds (from Statement 4)	\$	1,345,641
<p>Amounts reported for governmental activities in the statement of activities (Statement 2) are different because:</p>		
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 depreciation expense (\$4,131,160) and loss on disposal of assets (\$97,456) exceeded capital expenditures (\$3,013,188).		(1,215,428)
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 deferred revenues.		(39,617)
Capital lease proceeds provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the statement of net assets. Repayment of lease principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net assets. This is the amount of repayments.		218,126
Change in accruals are recorded on the statement of net assets, but not on the governmental fund balance sheet - accrued compensated absences (\$214,322) and accrued interest (\$61,767).		(152,555)
Changes in long-term liabilities on the statement of net assets, are expenditures in the governmental funds. This is the change of the landfill closure liability.		3,866
Bond proceeds provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the statement of net assets. Repayment of bond principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net assets. This is the amount by which repayments (\$4,505,000) exceed proceeds (\$2,075,000).		2,430,000
<b>Change in net assets of governmental activities (see Statement 2)</b>	<b>\$</b>	<b>2,590,033</b>

*See accompanying notes to financial statements.*

**CITY OF SOUTH PORTLAND, MAINE**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Budget and Actual - General Fund**  
**For the year ended June 30, 2007**

	Budget		Actual	Variance with final budget positive (negative)
	Original	Final		
<b>Revenues:</b>				
Taxes	\$ 52,599,121	52,599,121	52,947,846	348,725
Intergovernmental	8,007,163	8,007,163	7,949,599	(57,564)
Licenses, permits, fees and fines	973,467	973,467	1,200,997	227,530
Charges for services	1,489,982	1,489,982	1,500,016	10,034
Unclassified	81,200	81,200	157,214	76,014
Interest earned	1,028,460	1,028,460	1,183,795	155,335
<b>Total revenues</b>	<b>64,179,393</b>	<b>64,179,393</b>	<b>64,939,467</b>	<b>760,074</b>
<b>Expenditures:</b>				
<b>Current:</b>				
General government	7,074,644	7,118,193	6,765,445	352,748
Public safety	8,351,891	8,357,239	8,380,257	(23,018)
Public works	3,982,323	3,999,029	3,932,690	66,339
Culture and recreation	2,973,707	2,980,371	2,901,181	79,190
Transportation and waterfront	871,486	871,486	832,180	39,306
Health, welfare and social services	320,076	322,410	364,539	(42,129)
Education	37,528,320	36,758,395	35,470,567	1,287,828
County tax	1,916,991	1,916,991	1,916,991	-
Other	243,344	245,224	44,943	200,281
Debt service (excluding education)	1,865,525	1,865,525	1,851,658	13,867
<b>Total expenditures</b>	<b>65,128,307</b>	<b>64,434,863</b>	<b>62,460,451</b>	<b>1,974,412</b>
<b>Excess (deficiency) of revenues over (under) expenditures</b>	<b>(948,914)</b>	<b>(255,470)</b>	<b>2,479,016</b>	<b>2,734,486</b>
<b>Other financing sources (uses):</b>				
Use of reserved balances	-	63,006	-	(63,006)
Budgeted use of surplus - City	-	945,115	-	(945,115)
Budgeted use of surplus - School	784,640	784,640	-	(784,640)
Transfer in	397,544	397,545	397,545	-
Transfers out	(233,270)	(1,934,836)	(2,071,730)	(136,894)
<b>Total other financing sources (uses)</b>	<b>948,914</b>	<b>255,470</b>	<b>(1,674,185)</b>	<b>(1,929,655)</b>
<b>Net change in fund balance - budgetary basis</b>	<b>-</b>	<b>-</b>	<b>804,831</b>	<b>804,831</b>
<b>Reconciliation to GAAP basis:</b>				
Add back: encumbrances expended in budgetary - City			29,769	
Add back: encumbrances expended in budgetary - School			18,135	
Change in reserves			(458,517)	
<b>Net change in fund balance - GAAP basis</b>			<b>394,218</b>	
<b>Fund balance, beginning of year</b>			<b>16,321,802</b>	
<b>Fund balance, end of year</b>	<b>\$</b>		<b>16,716,020</b>	

*See accompanying notes to financial statements.*

**CITY OF SOUTH PORTLAND, MAINE**  
**Statement of Net Assets**  
**Proprietary Funds**  
**June 30, 2007 and 2006**

	<b>Business-type Activities - Enterprise Funds</b>	
	<b>Sewer</b>	
	<b>2007</b>	<b>2006</b>
<b>Current assets:</b>		
Receivables, net of allowance of \$89,289 and \$108,305, respectively	\$ 458,335	374,080
Sewer liens	7,923	8,458
Prepaid expenses	6,252	-
Interfund loan receivables	7,359,161	7,386,223
<b>Total current assets</b>	<b>7,831,671</b>	<b>7,768,761</b>
<b>Noncurrent assets:</b>		
Capital assets, not being depreciated	3,657,253	2,300,306
Capital assets	76,036,898	76,006,165
Accumulated depreciation	(31,094,648)	(29,630,756)
<b>Total noncurrent assets</b>	<b>48,599,503</b>	<b>48,675,715</b>
<b>Total assets</b>	<b>56,431,174</b>	<b>56,444,476</b>
<b>LIABILITIES</b>		
<b>Current liabilities:</b>		
Accounts payable	75,153	66,874
Accrued wages	3,320	2,770
Accrued interest	28,607	34,177
<b>Current portion of noncurrent liabilities:</b>		
Bonds payable	305,000	305,000
<b>Total current liabilities</b>	<b>412,080</b>	<b>408,821</b>
<b>Noncurrent liabilities:</b>		
Compensated absences	248,215	221,829
Bonds payable	1,220,000	1,525,000
<b>Total noncurrent liabilities</b>	<b>1,468,215</b>	<b>1,746,829</b>
<b>Total liabilities</b>	<b>1,880,295</b>	<b>2,155,650</b>
<b>NET ASSETS</b>		
Invested in capital assets, net of related debt	47,074,503	46,845,715
Restricted	16,387	10,703
Unrestricted	7,459,989	7,432,408
<b>Total net assets</b>	<b>\$ 54,550,879</b>	<b>54,288,826</b>

*See accompanying notes to financial statements.*

**CITY OF SOUTH PORTLAND, MAINE**  
**Statement of Revenues, Expenses and Changes in Net Assets**  
**Proprietary Funds**  
**For the years ended June 30, 2007 and 2006**  
**Business-type Activities - Enterprise Funds**

	Sewer	
	2007	2006
Operating revenues:		
Charges for services	\$ 4,664,695	4,605,251
Interest and penalties	244	4,715
Licenses	47,647	41,321
Miscellaneous	70	50,794
Total operating revenues	4,712,656	4,702,081
Operating expenses:		
Personnel services	1,676,301	1,583,922
Contractual services	1,234,320	1,286,603
Supplies and materials	348,989	379,213
Fixed charges	3,040	40,630
Capital outlay	68,673	174,563
Depreciation	1,619,015	1,623,914
Total operating expenses	4,950,338	5,088,845
Operating loss	(237,682)	(386,764)
Nonoperating revenues (expenses):		
Interest revenue	149,093	99,484
Interest expense	(89,385)	(106,214)
Loss on disposal of assets	-	(5,598)
Total nonoperating revenues (expenses)	59,708	(12,328)
Loss before transfers	(177,974)	(399,092)
Transfers in	1,542,803	1,573,727
Transfer out	(1,102,776)	(472,309)
Total transfers	440,027	1,101,418
Change in net assets	262,053	702,326
Net assets, beginning of year	54,288,826	53,586,500
Net assets, end of year	\$ 54,550,879	54,288,826

*See accompanying notes to financial statements.*

# Fire Department

**Fire Chief:** Kevin Guimond  
**Deputy Chief:** Miles Haskell  
**Deputy Chief:** Martin Toderico

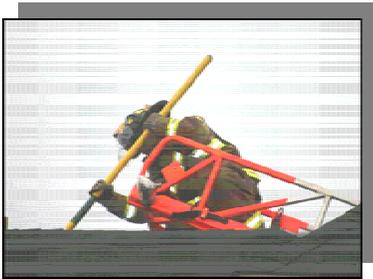
Main Fire Station, Broadway  
 South Portland, ME 04106

**Phone:** (207) 767-7630  
**Fax:** (207) 799-7583

**Cash Corner Station:** 767-7983  
**West End Station:** 767-7981, 767-7982

The South Portland Fire Department currently has 64 full-time Firefighters and Paramedics supported by 50 paid on call Firefighters. The department currently operates out of three fully staffed stations, Central Station located at 684 Broadway, Cash Corner at 360 Main Street, and the new Western Ave Station which opened January 1, 2003. The four call companies operate out of Willard Square, Ferry Village, Cash Corner and Union Street. The department also staffs two ambulances that annually respond to over 3000 medical calls.

The department began operations in 1892 as an all volunteer organization. The first full-time company started in 1924 and was housed at Central Station in the Knightville neighborhood. The modern fire department has shifted focus to take an “All hazards approach to the delivery of emergency services”. This approach has already paid dividends with the formation of an Emergency Management Team ready to respond with other city departments to handle any emergency request for service. This structure was implemented most recently during the Patriot’s Day storm in April 2007.



Willard Call Company



Capt Roberts, 25 years of service

The South Portland Fire Department faces many unique hazards. The city is home to one of the largest oil ports on the east coast with seven terminals, the largest rail yard in New England, a chemical storage facility, two semiconductor plants and the largest retail complex north of Boston. The Maine Mall hosts over 13 million people annually. The department is also responsible for first response to the Portland International Jetport with the City of Portland. In recent years the city has seen a rapid growth in the residential population on the west end of our city as well as the commercial business base.

The demand for medical services delivered by the Fire Department continues to grow. We pride ourselves in delivering the highest quality of emergency care possible in the field. Much of our staff is trained at the paramedic level. Our paramedics have also additional training in Advanced Cardiac Life Support, Pediatric Life Support, and Prehospital Trauma Life Support. Over the past four years the department has also conducted extensive training in technical rescue such as high angle and extrication.



WEST END FIRE STATION (ABOVE)  
 CENTRAL FIRE STATION (BELOW)

CASH CORNER STATION (ABOVE)  
 ENGINE #1 AT BUG LIGHT PARK (BELOW)

## **TRAINING**

On an annual basis the department conducts over 10,000 hours of training. Each month the full time units as well as the part time units cover topics including Fire response, Emergency Medical Services as well as equipment operation. All full time firefighters in the city are trained to the Hazardous Materials Technician level which includes WMD (Weapons of Mass Destruction) response. This component is funded by the Department of Homeland Security. Thirty-two of the full time firefighters are licensed at the Paramedic level which requires considerable additional training. This allows the department to provide the best possible emergency medical care 24 hours a day. Annually the department sends several individuals to national schools for the most advanced training offered in the United States. This past year we have sent firefighters to the following schools.

