

FY 2016 – 2017 ADOPTED BUDGET



Adopted by City Council
June 20, 2016

The logo for Auburn, Maine, featuring a stylized blue starburst or flame shape above the text.
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CITY OF AUBURN
FY 2016 EXPENDITURES
COMPARISON FY15 AND FY16 BUDGETS

	COUNCIL ADOPTED BUDGET FY 15-16	DEPARTMENT PROPOSED BUDGET FY 16-17	MANAGER PROPOSED BUDGET FY 16-17	COUNCIL ADOPTED BUDGET FY 16-17	\$ Change	% Change
City Expenses						
Operating Expenses	25,769,972	26,985,875	26,405,112	26,740,830	970,858	3.77%
Debt Service/TIF	8,924,778	9,231,648	9,231,648	9,231,648	306,870	3.44%
Intergovernmental	3,795,634	3,847,946	3,581,366	3,814,925	19,291	0.51%
Total City Expenses	38,490,384	40,065,469	39,218,126	39,787,403	1,297,019	3.37%
School Expenses						
Operating Expenses	36,220,126	38,281,932	37,864,537	37,864,537	1,644,411	4.54%
Debt Service	2,842,071	2,878,831	2,878,831	2,878,831	36,760	1.29%
Total School Expenses	39,062,197	41,160,763	40,743,368	40,743,368	1,681,171	4.30%
Total Expenses	77,552,581	81,226,232	79,961,494	80,530,771	2,978,190	3.84%
Less: Non-Tax Revenues						
City	12,558,137	13,098,759	13,098,759	13,248,577	690,440	5.50%
School	22,618,161	23,094,759	23,094,759	23,094,759	476,598	2.11%
Total Non-Tax Revenues	35,176,298		36,193,518	36,343,336	1,167,038	3.32%
Tax Levy						
City	23,789,979	24,798,886	23,951,543	24,371,002	581,023	2.44%
School	16,444,036	18,066,004	17,648,609	17,648,609	1,204,573	7.33%
County	2,142,268	2,167,824	2,167,824	2,167,824	25,556	1.19%
Overlay						
Total Tax Levy	42,376,283	45,032,714	43,767,976	44,187,435	1,811,152	4.27%
Total Assessed Value	1,994,564,443	1,985,770,148	1,989,380,616	1,989,380,616		
Tax Rate						
City	11.93	12.49	12.04	12.25	0.32	2.71%
School	8.24	9.10	8.87	8.87	0.63	7.60%
County	1.07	1.09	1.09	1.09	0.02	1.46%
Total	21.25	22.68	22.00	22.21	0.75	3.55%

CITY OF AUBURN
FY 2017 EXPENDITURES
COMPARISON FY16 AND FY17 BUDGETS

CLASSIFICATION	COUNCIL ADOPTED BUDGET FY 15-16	DEPARTMENT PROPOSED BUDGET FY 16-17	MANAGER PROPOSED BUDGET FY 16-17	COUNCIL ADOPTED BUDGET FY 16-17	Increase (Decrease) from Prior Year Budget	Percentage of Increase (Decrease)
<u>Administration</u>						
City Clerk	165,053	177,906	177,906	177,906	12,853	7.79%
City Manager	269,340	273,880	273,880	378,880	109,540	40.67%
Finance	619,855	622,359	637,754	637,754	17,899	2.89%
Human Resources	143,526	152,435	150,435	150,435	6,909	4.81%
IT	390,190	479,324	479,324	479,324	89,134	22.84%
Legal Services	65,000	65,650	65,650	45,650	(19,350)	-29.77%
Mayor & Council	77,366	78,464	78,464	78,464	1,098	1.42%
Total Administration	1,730,330	1,850,018	1,863,413	1,948,413	218,083	12.60%
<u>Community Services</u>						
Health & Social Services						
Administration	75,722	73,696	73,696	73,696	(2,026)	-2.68%
Assistance	108,989	97,778	97,778	97,778	(11,211)	-10.29%
Economic and Community Development	1,267,711	1,851,302	1,852,437	1,938,437	670,726	52.91%
Recreation & Special Events	338,871	330,116	329,772	341,772	2,901	0.86%
Public Library	979,516	983,616	933,616	979,516	0	0.00%
Total Community Services	2,770,809	3,336,508	3,287,299	3,431,199	660,390	23.83%
<u>Fiscal Services</u>						
Debt Service	6,324,864	6,406,845	6,406,845	6,406,845	81,981	1.30%
Emergency Reserve	375,289	375,289	375,289	375,289	0	0.00%
Facilities	653,080	658,810	645,756	645,756	(7,324)	-1.12%
Transfer to TIF	2,599,914	2,824,803	2,824,803	2,824,803	224,889	8.65%
Fringe Benefits	5,171,309	5,310,906	5,247,710	5,274,528	103,219	2.00%
Workers' Compensation	496,536	522,088	522,088	522,088	25,552	5.15%
Total Fiscal Services	15,620,992	16,098,741	16,022,491	16,049,309	428,317	2.74%
<u>Public Safety</u>						
Fire	4,099,634	4,131,994	3,989,396	4,049,396	(50,238)	-1.23%
Fire EMS Transport	549,801	617,465	590,997	590,997	41,196	7.49%
Police	3,870,995	3,936,791	3,875,113	3,875,113	4,118	0.11%
Total Public Safety	8,520,430	8,686,250	8,455,506	8,515,506	(4,924)	-0.06%
<u>Public Services</u>						
Public Services	4,525,898	4,714,304	4,476,349	4,496,349	(29,549)	-0.65%
Solid Waste	927,278	932,689	932,689	932,689	5,411	0.58%
Water & Sewer	599,013	599,013	599,013	599,013	0	0.00%
Total Public Works	6,052,189	6,246,006	6,008,051	6,028,051	(24,138)	-0.40%

CITY OF AUBURN
FY 2017 EXPENDITURES
COMPARISON FY16 AND FY17 BUDGETS

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Total Municipal	34,694,750	36,217,523	35,636,760	35,972,478	1,277,728	3.68%
<u>Intergovernmental Programs</u>						
County Taxes	2,142,268	2,167,824	2,167,824	2,167,824	25,556	1.19%
Tax Sharing	270,000	270,000	270,000	270,000	0	0.00%
Auburn-Lewiston Municipal Airport	105,000	106,000	106,000	106,000	1,000	0.95%
Lew-Aug Transit Committee	209,244	235,000	182,244	182,244	(27,000)	-12.90%
Lew-Aub 911 Communications Center	1,069,122	1,069,122	855,298	1,088,857	19,735	1.85%
Total Intergovernmental Programs	3,795,634	3,847,946	3,581,366	3,814,925	19,291	0.51%
Grand Total Municipal	38,490,384	40,065,469	39,218,126	39,787,403	1,297,019	3.37%
Education Operation	36,220,126	38,281,932	37,864,537	37,864,537	1,644,411	4.54%
Education Debt Service	2,842,071	2,878,831	2,878,831	2,878,831	36,760	1.29%
Total School	39,062,197	41,160,763	40,743,368	40,743,368	1,681,171	4.30%
Total Budget	77,552,581	81,226,232	79,961,494	80,530,771	2,978,190	3.84%

CITY OF AUBURN
 FY 2017 EXPENDITURES
 COMPARISON FY16 AND FY17 BUDGETS

CLASSIFICATION	COUNCIL ADOPTED BUDGET FY 15-16	DEPARTMENT PROPOSED BUDGET FY 16-17	MANAGER PROPOSED BUDGET FY 16-17	COUNCIL ADOPTED BUDGET FY 16-17	Increase (Decrease) from Prior Year Budget	Percentage of Increase (Decrease)
Non-Property Tax Revenue						
Municipal	12,558,137	13,098,759	13,098,759	13,248,577	690,440	5.50%
Education	22,618,161	23,094,759	23,094,759	23,094,759	476,598	2.11%
Total	35,176,298	36,193,518	36,193,518	36,343,336	1,167,038	3.32%
Property Tax Dollars Needed						
Municipal	25,932,247	26,966,710	26,119,367	26,538,826	606,579	2.34%
Education	16,444,036	18,066,004	17,648,609	17,648,609	1,204,573	7.33%
Total	42,376,283	45,032,714	43,767,976	44,187,435	1,811,152	4.27%
Property Tax Rate Based on Assessed Values of :	21.25	22.68	22.00	22.21	0.97	4.55%
	1,994,564,443	1,985,770,148	1,989,380,616	1,989,380,616		
Property Tax Rate						
Municipal Tax Rate	\$13.00	\$13.58	\$13.13	\$13.34	0.34	2.61%
Education Tax Rate	\$8.24	\$9.10	\$8.87	\$8.87	0.63	7.60%
	21.25	22.68	22.00	22.21	0.97	4.55%

CITY OF AUBURN
FY 2016 REVENUES
COMPARISON FY15 AND FY16 BUDGETS

CLASSIFICATION	COUNCIL ADOPTED BUDGET FY 15-16	MANAGER PROPOSED BUDGET FY 16-17	COUNCIL ADOPTED BUDGET FY 16-17	Increase (Decrease) from Prior Year Budget	Percentage of Increase (Decrease)
<u>General Government</u>					
Homestead Exemption Reimbursement	505,000	750,000	750,000	245,000	48.51%
Personal Property Reimbursement	1,555,000	1,755,000	1,755,000	200,000	0.00%
Tree Growth Reimbursement	10,000	10,000	10,000	-	0.00%
Veterans Reimbursement	18,000	18,000	18,000	-	0.00%
CDBG Reimbursement	8,000			(8,000)	0.00%
In Lieu of Taxes	90,000	90,000	90,000	-	0.00%
Excise Tax-Vehicles	3,315,000	3,330,000	3,330,000	15,000	0.45%
Excise Tax-Boats	15,000	15,000	15,000	-	0.00%
Excise Tax-Aircraft	20,000	20,000	20,000	-	0.00%
State Revenue Sharing	1,477,641	1,468,313	1,468,313	(9,328)	-0.63%
Other State Aid	4,000	4,000	4,000	-	0.00%
Penalties & Interest	150,000	150,000	150,000	-	0.00%
Investment Income	5,000	10,000	10,000	5,000	100.00%
Interest from Bonds	2,000	-	-	(2,000)	-100.00%
Transfer in from TIF	545,000	950,000	1,087,818	405,000	74.31%
Transfer in from TIF Workforce Development		450,000	450,000	450,000	0.00%
Transfer in from Parking Program	-			-	0.00%
Transfer in from Police Drug Money	45,000			(45,000)	-100.00%
Transfer in from Recreation Special Revenue	42,718	42,718	54,718	-	0.00%
Rental Income (Intermodal)	18,000	18,000	18,000	-	0.00%
Sale of Property	20,000	20,000	20,000	-	0.00%
Tax Sharing Revenue	155,000	160,000	160,000	5,000	3.23%
Cable Television Franchise	126,000	140,000	140,000	14,000	11.11%
Cable Television Franchise - City of Lewiston	-	63,384	63,384	63,384	0.00%
MMWAC Host Fees	210,000	210,000	210,000	-	0.00%
Energy Efficiency	-			-	0.00%
Reimbursement-Other	10,000	-	-	(10,000)	-100.00%
Utility Reimbursement	27,500	27,500	27,500	-	0.00%
Unclassified	10,000	10,000	10,000	-	0.00%
Fund Balance Contribution	1,650,000	825,000	825,000	(825,000)	-50.00%
Total General Government	10,033,859	10,536,915	10,686,733	503,056	5.01%

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<u>City Clerk</u>					
Hunting/Fishing/Dogs	2,000	2,000	2,000	-	0.00%
Neutered Animals	3,000	3,000	3,000	-	0.00%
Voter Reg List	100	100	100	-	0.00%
Clerk/Sale of Copies	200	100	100	(100)	-50.00%
City Clerk Notary	1,800	1,500	1,500	(300)	-16.67%
Banner Hanging Fee	3,300	3,000	3,000	(300)	-9.09%
Garage Sale Permits	3,000	3,200	3,200	200	6.67%
Commercial License	40,000	40,000	40,000	-	0.00%
Taxi License	4,000	4,000	4,000	-	0.00%
Marriage License	5,000	5,000	5,000	-	0.00%
Birth/Death/Marriage Cert	25,000	25,000	25,000	-	0.00%
Permits - Burial	7,000	7,000	7,000	-	0.00%
Fines-Dog	3,000	3,000	3,000	-	0.00%
Total City Clerk	97,400	96,900	96,900	(500)	-0.51%
<u>Finance</u>					
Reg - Vehicles	60,000	60,000	60,000	-	0.00%
Total Finance	60,000	60,000	60,000	-	0.00%
<u>Community Services-ICT</u>					
GIS/Data & Maps	20	20	20	-	0.00%
Total Community Services-ICT	20	20	20	-	0.00%
<u>Assessing</u>					
Maps & Copies	20	20	20	-	0.00%
Total Assessing	20	20	20	-	0.00%
<u>Health & Social Services</u>					
GA Reimbursement	70,000	59,000	59,000	(11,000)	-15.71%
Total Health & Social Services	70,000	59,000	59,000	(11,000)	-15.71%

CITY OF AUBURN
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<u>Planning & Permitting</u>					
Maps & Copies	500	500	500	-	0.00%
Departmental Reviews	16,000	16,000	16,000	-	0.00%
Planning/Codes & Ordinance	-	-	-	-	0.00%
Fire Alarm Inspections	29,000	29,000	29,000	-	0.00%
Citation Ordinance	2,000	2,000	2,000	-	0.00%
Advertising Costs	5,000	5,000	5,000	-	0.00%
Lisbon Reimbursement for Services	10,000	-	-	(10,000)	-100.00%
Permits - Building	110,000	100,000	100,000	(10,000)	-9.09%
CDBG Reimbursement for Services	50,000	254,127	254,127	204,127	408.25%
Permits - Electrical	18,000	18,000	18,000	-	0.00%
Permits - Plumbing	11,000	11,000	11,000	-	0.00%
Permits - Sign	5,000	5,000	5,000	-	0.00%
Total Planning & Permitting	256,500	440,627	440,627	184,127	71.78%
<u>Parks & Recreation</u>					
Arena	-	-	-	-	0.00%
Recreation Program	-	-	-	-	0.00%
Total Parks & Recreation	-	-	-	-	0.00%
<u>Community Services-Engineering</u>					
Fees - Eng-Misc	-	-	-	-	0.00%
Fees - Inspection	6,000	6,000	6,000	-	0.00%
Fees - Drive Opening	200	200	200	-	0.00%
Fees - Bid Documents	1,000	1,000	1,000	-	0.00%
Permits - Fill	1,000	1,000	1,000	-	0.00%
Permits - Street Opening	40,000	40,000	40,000	-	0.00%
Total Community Services-Engineering	48,200	48,200	48,200	-	0.00%
<u>Fire Department</u>					
Copies of Reports	200	200	200	-	0.00%
Inspections	-	-	-	-	0.00%
EMS Transport	1,250,000	1,250,000	1,250,000	-	0.00%
EMS Agreement	-	-	-	-	0.00%
Salvage Calls	100	100	100	-	0.00%
Permits - Oil Burner	800	800	800	-	0.00%
Total Fire Department	1,251,100	1,251,100	1,251,100	-	0.00%

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<u>Police Department</u>					
Accident & Police	13,000	12,000	12,000	(1,000)	-7.69%
Court	15,000	10,000	10,000	(5,000)	-33.33%
Photos & Tapes	2,000	3,500	3,500	1,500	75.00%
False Alarms	15,000	12,000	12,000	(3,000)	-20.00%
Animal Impound	1,000	1,000	1,000	-	0.00%
Veh Rel/Non Driver	2,000	2,000	2,000	-	0.00%
Veh Rel/Driver Licence	11,000	13,000	13,000	2,000	18.18%
ARRA Cops Grant	95,685	12,477	12,477	(83,208)	-86.96%
MDEA Reimbursement	61,000	71,000	71,000	10,000	16.39%
School Resource Officers	-	-	-	-	0.00%
Computer Crimes	21,353	-	-	(21,353)	-100.00%
Permits - Alarms	-	-	-	-	0.00%
Permits - Firearms	4,000	4,000	4,000	-	0.00%
Fines - Parking Violations	60,000	65,000	65,000	5,000	8.33%
Total Police Department	301,038	205,977	205,977	(95,061)	-31.58%
<u>Public Works</u>					
Community Cords	-	-	-	-	-
State/Local Road Assistance	440,000	400,000	400,000	(40,000)	-9.09%
Total Public Works	440,000	400,000	400,000	(40,000)	-9.09%
Total Municipal	12,558,137	13,098,759	13,248,577	540,622	4.30%