Texas A&M University for Oil Firefighting  
Anniston Alabama for Haz-Mat Homeland Security classes  
Nevada with the military's civil support team for Haz-Mat command  
New Hampshire Fire Academy for aircraft firefighting  
Atlanta Georgia for command and control classes  
National Fire Academy Emmitsburg Maryland

The Department has also teamed up with Cape Elizabeth to conduct an annual rookie school for our new call company firefighters. Two of our paramedics are also trained as Swat Paramedics and respond and train with the Police Department.



South Portland Firefighters at Texas  
A&M

## **FIRE PREVENTION AND PUBLIC EDUCATION**

The South Portland Fire Department on a daily basis takes an active role in our community to educate the public and prevent emergencies. Prevention is often difficult to measure; however we have seen a remarkable decrease in fires over the past twenty years through prevention activities and increased code enforcement. We focus on several areas in an attempt to prevent injuries and accidents in our community. The first is training of our employees, to be prepared to handle all types of emergencies. The second is through public education in our community. Four years ago the department introduced the Risk Watch program to our school system. This is a child safety program developed by the National Fire Protection Association allows us to put firefighters into every first and third grade class in the city. The focus of this program is on making good, safe decisions.

Annually, the department inspects every commercial building as well as every three unit and larger apartment complex in the city. All 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.

As you can see, the department has evolved into an Emergency Response Team ready to handle any hazard. We have been able to take the department in several directions because of our well trained firefighters. Due to the dedication of our staff and the continued support of our community the South Portland Fire Department is ranked by ISO (Insurance Services Office) as one of the top departments in New England.

**RESPONSE FY 2007**

The South Portland Fire Department responded to over 4300 call for service last year. The greatest increase has been consistently in the EMS field. The Department responds to fires, auto accidents, hazardous materials spills, confined space rescue, as well as medical calls within the city.

**Fiscal year 2007**

Emergency Calls for Service	4367
Rescue calls	3046
Fire Calls	1321
Haz Mat (misc, other service calls)	44
Response out of town	
EMS	57
Fire	53



Additional aid requested into South Portland from other communities	
EMS	112
Fire	43

**HISTORICAL CALL VOLUME**

<b>Year</b>	<b>Fire</b>	<b>EMS</b>	<b>Total</b>
<b>970</b>	<b>982</b>	<b>716</b>	<b>1698</b>
<b>1975</b>	<b>1041</b>	<b>931</b>	<b>1972</b>
<b>1980</b>	<b>1104</b>	<b>1289</b>	<b>2021</b>
<b>1985</b>	<b>1144</b>	<b>1665</b>	<b>2809</b>
<b>1990</b>	<b>1121</b>	<b>1956</b>	<b>3077</b>
<b>1995</b>	<b>1151</b>	<b>2138</b>	<b>3289</b>
<b>2000</b>	<b>1236</b>	<b>2615</b>	<b>4072</b>



# Human Resources

**HR Manager:** John McGough  
**Personnel Assistant:** Pam St. John  
**HR Generalist:** Karla Giglio

City Hall, 1st Floor  
25 Cottage Road  
South Portland, ME 04106

**Phone:** (207) 767-7618  
**Fax:** (207) 767-7620

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

The Department's responsibilities include the management of the City's compensation and benefit systems, classification structures, recruitment, employee development and training, performance management, policy compliance, and labor/employee relations. These functions are performed for approximately 300 regular and permanent part time employees and approximately 520 seasonal and temporary and call employees.



Karla Giglio

Fiscal year 2006 was productive for the Human Resources Department. Major initiatives included:

***Promoting positive employee/management relations:***

The Department successfully negotiated collective bargaining agreements with the City's Firefighters, Dispatchers, and Parks/Public Works/Recreation employees. The agreements established the working conditions, wages and benefits for those employees until June 30, 2009.

***Recruiting experienced and knowledgeable employees:***

Due to employee turnover and retirements 24 full-time and 5 part-time employees were hired throughout the year to maintain the delivery of important municipal services.

***Creating a safe working environment:***

The Department coordinated 6 city-wide safety-training sessions for employees. Sessions included Hazard Communication, Lockout/Tagout, Confined Space, Personal Protective Equipment, Trenching & Excavation and Back Injury Prevention.

The Department also led the effort to create an Administrative Safety Committee with the goal of implementing safe working practices. The Committee is composed of representatives from City Hall, Assessor's Office, Library and the Planning & Codes Offices.

***Developing effective employee policies:***

The Department drafted a Transitional Work Program Policy to allow for employees with temporary work restrictions to work in a modified capacity while recuperating from an illness or injury.

***Adminstrating Benefits:***

Finally, six employees took advantage of the Family Medical Leave Act to care for themselves or family members over the course of 2006.

# Information Services

The City of South Portland Information Technology Department consists of a three person team that supports:

**IS Director:** Shawn Pennington  
**Data Administrator:** Tom Carrellas  
**Help Desk:** Jim Gormley

City Hall, 2nd Floor  
25 Cottage Road  
South Portland, ME 04106

**Phone:** (207) 767-76  
**Fax:** (207) 767-7620  
**e-mail:** support@southportland.org

*In 2007 the following major projects were completed:*

*Fiber Attached Network  
Server Virtualization  
Implemented Blackberry telephones and BES  
Web-based GIS Product  
Replaced Tape backup systems*

150 handset Phone System  
200 Voicemail accounts  
Gigabit routed network providing 11 municipal buildings with fiber connectivity  
Multiple permanent VPN tunnels to provide connectivity to the school department and other city buildings  
Wireless Network Access in multiple city buildings  
More than 250 computers  
More than 30 Network printers and photocopiers  
E-mail for 260 accounts  
A private RF network to provide public safety access to city servers from vehicles  
Miscellaneous peripherals including scanners, digital cameras and barcode readers

More than 30 Servers consisting of:

- ◇ File and print Servers
- ◇ Terminal Servers
- ◇ E-mail Server
- ◇ Voicemail Server
- ◇ Phone Systems Servers
- ◇ Database Servers
- ◇ Application Servers

**Multiple department specific proprietary applications used to increase city employee productivity, which include:**

MEM's databases	Microsoft Office
Adobe Acrobat	Millenium
Barracuda	Munis
Cameo	OfficeScan
Cemetery Database	Recware
Cisco Works	HTE
Citirix	Scada Software
Crystal Reports	Shazam Reports
Dreamweaver	Trio
Exchange	Vision CAMA
Filemaker Pro	Vision CAD
Internet Explorer	VisionFire
Ipmobilenet	VisionMobile
IQ Reports	VisionRMS
Mcmpro	Websense
Software to manage Phone System	Landesk Management Suite
Microsoft Terminal Services	Multiple Access Databases
Maine Crash Reporting	Paperless Reporting

**We have also put a lot of work in the consolidation dispatch project that will be completed in 2008, this project has taken a lot of planning and preliminary work.**

# Library

This fiscal year marked both the 40<sup>th</sup> anniversary of the Main Library as well as the 30<sup>th</sup> anniversary of the Memorial Branch Library. Both locations continue to experience increases in business, both in terms of the number of visitors as well as the number of items borrowed. For FY 06/07, use of library materials increased 5% over the previous year, with over 229,000 items borrowed during more than 139,000 visits from users. The use of materials is split fairly evenly between the adult and juvenile collections.

About 70% of the library materials used are print materials (books) while 30% of the circulation is non-print (music, audio books and video programs). There continues to be a steady shift in use away from tape based media (videotapes and books on cassette) toward disc based, digital, formats (DVDs and books on CD) and the library is acquiring new materials accordingly.

Use of the library is not limited to business done inside of the two buildings. The Outreach Services department provides delivery of library materials to homebound library users. The use of this service increased 13% from the previous year with well over 4,000 items delivered to patrons unable to visit the library in person.

Another way that library service in South Portland extends beyond the walls of the physical buildings is through the website, [www.SouthPortlandLibrary.com](http://www.SouthPortlandLibrary.com). Traffic to the site has grown steadily since it was established, and it currently hosts more than 5,000 visitors a month. At the site, visitors are able to browse library holdings (as well as those of other Minerva partner libraries), request items and check the status of their library account. The site also contains links to area resources and online research tools as well as a wealth of information about the library's history and service offerings. In the spring of 2007, The Friends of the South Portland Public Library awarded the library a grant for the purpose of redesigning the web site with the goal of improving its usability increasing its functionality. The site redesign should be complete in the fall of 2007.

## Main Library

482 Broadway  
South Portland, ME 04106

**Phone:** (207) 767-7675

**Fax:** (207) 767-7626

## Branch Library

155 Wescott Road  
South Portland, ME 04106

**Director:** Kevin Davis

**e-mail:** [kdavis@southportland.org](mailto:kdavis@southportland.org)

**Phone:** (207) 775-1835

**Fax:** (207) 773-1036



**Main Library, 482 Broadway**

Through South Portland's membership in Minerva, a network of 80+ libraries across the state, the library has borrowed nearly 13,000 items this past year on behalf of South Portland citizens. Reciprocally, South Portland has lent out nearly the same number of items to other partner libraries. Annual membership in the Minerva network costs \$3,000. By conservative estimates, that \$3,000 has purchased access, for citizens, to over \$164,000 worth of materials they would, otherwise, not have access to. In addition to broadening the selection available to citizens, the annual membership in Minerva provides the library with the software technology and support that allows it to maintain an accurate and user-friendly online catalog as well as provide efficiencies to the staff.

The library presented or hosted nearly 600 programs and special events during the past year, attended by well over 10,000 citizens. These programs range from regular, ongoing, staff-led offerings such as children's story times, book discussion groups, French language conversation group, Young Authors Society, and Socrates Café (a philosophical discussion group) to special guest presentations such as author visits, guest lecturers and performers. According to Maine State Library statistics, South Portland Public Library has the fifth highest program attendance of all libraries in Maine.

Many routine tasks at both library locations are accomplished through the generous contribution of time from a team of dedicated volunteers. For the year, volunteers gave 1,461 hours of their time to help the library provide services to the citizens of South Portland.

In April of 2007, after nearly 7 years of service, Library Director Marian Agazarian Peterson left the library in order to pursue other opportunities. Branch Manager Kevin Davis was appointed Interim Director while the search for a new Library Director was undertaken.

A statistical summary of the year's activities is listed below.