CITY OF AUBURN
FY 2016 REVENUES
COMPARISON FY15 AND FY16 BUDGETS

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School Department					
Reg Secondary Tuition	179,620	179,620	179,620	-	0.00%
SOS Tuition	107,576	107,576	107,576	-	0.00%
Adult Ed Tuition	93,300	93,300	93,300	-	0.00%
State Subsidy for Education	19,775,072	20,330,362	20,330,362	555,290	2.81%
Debt Service Reimbursement	1,079,600	1,042,975	1,042,975	(36,625)	-3.39%
PreK/CDS	40,000			(40,000)	-100.00%
Special Ed/Mainecare	125,000	135,000	135,000	10,000	8.00%
State Agency Clients	48,350	53,350	53,350	5,000	10.34%
State Aid for Adult Education	104,761	107,694	107,694	2,933	2.80%
Miscellaneous	108,000	88,000	88,000	(20,000)	-18.52%
Daycare Rent	50,000	50,000	50,000	-	0.00%
Fund Balance	906,882	906,882	906,882	-	0.00%
Total School	22,618,161	23,094,759	23,094,759	476,598	2.11%
Total Non-Property Tax Revenue - Municipal					
Total Non-Property Tax Revenue - Municipal	12,558,137	13,098,759	13,248,577	690,440	5.50%
Total Non-Property Tax Revenue - School	<u>22,618,161</u>	<u>23,094,759</u>	<u>23,094,759</u>	<u>476,598</u>	<u>2.11%</u>
Total Non-Property Tax Revenue	35,176,298	36,193,518	36,343,336	1,167,038	3.32%
Total Proposed Budget - Municipal					
Total Proposed Budget - Municipal	38,490,384	39,218,126	39,787,403	1,297,019	3.37%
Total Proposed Budget - School	<u>39,062,197</u>	<u>40,743,368</u>	<u>40,743,368</u>	<u>1,681,171</u>	<u>4.30%</u>
Total Proposed Budget	77,552,581	79,961,494	80,530,771	2,978,190	3.84%
Total Property Tax Dollars Needed - Municipal					
Total Property Tax Dollars Needed - Municipal	25,932,247	26,119,367	26,538,826	606,579	2.34%
Total Property Tax Dollars Needed - School	<u>16,444,036</u>	<u>17,648,609</u>	<u>17,648,609</u>	<u>1,204,573</u>	<u>7.33%</u>
Total Property Tax Dollars Needed	42,376,283	43,767,976	44,187,435	1,811,152	4.27%

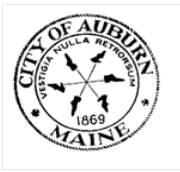


City of Auburn

Master List

Fiscal Year 2017
Adopted 6.20.2016

Account Title	FY 2015 Actual	FY 2016 Approved	FY 2017 Dept. Request	FY 2017 Manager Proposed	FY 2017 Council Adopted	Increase/ Decrease	%
City Clerk							
Regular Salaries	120,466	129,772	137,148	137,148	137,148	7,376	6%
Longevity Bonus	0	0	0	0	0	0	0%
Temporary Assistance	11,988	0	0	0	0	0	0%
OT- Regular	0	1,000	500	500	500	(500)	-50%
Office Supplies	1,822	1,600	1,200	1,200	1,200	(400)	-25%
Other Sup - Voter	1,232	3,200	5,600	5,600	5,600	2,400	75%
Repairs - Equipment	0	500	0	0	0	(500)	-100%
Training & Tuition	1,332	1,535	220	220	220	(1,315)	-86%
Advertising	1,250	1,200	800	800	800	(400)	-33%
Professional Services	3,070	2,500	2,500	2,500	2,500	0	0%
Travel-Mileage	266	700	100	100	100	(600)	-86%
Dues & Subscriptions	686	556	536	536	536	(20)	-4%
Wardens & Ward Clerks	12,502	15,980	19,712	19,712	19,712	3,732	23%
Voting Machines	4,818	6,510	9,590	9,590	9,590	3,080	47%
Voting Booths	0	0	0	0	0	0	0%
Record Restoration	6,970	0	0	0	0	0	0%
TOTAL	166,402	165,053	177,906	177,906	177,906	12,853	7.8%



City of Auburn City Clerk

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Regular Salaries	Total	129,772	137,148	137,148
OT - Regular	Total	1,000	500	500
Temporary Assistance	Total	-	-	-

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

	<i>Pay</i>	<i>Hours/ Week</i>	Manager Proposed	Council Adopted
Regular Salaries				
City Clerk (non-union)	Salary	37.5	\$ 65,873	\$ 65,873
Licensing Specialist/Deputy City Clerk (union)	\$ 22.61	37.5	\$ 44,083	\$ 44,083
Switchboard/Information (union)		37.5		
Office Assistant/Assistant Clerk (2 part time)(union)		37.5	\$ 27,192	\$ 27,192
			\$ 137,148	\$ 137,148

Estimated Detail of OT - Regular

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
OT - Regular	\$ 500	\$ 500
	\$ 500	\$ 500

Estimated Detail of Temporary Assistance

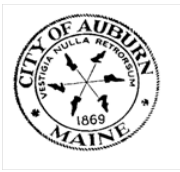
Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Temporary Assistance		
Temporary Assistance Prior to Election Day	\$ -	\$ -
	\$ -	\$ -

Line Item Narrative

Regular Salaries: Due to staffing needs in the Clerk's office, I am proposing the switchboard duties be shared with all departments as it has been done in the past (ACD Agents), or utilize the auto attendant feature, which would free up the two part time employees that have been covering the switchboard, allowing them to assist with voter registration, elections and other clerk duties.

OT-Regular: This covers overtime paid to Deputy City Clerk when she works extended hours before and after major elections and when additional coverage is needed in the office.



City of Auburn City Clerk

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Office Supplies	Total	1,600	1,200	1,200
Other Sup - Voter	Total	3,200	5,600	5,600
Repairs - Equipment	Total	500	-	-

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Office Supplies		
General office supplies	\$ 400	\$ 400
Voter cards, labels and certificates	\$ 800	\$ 800
	\$ 1,200	\$ 1,200

Estimated Detail of Other Sup - Voter

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Other Sup - Voter		
Election supplies (miscellaneous)	\$ 400	\$ 400
Ballots	\$ 5,200	\$ 5,200
	\$ 5,600	\$ 5,600

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

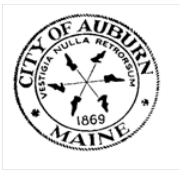
	Manager Proposed	Council Adopted
Repairs - Equipment		
Office Equipment Repairs	\$ -	\$ -
	\$ -	\$ -

Line Item Narrative

Office Supplies: This account includes the cost of office supplies. It also includes the cost of supplies for Voter Registration, such as Voter Registration Cards, Confirmation Cards, Dymo Labels and more.

Other Supplies - Voter: This includes the cost of printing ballots for the November 2016 Municipal election (consolidation of Lewiston - Auburn).

Repairs - Equipment: This grouping of accounts also includes funding for unexpected equipment repairs (City Seal & typewriters). In the past, we've budgeted \$500 for this line item, however we have not had to expend the funds. With the cuts we've been asked to make, I've decided to eliminate this line item from the budget.



City of Auburn City Clerk

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Training & Tuition	Total	1,535	220	220
Advertising	Total	1,200	800	800
Professional Services	Total	2,500	2,500	2,500
Travel-Mileage	Total	700	100	100

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Training & Tuition		
Employee Training	\$ 220	\$ 220
	\$ 220	\$ 220

Estimated Detail of Advertising

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Advertising		
Public Notice requirements	\$ 800	\$ 800
	\$ 800	\$ 800

Estimated Detail of Professional Services

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Professional Services		
Codification	\$ 2,500	\$ 2,500
	\$ 2,500	\$ 2,500

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

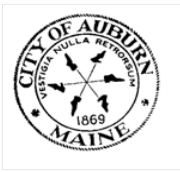
	Manager Proposed	Council Adopted
Travel-Mileage		
Employee Mileage Reimbursement	\$ 100	\$ 100
	\$ 100	\$ 100

Line Item Narrative

Training & Tuition: This account funds staff training offered through the Maine Town and City Clerk Association (MTCCA) and the New England City and Town Clerks Association. The laws are continually changing, so it is important for staff to be informed and up to date on those changes. The training is also necessary to receive and maintain certification status. We are required by Maine law (21-A Sec. 505(7-A)) to attend a training session that is approved by the Secretary of State at least once every 2 years in regard to the conduct of elections. The budget includes the cost of that training, however due to budget cuts, all other training has been eliminated from the Clerk's budget for this fiscal year.

Advertising: This account includes the cost of publishing public notices as required by State Statute, City Ordinance and/or City Charter.

Professional Services: This account is for the hosting of the code on the website and updates to the codification.



City of Auburn City Clerk

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Dues & Subscriptions	Total	556	536	536
Wardens & Ward Clerks	Total	15,980	19,712	19,712

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

Dues & Subscriptions		Manager Proposed	Council Adopted
Lewiston Sun-Journal		\$ 156	\$ 156
Maine Town and City Clerk's Association	(2 staff members)	\$ 50	\$ 50
Androscoggin County Clerks Association	(Clerk and Deputy Clerk)		
New England Clerk's Association	(Clerk and Deputy Clerk)	\$ 40	\$ 40
International Institute of Municipal Clerk's	(Clerk only)	\$ 290	\$ 290
		\$ 536	\$ 536

Estimated Detail of Wardens & Ward Clerks

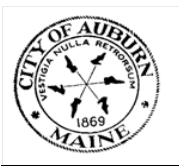
Actual expenses may vary according to changing circumstances

Wardens & Ward Clerks	Hourly	Manager Proposed	Council Adopted
<u>November 2016 Election</u>			
Wardens and Ward Clerks - 5 polling places	\$ 8.00	\$ 1,520	\$ 1,520
Election Clerks	\$ 7.75	\$ 4,464	\$ 4,464
Deputy Registrars	\$ 7.75	\$ 1,302	\$ 1,302
Cental Processing		\$ 768	\$ 768
<u>June 2017 Election-School Budget with possible State Referendum</u>			
Wardens and Ward Clerks - 5 polling place	\$ 8.00	\$ 1,440	\$ 1,440
Election Clerks	\$ 7.75	\$ 2,450	\$ 2,450
Deputy Registrars	\$ 7.75	\$ 434	\$ 434
Cental Processing		\$ 434	\$ 434
Temporary Assistance - Absentee Voting, Nursing Homes, Registrations and testing election equipment (for both elections)		\$ 6,900	\$ 6,900
		\$ 19,712	\$ 19,712

Line Item Narrative

Dues & Subscriptions: See Above. Membership to the MMTCCA, NEACTC, and IIMX provides Clerk staff with great training, scholarships and certification opportunities.

Wardens & Warden Clerks: This line item funds the cost of election clerks on election day and training prior to the election. I had to increase staffing, in particular for the November 2016 Election, as I am anticipating a record high turnout. The figures for the June 2017 election are with the assumption that there will be a State Referendum election as well as the School Budget Referendum.



City of Auburn City Clerk

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Voting Machines	Total	6,510	9,590	9,590
Voting Booths	Total	-	-	-
Record Restoration	Total	-	-	-

Estimated Detail of Voting Machines

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Voting Machines		
Software Programming for Voting Equipment	\$ 5,900	\$ 5,900
Lease voting equipment (6 machines)	\$ 3,690	\$ 3,690
	\$ 9,590	\$ 9,590

Estimated Detail of Voting Booths

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Voting Booths		
Voting Booths	\$ -	\$ -

Estimated Detail of Record Restoration

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Record Restoration		
Record Restoration	\$ -	\$ -
	\$ -	\$ -

Line Item Narrative

Voting Machines: FY 2017 Elections - November 2016 General (Presidential) and Municipal (Consolidation of L-A) Election and the June 2017 School Budget Validation Referendum Election, with the possibility of a State Referendum Election. The State has provided us with 6 tabulating machines and we've leased 6 additional machines (2 per polling place including Central Processing of Absentee Ballots). The biennial maintenance fee is included in the lease, however programming is \$370.00 per tabulating machine, per election, with a cap of \$1,350 (plus \$60 in shipping and handling costs for the memory sticks) per jurisdiction, per election. I've included the cost of programming two elections in my budget, however if there is no State Referendum Election in June, we will hand count rather than use the tabulating machines. This will result in a savings of \$1,410.

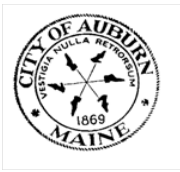


City of Auburn

Master List

Fiscal Year 2017
Adopted 6.20.2016

Account Title	FY 2015 Actual	FY 2016 Approved	FY 2017 Dept. Request	FY 2017 Manager Proposed	FY 2017 Council Adopted	Increase/ Decrease	%
<i>City Manager</i>							
Regular Salaries	210,397	236,000	247,790	247,790	347,790	111,790	47.4%
PS - General	5,050	700	450	450	450	(250)	-35.7%
Office Supplies	1,860	700	700	700	700	0	0%
Veterans Markers & Fla	7,772	0	0	0	0	0	0%
Comm - Telephone	1,521	1,680	1,680	1,680	1,680	0	0%
Special Events	21,066	22,000	15,000	15,000	20,000	(2,000)	-9%
Training & Tuition	2,550	1,500	1,500	1,500	1,500	0	0%
Travel-Mileage	877	5,600	5,600	5,600	5,600	0	0%
Dues & Subscriptions	2,399	1,160	1,160	1,160	1,160	0	0%
TOTAL	253,492	269,340	273,880	273,880	378,880	109,540	40.7%



City of Auburn City Manager

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Regular Salaries	Total	235,783	247,790	347,790
PS - General	Total	450	450	450
Office Supplies	Total	700	700	700

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries	Manager Proposed	Council Adopted
City Manager (non-union)	\$ 99,000	\$ 99,000
Assistant City Manager (non-union)	\$ 95,790	\$ 95,790
Executive Assistant (non-union)	\$ 53,000	\$ 53,000
City Solicitor	\$ -	\$ 100,000
	\$ 247,790	\$ 347,790

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

PS - General	Manager Proposed	Council Adopted
Purchased Services	\$ 450	\$ 450
	\$ 450	\$ 450

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

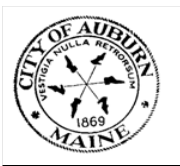
Office Supplies	Manager Proposed	Council Adopted
General Office Supplies	\$ 700	\$ 700
	\$ 700	\$ 700

Line Item Narrative

Regular Wages: This line item funds all full time staff.

Purchased Services- General: This line item includes printing, business lunches, training, etc.

Office Supplies: This account is used for general office supplies, signs, etc.



City of Auburn City Manager

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Comm - Telephone	Total	1,974	1,680	1,680
Special Events	Total	22,000	15,000	20,000
Veterans Markers & Flags	Total	-	-	-

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

Comm - Telephone	Cost / Month	Manager Proposed	Council Adopted
City Manager	\$ 70.00	\$ 840	\$ 840
Assistant City Manager	\$ 70.00	\$ 840	\$ 840
		\$ 1,680	\$ 1,680

Estimated Detail of Special Events

Actual expenses may vary according to changing circumstances

Special Events	Manager Proposed	Council Adopted
Special Events	\$ 15,000	\$ 15,000
Farmer's Market Pilot Program	\$ -	\$ 5,000
	\$ 15,000	\$ 20,000

Estimated Detail of Veterans Markers & Flags

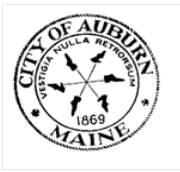
Actual expenses may vary according to changing circumstances

Veterans Markers & Flags	Council Adopted	Council Adopted
Veterans Markers & Flags	\$ -	\$ -
	\$ -	\$ -

Line Item Narrative

Communications: Cell phone usage and one replacement phone, if necessary.

Special Events: This account funds for special events and supplies, such as Christmas tree lighting, Holiday Luncheon, plaques, etc.