**Registered Card Holders: 12,013**

**Visits to Library**

Main Library:	118,564
Branch Library:	16,344
Total:	139,011

**Number of Items in Collection**

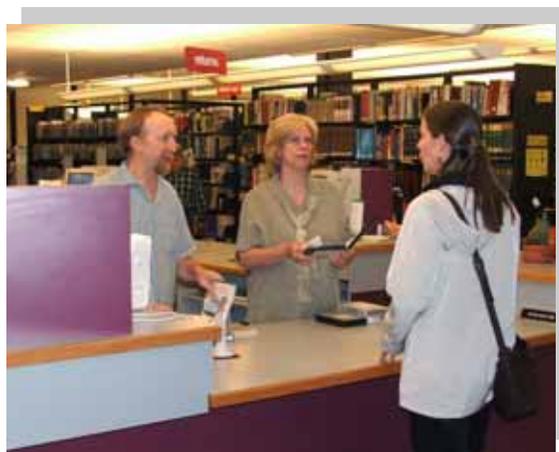
Main Library:	81,503
Branch Library:	22,293
Total:	103,796

**Circulation of Items**

Main Library:	175,274
Branch Library:	28,483
Total:	203,757

**Interlibrary Loan**

Main Lent 11,256 items to other libraries and borrowed 10,328 items from other libraries  
 Branch Lent 3,126 items to other libraries and borrowed 2,294 items from other libraries



## Parks Division

The Parks Division is responsible for grounds maintenance and upkeep of all city parks, the Municipal Golf Course, Wainwright Recreation Complex, school athletic complexes and grounds, and Spring Point Shoreway. This division is also responsible for all shade trees along city streets and in the parks. The Parks Division has worked closely with the Public Works Division since their consolidation in January, 2004.

During winter months, Parks personnel assisted the Public Works Division with snowplowing emergencies and maintained skating areas at Mill Creek Park and Small School. In addition, all grounds maintenance equipment and Parks equipment was overhauled. The Parks crew installed 8,000 Christmas lights in Mill Creek Park and Willard Park for the holiday season.

Athletic field maintenance was performed on all school athletic complexes throughout the City. This included the striping of 25 different athletic fields throughout the year and a total grounds maintenance schedule performed for all city parks, large and small. This includes a fertilizing and airifying program for the heavily used fields. The Parks Division maintains the Fish Pier floats, located at the end of Portland Street, and the public Boat Ramp floats at Buglight Park.

The Parks Department utilizes the City Greenhouse to grow all of the annual flowers for the flower beds throughout the City, as well as the lettered bed at the Meeting House Hill Monument. In addition, Poinsettias were grown for all City offices at Christmas.

Equipment purchases in the Parks Division included a replacement pickup truck as well as a riding mower.

Forestry activities in the Parks Division continued with street tree pruning and the removal of 83 dead or diseased trees. This work is performed by Parks personnel and a contractual tree service. Pruning was completed on over 131 residential requests and 35 new trees were planted throughout the City. A total of 22 stumps were also removed. A considerable amount of clean-up was required after the Patriot's Day storm in April.

Willard Park renovations began in April and the majority of the Greenbelt Walkway was repaved.

In observance of Arbor Day, all fifth grade students in the City received tree seedlings and an informational lecture about trees and their care. South Portland was also awarded the designation of Tree City USA for the 26<sup>th</sup> consecutive year. The Parks Division uses a tree inventory data system to manage South Portland's urban forest.

The Parks Division made several improvements to the Municipal Golf Course, including adding drainage on the first fairway, upgrading drainage on the fourth green, enlarging the apron on the third green, and extending the sixth tee. Improvements were also made to the maintenance building: the office underwent a rehab, and a grinding/sharpening room was added.

## Parks and Recreation

**Parks & Rec. Director:** Dana Anderson  
**Rec. Superintendant:** William Cary  
**Parks Superintendant:** John Switzer

### Community Center

21 Nelson Road  
South Portland, ME 04106

**Phone:** (207) 767-7650

**Fax:** (207) 767-6159

**Parks Department:** 33 Pitt St.

**Phone:** (207) 767-7670

**Golf Course:** (207) 775-0005

**Golf Course Garage:** (207) 767-7530

**Pool:** (207) 767-7650

**Wainwright Complex:** (207) 767-7506



## Recreation Division

The Community Center serves as a focal point of activity for a variety of youth, adult, and senior recreation activities and special events throughout the year. The Growing Years/On Our Way pre-school program serves 90 children. A variety of popular adult enrichment, health and exercise programs were offered including yoga, open gyms, painting, women's basketball league, body flex, quilting and aerobic dance. The Teen Center provided after-school drop in activities including video games and big screen TV. Special teen events offered include paintball trips and teen take-over night at the center. The seniors were also very busy with many activities including line dance, stretch and step, lunch and learn, monthly movies and a variety of interesting local trips. Youth programs offered include vacation camps, mad science, basketball, and dodge ball. Over 30,000 people used the indoor track at the Community Center in 2006.

The Swimming Pool was closed for over six months for roof replacement and a lighting upgrade. During open time, a variety of aquatic activities including general swims, youth learn to swim, water aerobics and water safety classes were offered.

The Redbank Community Center on the west end of the city facilitated an active after school program and many youth sports games and practices.

East and West Recreation Camps, Middle School Camp, and Kinder Camp provided a busy summer of organized and safe activities for over 500 children in the community. Summer sports games were also offered in basketball, baseball, soccer, lacrosse, tennis and cross-country. Willard Beach provided lifeguard coverage and an active water quality testing program for the safety, health and enjoyment of all beach users. The popular Mill Creek Park Summer Concert program provided hours of musical enjoyment to the public.



The Municipal Golf Course experienced another busy season with over 18,000 people paying greens fees to play.

The Wainwright Recreation Complex served as the focal point for outdoor recreation in the community. Over 30 teams played in the Adult Co-ed and Church Softball Leagues. Babe Ruth, Senior and Junior Leagues baseball and the Men's Over 30 baseball program utilized the two baseball fields throughout the summer. Ultimate Frisbee played twice a week at the facility. A variety of youth sports camps and programs used the facility as well as travel soccer teams and lacrosse teams. Wainwright hosted several weekend softball, soccer, and lacrosse tournaments and events.



Summertime in Mill Creek Park (left), Entrance to the South Portland Community Center (above)

# Planning and Development

**Director:** Tex Haeuser  
**Dep Director:** Pat Doucette  
**Code Enfor. Director:** Pat Doucette  
**Build./Plumb. Inspector:** Rich Steller  
**Electrical Inspector:** Jim LaChapelle  
**Engineering Inspector:** Davis Kasik  
**Health Inspector:** Matt LeConte  
**Planner:** Steve Puleo

62 E Street  
 South Portland, ME 04106

**Phone:** (207) 767-7603  
**Fax:** (207) 767-2197

Fiscal 2007 was a year in which Planning, Code Enforcement, and Engineering continued to merge their functions under the newly created Planning & Development Department. For the first time, outside engineering services were used to review plans and assist with projects under a new fee structure that enabled the costs to be borne by developers instead of taxpayers. In addition, an innovative program of mapping and managing excavations in City streets with Geographic Information System (GIS) technology was developed, again with the costs being included in the street opening permits.

As is evident in the statistics below, development and redevelopment activity continued at a moderately high level. We are seeing fewer residential subdivisions as the number of large tracts of undeveloped land decreases, but the rate of approvals for site plans, accessory dwelling units (ADU's), and other projects is steady. All told, the Department processed 769 building permits for over \$46M of construction. This level of private investment is a positive sign for the health of South Portland as a city.

FY2007 was also a year in which significant progress was made in terms of economic development. The City adopted an official economic development plan, and three new Tax Increment Financing Districts were created, including a special Downtown TIF District for the Knightville Mill Creek area.

Legislatively, Tex Haeuser and Patricia Doucette assisted the ad-hoc Zoning Committee, chaired by Councilor Maxine Beecher, in working on Administrative Provisions amendments—the first phase of updating the City's Zoning Ordinance.

## CODE ENFORCEMENT AND BOARD OF APPEALS ACTIVITIES

Total # Permits	Permit Type	Total Est. Construction Cost
35	Residential Dwellings	\$6,028,959
7	Commercial Buildings	\$24,846,594
235	Residential Alterations	\$3,719,487
110	Commerical Alterations	\$8,255,368
47	Residential Installations	\$326,914
53	Commercial Installations	\$1,544,672
13	Garages	\$244,170
11	Pools	\$76,500
83	Signs	\$485,849
152	Misc (tent, sheds, storage)	\$231,092
24	Demolitions/Tank Remvals	\$0
<b>Total = 769</b>		<b>Total Est. Costs = \$46,324,089</b>

Collections amounting to \$718,424.95 for permit fees and \$4,700.00 for Board of Appeals have been received and remitted to the Finance Department.

The Building Inspector completed 594 inspections and issued 151 Certificates of Occupancy.

**RECAPITULATION**

Total Estimated Costs of Construction **FISCAL YEAR 2006 \$46,655,739.00**

Total Estimated Costs of Construction **FISCAL YEAR 2007 \$46,324,089.00**

**PLUMBING**

The Plumbing Inspector completed **369** plumbing inspections.

Collections for plumbing permit fees in the amount of \$15,942.00 have been remitted to the Finance Department and one fourth of this amount, minus \$10 surcharge collected on each permit, has been remitted to the State as required by law.

Sewer Connection Fees Collected . . . . . **\$77,781.90**

Hook-ups	1
Piping Relocations	9
Hosebibs/Sillcocks	122
Floor Drains	86
Urinals	5
Drinking Fountains	12
Indirect Waste	12
Water Treatment	1
Grease/Oil Seperator	6
Other	34
Bathtubs(& Showers)	209
Showers (Separate)	163
Sinks	225
Wash Basins	569
Toilets	479
Clothes Washers	90
Dish Washers	96
Garbage Disposals	42
Laundry Tubs	23
Water Heaters	56

**HEATING**

This data is now collected within the Building Permits category.



**HEALTH**

The Health Inspector made the following inspections for **2007 FISCAL YEAR:**

- 160** Inspections
- 350** Total number of items not in compliance

The following items were found to be **NOT in compliance:**

<b>2</b> Supervision	<b>1</b> Chemical Controls
<b>4</b> Employee Health	<b>1</b> Approved Procedures
<b>5</b> Good Hygenic Practices	<b>1</b> Safe Food & Water
<b>13</b> Prevent. Contamination by Hands	<b>17</b> Food Temperature Control
<b>17</b> Food From Approved Sources	<b>6</b> Food Identification
<b>39</b> Protect. from Contamination	<b>31</b> Prevention of Contamination
<b>24</b> PHF Time & Temperature	<b>14</b> Proper Use of Utensils
<b>11</b> Consumer Advisory	<b>27</b> Equipment & Warewashing
<b>1</b> Susceptible Populations	<b>118</b> Physical Facilities

**48** Hotels and Motels

**87** Rooms Inspected

**PLANNING BOARD-RELATED ACTIVITIES**

**APPLICATIONS**

	<b>Approved</b>	<b>Withdrawn</b>	<b>Pending</b>
Accessory Dwelling Unit	5	1	1
Amended Preliminary Subdivision	1		
Amended Site Plan	9		
Amended Subdivision	1		
DeMinimis Change	7	1	
Discontinuance of Paper	1		
Final Major Subdivision/Site Plan	3		
Major Subdivision	1		
Modified Site Plan Special Exception	2		
Preliminary Subdivision	1		
Road Discontinuance	1		
Sale of City Owned Property	3		
Site Plan	10		
Special Exception Stationary Vending Unit	1		
Street Vacation	2		
Zone Map Change	2		
Zone Text Amendment	4		
	<b>54</b>	<b>2</b>	<b>1</b>



(front) Rich Stellar, Adin Wolfram, Pat Doucette, Jim LaChapelle (back) Tex Haeuser, Dave Kasik, Steve Puleo, Cathy Counts