City of Auburn City Manager

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Training & Tuition	Total	1,500	1,500	1,500
Travel-Mileage	Total	5,600	5,600	5,600

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Training & Tuition		
ABA Monthly Meetings	\$ 200	\$ 200
Chamber Awards Dinner	\$ 100	\$ 100
Chamber Breakfast		
ICMA Conference		
National League of Cities		
LAEGC Awards Dinner - Staff Table & Awards Winners Table		
MMA Convention	\$ 200	\$ 200
MTCMA Conference	\$ 500	\$ 500
Other Events	\$ 500	\$ 500
	\$ 1,500	\$ 1,500

Estimated Detail of Travel-Mileage

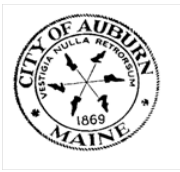
Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Travel-Mileage		
City Manager Vehicle Stipend per contract	\$ 4,800	\$ 4,800
Miscellaneous Department Mileage	\$ 800	\$ 800
	\$ 5,600	\$ 5,600

Line Item Narrative

Training & Tuition: This account funds the training needs for the City Manager's office.

Travel & Mileage: The City Manager's Employment Contract calls for a vehicle stipend of \$400 per month.



City of Auburn City Manager

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Dues & Subscriptions	Total	2,200	1,160	1,160

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

Dues & Subscriptions	Manager Proposed	Council Adopted
Auburn Business Association (ABA)	\$ 60	\$ 60
ICMA Dues	\$ 800	\$ 800
Maine Biz		
MTCMA Dues	\$ 300	\$ 300
	\$ 1,160	\$ 1,160

Line Item Narrative

Dues & Subscriptions: This account funds the dues for the City Manager, and Assistant City Manager.

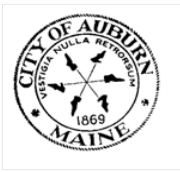


City of Auburn

Master List

Fiscal Year 2017
Adopted 6.20.2016

Account Title	FY 2015 Actual	FY 2016 Approved	FY 2017 Dept. Request	FY 2017 Manager Proposed	FY 2017 Council Adopted	Increase/ Decrease	%
<i>Financial Services</i>							
Regular Salaries	551,680	580,880	600,519	600,519	600,519	19,639	3%
Longevity Bonus	-	-	400	400	400	400	0%
PS - General	34,019	25,120	23,505	23,505	23,505	(1,615)	-6%
Reports, Printing, & Bin	1,840	1,800	1,700	1,700	1,700	(100)	-6%
Office Supplies	4,349	4,550	4,250	4,250	4,250	(300)	-7%
Training & Tuition	1,082	3,130	3,050	2,950	2,950	(180)	-6%
Dues & Subscriptions	2,130	1,325	1,880	1,880	1,880	555	42%
PS - Recording Fee	14	1,000	500	500	500	(500)	-50%
MV Sup - Gas & Oil	98	400	400	400	400	0	0%
Comm-Telephone	211	200	200	200	200	0	0%
Advertising	234	300	300	300	300	0	0%
Travel-Mileage	420	750	1,000	750	750	0	0%
Repairs - Vehicles	261	400	400	400	400	0	0%
TOTAL	596,338	619,855	638,104	637,754	637,754	17,899	2.9%



City of Auburn Financial Services

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Regular Salaries	Total	580,880	600,519	600,519
Longevity Bonus	Total	-	400	400
PS - General	Total	25,120	23,505	23,505

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries		Manager Proposed	Council Adopted
Finance Director (non-union)		\$ 85,730	\$ 85,730
Accounting Assistant (union)		\$ 58,486	\$ 58,486
Accounting Assistant (union)		\$ 48,976	\$ 48,976
Facilities Mgr/Purchasing (non-union)		\$ 62,830	\$ 62,830
Assessor (non-union)		\$ 80,340	\$ 80,340
Appraiser (union)		\$ 60,740	\$ 60,740
Admin Asst (union)		\$ 30,200	\$ 30,200
Tax Clerk (union)		\$ 44,690	\$ 44,690
Tax Clerk (union)	17995	\$ 33,740	\$ 33,740
Tax Clerk (union)		\$ 41,772	\$ 41,772
Tax Collector (non-union)		\$ 53,015	\$ 53,015
		\$ 600,519	\$ 600,519

Estimated Detail of Longevity Bonus

Longevity Bonus	Manager Proposed	Council Adopted
	\$ 400	\$ 400
	\$ 400	\$ 400

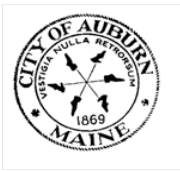
Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

PS - General	Manager Proposed	Council Adopted
CAFR & Annual Report Filing Fee	\$ 505	\$ 505
Discharge of Liens	\$ 8,500	\$ 8,500
Filing Tax Liens	\$ 8,500	\$ 8,500
Research deeds for liens/foreclosures	\$ 1,000	\$ 1,000
Tax Bill Preparation & City Manager's Letter	\$ 5,000	\$ 5,000
	\$ 23,505	\$ 23,505

Line Item Narrative

Salaries: See Above.
Purchase Services - General: See Above.



City of Auburn Financial Services

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Reports, Printing, & Binding	Total	1,800	1,700	1,700
Office Supplies	Total	4,550	4,250	4,250

Estimated Detail of Reports, Printing, & Binding

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Reports, Printing, & Binding		
Checks	\$ 600	\$ 600
CAFR (Comprehensive Annual Financial Report)	\$ 500	\$ 500
Commitment Book	\$ 200	\$ 200
Tax Office Receipts	\$ 200	\$ 200
W-2, 1099,& Tax Supplies	\$ 200	\$ 200
	\$ 1,700	\$ 1,700

Estimated Detail of Office Supplies

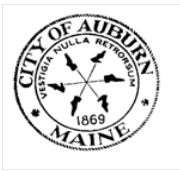
Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Office Supplies		
Envelopes	\$ 750	\$ 750
Binders and Supplies	\$ 2,000	\$ 2,000
Toner Check Printer	\$ 500	\$ 500
Miscellaneous	\$ 1,000	\$ 1,000
	\$ 4,250	\$ 4,250

Line Item Narrative

Reports, Printing & Binding: See Above.

Office Supplies: This account includes the cost of general office supplies including paper, storage boxes, file folders, and binders for both the tax and finance offices.



City of Auburn Financial Services

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Training & Tuition	Total	3,130	2,950	2,950
Dues & Subscriptions	Total	1,325	1,880	1,880

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

Training & Tuition	Manager Proposed	Council Adopted
Continuing Education for Certifications & Licenses-Assessing	\$ 2,000	\$ 2,000
Seminar Costs	\$ 200	\$ 200
Maine Municipal		
Annual Conference	\$ 150	\$ 150
Payroll Updates	\$ 100	\$ 100
Tax Collectors/Treasurers	\$ 150	\$ 150
Maine GFOA Training	\$ 150	\$ 150
Mileage	\$ 200	\$ 200
	\$ 2,950	\$ 2,950

Estimated Detail of Dues & Subscriptions

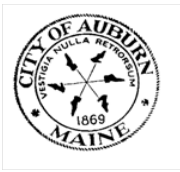
Actual expenses may vary according to changing circumstances

Dues & Subscriptions	Manager Proposed	Council Adopted
Registry of Deeds	\$ 70	\$ 70
Excise Publications/Books	\$ 100	\$ 100
GFOA Membership	\$ 250	\$ 250
Maine GFOA	\$ 35	\$ 35
Maine Tax Collectors and Treasurers	\$ 100	\$ 100
IAAO(International Association of Assessing Officers) National-Assessor	\$ 190	\$ 190
IAAO State Chapter	\$ 105	\$ 105
MAAO	\$ 90	\$ 90
Appraisal Institute-Assessor	\$ 315	\$ 315
Marshall & Swift Valuation Service updates	\$ 625	\$ 625
	\$ 1,880	\$ 1,880

Line Item Narrative

Training & Tuition: This account covers costs for tuition and fees for professional development to enhance customer service for the City. It also includes the cost of reimbursement to staff for use of personal vehicles on City business.

Dues & Subscriptions: Memberships provide an opportunity to network with other professionals and utilize membership assistance provided by these organizations. This line item also accounts for



City of Auburn Financial Services

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
PS - Recording Fee	Total	1,000	500	500
MV Sup - Gas & Oil	Total	400	400	400
Comm-Telephone	Total	200	200	200
Advertising	Total	300	300	300

Estimated Detail of PS - Recording Fee

Actual expenses may vary according to changing circumstances

		Manager Proposed	Council Adopted
PS - Recording Fee			
Annual Fee and Deed Copies		\$ 500	\$ 500
		\$ 500	\$ 500

Estimated Detail of MV Sup - Gas & Oil

Actual expenses may vary according to changing circumstances

		Manager Proposed	Council Adopted
MV Sup - Gas & Oil			
See Below		\$ 400	\$ 400
		\$ 400	\$ 400

Estimated Detail of Comm-Telephone

Actual expenses may vary according to changing circumstances

		Manager Proposed	Council Adopted
Comm-Telephone			
Shared Cell Phone		\$ 200	\$ 200
		\$ 200	\$ 200

Estimated Detail of Advertising

Actual expenses may vary according to changing circumstances

		Manager Proposed	Council Adopted
Advertising			
Newspapers Advertising		\$ 300	\$ 300
		\$ 300	\$ 300

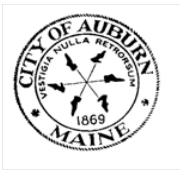
Line Item Narrative

Recording Fee: This account includes the cost of electronic deed transfers from the Androscoggin Registry of Deeds, which provides the City with the legal information necessary for accurate property tax billing, maintenance of property records and tax maps. The information is also used for updating the parcel-mapping layer of the GIS System and serves as vital information for other departments and the professional sector as well.

Motor Vehicle Gas & Oil: This account includes the cost of gas and oil changes for one City vehicle.

Telephone: This account includes the cost of a cell phone to be shared by staff while operating in the field.

Advertising: The Department equally shares in the cost of a notification published in the Sun Journal each year, with the Lewiston Assessing Department. This notification informs property owners of the various tax relief programs for both real estate and personal property. It also services as a 706 notification to property owners as well. Public Notices are also posted in the local paper for abatement hearings and the Board of Assessment Review meetings.



City of Auburn Financial Services

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Travel-Mileage	Total	750	750	750
Repairs - Vehicles	Total	400	400	400

Estimated Detail of Travel-Mileage

Travel-Mileage		Manager Proposed	Council Adopted
Mileage		\$ 750	\$ 750
		\$ 750	\$ 750

Estimated Detail of Repairs - Vehicles

Repairs - Vehicles		Manager Proposed	Council Adopted
2005 Hyundai Elantra		\$ 400	\$ 400
		\$ 400	\$ 400

Line Item Narrative

Travel & Mileage: This account reimburses staff for mileage when it is necessary to use their personal vehicles for City business.

Repairs - Vehicles: This account includes the costs of unexpected repairs to the Department's vehicle 9 year old vehicle. The Assessing Department uses a 2005 Hyundai Elantra.

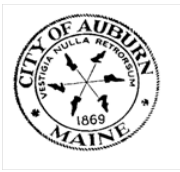


City of Auburn

Master List

Fiscal Year 2017
Adopted 6.20.2016

Account Title	FY 2015 Actual	FY 2016 Approved	FY 2017 Dept. Request	FY 2017 Manager Proposed	FY 2017 Council Adopted	Increase/ Decrease	%
<i>Human Resources</i>							
Regular Salaries	127,046	126,460	140,048	140,048	140,048	13,588	11%
Longevity Bonus	400	0	0	0	0	0	0%
Other Sup-Operating	175	500	500	500	500	0	0%
PS-Professional Develop	0	2,000	2,000	0	0	(2,000)	-100%
PS - Emp Assist Program	0	850	850	850	850	0	0%
PS - Drug Testing & Phy	2,496	6,576	6,707	3,087	3,087	(3,489)	-53%
PS - Testing	149	2,410	2,410	2,000	2,000	(410)	-17%
Office Supplies	1,144	500	500	500	500	0	0%
Training & Tuition	1,225	1,230	700	700	700	(530)	-43%
Advertising	1,845	2,000	2,000	2,000	2,000	0	0%
Travel-Mileage	190	300	500	500	500	200	67%
Travel-Seminar Costs	480	450	0	0	0	(450)	-100%
Dues & Subscriptions	0	250	250	250	250	0	0%
TOTAL	135,150	143,526	156,465	150,435	150,435	6,909	4.8%



City of Auburn Human Resources

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Regular Salaries	Total	126,460	140,048	140,048
Other Sup-Operating	Total	500	500	500
PS - Emp Assist Program	Total	850	850	850
PS-Professional Development	Total	2,000	-	-

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries		Manager Proposed	Council Adopted
Human Resources Director (non-union)		\$ 87,048	\$ 87,048
Administrative Assistant (non-union)		\$ 53,000	\$ 53,000
		\$ 140,048	\$ 140,048

Estimated Detail of Other Sup-Operating

Actual expenses may vary according to changing circumstances

Other Sup-Operating		Manager Proposed	Council Adopted
PPE Equipment N95s (Pandemic Event)		\$ 500	\$ 500
		\$ 500	\$ 500

Estimated Detail of PS - Emp Assist Program

Actual expenses may vary according to changing circumstances

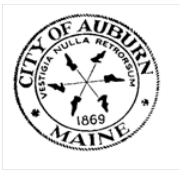
PS - Emp Assist Program		Manager Proposed	Council Adopted
Employee Assistance Program		\$ 850	\$ 850
		\$ 850	\$ 850

Line Item Narrative

Salaries: This account pays for the Human Resource Director and the Human Resource Assistant . The Safety Coordinator's salary os paid from the City's self insured Workers' Compensation account.

Purchased Services- General: This account provides for the purchase PPE equipment., such as face masks for pandemic flu, Bloodborne pathogens kits and first aid kits.

Employee Assistance Program: This program assists the employee or family members in identifying the problem and helping to address it. EAP provides confidential assessment and short-term counseling (up to 3 visits). Supervisors may also refer employees to the program if the employee exhibits behaviors which have a negative impact at work. The City's health insurance provider, the Maine Municipal Employees Health Trust, is now offering free Employee Assistance Services through the regular network of medical providers. Certain services will not be provided however. These include the services of a Certified Substance Abuse Counselor in the event of positive drug tests resulting from the Federal Department of Transportation Substance Abuse Testing Program for CDL Drivers and Crisis Debriefing Services resulting from a serious traumatic event(s) experienced by our employees. City is required to have an EAP to comply with Federal Department of Transportation (DOT) Substance Abuse Testing regulations for employees with



City of Auburn Human Resources

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
PS - Drug Testing & Physicals	Total	6,576	3,087	3,087
PS - Testing	Total	2,410	2,000	2,000

Estimated Detail of PS - Drug Testing & Physicals:

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
PS - Drug Testing & Physicals		
Pre-employment Physicals (Admin)	\$ 645	\$ 645
DOT Random Drug Test	\$ 1,000	\$ 1,000
DOT Breath-Alcohol Tests	\$ 406	\$ 406
DOT Pre-Use CDL Tests	\$ 189	\$ 189
DOT Return-to-Work/Follow-up	\$ 314	\$ 314
Bloodborne Pathogens series	\$ 204	\$ 204
Non-DOT Applicant Testing	\$ 153	\$ 153
Random Drug Pool Annual Admin Fee	\$ 176	\$ 176
	\$ 3,087	\$ 3,087

Estimated Detail of PS - Testing

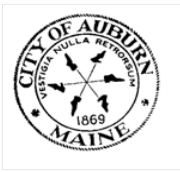
Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
PS - Testing		
Employee Testing	\$ 2,000	\$ 2,000
	\$ 2,000	\$ 2,000

Line Item Narrative

Drug Testing: The Department of Transportation (DOT) Substance Abuse testing regulations mandates drug and alcohol testing for all employees with Commercial Driver's Licenses (CDL). The City must test under certain situations: pre-employment, after certain types of motor vehicle accidents, promotions into positions requiring CDL's, random drug and alcohol testing and follow-up testing after an employee receives a positive drug test. Annually, 50% of the employees are tested for drugs and 10% for alcohol. The account includes the administrative costs for an outside agency to administer the random drug pool, cost of drug collection and reporting of test results. Also included are pre-employment physicals and drug screening for new employees who work in the administrative offices. Pre-employment physicals for Public Services, Police and Fire Departments are paid through the respective department's account. 2% price increase is anticipated from the City's primary occupational health provider.

Employee Testing: This account covers the costs of professionally prepared written exams for



City of Auburn Human Resources

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Office Supplies	Total	500	500	500
Training & Tuition	Total	1,230	700	700
Advertising	Total	2,000	2,000	2,000

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

Office Supplies		Manager Proposed	Council Adopted
General Office Supplies		\$ 500	\$ 500
		\$ 500	\$ 500

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

Training & Tuition		Manager Proposed	Council Adopted
Professional Development		\$ 700	\$ 700
		\$ 700	\$ 700

Estimated Detail of Advertising

Actual expenses may vary according to changing circumstances

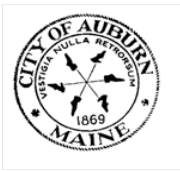
Advertising		Manager Proposed	Council Adopted
Advertising for City-wide Employee Recruiting		\$ 2,000	\$ 2,000
		\$ 2,000	\$ 2,000

Line Item Narrative

Office Supplies: This account includes the cost of general office supplies including paper, folders, envelopes, labels and miscellaneous supplies.

Training & Tuition: This account includes the cost of tuition and fees for professional development. This line item accounts for the Maine Human Resources Convention, MMA Convention as well as the Personnel Labor Law Seminar for department staff.

Advertising: This account covers the cost of recruiting candidates for vacant positions. The Human Resources Department posts vacancies on the following websites: MMA, Maine Career Center, City of Auburn and targeted professional websites. This account also includes the subscription to JobsInMe.com.



City of Auburn Human Resources

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Travel-Mileage	Total	300	500	500
Travel-Seminar Costs	Total	450	-	-
Dues & Subscriptions	Total	250	250	250

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

Travel-Mileage		Manager Proposed	Council Adopted
Personal Use of Vehicle		\$ 500	\$ 500
		\$ 500	\$ 500

Estimated Detail of Travel-Seminar Costs

Actual expenses may vary according to changing circumstances

Travel-Seminar Costs		Manager Proposed	Council Adopted
See Below		\$ -	\$ -
		\$ -	\$ -

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

Dues & Subscriptions		Manager Proposed	Council Adopted
Professional Subscriptions		\$ 250	\$ 250
		\$ 250	\$ 250

Line Item Narrative

Travel & Mileage: This account covers the cost of reimbursement to staff for use of personal vehicles on City business.

Travel-Seminar Costs: This account covers travel expenses to a human resources convention for the staff, including mileage, meals and lodging. No funds are requested for FY 2017 because training and professional development planned do not include meals and lodging, only mileage.

Dues & Subscriptions: This account includes the cost of annual updates to an employment law handbook and membership to the Human Resources organization which provides the professionally prepared written exams for public safety recruitments and promotions. This account also covers subscriptions to publications and memberships to professional organizations.

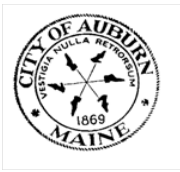


City of Auburn

Master List

Fiscal Year 2017
Adopted 6.20.2016

Account Title	FY 2015 Actual	FY 2016 Approved	FY 2017 Dept. Request	FY 2017 Manager Proposed	FY 2017 Council Adopted	Increase/ Decrease	%
<i>Information Technology</i>							
Regular Salaries	143,305	125,000	258,434	213,434	213,434	88,434	71%
PS - General	11,748	29,000	23,000	23,000	23,000	(6,000)	-21%
Office Supplies	629	0	0	0	0	0	0%
Other Sup - Operating	3,668	3,000	4,000	4,000	4,000	1,000	33%
Computer Hardware	27,816	22,000	24,500	24,500	24,500	2,500	11%
Repairs - Equipment	2,227	2,500	2,500	2,500	2,500	0	0%
Training & Tuition	1,594	3,020	3,020	3,020	3,020	0	0%
Travel-Mileage	0	200	400	400	400	200	100%
Travel-Seminar Costs	1,169	1,320	1,320	1,320	1,320	0	0%
Computer Software	9,544	9,000	7,000	7,000	7,000	(2,000)	-22%
Software Licensing	179,370	158,700	161,700	161,700	161,700	3,000	2%
Comm - Network	0	36,450	38,450	38,450	38,450	2,000	5%
CIP - Computer Softwar	0	0	0	0	0	0	0%
TOTAL	381,070	390,190	524,324	479,324	479,324	89,134	22.8%



City of Auburn IT

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Regular Salaries	Total	125,000	213,434	213,434
Longevity Bonus	Total	-	-	-
PS - General	Total	29,000	23,000	23,000

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries	Manager Proposed	Council Adopted
IT Manager/Network Administrator	\$ 72,100	\$ 72,100
Geospatial Database Manager	\$ 60,000	\$ 60,000
Database Staff Support Manager	\$ -	\$ -
GFTV Station Manager	\$ 45,834	\$ 45,834
GFTV Video Technician	\$ 35,500	\$ 35,500
	\$ 213,434	\$ 213,434

Estimated Detail of Longevity Bonus

Actual expenses may vary according to changing circumstances

Longevity Bonus	Manager Proposed	Council Adopted
Longevity	\$ -	\$ -

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

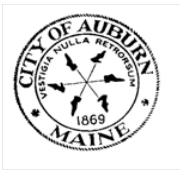
PS - General	Manager Proposed	Council Adopted
Telephony Consulting	\$ 2,000	\$ 2,000
GIS Consulting	\$ 9,000	\$ 9,000
Contracted Service	\$ 8,000	\$ 8,000
Network Consulting	\$ 4,000	\$ 4,000
	\$ 23,000	\$ 23,000

Line Item Narrative

Salaries: The Department is requesting a new position, the Database Staff Support . This position would allow us to better support our critical database application - MUNIS, enerGov, Lucity and Patriot. This position would also add to our depth of HelpDesk support. The GFTV positions were previously shown in a separate budget.

Longevity Bonus: No department staff are currently at the 7-, 15- or 25-year thresholds for longevity bonuses.

PS General: This account is used when there is a need to support City staff, on a short-term, project-specific basis. It pays for outside consultants on a time and materials basis for projects such as phone system or network upgrades or for a special GIS project.



City of Auburn IT

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Other Sup - Operating	Total	3,000	4,000	4,000
Computer Hardware	Total	22,000	24,500	24,500
Repairs - Equipment	Total	2,500	2,500	2,500

Estimated Detail of Other Sup - Operating

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Other Sup - Operating		
GFTV Field	\$ 1,000	\$ 1,000
Accessory Computer Needs	\$ 3,000	\$ 3,000
	\$ 4,000	\$ 4,000

Estimated Detail of Computer Hardware

Longevity Bonus

	Manager Proposed	Council Adopted
Computer Hardware		
Expanded wireless access at AH	\$ 2,000	\$ 2,000
Firewall replacements	\$ 3,000	\$ 3,000
Circulating video camera	\$ 1,500	\$ 1,500
PC Replacements	\$ 18,000	\$ 18,000
	\$ 24,500	\$ 24,500

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

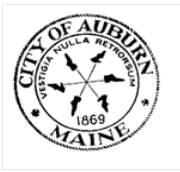
	Manager Proposed	Council Adopted
Repairs - Equipment		
Equipment Repair	\$ 2,500	\$ 2,500
	\$ 2,500	\$ 2,500

Line Item Narrative

Other Supplies - Operating: This account funds the cost of computer supplies (blank CDs, DVDs) for the IT Department. Small computer peripherals (mice, keyboards) are also purchased through this account as are consumable field needs for GFTV.

Other Supplies - Computer Hardware: This account funds acquisition and replacement of computers, and other information technology equipment for all departments. This year's projects include creating complete wireless connectivity at Auburn Hall, the replacement of our Cisco firewalls (end-of-life) and the annual replacement of our oldest computers. New this year will be the purchase of a consumer-grade video camera for circulation to qualified individuals.

Equipment Repair: This account funds in-house repairs to printers, computers and network devices, and outside repair of GFTV equipment.



City of Auburn IT

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Training & Tuition	Total	3,020	3,020	3,020
Travel-Mileage	Total	200	400	400
Travel-Seminar Costs	Total	1,320	1,320	1,320

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Training & Tuition		
URISA GISP Certification	\$ 1,000	\$ 1,000
ESRI GIS Training	\$ 2,020	\$ 2,020
	\$ 3,020	\$ 3,020

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Travel-Mileage		
Reimbursement For Personal Vehicles	\$ 200	\$ 200
Fuel and Maintenance for GFTV Vehicle	\$ 200	\$ 200
	\$ 400	\$ 400

Estimated Detail of Travel-Seminar Costs

Actual expenses may vary according to changing circumstances

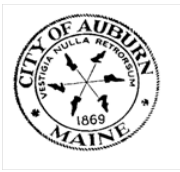
	Manager Proposed	Council Adopted
Travel-Seminar Costs		
NEARC	\$ 1,000	\$ 1,000
MMA	\$ 120	\$ 120
MEGUG	\$ 200	\$ 200
	\$ 1,320	\$ 1,320

Line Item Narrative

Training & Tuition: It is important that IT Staff stay current with technological best practices. This training allows staff to become more knowledgeable in industry trends. We will be pursuing further GIS training through ESRI, and network training through the UMaine System.

Travel Mileage: This account reimburses department personnel when they use personal vehicles for job related activities when municipal vehicles are not available. This account will also include the GFTV vehicle.

Travel, Seminar Costs: This account funds travel, lodging, and entrance fees for staff to attend industry conferences, which helps them maintain their proficiency. This year, staff will be attending the NorthEast ARC user conference (NEARC) in Burlington, VT, the MMA technology conference in Augusta, and the quarterly Maine GIS Users Group.



City of Auburn IT

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Computer Software	Total	9,000	7,000	7,000
Software Licensing	Total	158,700	161,700	161,700

Estimated Detail of Computer Software

Actual expenses may vary according to changing circumstances

Computer Software	Copies	Manager Proposed	Council Adopted
Server OS upgrades		\$ 4,000	\$ 4,000
Office Upgrades		\$ 3,000	\$ 3,000
		\$ 7,000	\$ 7,000

Estimated Detail of Software Licensing

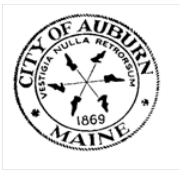
Actual expenses may vary according to changing circumstances

Software Licensing	Manager Proposed	Council Adopted
Auto Desk Subscription (Engineering)	\$ 200	\$ 200
CopLogic (APD)	\$ 6,000	\$ 6,000
EnerGov (Permitting, Planning and Licensing)	\$ 18,000	\$ 18,000
ESRI (GIS Software)	\$ 25,000	\$ 25,000
Lucity (Asset Management)	\$ 13,000	\$ 13,000
IMC (Public Safety for Fire and Police)	\$ 20,500	\$ 20,500
MUNIS (Financials, Purchasing, Budgeting)	\$ 59,000	\$ 59,000
Patriot (Computer-Aided Mass Appraisal)	\$ 16,000	\$ 16,000
Website Hosting	\$ 4,000	\$ 4,000
	\$ 161,700	\$ 161,700

Line Item Narrative

Computer Software: This account funds new software acquisitions. As we upgrade our major applications, we find that the operating systems and support software on our servers is not always up to the new task. We will begin systematically upgrading operating systems on all of our servers, bringing them to current standards.

Software Licensing: This account funds annual licensing fees associated with the City's major applications. Most licensing fees increase annually by a small percentage.



City of Auburn IT

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Comm - Network	Total	36,450	38,450	38,450

Estimated Detail of Comm - Network

Actual expenses may vary according to changing circumstances

Comm - Network	<i>Copies</i>	Manager Proposed	Council Adopted
Dark Fiber (Lease)		\$ 14,000	\$ 14,000
High Speed Internet @ 600 a month		\$ 7,200	\$ 7,200
Elevator Emergency Lines @ \$227 a month		\$ 2,750	\$ 2,750
Primary Rate Interface (PRI) Linesx2 - Phone Switches		\$ 14,500	\$ 14,500
		\$ 38,450	\$ 38,450

Line Item Narrative

Comm -- Network: These are the City's infrastructure costs for the wide-area network fiber and phone trunks.

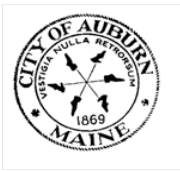


City of Auburn

Master List

Fiscal Year 2017
Adopted 6.20.2016

Account Title	FY 2015 Actual	FY 2016 Approved	FY 2017 Dept. Request	FY 2017 Manager Proposed	FY 2017 Council Adopted	Increase/ Decrease	%
<i>Legal Services</i>							
PS-Legal	90,341	65,000	65,650	65,650	45,650	(19,350)	-30%
TOTAL	90,341	65,000	65,650	65,650	45,650	(19,350)	-29.8%



City of Auburn Legal

Fiscal Year 2017
Proposed 4.11.2016

Line Items	Last Year	Manager Proposed	Council Adopted
PS-Legal	Total	65,000	65,650
			45,650

Estimated Detail of PS-Legal

Actual expenses may vary according to changing circumstances

PS-Legal	Manager Proposed	Council Adopted
Legal Services	\$ 65,650	\$ 45,650
	\$ 65,650	\$ 45,650

Line Item Narrative

Legal: Legal representation resulting from claims made upon the city is determined by the insurance companies. When the City hires legal representation, it's largely based upon the type of legal representation required. For example, it may be land use, personnel, board of appeals, real estate, general, etc.

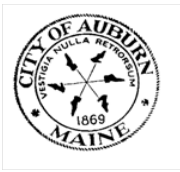


City of Auburn

Master List

Fiscal Year 2017
Adopted 6.20.2016

Account Title	FY 2015 Actual	FY 2016 Approved	FY 2017 Dept. Request	FY 2017 Manager Proposed	FY 2017 Council Adopted	Increase/ Decrease	%
<i>Mayor and Council</i>							
Regular Salaries	16,600	16,600	16,600	16,600	16,600	0	0.0%
PS - General	32,550	37,850	38,700	38,700	38,700	850	2.2%
Office Supplies	246	500	500	500	500	0	0.0%
Travel-Mileage	0	200	200	200	200	0	0.0%
Dues & Subscriptions	22,055	22,216	22,464	22,464	22,464	248	1.1%
TOTAL	71,451	77,366	78,464	78,464	78,464	1,098	1.4%



City of Auburn Mayor & Council

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Regular Salaries	Total	16,600	16,600	16,600
PS - General	Total	37,850	38,700	38,700
Office Supplies	Total	500	500	500

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

		Manager Proposed	Council Adopted
Regular Salaries			
Mayor	Mayor	\$ 4,000	\$ 4,000
City Councilors	Wards 1-5	\$ 12,600	\$ 12,600
		\$ 16,600	\$ 16,600

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

		Manager Proposed	Council Adopted
PS - General			
Community Event Registration (LAEGC, Chamber, ABA)		\$ 2,000	\$ 2,000
Annual City Audit		\$ 30,700	\$ 30,700
Community/Employee Recognition		\$ 3,500	\$ 3,500
Council Dinners, Chamber Breakfasts, Water, etc.		\$ 2,500	\$ 2,500
		\$ 38,700	\$ 38,700

Estimated Detail of Office Supplies

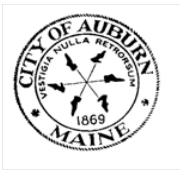
Actual expenses may vary according to changing circumstances

		Manager Proposed	Council Adopted
Office Supplies			
General Office Supplies		\$ 500	\$ 500
		\$ 500	\$ 500

Line Item Narrative

Regular Salaries: Established by Charter.

Purchases Services General: This account includes the cost of the annual audit and for the Mayor and Council to attend community events, give community and employee recognition, send flowers, cards, and certificates, etc.



City of Auburn Mayor & Council

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Travel-Mileage	Total	200	200	200
Dues & Subscriptions	Total	22,216	22,464	22,464

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

Travel-Mileage	Manager Proposed	Council Adopted
Mileage Reimbursement for Mayor and Councilors	\$ 200	\$ 200
	\$ 200	\$ 200

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

Dues & Subscriptions	Manager Proposed	Council Adopted
Maine Development Foundation	\$ 350	\$ 350
Maine Service Center Coalition		
Mayor's Coalition		
Maine Municipal Association	\$ 22,114	\$ 22,114
	\$ 22,464	\$ 22,464

Line Item Narrative

Travel & Mileage: This account is used for mileage reimbursement.