**PERFORMANCE GUARANTEES-RELEASED**

<b>Bonds or Letters of Credit</b>	<b>20</b>	<b>1,082,185.00</b>	
<b>Checks</b>	<b>52</b>	<b>65,317.50</b>	
	<b>72</b>	<b>1,147,502.50</b>	<b>Total</b>

**OTHER ACTIVITIES**

- ⇒ Held a November, 2006 **Conference on South Portland’s Economic Future**.
- ⇒ Development and adoption of the *Economic Development Strategy for South Portland*.
- ⇒ Creation and adoption of a **Downtown Tax Increment Financing District (TIF)**.
- ⇒ Creation and adoption of TIF’s for **Hannaford’s Expansion** and **Jared Jewelry**.
- ⇒ Work performed on the **Knightville/Mill Creek Architectural Survey**.
- ⇒ Adoption of a resolution supporting planning for a **Western Connector Highway**.
- ⇒ MDOT Safety Program grant obtained for **Broadway traffic signal improvements** in Mill Creek.
- ⇒ Ribbon-Cutting held for the newly completed **Jetport Plaza Road**.
- ⇒ Development and use of the City’s **Geographic Information System (GIS)**.
- ⇒ Start of the **Zoning Committee**, chaired by Councilor Maxine Beecher, and development of the first set of zoning amendments: **Administrative Provisions**.
- ⇒ **Increased fees** for Building Permits, Planning Board approvals, and Street Openings.
- ⇒ Made transition to primarily **fee-funded outside engineering consulting services** for project reviews and other engineering services.
- ⇒ Participation in **the Bio2007 biotech conference** in Boston and additional activities with the Greater Portland Economic Development Group.
- ⇒ Workshop held between the Cape Elizabeth and South Portland Planning Boards resulting in a joint resolution by the two communities to work together on a **Trout Brook Watershed Management Plan**.

# Police Department

**Police Chief:** Edward Googins  
**Deputy Chief:** Amy Berry

30 Anthoine Street  
 South Portland, ME 04106

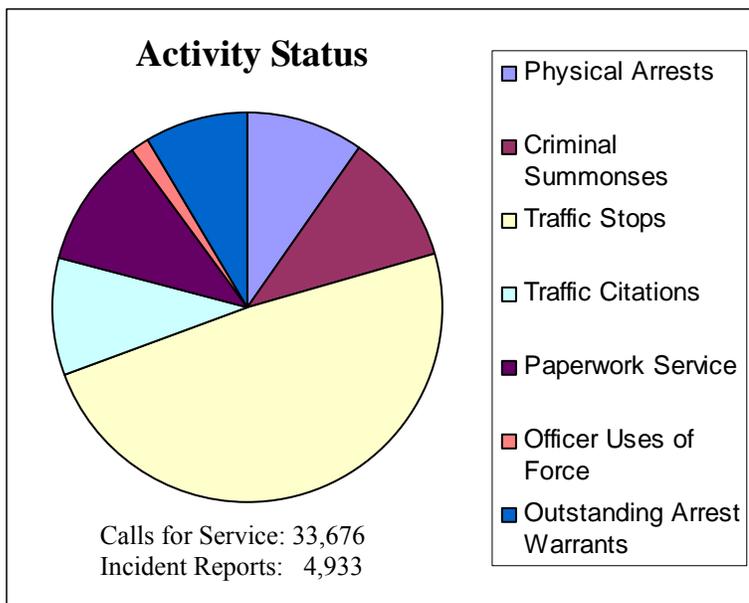
**Phone:** (207) 767-7625  
**Fax:** (207) 799-4810

This is submitted as the 2006 Annual Report for the South Portland Police Department. The department's Mission Statement reads, *"The Mission of the South Portland Police Department 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."* I am 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 profession is second to none.

During 2006, the department's authorized strength was fifty-two (52) sworn personnel, including the Chief, Command and Supervisory staff, investigative and support personnel and patrol officers. One of those

positions was recouped when Southern Maine Community College contracted with the department to provide policing services to that growing population. After increasing anecdotal evidence that the police department was in dire need of additional staffing, department staff analyzed the demographic factors of the community and documented the large increases in demands upon the department. For example, with increases in population, housing units and traffic flow, the department experienced more than a 25% increase in its calls for police service since 2000.

Consistent with national trends, the City of South Portland has also experienced increases in drug activity and related violent crimes. The department continues to have an investigator assigned to the Maine Drug Enforcement Agency (MDEA). During 2006, not only MDEA, but our patrol officers were involved in numerous drug-related cases, resulting in several large seizures of illicit drugs. The increasingly violent nature of the calls for service is of even more concern. During 2005 and 2006, the department responded to thirteen (13) robberies in the city, compared with nine (9) in 2003 and only six (6) in 2004. During 2006, there were also two officer-involved shooting incidents in the city, both of which involved subjects armed with firearms. Additional statistics synopsising the department's 2006 activity are shown below:



## Crime Reports (Misc):

<b>Murder</b>	<b>1</b>
<b>Robbery</b>	<b>13</b>
<b>Aggravated Assault</b>	<b>26</b>
<b>Assault</b>	<b>182</b>
<b>Sex Crimes</b>	<b>23</b>
<b>Arson</b>	<b>3</b>
<b>Burglary</b>	<b>93</b>
<b>Burglary to Motor Vehicle</b>	<b>181</b>
<b>Drug Offenses</b>	<b>172</b>
<b>Thefts</b>	<b>664</b>
<b>Forgery/Counterfeiting</b>	<b>48</b>
<b>Fraud</b>	<b>102</b>
<b>Weapon Offenses</b>	<b>27</b>
<b>Vandalism</b>	<b>336</b>
<b>OUI</b>	<b>141</b>

**Call Types (Misc.):**

911 Hangups:	961
Alarms:	1,473
Domestic Disputes:	289
Criminal Threatening:	95
Missing Persons:	152
Suicide.Mental Health:	149
Drug Overdose:	53
Disorderly/Fights in Progress:	899
Suspicious Activity:	1,888
Arrest Warrant Service:	187
Animals Calls:	1,385

Cocaine Seized:	1138 grams (1.1 kilograms)
Crack Seized:	18.5 grams
Heroin Seized:	43 grams (1,642 grams)
Marijuana Seized:	45 plants

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Property Stolen:	\$688,427
Property Recovered:	\$264,571
Property Damaged:	\$167,455

Due to the increased demands, the department noted that classic officer-initiated activity, such as traffic enforcement had decreased. During the year, the department obtained grant funding to conduct impaired driver (OUI) roadblocks and targeted seat belt enforcement. The city council also provided additional funding, allowing special traffic enforcement details. Officers were assigned specifically to traffic enforcement duties during peak commuting hours.

During 2006, Lt. Mark Clark and Sgt. Edward Sawyer retired, each with more than 25 years of service to the city. In November, 2006, Officer Rocco Navarro was hired and has since completed the 18-week academy, an 8 week field training period at the department, and is now patrolling the streets.

In regards to staffing, after the department's analysis and presentations, Mayor Claude Morgan has since formed a multi-faceted committee, including residents, department members, council persons and members of the business community, to examine the staffing, hiring, recruitment, retention of police officers in the City of South Portland. The department hopefully awaits that committee's report.

I would also like to thank our residents, business owners and other city staff for their ongoing support of our community policing efforts.

Respectfully submitted,

Edward J. Googins



# Public Works Department

**Public Works Director:** Dana Anderson  
**Operations Manager:** Dave Gaudet

42 O'Neil Street  
South Portland, ME 04106

**Phone:** (207) 767-7635  
**Fax:** (207) 767-7636

**Transfer Station:** 929 Highland Ave

This Division is responsible for all street and sidewalk maintenance, daily trash pickup, the transfer facility operation, and repair and maintenance of all equipment assigned to this division. All street sign installation and replacement and line striping are functions of this division as well.

Snowplowing and sanding/salting are major components of the Public Works Division's winter operations. There were ten plowable storms this past year, during which 120 miles of streets were kept plowed and sanded. In addition, 3,400 tons of salt and 260 cubic yards of sand were spread to keep the streets safe. Sidewalk plows cleared 82 miles of sidewalks during each storm. A new 5,000 gallon tank was purchased to house ice ban additive for street salt applications.

Automated trash pickup has been a huge success since its initiation in July of 2005. There has been a significant increase in the cleanliness and orderliness of our streets. The total amount of trash collected from July 2006 to June 2007 was 6,558 tons.

The transfer station allows citizens to dispose of household items. Included in this list are wood, shingles, sheetrock, metal and tires. Computers and large white household goods can also be disposed of at the transfer facility. South Portland residents discarded in excess of 4,200 tons of refuse. The facility makes mulch available to the public which is composted from leaves and yard clippings disposed of by residents.

The Public Works Division operates an aggressive street sweeping program. This task is performed during the spring and summer months. A total of 961 tons of street debris was swept during the past season. This program has significantly decreased the amount of sediment filtering through the Waterman Drive treatment plant.

The paving program was in full swing with the paving of 28 streets and numerous sections of sidewalks. The sidewalk on Highland Avenue from Ocean Street to South Portland High School was completely repaved. Several thousand feet of bituminous work was replaced due to plow damage. Esplanades in 240 locations were repaired. In addition, the crew paved and repaired over 100 driveway aprons and trenches.

In accordance with the contract for street line striping, all center lines throughout the city were repainted. The Public Works crew also completed new turn arrows, letters, stop bars and crosswalks through the city.

The Public Works vehicle maintenance garage stock room was completely redesigned and organized. New parts shelving was installed and an updated inventory system was established.

Additions to the Public Works fleet included replacement of a pickup truck and a one ton dump truck as well as the purchase of a one ton roller and a one ton dump truck.



# School Department

**Superintendent:** Suzanne Godin

Wescott Road  
South Portland, ME 04106

**Phone:** (207) 871-0555

**Fax:** (207) 871-0559

The South Portland School Department's mission is, "Enriching Lives through Quality Learning for All," is grounded in four basic beliefs:

***All children are capable of learning:***

To this end, our work over the past three years has been targeted toward ensuring that all students have opportunities to engage in high levels of learning. The high school focus on school reform has resulted in the formation of 9<sup>th</sup> grade teams designed to provide a personalized environment for all students entering the high school. Results showed that during the 2006-2007 school year, no 9<sup>th</sup> grade team freshman completing their first year at SPHS dropped out of High School. This was a significant drop from previous years!

Furthermore, during 2006-2007 a senior year internship project was piloted with 9 students. Each student was matched with a community placement for a semester long internship. Plans are to expand this semester course offering to all students interested in experiencing a job-shadow internship prior to graduation.

Mahoney Middle School and Memorial Middle School have been working together to align beliefs, structures and practices toward a shared middle school vision. Their work has been centered on improving literacy skills for all students. The realignment of two Intervention Strategist positions at the middle schools has been aimed toward supporting teachers in developing literacy strategies and personalizing the curriculum to meet individual student needs.

Our elementary schools are developing flexible groupings of students which allow students to move in and out of supportive services as needed. Much attention has been given to developing support for students identified as being "at-risk" of not being successful in school. These supports coupled with identifying the essential learning necessary at each grade level in each content area has helped to determine individual student needs.

***Teaching will reflect the best of what we know through research about how learning occurs:***

The district is committed to a culture of Professional Learning Communities, where groups of teachers work together to improve instruction. The Professional Learning Leadership Team (PPLT), comprised of 45 teacher leaders and 17 administrators, plan the use of staff development days and early release times to focus on looking at student work to improve instruction and student achievement. Federal Grant funding of our No Child Left Behind plan supported a team of 18 teachers and administrators attending a Model Schools Conference this past summer. The latest research on learning will be shared throughout the district as teams of teachers work together to improve their teaching practices.

***Schools will prepare all students for the challenges and opportunities of the 21<sup>st</sup> Century:***

We know that all students need some further education or training beyond high school, in order to find satisfying careers that will provide a living wage. In response to a state mandate, our guidance counselors have been developing a K-12 Comprehensive Guidance Curriculum that includes aspirations and career planning. The high school reports the percentage of students going on to post secondary opportunities increased from 61 % in 2002 to 85% in 2007.



Additionally, our Library/Media Specialists and Technology Integration Specialists have worked together on the Information Technology (Info-Tech) team to address the critical information literacy skills that our students will need to be successful in the 21<sup>st</sup> Century. To help teachers incorporate those skills into their instruction, the Info-Tech team has developed a highly successful graduate level class for staff which has become widely requested throughout Southern Maine.

South Portland High School and the community of South Portland were named for the 2006-2007 school year as Community Partners in the Maine Readiness Campaign to institute changes that will enable students to graduate ready to face the challenges of college, career and citizenship. A city Councilor partnered with the high school principal to lead this work.

The changing needs of our graduates reflect also many of the changing demographics of our schools. During the 2006-2007 school year we have seen an increase in the number of English Language Learners residing in South Portland. We currently have 133 students receiving English Language instruction through our ESL program. The diversity of cultures and experiences that our English Language Learners bring to our schools has broadened our awareness of the changing face of our community.



***The community values quality education:***

The Board appointed Secondary Schools Facilities Committee has finished three years of study into the three aging secondary and middle schools. The committee presented plans for a renovated high school to the City Council for approval in the spring and is moving toward a referendum vote on November 6, 2007. The middle school plans are to be developed over the next few years through the State's priority school application process.

As many of you are aware, in January 2006, the Governor and Commissioner of Education rolled out plans for consolidating Maine's 270 school districts. A large part of our spring and summer was spent reviewing the law and the options available to South Portland. While it has been determined we will be remaining a Municipal School District, due to enrollments above the 2500 student threshold, one of our challenges ahead will be to develop plans for addressing reduced state funding allocations. A reorganization committee composed of a City Councilor, the City Manager, City Finance Director, School Board Chair, Superintendent, District Business Manager, community member and a state facilitator are working to prepare a plan for the Commissioner of Education that will identify areas of potential reorganization.

Overall, 2006-2007 was an exceptionally challenging year. Our outstanding staff continues to work diligently to bring quality educational programming to the students of South Portland. We have seen clear evidence of significant improvements in teaching, learning, and student academic growth. We remain firm in our commitment to South Portland students and believe the strong community support of our parents and School Board are critical toward providing an educational foundation for the youth of South Portland.



**South Portland  
Community Television**

**New Format!**

You may have noticed this past year, SPC-TV Channel 2 made the transition to a digital file format. All programming on the channel is now stored, scheduled and played back from computer disk drives located at City Hall. This transition from the VHS tape and DVD formats has increased our reliability and signal quality. It also allows us to archive our programs for instant retrieval and will make it possible for us to provide video streaming and download capabilities via the internet for people who may not subscribe to Time Warner Cable.

**Some of the public access and municipal programs produced at SPC-TV in the past year include:**

- *Kritizsm Television- Student production*
- *Legislative Roundtable – South Portland Democrats*
- *Portland Harbor Museum lecture series*
- *The Birds of Monhegan Island, Birding in Ecuador*
- *The Commercial Show – Parody*
- *One More for Johnny – Comedy Show*
- *SP/Cape Elizabeth Rotary weekly guest speakers*
- *Art in the Park – 2007*
- *Historical Society: Broadview Park Oral History*
- *SMCC Students -English as a Second Language*
- *PSA’s for the South Portland Police Dept.*
- *Multiple municipal training seminars and meetings*
- *Elm Street Church services*
- *Seasons of Growth – Gardens of South Portland*
- *South Portland Fire Department History*
- *FEMA: After the Storm – info after Patriots Day Storm*
- *South Portland Rec: Growing Years & On our Way*
- *Vietnam Veterans Memorial Wall Experience*



**An SPC-TV show in production.**

We currently provide video production and announcement services to more than 150 non-profit organizations in Southern Maine in addition to the public and municipal departments of the city. SPC-TV is currently researching how we can better serve the public through on-line access to our municipal meetings and public access programming. For example, we are researching methods for “chapterizing” the meetings by linking the video to each agenda item published on the city web page. A single click on the agenda item will open a video window and play only that item.

We are also making a special effort to increase the amount of our local and in-state programming. The attached chart reflects the sources of our programming over the last year, expressed as percentages. Questions or suggestions? E-mail us at [spctv@southportland.org](mailto:spctv@southportland.org) or send a note to:

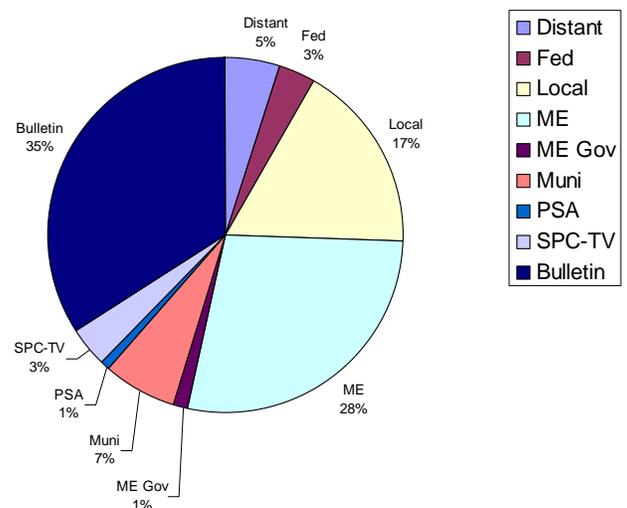
**South Portland  
Community TV**

**SPC-TV Manager:** Tony Vigue  
**Media Specialist:** Moe Amaral

City Hall, 2nd Floor  
25 Cottage Road  
South Portland, ME 04106

**Phone:** (207) 767-7615  
**Fax:** (207) 767-7620  
**e-mail:** [avigue@southportland.org](mailto:avigue@southportland.org)

**Percentage of SPC-TV Programming By Source**



# Transportation and Waterfront Dept.

**Director:** Tom Meyers  
**Operations Supervisor:** Rick Sargent  
**Maintenance Staff:** Anthony Corey

46 O'Neil Street  
 South Portland, ME 04106

**Phone:** (207) 767-5556  
**Fax:** (207) 767-7640

## Customer Service Improvements

Several customer service improvements have been completed ranging from those that effect everyone, to those that are for one person. For example, we have replaced or installed bus stop signs with new colors, numbers, and destinations, including 10 in downtown Portland.

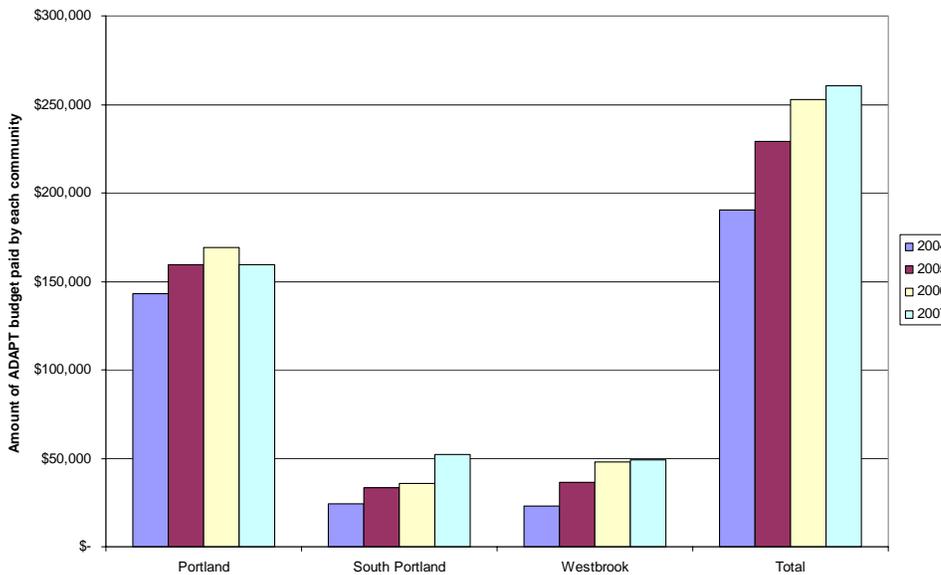


## Summary of ADA Paratransit Program (ADAPT)

We are required by law to provide complementary paratransit service for disabled people who live within 3/4 mile of the bus route but are unable to take public transit. Complementary paratransit service must be available at the same times as the fixed route service. 17 hours Monday thru Friday; 12 hours Saturday and Holidays; roughly 97 hours per week. There are many customer service standards they are required to meet. They must have specialized vehicles, a centralized scheduling service, and full-time dispatch capability.

We contract with RTP to provide the paratransit service. In the last four years the total number of clients has grown from 382 to 667, a 75%

ADAPT - Amount Paid by each community over the last four years



increase, but the percentage of clients by community has remained about the same.