Dues & Subscriptions: These organizations are support services to our City, whether it be transportation, business, lobbying, resources, training, or representation.

Joint Services: This account was used to fund the Public Safety Department Task Force Study.

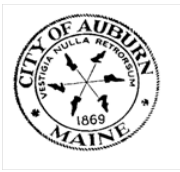


City of Auburn

Master List

Fiscal Year 2017
Adopted 6.20.2016

Account Title	FY 2015 Actual	FY 2016 Approved	FY 2017 Dept. Request	FY 2017 Manager Proposed	FY 2017 Council Adopted	Increase/ Decrease	%
<i>Health & Social Services Administration</i>							
Regular Salaries	71,574	73,762	71,736	71,736	71,736	(2,026)	-2%
Office Supplies	62	300	300	300	300	0	0%
Other Sup-Operating	309	800	800	800	800	0	0%
Training & Tuition	70	200	200	200	200	0	0%
Travel-Mileage	0	200	200	200	200	0	0%
Travel-Seminar Costs	387	400	400	400	400	0	0%
Dues & Subscriptions	60	60	60	60	60	0	0%
TOTAL	72,462	75,722	73,696	73,696	73,696	(2,026)	-2.7%



City of Auburn General Assistance

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Regular Salaries	Total	73,762	71,736	71,736
Office Supplies	Total	300	300	300
Other Sup-Operating	Total	800	800	800
Training & Tuition	Total	200	200	200

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries		Manager Proposed	Council Adopted
Welfare Director (non-union)		\$ 51,736	\$ 51,736
Case Worker (union)		\$ 20,000	\$ 20,000
		\$ 71,736	\$ 71,736

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

Office Supplies		Manager Proposed	Council Adopted
General Office Supplies		\$ 300	\$ 300
		\$ 300	\$ 300

Estimated Detail of Other Sup-Operating

Actual expenses may vary according to changing circumstances

Other Sup-Operating		Manager Proposed	Council Adopted
Vouchers		\$ 800	\$ 800
		\$ 800	\$ 800

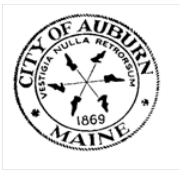
Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

Training & Tuition		Manager Proposed	Council Adopted
Professional Development		\$ 200	\$ 200
		\$ 200	\$ 200

Line Item Narrative

<p>Salaries: Full time director and part time caseworker.</p> <p>Office Supplies: This account includes the cost of supplies such as file folders, paper, batteries and sanitizer.</p> <p>Other Supplies-Operating: This account provides security paper for our vouchers (DocuGuard \$32 ream), laser ink cartridge for two printers, projected cost of laser jets is \$600 for the year.</p> <p>Training & Tuition: This account includes the cost of tuition and fees for professional development.</p>	
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City of Auburn General Assistance

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Travel-Mileage	Total	200	200	200
Travel-Seminar Costs	Total	400	400	400
Dues & Subscriptions	Total	60	60	60

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Travel-Mileage		
Personal Use of Vehicle	\$ 200	\$ 200
	\$ 200	\$ 200

Estimated Detail of Travel-Seminar Costs

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Travel-Seminar Costs		
Registration Costs	\$ 400	\$ 400
	\$ 400	\$ 400

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Dues & Subscriptions		
See Below.	\$ 60	\$ 60
	\$ 60	\$ 60

Line Item Narrative

Travel & Mileage: This account covers the cost of reimbursement to staff for use of personal vehicles on City business.

Travel & Seminar Costs: This account covers the cost of the Maine Welfare Directors Association (MWDA) Spring Seminar and the MMA convention in the fall for the director and caseworker. These are mandated professional development to be a certified GA administrator.

Dues & Subscriptions: This account includes the cost of subscriptions to publications and memberships in professional organizations. The memberships provide an opportunity to network with other professionals and utilize membership assistance as provided by the organizations.

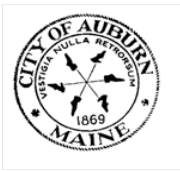


City of Auburn

Master List

Fiscal Year 2017
Adopted 6.20.2016

Account Title	FY 2015 Actual	FY 2016 Approved	FY 2017 Dept. Request	FY 2017 Manager Proposed	FY 2017 Council Adopted	Increase/ Decrease	%
<i>Health & Social Services--Assistance</i>							
PA - Electrical	3,070	4,320	3,400	3,400	3,400	(920)	-24%
PA - Medical	4,575	4,920	2,500	2,500	2,500	(2,420)	-50%
PA - Burial	2,923	3,185	8,150	8,150	8,150	4,965	166%
PA - Fuel	486	1,064	1,064	1,064	1,064	0	0%
PA - Provisions	857	1,664	1,664	1,664	1,664	0	0%
PA - Rent	87,509	89,300	78,000	78,000	78,000	(11,300)	-13%
PA - Other	745	4,536	3,000	3,000	3,000	(1,536)	-34%
TOTAL	100,165	108,989	97,778	97,778	97,778	(11,211)	-10.3%



City of Auburn General Assistance

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
PA - Electrical	Total	4,320	3,400	3,400
PA - Medical	Total	4,920	2,500	2,500
PA - Burial	Total	3,185	8,150	8,150

Estimated Detail of PA - Electrical

Actual expenses may vary according to changing circumstances

	<i>Avg. Applicants</i>	<i>Avg. Cost</i>	Manager Proposed	Council Adopted
PA - Electrical				
Electricity Bills	40	\$ 85	\$ 3,400	\$ 3,400
			\$ 3,400	\$ 3,400

Estimated Detail of PA - Medical

Actual expenses may vary according to changing circumstances

	<i>Avg. Applicants</i>	<i>Avg. Cost</i>	Manager Proposed	Council Adopted
PA - Medical				
Medical Supplies	105	\$ 19	\$ 2,500	\$ 2,500
			\$ 2,500	\$ 2,500

Estimated Detail of PA - Burial

Actual expenses may vary according to changing circumstances

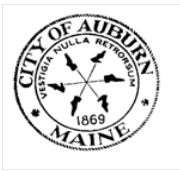
	<i>Avg. Applicants</i>	<i>Average Cost</i>	<i>Opening/ Closing</i>	Manager Proposed	Council Adopted
PA - Burial					
Burials	10	\$ 795	\$ 200	\$ 8,150	\$ 8,150
				\$ 8,150	\$ 8,150

Line Item Narrative

Electricity: This account is used to assist eligible households whose income is insufficient to pay their electric bill. Residents frequently use electricity as alternative heat in order to keep warm.

Medical: This account provides medical supplies, prescriptions, over-the-counter medications and non-elective medical treatment to eligible persons.

Burials: This account is for burial / cremation costs when there is no liable relative or other resource able or available to pay. Included in such costs are the removal of the body from a local residence, casket, and a reasonable cost for overhead.



City of Auburn General Assistance

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
PA - Fuel	Total	1,064	1,064	1,064
PA - Provisions	Total	1,664	1,664	1,664
PA - Rent	Total	89,300	78,000	78,000

Estimated Detail of PA - Fuel

Actual expenses may vary according to changing circumstances

PA - Fuel	Avg. Applicants	Avg. Cost	Manager Proposed	Council Adopted
Heating Fuel	4	\$ 266	\$ 1,064	\$ 1,064
			\$ 1,064	\$ 1,064

Estimated Detail of PA - Provisions

Actual expenses may vary according to changing circumstances

PA - Provisions	Avg. Applicants	Average Cost	Manager Proposed	Council Adopted
Food			\$ 1,664	\$ 1,664
			\$ 1,664	\$ 1,664

Estimated Detail of PA - Rent

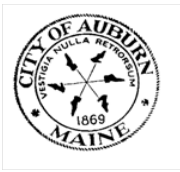
Actual expenses may vary according to changing circumstances

PA - Rent	Avg. Applicants	Average Cost	Manager Proposed	Council Adopted
Rental Payments	286	\$ 273	\$ 78,000	\$ 78,000
			\$ 78,000	\$ 78,000

Fuel: This account funds the costs of heating, hot water and cooking fuel for eligible applicants. Community Cords has helped keep this line item down.

Provisions: This account is used to provide food for persons who are unable to provide for themselves or their dependents. According to the Federal Regulations, Food Supplement cannot be considered as income or taken into consideration when determining household income. Due to the mandated minimum standard of assistance under State Statutes and DHHS, this department is required to meet such standard as it increases each year. A small food pantry is maintained to help keep this line item down. The food pantry is supplied by employee donations.

Rent: This account is used to pay rent and sometimes mortgages for eligible households. Housing costs have escalated in the past years with the high cost of fuel, property maintenance and landlords unwilling to waive the security deposit or negotiate payment arrangements with tenants. General Assistance has a maximum on housing which helps keep the cost down, but makes it more challenging for clients to find housing within our guidelines.



City of Auburn General Assistance

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
PA - Other	Total	4,536	3,000	3,000

Estimated Detail of PA - Other

Actual expenses may vary according to changing circumstances

PA - Other	<i>Avg.</i> Applicants	<i>Average</i> Cost	Manager Proposed	Council Adopted
Miscellaneous	120	\$ 25	\$ 3,000	\$ 3,000
			\$ 3,000	\$ 3,000

Line Item Narrative

Other: This is a miscellaneous category for items not covered under any other category of General Assistance. Examples include personal hygiene products, diapers and household supplies. To defer costs, our small pantry is utilized for immediate needs. This pantry is supported by donations and trust funds.



City of Auburn

Master List

Fiscal Year 2017
Adopted 6.20.2016

Account Title	FY 2015 Actual	FY 2016 Approved	FY 2017 Dept. Request	FY 2017 Manager Proposed	FY 2017 Council Adopted	Increase/ Decrease	%
<i>Economic and Community Development</i>							
Regular Salaries	492,216	629,984	810,935	752,161	812,161	122,177	27%
Longevity Bonus	0	400	800	800	800	400	0%
Uniform Allowance	1,100	1,000	1,000	650	650	(350)	-39%
OT - Regular	10,190	10,630	10,651	0	0	(10,630)	-236%
PS - General	1,350	33,000	639,000	696,000	696,000	663,000	26520%
Office Supplies	1,151	1,300	1,500	1,500	1,500	200	18%
Other Sup - Operating	2,015	2,000	2,000	2,000	2,000	0	0%
Other Sup - Safety Equi	1,735	3,015	3,015	2,000	2,000	(1,015)	-51%
MV Sup - Tires/Tube/Ct	23	900	900	900	900	0	0%
MV Sup - Gas & Oil	4,104	4,300	3,237	2,744	2,744	(1,556)	-32%
Comm - Telephone	3,410	5,430	5,430	5,430	5,430	0	0%
Utilities - Electricity	311,619	337,861	338,533	336,161	336,161	(1,700)	-1%
Repairs - Vehicles	1,586	2,035	2,250	2,250	2,250	215	14%
Repairs - Equipment	1,254	5,500	5,500	5,500	5,500	0	0%
Repairs - Street Lights	689	4,600	4,600	4,600	4,600	0	0%
Repairs - Traffic Signal	6,094	11,506	11,506	11,506	11,506	0	0%
Training & Tuition	3,734	4,135	3,400	4,135	4,135	0	0%
Advertising	1,965	2,400	2,800	2,800	2,800	400	18%
Travel-Mileage	322	600	1,000	1,000	1,000	400	100%
Travel-Seminar Costs	561	1,500	1,600	1,600	1,600	100	8%
Dues & Subscriptions	1,378	190,045	190,310	3,700	29,700	(186,345)	-98%
Capital Operating	27,325	16,050	57,784	15,000	15,000	(1,050)	-7%
TOTAL	876,020	1,268,191	2,097,751	1,852,437	1,938,437	670,246	52.9%



City of Auburn Economic and CD

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Regular Salaries	Total	629,984	752,161	812,161
Longevity Bonus	Total	400	800	800
Uniform Allowance	Total	1,000	650	650

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries	Total Staff	Manager Proposed	Council Adopted
Administrative Assistant (50% TIF)	1	\$ 41,594	\$ 41,594
Building / Code Compliance Officer/ Plumbing Inspector	1	\$ 57,455	\$ 57,455
City Electrician	1	\$ 65,024	\$ 65,024
City Planner / Land Use Code Compliance Officer (25% TIF)	1	\$ 61,800	\$ 61,800
Electrician I	1	\$ -	\$ -
Information Assistant	1	\$ 27,300	\$ 27,300
Housing Code Compliance Officer (up to \$50K, CDBG)	1	\$ 47,277	\$ 47,277
Director (60% TIF, 40% CDBG)	1	\$ 91,500	\$ 91,500
Deputy Director (65% TIF, 10% CDBG)	1	\$ 85,000	\$ 85,000
Neighborhood Service Coordinator (100% CDBG)	1	\$ 52,514	\$ 52,514
Downtown & Neighborhood Development Specialist (100% CDBG)	1	\$ 60,000	\$ 60,000
Special Projects/Grant Administration (100% TIF)			\$ 60,000
CDBG Accounting Compliance & Underwriter (100% CDBG)	1	\$ 49,236	\$ 49,236
Development Manager (100% TIF)	1	\$ 55,000	\$ 55,000
Sanitarian / Code Compliance Officer	1	\$ 58,461	\$ 58,461
	14	\$ 752,161	\$ 812,161
		TIF Offset	\$ 201,397
		CDBG Offset	\$ 254,127
	Net	\$ 296,637	\$ 296,637

Estimated Detail of Longevity Bonus

Actual expenses may vary according to changing circumstances

Longevity Bonus	Manager Proposed	Council Adopted
Employee Longevity	\$ 800	\$ 800
	\$ 800	\$ 800

Estimated Detail of Uniform Allowance

Actual expenses may vary according to changing circumstances

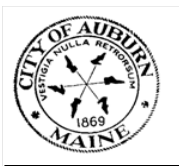
Uniform Allowance	Staff	Cost	Manager Proposed	Council Adopted
Electrical Employees Uniforms	2	\$ 350.00	\$ 350	\$ 350
Field Inspectors	3	\$ 100.00	\$ 300	\$ 300
			\$ 650	\$ 650

Line Item Narrative

Wages: These wage amounts are as of January 20, 2016

Longevity: For the upcoming fiscal year 2 employees are due to receive longevity bonuses.

Uniform Allowance: This account funds the day to day non-fire retardant clothing for the Electrical Division such as work pants, work shirts, work boots and gloves. This type of clothing is worn when the employee is not working on energized circuits, otherwise the longevity of the fire retardant clothing would be shortened.



City of Auburn Economic and CD

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
OT - Regular	Total	10,630	-	-
PS - General	Total	33,000	696,000	696,000
Office Supplies	Total	1,300	1,500	1,500

Estimated Detail of OT - Regular

Actual expenses may vary according to changing circumstances

OT - Regular	Hours	Avg O/T Rate	Est. Overtime	Manager Proposed	Council Adopted
AFD Electrical Related	68	\$ 46.54	\$ 3,165		
Electrical Events/ Accidents & Dig Safe	9	\$ 46.54	\$ 419		
Fire Alarm Maintenance	31	\$ 46.54	\$ 1,443		
Fire Alarm Resets	3	\$ 46.54	\$ 140		
Miscellaneous Call-outs	45	\$ 46.54	\$ 2,094		
On-Call Stipend		\$ 2,600	\$ 2,600		
Traffic Signal	17	\$ 46.54	\$ 791		
	173		\$ 10,651	\$ -	\$ -

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

PS - General	Manager Proposed	Council Adopted
Contracted Inspection Services (See Below)		
Community Concepts (TIF)	\$ 100,000	\$ 100,000
GIS Support (TIF)	\$ 34,000	\$ 34,000
Marketing Support (TIF)	\$ 26,000	\$ 26,000
Workforce Development (TIF)	\$ 476,000	\$ 476,000
Contracted Electrical Services	\$ 60,000	\$ 60,000
	\$ 696,000	\$ 696,000

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

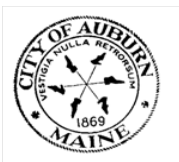
Office Supplies	Manager Proposed	Council Adopted
General Supplies (TIF 33%)	\$ 1,500	\$ 1,500
	\$ 1,500	\$ 1,500

Line Item Narrative

Overtime - Regular: This account funds overtime expenses for the Electrical Division and P&P field Inspectors. Examples of after hour call-outs are traffic signal accidents, fire department call-outs, damage to municipal infrastructure, major storm events and seasonal municipal events. The use of these funds varies widely based on call out volume and storm damage. The union contract requires a 2.5 hour minimum call out pay for incidents.

Purchased Service - General: This account funds third party inspections, contracted projects and plan review for plumbing and electrical. The use varies based on staff vacancies and projects that the department is tasked within a given year.

Office Supplies: This account funds basic office supplies such as stationery, pens, file folders, etc. In addition, this account funds the



City of Auburn Economic and CD

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Other Sup - Operating	Total	2,000	2,000	2,000
Other Sup - Safety Equipment	Total	3,015	2,000	2,000

Estimated Detail of Other Sup - Operating

Actual expenses may vary according to changing circumstances

Other Sup - Operating	Manager Proposed	Council Adopted
	\$ 2,000	\$ 2,000
	\$ 2,000	\$ 2,000

Estimated Detail of Other Sup - Safety Equipment

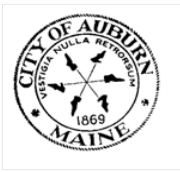
Actual expenses may vary according to changing circumstances

Other Sup - Safety Equipment Safety Equipment	Manager Proposed	Council Adopted
	\$ 2,000	\$ 2,000
	\$ 2,000	\$ 2,000

Line Item Narrative

Other Supplies - Operating: This account funds items needed to conduct code and plan reviews as well as the purchase of other equipment, and printing the 3-ply inspection reports that are used by the City's Building, Plumbing, Electrical, and Code Inspectors. (Toner for 3 printers and payment for copies to Engineering.)

Other Sup - Safety Equipment: This account funds both Federal and State OSHA requirements mandated for all employees as well as NFPA 70E standards for electrical workers. Examples of the equipment purchased include hard hats, PPE for electricians, safety glasses, ear protection devices, reflective vests, electric insulated footwear, face shields, FR clothing, rescue fall equipment.



City of Auburn Economic and CD

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
MV Sup - Tires/Tube/Chain	Total	900	900	900
MV Sup - Gas & Oil	Total	4,300	2,744	2,744
Comm - Telephone	Total	5,430	5,430	5,430

Estimated Detail of MV Sup - Tires/Tube/Chain

Actual expenses may vary according to changing circumstances

MV Sup - Tires/Tube/Chain		Manager Proposed	Council Adopted
Tires		\$ 900	\$ 900
		\$ 900	\$ 900

Estimated Detail of MV Sup - Gas & Oil

Actual expenses may vary according to changing circumstances

MV Sup - Gas & Oil	Actual Gallons FY15	Projected Gallons FY16	Price	Manager Proposed	Council Adopted
Gasoline, Oil, Filters, etc.	1380	1518	\$ 1.69	\$ 2,565	\$ 2,565
Diesel	92	95	\$ 1.88	\$ 179	\$ 179
				\$ 2,744	\$ 2,744

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

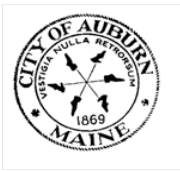
Comm - Telephone	Quantity	Per Month	Manager Proposed	Council Adopted
Aircards	4	\$ 50.00	\$ 2,400	\$ 2,400
Cellular Phones (TIF)	1	\$ 60.00	\$ 720	\$ 720
Cellular Phones	5	\$ 38.50	\$ 2,310	\$ 2,310
			\$ 5,430	\$ 5,430

Line Item Narrative

MV Sup-Tires/Tube/Chain: This account funds the cost of tire replacement and other supplies for the vehicles used by the staff in the inspection division. The electrical bucket truck needs a tire this year for \$300 above normal expenses.

MV Sup-Gas & Oil: This account funds the cost of gas, replacement filters and other maintenance items for the vehicles used by the staff in the inspection division.

Communication--Telephone: This account funds cell phones for the staff so they can be reached while in the field and be responsive to citizens.



City of Auburn Economic and CD

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Utilities - Electricity	Total	337,861	336,161	336,161
Repairs - Vehicles	Total	2,035	2,250	2,250

Estimated Detail of Utilities - Electricity

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Utilities - Electricity		
City Owned Street Lights	\$ 41,935	\$ 41,935
Electrical Division Building	\$ 3,000	\$ 3,000
Goff Hill Radio Site	\$ 2,243	\$ 2,243
Leased Street Lights	\$ 273,763	\$ 273,763
Traffic Signal Equipment	\$ 15,220	\$ 15,220
Utilities - Gas		
	\$ 336,161	\$ 336,161

Estimated Detail of Repairs - Vehicles

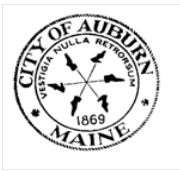
Actual expenses may vary according to changing circumstances

	<i>Preventive Maint.</i>	<i>Annual Testing</i>	Manager Proposed	Council Adopted
Repairs - Vehicles				
Bucket Truck – Electrical Division	\$ 100	\$ 1,000	\$ 1,100	\$ 1,100
Electrical Service Van – Electrical Division	\$ 600		\$ 600	\$ 600
Ford Focus – Code Enforcement / Inspections	\$ 250		\$ 250	\$ 250
Jeep Patriot– Code Enforcement / Inspections	\$ 100		\$ 100	\$ 100
Inspection / Service Pick-up Truck - City Electrician	\$ 100		\$ 100	\$ 100
Miscellaneous: Tires, car washes, wiper blades, etc.	\$ 100		\$ 100	\$ 100
			\$ 2,250	\$ 2,250

Line Item Narrative

Utilities: This account funds electrical utility costs covered by this department. This account funds the Electrical Div., Goff Hill radio site, leased CMP roadway lighting and traffic signal equipment . Current CIP for municipal ownership of leased street lights will result in substantial savings when implemented. The PUC will hopefully have the new procedures in place to allow municipalities to take advantage by spring of 2105. The increase is based on projected rate increases for 2015.

Vehicle Repairs: This account funds the maintenance of 5 vehicles used by the staff in the performance of their duties. Also includes the cost of OSHA inspection for the Electrical Division aerial truck. MV Supplies (tires, tubes & chains) account was combined within this account.



City of Auburn Economic and CD

Fiscal Year 2017
Proposed 4.11.2016

Line Items	Last Year	Manager Proposed	Council Adopted
Repairs - Equipment	5,500	5,500	5,500

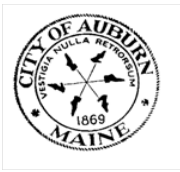
Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

Repairs - Equipment	<i>Custom ers</i>	<i>Annual Charge</i>	<i>Revenues</i>	Manager Proposed	Council Adopted
Municipal Fire Alarm System				\$ 2,800	\$ 2,800
Other Miscellaneous				\$ 2,700	\$ 2,700
				\$ 5,500	\$ 5,500

Line Item Narrative

Repairs Equipment: The Municipal Fire Alarm system is a 28 mile network looped-system of copper wire throughout the City serving fire alarm transmitters reporting to the 911 Communication Center. The program is being evaluated to determine how to increase subscriptions throughout the community. The program is generating approximately \$28 K per year, and additionally is providing \$8,000+ worth of fire alarm services at no charge to city buildings and schools respectively. Put another way, if this service did not exist, the city and schools would need to purchase this service. This account also funds electrical materials and maintenance for seasonal events and expenses.



City of Auburn Economic and CD

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Repairs - Street Lights	Total	4,600	4,600	4,600
Repairs - Traffic Signal Maint	Total	11,506	11,506	11,506

Estimated Detail of Repairs - Street Lights

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Repairs - Street Lights		
Municipally Owned Lighting Equipment	\$ 4,600	\$ 4,600
	\$ 4,600	\$ 4,600

Estimated Detail of Repairs - Traffic Signal Maint

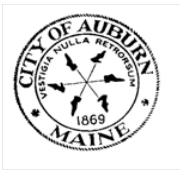
Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Repairs - Traffic Signal Maint		
Parts and Replacement	\$ 11,506	\$ 11,506
	\$ 11,506	\$ 11,506

Line Item Narrative

Repairs Street Lights: This account is for the installation and maintenance of municipally owned lighting equipment. The city maintains in excess of 300 poles and fixtures including Kitty hawk Industrial park lighting, and downtown area lighting.

Repairs Traffic Signals: This account funds the maintenance of the municipal traffic signal system. Repairs are unpredictable due to storms, traffic accidents and road damage. Maintenance is required to maintain minimum MDOT standards



City of Auburn Economic and CD

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Training & Tuition	Total	4,135	4,135	4,135
Advertising	Total	2,400	2,800	2,800

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Training & Tuition		
Training & Tuition (TIF)	\$ 1,135	\$ 1,135
See Below.	\$ 3,000	\$ 3,000
	\$ 4,135	\$ 4,135

Estimated Detail of Advertising

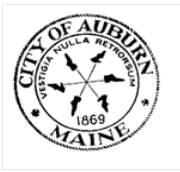
Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Advertising		
Public Notice Hearings	\$ 2,800	\$ 2,800
	\$ 2,800	\$ 2,800

Line Item Narrative

Training & Tuition: Added \$400 to fund new Electrician's anticipated training classes. This account includes the cost of tuition, training materials and fees for professional development and required "continued education" for State certified Code Enforcement Officers. The training continues to be mandatory to maintain certification but the State is cutting back on free training. It funds the registration fees for required safety courses, conferences, and seminars for Department staff so that they can maintain mandatory State certifications and are knowledgeable in their fields. On average each of the City's certified Code Enforcement Officers attends approximately 8 to 10 training seminars per year. The training sessions are in the areas of legal issues, 80K actions, building standards, shoreland zoning and plumbing standards (internal & external) to name a few. Training includes (with fees): 3 electricians keeping master electrician licenses updated, training for traffic equipment, New England Building Officials and Inspectors Association, American Planning Association conference, State Planning Office meetings and seminars, and Northern New England Chapter of American Planning Association meetings.

Advertising: Added \$400 to fund anticipated increase in Planning Board activity as we increase Comprehensive Plan supported zoning changes. This account funds the cost of publishing public notices as required by law. A corresponding revenue is collected from applicants/petitioners but paid



City of Auburn Economic and CD

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Travel-Mileage	Total	600	1,000	1,000
Travel-Seminar Costs	Total	1,500	1,600	1,600
Dues & Subscriptions	Total	190,045	3,700	29,700
Capital Operating	Total	16,050	15,000	15,000

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

Travel-Mileage		Manager Proposed	Council Adopted
Personal Use of Vehicles (TIF 50%)		\$ 1,000	\$ 1,000
		\$ 1,000	\$ 1,000

Estimated Detail of Travel-Seminar Costs

Actual expenses may vary according to changing circumstances

Travel-Seminar Costs		Manager Proposed	Council Adopted
Registration Fees		\$ 1,600	\$ 1,600
		\$ 1,600	\$ 1,600

Actual expenses may vary according to changing circumstances

Dues & Subscriptions		Manager Proposed	Council Adopted
LAEGC		\$ -	
AVCOG		\$ -	\$ 26,000
Dues & Subscriptions (TIF \$2,000)		\$ 3,700	\$ 3,700
		\$ 3,700	\$ 29,700

Estimated Detail of Capital Operating

Actual expenses may vary according to changing circumstances

Capital Operating		Manager Proposed	Council Adopted
Operating Capital Items-See CIP		\$ 15,000	\$ 15,000
		\$ 15,000	\$ 15,000

Line Item Narrative

Travel & Mileage: This account reimburses employees for use of their personal vehicles for job related activities.

Travel & Seminar Costs: This account funds the cost for staff to attend local and regional training seminars and will fund training for Planning Board members in 2015.

Dues & Subscriptions: Added \$200 over last years request for staff certifications and licensing including electrical and planning. This account funds the costs of dues for professional affiliations/ resources for the planning and inspection staff, and the purchase of code materials and state licenses.

Capital Operating: See FY 16 CIP.

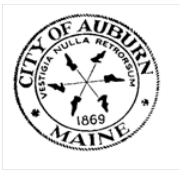


City of Auburn

Master List

Fiscal Year 2017
Adopted 6.20.2016

Account Title	FY 2015 Actual	FY 2016 Approved	FY 2017 Dept. Request	FY 2017 Manager Proposed	FY 2017 Council Adopted	Increase/ Decrease	%
<i>Recreation and Special Events</i>							
Regular Salaries	206,669	219,819	225,746	188,746	188,746	(31,073)	-14%
Sal-Rec Part-Time	1,956	6,000	24,000	24,000	24,000	18,000	300%
Longevity Bonus	0	0	300	300	300	300	0%
Uniform Allowance	0	350	0	0	0	(350)	-100%
PS - General	0	0	3,194	3,194	3,194	3,194	0%
PS - Testing	0	226	0	0	0	(226)	-100%
Office Supplies	1,004	2,600	2,600	2,600	2,600	0	0%
Other Sup-Janitorial	1,559	2,600	2,600	2,600	2,600	0	0%
Other Sup - Maintenance	1,990	2,350	2,350	2,350	2,350	0	0%
Other Sup-Safety Equip	241	600	0	0	0	(600)	-100%
MV Sup-Tires/Tube/Cha	93	250	250	250	250	0	0%
MV Sup-Gas & Oil	4,000	894	894	550	550	(344)	-38%
Utilities - Water/Sewer	5,328	19,820	19,820	19,820	19,820	0	0%
Comm - Telephone	1,041	1,920	1,920	1,920	1,920	0	0%
Utilities - Electricity	11,325	12,190	12,190	12,190	12,190	0	0%
Utilities - Natural Gas	30,474	34,262	34,262	34,262	34,262	0	0%
Repairs - Buildings	10,816	8,500	10,500	10,500	10,500	2,000	24%
Repairs - Vehicles	0	800	800	800	800	0	0%
Repairs - Equipment	0	900	900	900	12,900	12,000	1333%
Repairs - Maintenance	392	1,720	1,720	1,720	1,720	0	0%
Training & Tuition	1,920	3,300	3,300	3,300	3,300	0	0%
Comm - Postage	219	540	540	540	540	0	0%
Travel-Mileage	8	200	200	200	200	0	0%
Dues & Subscriptions	1,658	1,230	1,230	1,230	1,230	0	0%
Community Programs	13,998	17,800	17,800	17,800	17,800	0	0%
TOTAL	294,691	338,871	367,116	329,772	341,772	(9,099)	-2.7%



City of Auburn Recreation & Special Events

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Regular Salaries	Total	219,819	188,746	188,746
Sal-Rec Part-Time	Total	6,000	24,000	24,000
Longevity Bonus	Total	-	300	300
Uniform Allowance	Total	350	-	-

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

	Staff	Recreation	Manager Proposed	Council Adopted
Regular Salaries				
Recreation Director	1		\$ 72,000	\$ 72,000
Administrative Assistant	1		\$ 19,500	\$ 19,500
Senior Programmer (PT)	1		\$ 23,246	\$ 23,246
Recreation Program Specialist	1		\$ 37,000	\$ 37,000
Recreation Program Specialist	1		\$ 37,000	\$ 37,000
Recreation Program Specialist	1			
	6	\$ -	\$ 188,746	\$ 188,746

Estimated Detail of Sal-Rec Part-Time

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Sal-Rec Part-Time		
Customer Service Rep	\$ 12,000	\$ 12,000
Part-Time Staff	\$ 12,000	\$ 12,000
	\$ 24,000	\$ 24,000

Estimated Detail of Longevity Bonus

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Longevity Bonus		
Longevity Bonus	\$ 300	\$ 300
	\$ 300	\$ 300

Estimated Detail of Uniform Allowance

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Uniform Allowance		
1 Staff Person		
	\$ -	\$ -

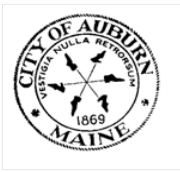
Line Item Narrative

Wages: This line item reflects the salaries of all full-time recreation department staff. Factored in to these amounts are 3% increases for staff covered by the approved MSEA bargaining agreement.

Part-Time Wages: This account includes seasonal staffing for various recreation programs.

Longevity Bonus: The longevity bonus is paid to employees on their 7th (\$300), 15th(\$400), and 25th(\$500) year anniversaries. There is 1 longevity recipients this year.