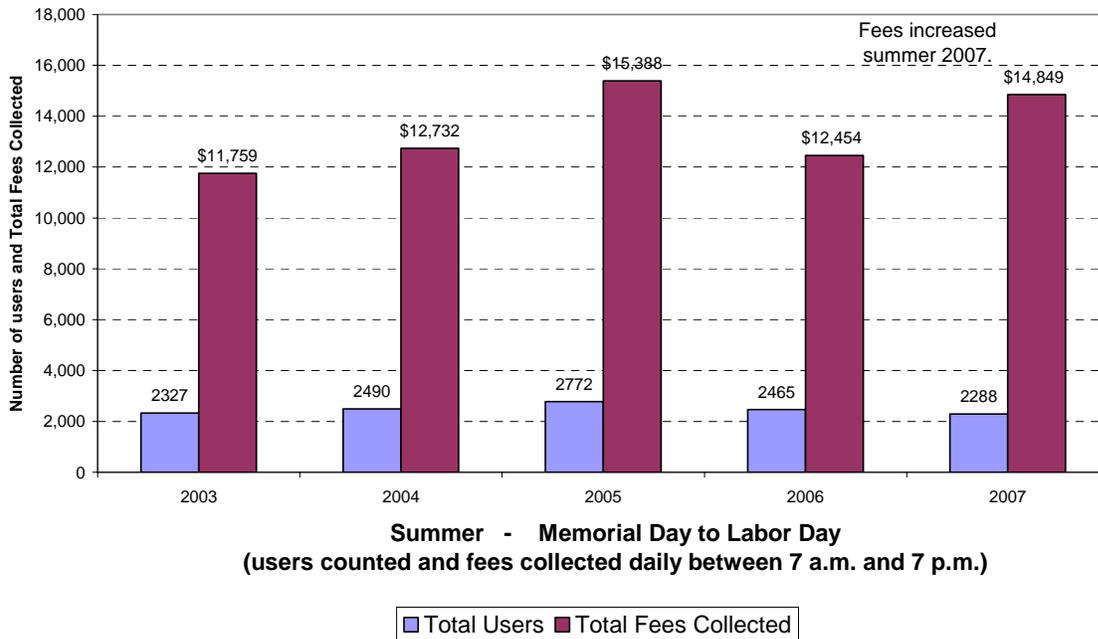
The total number of trips has increased by 39.7% in four years. Between 2006 and 2007, the total number of trips increased only 8.8% overall, the total number of trips in South Portland increased by 54%! There are more riders in South Portland who use RTP 5 days a week to get to work. We have several who are dialysis patients. We have several clients who recently made up to 21 round trips in a month. From a mobility perspective, this is great news!

## Municipal Boat Ramp

The municipal boat ramp at Bug Light Park is operated as an enterprise account. The City Council adjusted fees at the beginning of the 2007 boating season. Non-residents were already being charged the maximum amount allowed by the state (\$6.00 daily use fee and \$60.00 season pass). South Portland resident fees were raised to \$5.00 daily use and \$50.00 season pass. Although the total number of users dropped, total revenues did increase.



## City of South Portland Municipal Boat Ramp at Bug Light Park

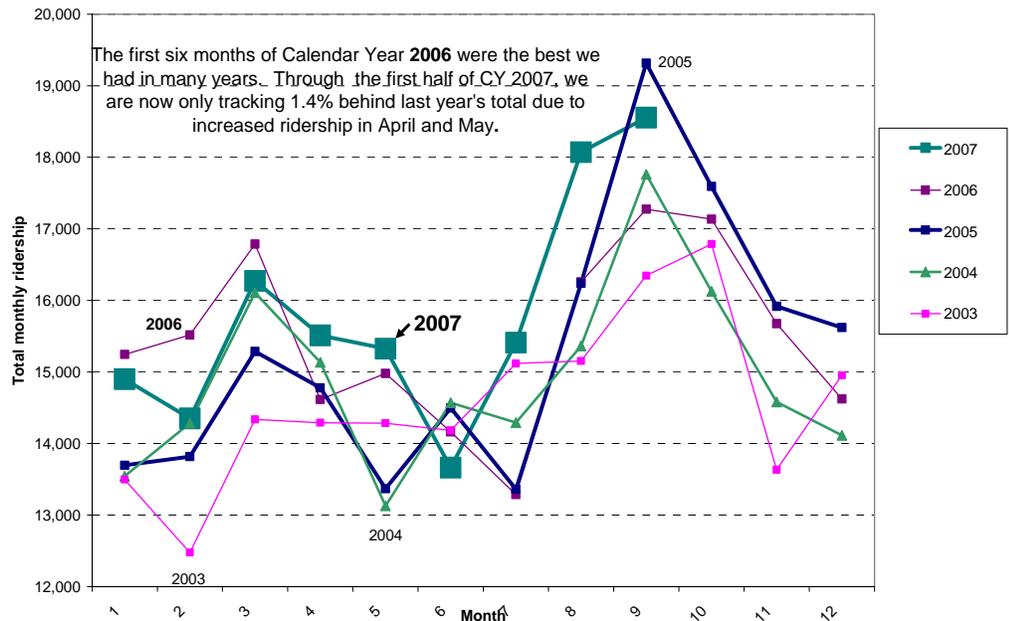


In fiscal year 2007, the city received an extra \$125,471.00 to apply to local road maintenance as an incentive for its commitment to public transit. Since 2004, the Maine Department of Transportation's "Transit Bonus" program has rewarded communities who have invested in public transit above their 2001 level. Since 2004, the city has received almost \$331K in additional funding through this program to improve our local roads.

The Bus Service 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 per day** and provided **over 185,559 trips in Calendar Year 2006**. All city buses are lift equipped and wheelchair accessible. The South Portland Bus service connects with the METRO Bus system through a **free transfer system** giving 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 Trailways, AMTRAK Downeaster, and other modes of transportation. The Bus Service has a fleet of seven buses that operate on three weekday routes from 5:30 a.m. until 10:40 p.m. Two buses operate on Saturday covering two routes from 6:50 a.m. until 7:10 p.m.

### South Portland Bus Service

Calendar Year 2007 Ridership by month  
compared with Calendar Years 2003, 2004, 2005, 2006



There is no Sunday service. We have an operations supervisor, 11 bus drivers, one mechanic, and a director; there are no part time positions. [Note: Operations Supervisor and Director also have "Waterfront" responsibilities.]

# Welfare Department

**Welfare Director:** John Roberts  
**Assistant:** Brenda True

City Hall, Room 110  
25 Cottage Road  
South Portland, ME 04106

**Phone:** (207) 767-7617  
**Fax:** (207) 767-7620  
**e-mail:** jroberts@southportland.org

The City of South Portland has a statutory responsibility, per M.R.S.A. 22, part 5 Chapter 1161, to provide general assistance to its neediest citizens. This charge is carried out by the Welfare Department, which has its office in City Hall. The department is staffed by the director and a half-time administrative secretary/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. General Assistance costs are reimbursed by the State at a 50% rate. For the current reporting year \$195,512 was issued to eligible recipients prior to reimbursement. Families not assisted financially are referred to a myriad of local resources appropriate to their need.

An analysis of the General Assistance caseload, using July as the sample month, clearly demonstrates the changing demographics in the

City of South Portland. It is no longer just a reasonably well off bedroom community of Portland, whose residents have either lived in Maine or the Greater Portland area for many generations.

Seventy percent of the caseload in the month of July had a head of household with a social security number assigned in other parts of the country. The current caseload is represented by families from all over the country and the world. South Portland has become a true metropolitan community in its own right, with a number of diverse cultures living side by side.

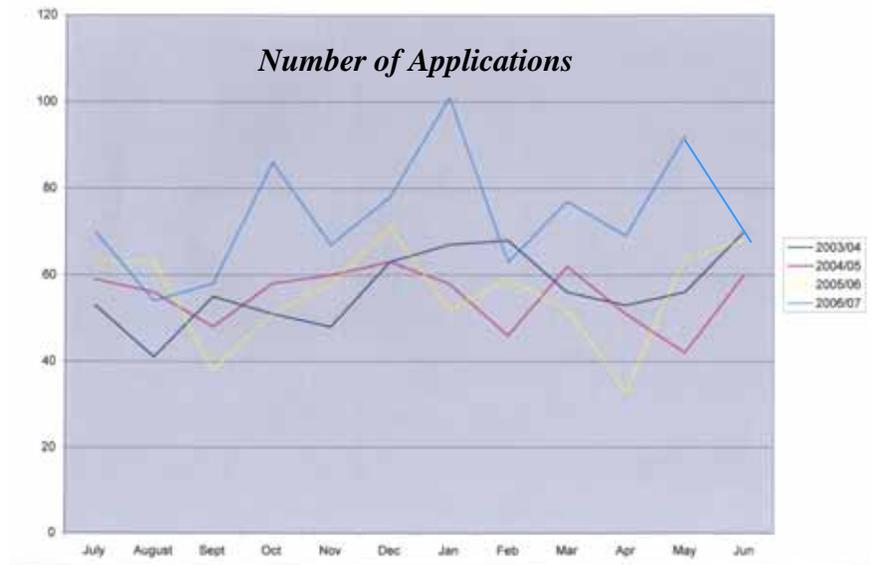
The majority of ethnic families settling in South Portland are moving into housing along Westbrook Street. The West End of the City of South Portland, which for this office means all of the housing on and off Westbrook Street beginning at Western Avenue, has approximately 2200 apartments. It is here that the greatest diversity occurs, and where a large percentage of cases reside. Eastern Europe, Africa, the Middle East and Asia are all represented.

It can be extremely time consuming attending to the needs of our newest arrivals whose command of English has yet to be mastered. Yet the department has so far met that challenge.

The Welfare Director, in addition to General Assistance, oversees the maintenance of City Hall, Assessing and two leased buildings; Spurwink School and PROP Headstart/Daycare.



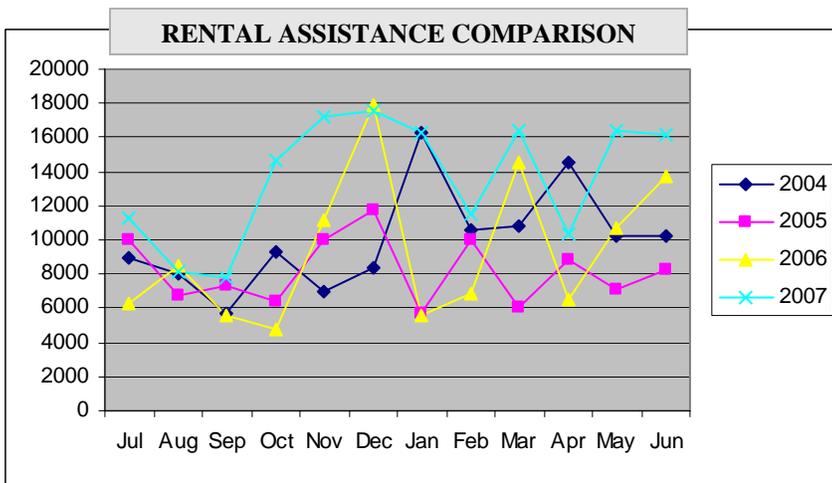
*Jack and Brenda prepare for their next client.*



**Number of Unduplicated families assisted = 376**

### Annual Welfare Assistance Totals

2007 - \$195,512  
2006 - \$135,855  
2005 - \$117,869



## Community Resource Referrals

- Avesta Housing
- Care Partners
- Childcare Connections
- Children's Closet
- DHHS – Food Stamps
- DHHS – MaineCare
- DHHS – TANF
- Food Cupboard
- Ingraham
- Maine PUC
- Preble St. Resource Ctr.
- PROP
- Shalom/Brap
- Social Security
- South Portland Housing Authority
- Unemployment
- Verizon Lifeline

	Number of Applications	Total Assistance		Number of Applications	Total Assistance
Jan. 04	67	16,250.11	July '04	59	11,227.05
Jan. 05	58	7,423.05	July '05	63	7,766.79
Jan. 06	52	6,977.54	July '06	70	14,588.07
Feb. 04	68	18,938.37	Aug. 04	56	7,684.83
Feb. 05	46	10,967.87	Aug. 05	63	10,286.58
Feb. 06	59	8,375.84	Aug. 06	54	10,552.28
Mar. 04	73	12,426.61	Sept. 04	48	10,241.45
Mar. 05	62	7,288.84	Sept. 05	38	8,111.73
Mar. 06	52	15,957.53	Sept. 06	58	9,546.76
Apr. 04	53	19,611.08	Oct. 04	58	7,896.26
Apr. 05	51	10,686.73	Oct. 05	51	5,904.65
Apr. 06	33	9,289.83	Oct. 06	86	16,971.00
May '04	56	11,685.07	Nov. 04	60	11,326.79
May '05	42	9,461.35	Nov. 05	58	15,573.94
May '06	64	12,529.63	Nov. 06	67	19,779.03
June '04	70	11,407.59	Dec. 04	63	13,619.06
June '05	60	10,046.58	Dec. 05	77	19,513.66
June '06	68	15,568.21	Dec. 06	78	19,316.94

## *Treatment Systems Division*

The Daily average flow this past year was 7.17 million gallons per day. This is a decrease of almost 16% from the previous year. Most of this decrease in average daily flow can be attributed to a dryer year, but some we believe is due to the recently completed Pleasantdale separation project. This separation project was completed by the Department in September 2006. While organic loading to the treatment plant decreased 5.7% from the past year, sludge production was down almost 10%. This reduction was due to plant operations, Treatment plant operators have been concentrating on reducing biosolids production by operating the plant in the contact/stabilization mode. This effort seems to be bearing fruit, with the decrease in sludge production greater than the decrease in organic loading.