Uniform Allowance: This account includes the cost of work-related clothing such as shirts, pants, work shoes gloves, etc for all fulltime



City of Auburn Recreation & Special Events

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
PS - General	Total	-	3,194	3,194
PS - Testing	Total	226	-	-
Office Supplies	Total	2,600	2,600	2,600

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

PS - General		Manager Proposed	Council Adopted
Fire/Sprinkler System		\$ 350	\$ 350
Trash Pick-up		\$ 2,664	\$ 2,664
Security System		\$ 180	\$ 180
		\$ 3,194	\$ 3,194

Estimated Detail of PS - Testing

Actual expenses may vary according to changing circumstances

PS - Testing	Personnel	Test Cost	Manager Proposed	Council Adopted
Hearing Test		\$38		
Physical Exam	1	\$226		
Respiratory Fit Test		\$38		
Respiratory Clearance		\$36		
Drug Testing		\$8		
			\$ -	\$ -

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

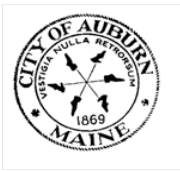
Office Supplies		Manager Proposed	Council Adopted
Office supplies		\$ 2,600	\$ 2,600
		\$ 2,600	\$ 2,600

Line Item Narrative

PS - General: This account includes in-ground tank fees (which are \$100.00 every 3 years. Paid 1/2015) There is no tank fee due in FY 2016.

PS - Testing: This account includes physical exams for new, full-time and seasonal employees. It also includes Hep B vaccines and respirator fit testing, respiratory clearance testing in addition to the annual hearing conservation tests.

Office Supplies: This account includes the cost of general office supplies, such as pens, pencils, staples, paper clips,



City of Auburn Recreation & Special Events

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Other Sup-Janitorial	Total	2,600	2,600	2,600
Other Sup - Maintenance	Total	2,350	2,350	2,350

Estimated Detail of Other Sup-Janitorial

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Other Sup-Janitorial		
Bathroom spray		
Brown hand towels		
Cleaning Fluids for Bathrooms		
Floor cleaner		
Hand soap		
Misc. items		
Mops		
Paper towels		
Toilet tissue		
Trash bags		
	\$ 2,600	\$ 2,600

Estimated Detail of Other Sup - Maintenance

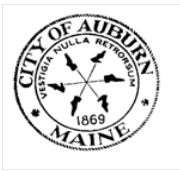
Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Other Sup - Maintenance		
Maintenance Supplies	\$ 2,350	\$ 2,350
	\$ 2,350	\$ 2,350

Line Item Narrative

Other Sup-Janitorial: See above. (This is a general listing of items that are purchased annually, as needed, from this account.)

Other Sup-Maintenance: This account includes miscellaneous maintenance supplies such as keys, padlocks, light bulbs, entry matting, trash receptacles, etc.



City of Auburn Recreation & Special Events

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Other Sup-Safety Equipmen	Total	600	-	-
MV Sup-Tires/Tube/Chain	Total	250	250	250

Estimated Detail of Other Sup-Safety Equipment

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Other Sup-Safety Equipmen		
Personal Protective Gear	-	-
	\$ -	\$ -

Estimated Detail of MV Sup-Tires/Tube/Chain

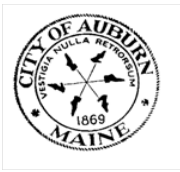
Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
MV Sup-Tires/Tube/Chain		
Department Vehicles	250	250
	\$ 250	\$ 250

Line Item Narrative

Other Supplies-Safety Equipment: This account includes the cost of personal protective equipment such as safety glasses, earplugs, eye wash, ear muffs, first aid kits, etc. These items are purchased to replenish those items that have expired, worn out, are out of stock, or for additional items that are needed.

MV Sup-Tires/Tube/Chain: This account includes the cost of tires, tubes & Chains for the department van.



City of Auburn Recreation & Special Events

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
MV Sup-Gas & Oil	Total	894	550	550
MV Sup-Other	Total	-		
Utilities - Water/Sewer	Total	19,820	19,820	19,820

Estimated Detail of MV Sup-Gas & Oil

Actual expenses may vary according to changing circumstances

MV Sup-Gas & Oil Departmental Vehicles	Quantity	Cost/Unit	Manager Proposed	Council Adopted
	325	\$ 2.75	\$ 550	\$ 550
			\$ 550	\$ 550

Estimated Detail of MV Sup-Other

Actual expenses may vary according to changing circumstances

MV Sup-Other Departmental Vehicles	Manager Proposed	Council Adopted
	\$ -	\$ -

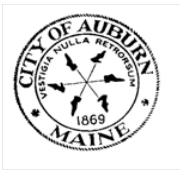
Estimated Detail of Utilities - Water/Sewer

Actual expenses may vary according to changing circumstances

Utilities - Water/Sewer	Water	Percent Increase	Sewer	Percent Increase	Manager Proposed	Council Adopted
		0%		0%		
Lake Grove Park	\$ -		\$ -			
Festival Plaza	\$ 17,320		\$ -		\$ 17,320	\$ 17,320
Hasty Community Center	\$ 700		\$ 1,400		\$ 2,100	\$ 2,100
Pond Building	\$ 200		\$ 200		\$ 400	\$ 400
					\$ 19,820	\$ 19,820

Line Item Narrative

MV Sup-Gas & Oil: This account includes the cost of gas and oil for the department van.
MV Sup-Other: This account includes the purchase of other motor vehicle supplies, such as: windshield wipers, batteries, spark plugs, etc, based on wear and tear and regularly scheduled maintenance for the dept van.
Utilites-Water/Sewer: This account kincludes water and sewer charges for Lake Grove Park, Festival Plaza, Hasty Community Center and pond building. No increases anticipated for this fiscal year.



City of Auburn Recreation & Special Events

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Comm - Telephone	Total	1,920	1,920	1,920
Utilities - Electricity	Total	12,190	12,190	12,190

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

Comm - Telephone	Quantity	Cost/Mo.	Manager Proposed	Council Adopted
Cellular Phone	2	\$60	\$ 1,440	\$ 1,440
Long Distance Land Line	12	\$40	\$ 480	\$ 480
			\$ 1,920	\$ 1,920

Estimated Detail of Utilities - Electricity

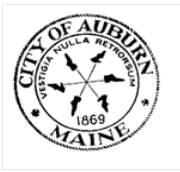
Actual expenses may vary according to changing circumstances

Utilities - Electricity	Manager Proposed	Council Adopted
Hasty Community Center	\$ 4,000	\$ 4,000
Pond Building	\$ 1,300	\$ 1,300
Fish Hatchery (Tot Lot)	\$ 400	\$ 400
Festival Plaza	\$ 6,490	\$ 6,490
	\$ 12,190	\$ 12,190

Line Item Narrative

Comm - Telephone: This account includes long distance land line service and cell phones for the Hasty Community Center and recreation staff.

Utilities - Electricity: This account includes the cost of electricity at the Hasty Community Center, pond building, Tot Lot and Festival Plaza.



City of Auburn Recreation & Special Events

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Utilities - Natural Gas	Total	34,262	34,262	34,262
Repairs - Buildings	Total	8,500	10,500	10,500
Repairs - Vehicles	Total	800	800	800

Estimated Detail of Utilities - Natural Gas

Actual expenses may vary according to changing circumstances

Utilities - Natural Gas	Units	Cost/Unit	Manager Proposed	Council Adopted
Hasty Community Center	22000	\$ 1.55	\$ 34,100	\$ 34,100
Hasty Kitchen (Propane)	60	\$ 2.70	\$ 162	\$ 162
			\$ 34,262	\$ 34,262

Estimated Detail of Repairs - Buildings

Actual expenses may vary according to changing circumstances

Repairs - Buildings	Manager Proposed	Council Adopted
Misc Building	\$ 8,500	\$ 8,500
Pond Building-Door	\$ 1,000	\$ 1,000
Pond Building-Oil Tank	\$ 1,000	\$ 1,000
	\$ 10,500	\$ 10,500

Estimated Detail of Repairs - Vehicles

Actual expenses may vary according to changing circumstances

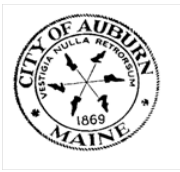
Repairs - Vehicles	Manager Proposed	Council Adopted
Department Vehicles	\$ 800	\$ 800
	\$ 800	\$ 800

Line Item Narrative

Utilities - Natural Gas: This account includes the cost of natural gas for the Hasty Community Center, Hasty kitchen and emergency generators.

Repairs - Buildings: This account includes miscellaneous repairs to buildings, such as: broken windows, broken doors, vandalism repairs, restroom repairs, door locks, tile repair, etc., as needed.

Repairs - Vehicles: This account includes the cost of repairs to the department van.



City of Auburn Recreation & Special Events

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Repairs - Equipment	Total	900	900	12,900
Repairs - Maintenance Contract	Total	1,720	1,720	1,720
Training & Tuition	Total	3,300	3,300	3,300

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Repairs - Equipment		
General Repairs	\$ 900	\$ 900
Union Gully Basketball Courts	\$ -	\$ 12,000
	\$ 900	\$ 12,900

Estimated Detail of Repairs - Maintenance Contract

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Repairs - Maintenance Contract		
Fire Ext Inspection & Maintenance	\$ 240	\$ 240
Furnace Cleaning & Maintenance	\$ 1,480	\$ 1,480
	\$ 1,720	\$ 1,720

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

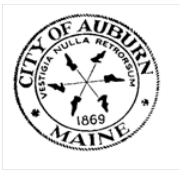
	Manager Proposed	Council Adopted
Training & Tuition		
MRPA Conference	\$ 500	\$ 500
Professional Development	\$ 2,800	\$ 2,800
	\$ 3,300	\$ 3,300

Line Item Narrative

Repairs - Equipment: This account includes the cost of repairs to the floor washer, PA sound system, the office duplicating machine and other department small equipment.

Repairs - Maintenance Contracts: This account includes the fire extinguisher inspections for Hasty and the pond building and furnace cleaning/maintenance for Hasty.

Training & Tuition: This account includes the cost of staff training and the attendance of two recreation division staff at the MRPA recreation conference.



City of Auburn Recreation & Special Events

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Comm - Postage	Total	540	540	540
Travel-Mileage	Total	200	200	200

Estimated Detail of Comm - Postage

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Comm - Postage	\$ 540	\$ 540
	\$ 540	\$ 540

Estimated Detail of Travel-Mileage

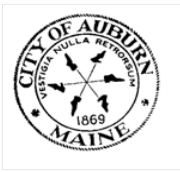
Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Travel-Mileage	\$ 200	\$ 200
	\$ 200	\$ 200

Line Item Narrative

Comm - Postage: This account includes the cost of ten (10) rolls of .49 cent stamps, used for sending out statements for past due accounts, mailings for programs, pay checks and includes additional funds for other miscellaneous mail. There is no anticipated postage increase this year.

Travel - Mileage: This account reimburses employees for use of their personal vehicles for city business.



City of Auburn Recreation & Special Events

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Dues & Subscriptions	Total	1,230	1,230	1,230
Community Programs	Total	17,800	17,800	17,800

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

Dues & Subscriptions	Manager Proposed	Council Adopted
Maine Recreation & Park Assoc	\$ 175	\$ 175
National Recreation & Park Assoc	\$ 390	\$ 390
BMI Licensing	\$ 330	\$ 330
ASCAP	\$ 335	\$ 335
	\$ 1,230	\$ 1,230

Estimated Detail of Community Programs

Actual expenses may vary according to changing circumstances

Community Programs	Manager Proposed	Council Adopted
Veterans Observances	\$ 2,000	\$ 2,000
Liberty Festival	\$ 10,000	\$ 10,000
Snowmobile Club matching grant money	\$ 3,000	\$ 3,000
First Auburn Seniors	\$ 1,400	\$ 1,400
New Auburn Seniors	\$ 1,400	\$ 1,400
	\$ 17,800	\$ 17,800

Line Item Narrative

Dues and Subscriptions: This account includes the cost of subscriptions for publications, dues to professional organizations and music licensing.

Community Programs: This account provides funding associated with community programs as listed above.

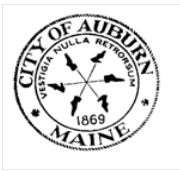


City of Auburn

Master List

Fiscal Year 2017
Adopted 6.20.2016

Account Title	FY 2015 Actual	FY 2016 Approved	FY 2017 Dept. Request	FY 2017 Manager Proposed	FY 2017 Council Adopted	Increase/ Decrease	%
<i>Public Library</i>							
Public Library	941,192	960,016	969,116	933,616	969,116	9,100	1%
Property Condition Ass	7,000.00	0	14,500	-	10,400	10,400	0%
Carpet Replacement		17,000	0	-	-	(17,000)	-100%
New Insight Server		2,500	0	-	-	(2,500)	-100%
Water Heater	12,500	0	0	-	-	0	0%
TOTAL	960,692	979,516	983,616	933,616	979,516	-	0.0%



City of Auburn Library

Fiscal Year 2017
Proposed 4.11.2016

Line Items	Last Year	Manager Proposed	Council Adopted
Public Library	Total	960,016	933,616

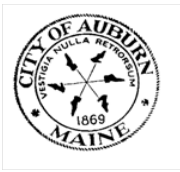
Estimated Detail of All Accounts

Actual expenses may vary according to changing circumstances

Public Library	FY16	FY17	Change (FY17- FY16)	Manager Proposed	Council Adopted
Revenues					
City of Auburn	\$ 960,016	\$ 969,116	\$ 9,100	\$ 933,616	\$ 969,116
Donations	\$ 79,750	\$ 85,025	\$ 5,275		
Endowment Income	\$ 55,988	\$ 55,988	\$ -		
Investment Earnings	\$ 21,025	\$ 21,050	\$ 25		
Other	\$ 89,525	\$ 89,025	\$ (500)		
	<u>\$ 1,206,304</u>	<u>\$ 1,220,204</u>	<u>\$ 13,900</u>		
Expenses					
Automation Expense	\$ 15,180	\$ 15,180	\$ -		
Commodities	\$ 30,914	\$ 29,820	\$ (1,094)		
Financial	\$ 24,800	\$ 24,800	\$ -		
Insurance	\$ 9,500	\$ 10,090	\$ 590		
Library Materials	\$ 94,600	\$ 92,380	\$ (2,220)		
Maintenance	\$ 95,198	\$ 93,697	\$ (1,501)		
Miscellaneous	\$ 1,850	\$ 2,350	\$ 500		
Personnel	\$ 834,662	\$ 854,962	\$ 20,300		
Personnel Development	\$ 3,000	\$ 3,000	\$ -		
Programs	\$ 15,600	\$ 15,600	\$ -		
Utilities	\$ 81,000	\$ 78,325	\$ (2,675)		
	<u>\$ -</u>	<u>\$ 1,206,304</u>	<u>\$ 1,220,204</u>	<u>\$ 933,616</u>	<u>\$ 969,116</u>

Line Item Narrative

Library: See Above.