**Water Resource Protection, Waterman Drive**

## **Water Resource Protection**

**WRP Director:** Patrick Cloutier

Waterman Drive  
South Portland, ME 04106

**Phone:** (207) 767-7675

**Fax:** (207) 767-5697

**e-mail:** [pcloutier@southportland.org](mailto:pcloutier@southportland.org)

**B**iosolids disposal costs were down \$83,955 from FY2006. This is a 20% decrease. Half the cost is attributed to less sludge being produced, while the other half is due to the new contract the department signed with New England Organics beginning in January 2006. This contract reduced our disposal cost per ton from \$58.38 to \$56. Also, as results of this contract, we no longer have to lime stabilize our biosolids since we are not land applying the material. This has entirely eliminated our lime budget of \$90,000 per year and reduced the cost of disposing of the lime.

**B**eginning in July 2006 the treatment plant initiated a computerized preventive maintenance system for plant operations. This has improved record keeping and is expected to eventually reduce many maintenance costs. Over the year, operators performed 649 separate work orders pertaining to scheduled maintenance generated by this new computer maintenance system.

- The Industrial Compliance section renewed 1 industrial discharge permit this year.
- Personnel performed seven formal industrial inspections while conducting 22 separate sampling events to check for industrial discharge compliance.
- Industrial compliance was excellent this year with only 4 industrial discharge violations being recorded.
- Significant industrial user flow for the year averaged 1 million gallons per day or 14% of the total flow to the treatment plant.

Treatment for the most of the year was excellent. Biological oxygen demand (BOD) averaged 12 mg/l for the year. Total suspended solids (TSS) averaged 11 mg/l. These values are well below our current license limits of 30 mg/l. The treatment division continues to strive with providing the City with excellent, cost effective wastewater treatment services.

### **Collection Systems Division**

The department, along with the other MS4 communities was given an Environmental Merit Award from the United States Environmental Protection Agency for outstanding efforts in preserving New England's environment in regards to stormwater and the *Think Blue Maine Partnership*.

The Collection Systems Division specifically received recognition from the Cumberland County Soil and Water Conservation District (CCSWCD) for the development and implementation of the City's Illicit Detection and Elimination Program in their recognition of the City's environmental leadership.

On August 24, 2006 The City received comments from David Ladd, Stormwater Coordinator, Maine Department of Environmental Agency regarding the City's year three stormwater report. Mr. Ladd indicated that the City has met and in most cases, exceeded the State's stormwater requirements.

- Since June of 2006 Staff has cleaned over a 100,000 feet of sewer and removed 120 tons of sediment.
- Over the year, the Collection Systems Division receives well over 1000 excavation notifications. These requests insure our utilities will not be damaged by other contractors during the digging process.
- The catchbasin cleaning program retrieved over 350 tons of sand and debris.
- Several sewer and stormwater replacement projects were completed by division staff to ensure adequate long-term operation within the collection systems.
- The division's motor vehicle mechanic preformed 135 separate work orders on the department's vehicles and equipment.



**Treatment Plant Aeration System**



**Collection Systems Division Office Building**

# Accomplishments

As the last official Annual Report for the City of South Portland was published back in 1998, there are a number of accomplishments that have happened since that time that the city is proud of and would like to recognize. The list below highlights some of these.

- ◇ **South Portland Featured in *DownEast Magazine*.** We began the year with South Portland being featured in *DownEast Magazine* as Maine's most invisible city. The entire issue was dedicated to South Portland with great fanfare and success.
- ◇ **South Portland Police Department Training in Weapons of Mass Destruction.** The Department trained all of its members through the "operations level" for weapons of mass destruction (WMD); the only department in the State that has trained to this level.
- ◇ **Fire Department Personnel Completed ICS 300 Training.** Our Fire Department was the first department in the State to have all its members complete Incident Command System Training at the 300 level.
- ◇ **Automation of Past Due Notices.** Finance Department completed automation of real estate and personal property collection and past due notices, decreasing our percentage of outstanding collectibles and reduced the cost and time of notice production.
- ◇ **GPS Installed in Police Cruisers.** Completed installation of a global positioning system in all of our police cruisers to increase response capability and protect employee safety.
- ◇ **Automated Curbside Refuse Collection Plan Initiated.** The City Council authorized the initiation of an automated curbside refuse collection system by approving the purchase of two new refuse collection trucks and collection carts that will be distributed to South Portland households. This will reduce the operating cost of this program to the City by nearly \$115,000 per year.
- ◇ **Western Avenue Fire Station Opened.** After better than thirty years in the making, the City in January of 2004 opened and dedicated the new Western Avenue Fire Station. This station was originally planned as part of the opening of the Maine Mall in 1970.
- ◇ **Greenbelt Walkway Completed.** The Greenbelt Walkway was completed from the corner of Broadway and Evans to Wainwright Farms on Highland Avenue bringing the total length to 5.6 miles. The Greenbelt Walkway is part of the East Coast Greenway which is planned from Calais, Maine to Key West, Florida. South Portland is the first community in the state to complete the connection from one boarder to another.
- ◇ **Animal Control Services.** In July, the Council approved an Interlocal Agreement between the City and the Town of Cape Elizabeth to provide animal control services to the Town of Cape Elizabeth; reducing the cost of services for both communities.
- ◇ **Assessing Services for Westbrook.** South Portland and the City of Westbrook entered into an Interlocal Agreement for the City of South Portland to provide a City Assessor for Westbrook at an annual fee and revenue to the City of South Portland of just over \$71,000.
- ◇ **City attained CDBG Entitlement Status.** City received formal notification of its Community Development Block Grant entitlement status beginning July 1, 2004 entitling the City to an annual appropriation in excess of \$500,000. This will allow the City to assist individuals of low and moderate income with access to social services, home repair funds and job training. The City can also use this money to assist in job creation and retention activities. South Portland later teams up with Cumberland County ultimately giving up entitlement status so that the county could have it.

- ◇ **City Adopted the First Affordable Housing TIF in the State.** The City Council approved the first Affordable Housing Tax Increment Financing plan in the State of Maine. The plan provides for 293 new affordable housing units and the renovation of the historic buildings on the campus of former Maine Youth Center.
- ◇ The Maine Healthy Beaches Program recognized the city for its efforts in the water quality-monitoring program at Willard Beach by presenting a Certificate of Accomplishment for 2004 to the **Water Resources Protection Department**. This is a cooperative effort between the **Parks and Recreation Department** and Water Resource Protection Department.
- ◇ The **Water Resource Protection Department’s Beach Monitoring Program** was one of only 4 programs nationwide recognized by the National Resources Defense Council as “exemplary” in its efforts of water quality monitoring, its policy of closing the beach when bacteria levels are unsafe, and its efforts to reduce pollution for Willard Beach. According to Joan Saxe of the Maine chapter of the Sierra Club, “It would be nice if there were more beaches being monitored and more cities doing what South Portland is doing.”
- ◇ In December, the **City’s Emergency Management Leadership Team and the City Council** was recognized by Maine Governor John E. Baldacci for its leadership on emergency management issues at the local level.
- ◇ SPC-TV and City’s IT Staff initiated the City’s web page – **southportland.org**. Council agendas, minutes and information on all municipal departments are now available on-line.
- ◇ Dispatching operations were moved from the Police and Fire Department buildings into the new Public Safety Communications Facility on May 4, 1999. Mayor Boudreau presided over a building dedication ceremony on July 17, 1999.
- ◇ The Police Department and Information Technology staff completed installation of a police mobile communications system (i.e. laptops in police cruisers). This new communication system provides real time criminal and traffic data at the fingertips of our Police Officers.
- ◇ The City’s Planning Department received notice of the successful application for a \$30,000 Comprehensive Planning Grant from the State Planning Office to bring the City’s Comprehensive Plan into compliance with the State’s Growth Management Law. This would provide the City with site plan and subdivision review authority over State projects within the City.
- ◇ The Pollution Abatement Department oversaw the upgrade of the sanitary pump station capacity at two pump stations located near the Spring Point Shoreway.
- ◇ The Maine Healthy Beaches Program recognized the city for its efforts in the water quality-monitoring program at Willard Beach by presenting a Certificate of Accomplishment for 2004 to the **Water Resources Protection Department**. This is a cooperative effort between the **Parks and Recreation Department** and Water Resource Protection Department.
- ◇ City received an **\$800,000 federal earmark appropriation from the United States Congress** through the effort of Congressman Thomas Allen to complete the funding package for the Exit 3, Broadway/Westbrook Street project.
- ◇ In December 2004, the **City’s Emergency Management Leadership Team and the City Council** was recognized by Maine Governor John E. Baldacci for its leadership on emergency management issues at the local level.
- ◇ **City Signs Contract with Sigma Communications for Reverse 911.** In November, the city signed an agreement to have reverse 911 installed in public safety dispatch, giving the city the ability to communicate with residents and businesses on a mass scale during serious public safety issues.

- ◇ **Interlocal Cooperation with Cape Elizabeth.** In January, the City Council authorized the City Manager to sign a mutual aid agreement with the Town of Cape Elizabeth creating a new joint service district between the two municipalities for fire suppression and other emergencies for the Cape Cottage Road Station and the Willard Hose House.
- ◇ **Legislative and Council Redistricting.** This year the City Clerk completed the Legislative and Council redistricting based on the 2000 census.
- ◇ **Clarks Pond Land Acquisition.** Acquired a parcel of land adjacent to Interstate 295 providing an important link around Clarks Pond.
- ◇ **New Quint Fire Truck.** The City took receipt of a new quint fire truck, combining the functionality of a pumper engine and a ladder truck. The truck has 2,000 gallon per minute pump and a 75 foot ladder. The new truck was assigned to the Cash Corner Fire Station
- ◇ **Fire Department Personnel Completed ICS 300 Training.** Our Fire Department was the first department in the State to have all its members complete Incident Command System Training at the 300 level.
- ◇ **Hazmat Strike Team.** In 2004, the South Portland Fire Department was designated as a State of Maine hazmat strike team and decontamination team, capable of responding anywhere in the state.
- ◇ **Blasting Ordinance Adopted.** City adopted a new blasting ordinance.
- ◇ **Homeland Security Funding.** City received over \$600,000 from Department of Homeland Security for planning, training, and equipment for anti-terrorism, other natural or man-made disasters or emergencies.
- ◇ **Spring Point Ledge Light Renovation.** City facilitated investment of over \$50,000 in renovations to the canopy at Spring Point Ledge Lighthouse.
- ◇ **The Fire Department,** through the Cole foundation and with help of donations has acquired and placed on the three full time engine companies 3 new thermal cameras. They are the latest technology and have allowed us to place on Ladder 2 in Willard and Engine 3 in Pleasantdale the older cameras. We now have the ability to place five thermal cameras in service searching for fire victims. This is a huge asset for a department in a city our size.
- ◇ **Purchasing Cards Pilot Program.** City council authorized the Finance Department to move forward with a purchasing card program under the state's contract with Payment Tech. The program was tested as a pilot in Pollution Abatement, Public Works, Parks, and the Fire Department. The first payment to First USA/ Payment Tech was \$19,753. This saved the processing of 275 field purchase orders and better than seventy checks, including reconciliation, match-up and filing.
- ◇ **Leaf and yard waste composting.** The Department initiated a leaf and yard waste-composting program at the City's Transfer Facility. The Department generated several thousand cubic yards of compost that was used on Public Works and Parks Department construction projects throughout the City; saving significant tax dollars in not having to purchase loam for esplanade repair.

- ◇ **Bug Light re-lighting ceremony.** On August 14, 2002, Portland Breakwater Light, “Bug Light,” was refurbished and recommissioned due to the combined efforts of the U.S. Coast Guard Aids to Navigation Team, Spring Point Ledge Light Trust, Rotary Club of South Portland-Cape Elizabeth, and several departments in the city. A well-attended ceremony highlighted the importance of this city jewel in the crown of Bug Light Park.
- ◇ **Wainwright Farms completed.** The year 2002 marked the completion of construction of the Recreational and Athletic Field Complex at Wainwright Farms.
- ◇ **Consolidation of Public Works and Parks and Recreation Departments.** This year the Public Works Department was merged into the Parks and Recreation Departments, creating the Department of Parks, Recreation and Public Works. John Switzer was appointed Superintendent of Parks and Public Works.
- ◇ **Consolidation of Engineering, Planning and Code Offices.** The City Council authorized the City Manager to sign a lease for a building at 62 E Street allowing for the consolidation of Engineering, Planning and Code Enforcement into a single building increasing the coordination of services to the development community.
- ◇ **City Council Adopted Regulations Allowing a Farmers Market in the City.** The City Council amended Chapter 14, “Licenses, Permits and Business Licenses Generally,” authorizing a farmers market to be developed in Thomas Knight Park.
- ◇ **Thomas Knight Park Municipal Pier and Floats Placed in Service.** The project was substantially completed late in the summer and a ribbon cutting ceremony was held on September 30, 2005. The city acted as general contractor and cobbled together a variety of funding sources, performing some of the land-side work with neighborhood volunteers or city staff and equipment.
- ◇ **Sawyer School Sold.** In November, the City completed the sale of the former Sawyer School to the Congregation Bet Ha’am.
- ◇ **Zoning and Subdivision Amendments** A major effort to update the Zoning and Subdivision Ordinances was begun in the fall of 2006 by a committee chaired by then-Mayor Maxine Beecher. Work this past year involved the successful adoption of a significant re-writing of the Nonconformance rules. Intending to continue to work through 2008, the Zoning Committee has completed the draft of a local wetlands ordinance and is busy developing expanded Shoreland Zoning and stormwater regulations.
- ◇ **Casco Bay Bridge Opens** On August 30, 1997, after four years of construction and decades of planning, the new Casco Bay Bridge was completed and became available for use by the public. The bridge replaced the Million Dollar Bridge that had served to connect Portland and South Portland since 1916. In order to enable fewer bridge openings, the Maine Department of Transportation chose a “medium” height for the span. This reduced impacts on the neighborhoods on both sides of the Fore River but still necessitated a draw-bridge design. Of critical importance to South Portland, and a feature that South Portland City officials and community leaders had strongly advocated, was an alignment for the new bridge such that, rather than sending commuters back and forth through the Knightville neighborhood, traffic instead went around the peninsula and touched down at Broadway and Waterman Drive. Another positive outcome was South Portland’s success in getting MDOT to include a \$1.2M pedestrian ramp to provide walkers with access to the bridge at the new Thomas Knight Park.

- ◇ **Thomas Knight Park Opens** Another happy result of the Casco Bay Bridge project was the creation of Thomas Knight Park at the point of land that used to be the abutment for the Million Dollar Bridge. Officially opened in October of 1999, the park was noteworthy for several reasons, such as: removal of several layers of asphalt in the old road bed to reveal the original cobblestone street and trolley tracks that led to the Million Dollar Bridge; the previously mentioned pedestrian ramp; and the retention of three large, granite block pier structures that the City successfully convinced the Coast Guard and others to spare from the demolition of the old bridge. These piers later became the foundation for a wood dock and pier that significantly increased the ability of South Portland residents to enjoy and make use of their waterfront.
- ◇ **Jetport Plaza Road Opens** Construction of a new road along the Portland Jetport property linking Western Avenue and Johnson Road with Westbrook Street was opened on July 6, 2006 at a ribbon cutting ceremony led by Mayor Maxine Beecher. Built by Maietta Construction, the project was funded using tax increment financing dollars and a grant from the Maine Department of Transportation. The project improves safety and mobility in the congested Maine Mall part of South Portland, and it provides an alternative access for the many semiconductor workers in the area who otherwise would have had to use Western Avenue.
- ◇ **Purchase of former South Portland Armory** The State of Maine Department of Defense sold to the Museum of Glass and Ceramics in 2002 for \$550,000. The City had submitted two unsuccessful bids. On August 9, 2005, the Museum of Glass and Ceramics filed a voluntary petition under 11 USC Chapter 7 for bankruptcy. During the March 22, 2006 bankruptcy proceeding, the City became the highest bidder with a purchase bid of \$650,000. With the property located next to the South Portland public safety building that includes the Police Department, Dispatch Center, Emergency Operations Center, and the Central Fire Station the property had been considered by many as a “strategic” purchase for the long-term stability and protection of these city departments. Subsequently, the administration recommended that the Council appoint a blue ribbon committee to develop a plan or vision for the property and present its findings to the City Council.
- ◇ **Emergency Operations Center Complete** The basement of the public safety dispatch center is now complete. The room is available to be used as an emergency operations center and also serves as a public safety and computer training facility.
- ◇ **Liberty Ship Memorial Dedication Ceremony** On Saturday, November 10, 2001, more than three hundred people were on hand to celebrate the Liberty Ship Memorial Dedication.
- ◇ **Highland Avenue Road Connector Phase I Study Complete** Phase I of the Highland Avenue Connector Road was completed by the East West Connector Road Study Committee and engineering consultant, Gorrill Palmer of Gray. The study was presented to city council in June. The study identified five major families of alternatives with the preferred alternative through Wainwright Farms.
- ◇ **Former U-Haul Property Named in Memory of Arvin “Ge” Erskine** A citizens committee requested the former U-Haul property to be named in memory of former Public Works Director Arvin “Ge” Erskine. City council, at their meeting of August 6<sup>th</sup>, subsequently named the property in honor of Ge.
- ◇ **Mary Marsh School** The Mary Marsh School is a 21,300 square foot one story wooden frame building constructed in 1944 as a temporary structure and added onto in 1957. The building is located on roughly 1.49 acres (which the Community Center occupies a portion of also) on MacArthur Circle North. The original construction was of a low quality. As it exists today, the building has serious structural problems that are a result of original construction systems and the nature of the ground condition.
- ◇ **Regional Ice Rink Initiated for Wainwright Farms** City signed a Letter of Intent with Tri Town Ice for a long-term land lease for the development of an ice rink at Wainwright Farms.

- ◇ **Combined Sewer Overflow (CSO) Projects over the last 10 year (1988 - 2007):** The City's CSO (Combined Sewer Overflow) program has been progressing toward the eventual elimination of the remaining CSO's permitted under the city's discharge permit. The program has been in place since the late eighties and has been redesigning the way the sewer collection and treatment systems have functioned to capture the maximum amount of sewer and stormwater flow practiceable to reduce the amount of pollution being discharged to Casco Bay during heavy rain events. The program has expended \$7.08 million since 1996.

CSO Facilities Plan Remediation:

Pump Station Upgrades	\$1,300,000
Truckline "A" Cleaning	\$160,000
Treatment Plant Upgrade	<u>\$9,200,00</u>
	\$10,660,000

Separation Projects:

1986	Brooklyn Height	\$333,000
1988	Trunk Line B	\$1,300,000
1989	Pickett Street	\$200,000
1993	Lincoln St. Stormwater Treatment Tank	\$80,000
1994	Cottage Road	\$60,000
	Hoyt and Kelsey	\$35,000
	Old Joe's Pond	\$75,000
1996	School Street	\$102,000
1997	RedBank - I	\$717,000
1998	Ferry Village - II	\$699,000
	RedBank II	\$390,000
	Cottage/Davis Streets	\$125,000
1999	Willard Beach	\$450,000
	Cash Corner	\$615,000
	City Hall	\$30,000
2000	Broadway.Mussey	\$306,000
	Latham/Cole	\$151,000
2001	Pearl Street Pump Station	\$222,000
2002	Willard Beach Generator	\$60,000
2003	Cash Park Separation	\$408,000
	Virginia Ave. Stormwater Drainage	\$5,000
2004	No. Marriner Street	\$45,531
2005	Adelbert-Sylvan Separation Project	\$296,225
2006	Pleasantdale Separation Project - Re-bid	\$2,088,641
	Lincoln Street Ext.	<u>\$11,356</u>
		\$9,162,753

Other Projects:

Manhole Sealing	\$15,000
Sump Pump/Roof Leader Program	\$160,000
McKinley Street	\$29,000
Grove & Osborn	\$16,000
Upper & Lower Cleveland Circle	\$10,000
Adelbert Street	\$40,000
Main Street & New York Ave.	\$4,000
Pierce & Sawyer	\$4,000
Nelson Road	<u>\$4,000</u>
	\$282,000
<b><u>Total All Projects</u></b>	<b><u>\$20,104,753</u></b>

# Connecting With Your Government

## Representatives to the Legislature

### *District 122*

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