City of Auburn Library

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Property Condition Assessr	Total	-	-	10,400
Carpet Replacement	Total	17,000	-	-
Insight Server	Total	2,500	-	-
Water Heater	Total	-	-	-

Estimated Detail of All Accounts

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Property Condition Assessment	\$ -	\$ 10,400
Carpet Replacement		
Insight Server		
Water Heater		
	\$ -	\$ 10,400

Line Item Narrative

Operating Capital: Detail available in the FY 16 CIP

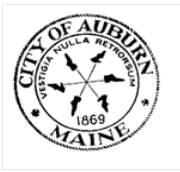


City of Auburn

Master List

Fiscal Year 2017
Adopted 6.20.2016

Account Title	FY 2015 Actual	FY 2016 Approved	FY 2017 Dept. Request	FY 2017 Manager Proposed	FY 2017 Council Adopted	Increase/ Decrease	%
<i>Debt Service</i>							
Principal	5,332,148	5,291,344	5,428,894	5,428,894	5,428,894	137,550	3%
Interest	942,636	1,033,520	977,951	977,951	977,951	(55,569)	-6%
TOTAL	6,274,784	6,324,864	6,406,845	6,406,845	6,406,845	81,981	1.3%



City of Auburn Debt Service

Fiscal Year 2017
Proposed 4.11.2016

Line Items	Last Year	Manager Proposed	Council Adopted
Debt Service	Total	6,324,864	6,406,845

Estimated Detail of Debt Service

Actual expenses may vary according to changing circumstances

Debt Service	<i>Maturity</i>	<i>Issued Amount</i>	<i>Balance</i>	<i>Principal</i>	<i>Interest</i>	Manager Proposed	Council Adopted
City Building 3.89%	11/22	\$ 8,200,000	\$ 3,280,000	\$ 410,000	\$ 126,917		
Public Impr. 06/07	9/16	\$ 5,000,000	\$ 1,000,000	\$ 400,000	\$ 8,000		
Public Impr. 07/08	9/17	\$ 6,000,000	\$ 1,800,000	\$ 510,000	\$ 27,732		
Public Impr. 08/09	9/18	\$ 5,730,000	\$ 2,280,000	\$ 570,000	\$ 57,712		
Public Impr. 09/10	3/20	\$ 5,455,000	\$ 2,727,500	\$ 545,500	\$ 63,415		
Public Impr. 10/11	3/21	\$ 7,900,000	\$ 4,740,000	\$ 640,000	\$ 67,200		
MMBB Clean Water	6/12	\$ 827,854	\$ 579,498	\$ 82,788	\$ 4,140		
Public Impr 11/12	11/22	\$ 4,500,000	\$ 3,150,000	\$ 350,000	\$ 44,188		
Public Impr. 12/13	9/22	\$ 5,600,000	\$ 4,100,000	\$ 370,730	\$ 83,846		
Library Refunding	9/22	\$ 1,590,000	\$ 1,580,000	\$ 180,000	\$ 49,375		
Public Impr. 13/14	9/23	\$ 5,625,000	\$ 5,060,000	\$ 419,526	\$ 83,013		
Public Impr. 14/15	9/24	\$ 6,800,000	\$ 6,800,000	\$ 482,800	\$ 132,770		
Public Impr. 15/16	9/25	\$ 5,700,000	\$ 5,700,000	\$ 467,550	\$ 88,835		
		\$ 68,927,854	\$ 42,796,998	\$ 5,428,894	\$ 837,143	\$ 6,266,037	\$ 6,266,037
Quint Lease						\$ 90,808	\$ 90,808
Interest Payment for FY17 Bond						\$ 50,000	\$ 50,000
						\$ 6,406,845	\$ 6,406,845

Debt Limit Calculator	
State Valuation	\$1,926,200,000
Total Debt Limit	\$288,930,000
City Debt Balance	42,796,998
Percent of Allowable Debt	15%

Line Item Narrative

Debt Service: 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. This request includes \$60,000 for an interest payment in the event the City Council approves of the FY14 Bond. The MMBB debt is financed at 0%. The Total principal loaned was \$2,345,000 and of that amount, \$689,293 has been forgiven and the principal amount to be repaid is \$1,655,707. This financing package was made possible by the American Reinvestment and Recovery Act.

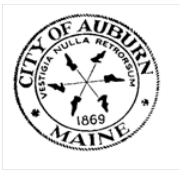


City of Auburn

Master List

Fiscal Year 2017
Adopted 6.20.2016

Account Title	FY 2015 Actual	FY 2016 Approved	FY 2017 Dept. Request	FY 2017 Manager Proposed	FY 2017 Council Adopted	Increase/ Decrease	%
<i>Emergency Reserve</i>							
Emergency Reserve	0	375,289	375,289	375,289	375,289	0	0%
TOTAL	-	375,289	375,289	375,289	375,289	-	0.0%



City of Auburn Emergency Reserve

Fiscal Year 2017
Proposed 4.11.2016

Line Items	Last Year	Manager Proposed	Council Adopted
Emergency Reserve Total	375,289	375,289	375,289

Estimated Detail of Emergency Reserve

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Emergency Reserve	\$ 375,289	\$ 375,289
Emergency Reserve	\$ 375,289	\$ 375,289

Line Item Narrative

Emergency Reserve: In accordance with the City Charter, Section 8.12, Emergency Reserve Fund, the Emergency Reserve fund shall be annually funded in an amount equal to at least one-half of one percent (0.5%) of the total amount to be appropriated for all purchases of the current fiscal year.

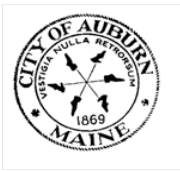


City of Auburn

Master List

Fiscal Year 2017
Adopted 6.20.2016

Account Title	FY 2015 Actual	FY 2016 Approved	FY 2017 Dept. Request	FY 2017 Manager Proposed	FY 2017 Council Adopted	Increase/ Decrease	%
<i>Facilities</i>							
Regular Salaries	15,595	20,200	20,596	20,596	20,596	396	2%
Advertising	(45)	500	500	250	250	(250)	-50%
PS - General	70,783	85,660	95,210	95,210	95,210	9,550	11%
Office Supplies	79	0	0	0	0	0	0%
Other Sup-Operating	13,034	10,700	10,700	10,700	10,700	0	0%
Utilities - Water/Sewer	3,956	3,612	3,612	3,612	3,612	0	0%
Comm - Telephone	28,963	6,350	6,350	4,150	4,150	(2,200)	-6%
Utilities - Electricity	55,518	85,000	82,000	72,000	72,000	(13,000)	-15%
Utilities - Heating Fuel	34,096	44,475	40,135	40,135	40,135	(4,340)	-11%
Repairs - Buildings	8,460	10,500	10,500	10,500	10,500	0	0%
Operating Capital Exper	20,563	44,000	42,000	42,000	42,000	(2,000)	
Repairs - Equipment	1,283	4,000	4,000	3,000	3,000	(1,000)	-50%
Photocopiers	34,381	33,095	33,095	33,095	33,095	0	0%
Insurance Premiums	257,720	247,000	252,000	252,000	252,000	5,000	2%
Insurance Deductibles	33,949	24,500	24,500	24,500	24,500	0	0%
Comm - Postage	35,245	32,988	33,808	33,808	33,808	820	3%
Travel - Mileage Reimb	337	500	200	200	200	(300)	-60%
Rental Expense	0	0	0	0	0	0	0%
Utility Reimbursement	0	0	0	0	0	0	0%
TOTAL	613,917	653,080	659,206	645,756	645,756	(7,324)	-1.1%



City of Auburn Facilities

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Regular Salaries	Total	20,200	20,596	20,596
Advertising	Total	500	250	250
PS - General	Total	85,660	95,210	95,210

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

	<i>Rate</i>	<i>Hours / Week</i>	<i>Staff</i>	Manager Proposed	Council Adopted
Regular Salaries					
Maintenance	\$ 15.2335	26	1	\$ 20,596	\$ 20,596
			1	\$ 20,596	\$ 20,596

Estimated Detail of Advertising

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Advertising		
Advertising	\$ 250	\$ 250
	\$ 250	\$ 250

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

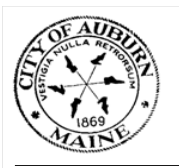
	Manager Proposed	Council Adopted
PS - General		
Annual Fire Alarm Testing	\$ 1,170	\$ 1,170
Boiler Certificate Auburn Hall		
Elevator Inspection & License	\$ 185	\$ 185
Elevator Contract	\$ 1,990	\$ 1,990
Fire Extinguishers Annual Testing, Inspection & Maintenance	\$ 400	\$ 400
HVAC Maintenance Contract	\$ 12,825	\$ 12,825
Consulting/Engineering Services	\$ 12,000	\$ 12,000
Janitorial Services (Auburn Hall including Police)	\$ 53,650	\$ 53,650
Land Lease	\$ 750	\$ 750
LAWPCA Administrative Fee	\$ 250	\$ 250
Lift Rental For Window Cleaning	\$ 1,700	\$ 1,700
Security System Services	\$ 9,000	\$ 9,000
Sprinkler Quarterly Testing	\$ 450	\$ 450
Storage Rental	\$ 840	\$ 840
	\$ 95,210	\$ 95,210

Line Item Narrative

Regular Salaries: This line funds the custodian at Auburn Hall, 25 hours per week. This position is shared with the Library.

Advertising: Ads for Bids for all departments .

Purchased Services: Includes all annual professional maintenance and testing performed at Auburn Hall.



City of Auburn Facilities

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Other Sup-Operating	Total	10,700	10,700	10,700
Utilities - Water/Sewer	Total	3,612	3,612	3,612

Estimated Detail of Other Sup-Operating

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Other Sup-Operating		
Misc. Supplies	\$ 2,000	\$ 2,000
Towels , Toilet Paper & Liners	\$ 4,500	\$ 4,500
HVAC Filters	\$ 1,200	\$ 1,200
Ice Melt	\$ 1,000	\$ 1,000
Lighting	\$ 2,000	\$ 2,000
	\$ 10,700	\$ 10,700

Estimated Detail of Utilities - Water/Sewer

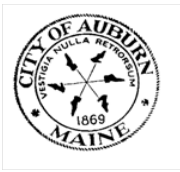
Actual expenses may vary according to changing circumstances

	Sewer	Water	Manager Proposed	Council Adopted
Utilities - Water/Sewer				
Auburn Hall	\$ 1,836	\$ 1,776	\$ 3,612	\$ 3,612
			\$ 3,612	\$ 3,612

Line Item Narrative

Other Supplies - Operating: See Above.

Utilities - Water& Sewer: A 15% increase is expected this year.



City of Auburn Facilities

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Comm - Telephone	Total	6,350	4,150	4,150
Utilities - Electricity	Total	85,000	72,000	72,000

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

Comm - Telephone	Location	Manager Proposed	Council Adopted
Cell Phone		\$ 1,150	\$ 1,150
Long Distance	AH	\$ 3,000	\$ 3,000
		\$ 4,150	\$ 4,150

Estimated Detail of Utilities - Electricity

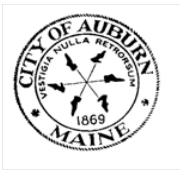
Actual expenses may vary according to changing circumstances

Utilities - Electricity	Manager Proposed	Council Adopted
Auburn Hall--Estimated	\$ 72,000	\$ 72,000
	\$ 72,000	\$ 72,000

Line Item Narrative

Communication - Telephone: Includes contracted cell phones for maintenance technician and facilities manager. Covers long distance service from City Hall with the exception of Police

Utilities - Electricity: The current contracted supply rate for all accounts is \$0.08184. No increase is expected later this year from CMP (the delivery portion).



City of Auburn Facilities

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Utilities - Heating Fuel	Total	44,475	40,135	40,135
Repairs - Buildings	Total	10,500	10,500	10,500
Operating Capital Expenditures	Total	44,000	42,000	42,000

Estimated Detail of Utilities - Heating Fuel

Actual expenses may vary according to changing circumstances

	<i>Usage- gallons</i>	<i>Usage- Cubic feet</i>	Manager Proposed	Council Adopted
Utilities - Heating Fuel				
Natural Gas		28,000	\$ 39,060	\$ 39,060
Diesel Fuel for Generator	\$ 1,000		\$ 1,000	\$ 1,000
Propane Tank Rental (Goff Hill Generator)			\$ 75	\$ 75
			\$ 40,135	\$ 40,135

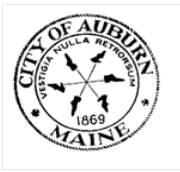
Estimated Detail of Repairs - Buildings

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Repairs - Buildings		
General Repairs	\$ 10,000	\$ 10,000
Knight House (Circa 1796)	\$ 500	\$ 500
	\$ 10,500	\$ 10,500
Operating Capital Expenditures		
Engine #2 Efficiency Upgrades	\$ 24,000	\$ 24,000
Auburn Hall	\$ 18,000	\$ 18,000
	\$ 42,000	\$ 42,000

Line Item Narrative

<p>Utilities - Heating Fuel: See Above.</p> <p>Repairs - Buildings: This account is used for the general maintenance of Auburn Hall.</p>
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City of Auburn Facilities

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Repairs - Equipment	Total	4,000	3,000	3,000
Photocopiers	Total	33,095	33,095	33,095
Travel - Mileage Reimbursement	Total	500	200	200
Insurance Premiums	Total	247,000	252,000	252,000

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Repairs - Equipment		
Equipment Repairs not otherwise included in building repairs	\$ 3,000	\$ 3,000
	\$ 3,000	\$ 3,000

Estimated Detail of Photocopiers

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Photocopiers		
Photocopier Lease (Previously CIP)	\$ 11,095	\$ 11,095
Copier Maintenance Contract	\$ 15,000	\$ 15,000
Copier Paper	\$ 7,000	\$ 7,000
	\$ 33,095	\$ 33,095

Estimated Detail of Insurance Premiums

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Insurance Premiums	\$ 252,000	\$ 252,000
	\$ 252,000	\$ 252,000

Line Item Narrative

Estimated Detail of Travel - Mileage Reimbursement

Actual expenses may vary according to changing circumstances

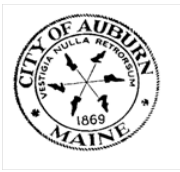
	Manager Proposed	Council Adopted
Travel - Mileage Reimbursement	\$ 200	\$ 200
	\$ 200	\$ 200

Line Item Narrative

Repairs - Equipment: Examples of equipment that may need repair include: smoke detectors and strobes, fire alarm system, AED, AC units, sprinkler system, and security systems (option sensors)

Rental - Photocopiers: The photocopier lease and maintenance contract were moved from purchased services so that all photocopier expenses are in one account. This account also funds copy paper.

Insurance Premiums: A 3% increase over last year.



City of Auburn Facilities

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Insurance Deductibles	Total	24,500	24,500	24,500
Comm - Postage	Total	32,988	33,808	33,808

Estimated Detail of Insurance Deductibles

Actual expenses may vary according to changing circumstances

Insurance Deductibles	# of Claims	Deductibles	Manager Proposed	Council Adopted
Auto	7	\$ 1,000	\$ 7,000	\$ 7,000
Buildings	2	\$ 5,000	\$ 10,000	\$ 10,000
Professional Liability	1	\$ 7,500	\$ 7,500	\$ 7,500
			\$ 24,500	\$ 24,500

Estimated Detail of Comm - Postage

Actual expenses may vary according to changing circumstances

Comm - Postage	Manager Proposed	Council Adopted
Metered Postage for Auburn Hall	\$ 30,000	\$ 30,000
Rental of Machine	\$ 3,808	\$ 3,808
	\$ 33,808	\$ 33,808

Line Item Narrative

Insurance Premiums: This line item funds the City's insurance deductibles.

Communication - Postage: The postage machine weighs the mail and assigns postage based on weight.

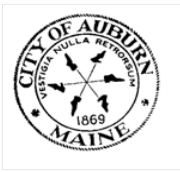


City of Auburn

Master List

Fiscal Year 2017
Adopted 6.20.2016

Account Title	FY 2015 Actual	FY 2016 Approved	FY 2017 Dept. Request	FY 2017 Manager Proposed	FY 2017 Council Adopted	Increase/ Decrease	%
<i>Fringe Benefits</i>							
Health Insurance	2,339,536	2,478,693	2,648,052	2,544,826	2,560,954	82,261	3%
FICA/Medicare	525,939	567,488	590,551	563,762	568,352	864	0%
MSRS Retirement	1,083,950	1,213,758	1,235,873	1,220,609	1,226,709	12,951	1%
ICMA Retirement	168,844	155,145	157,355	143,910	143,910	(11,235)	-7%
City Pension	147,562	160,000	130,000	130,000	130,000	(30,000)	-19%
Cafeteria Plan	296,364	191,225	194,075	188,603	188,603	(2,622)	-1%
Health Reimbursement	93,567	175,000	155,000	146,000	146,000	(29,000)	-17%
Unemployment	0	0	0	110,000	110,000	110,000	0%
Salary Reserves	176,430	225,000	200,000	200,000	200,000	(25,000)	-11%
TOTAL	4,832,192	5,166,309	5,310,906	5,247,710	5,274,528	108,219	2.1%



City of Auburn Fringe Benefits

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Health Insurance	Total	2,478,693	2,544,826	2,560,954
FICA/Medicare	Total	567,488	563,762	568,352

Estimated Detail of Health Insurance

Actual expenses may vary according to changing circumstances

Health Insurance	Rate	City Share	Employee Share	Health Ins.	Waivers	Manager Proposed	Council Adopted
Non Union	↓	↓	↓	\$ 334,475	\$ 69,568	\$ 364,139	\$ 380,267
MSEA	↓	↓	↓	\$ 449,334	\$ 36,885	\$ 432,445	\$ 432,445
Police	↓	↓	↓	\$ 495,331	\$ 61,668	\$ 556,999	\$ 556,999
Fire	↓	↓	↓	\$ 548,982	\$ 130,060	\$ 679,042	\$ 679,042
Public Works	↓	↓	↓	\$ 451,729	\$ 50,020	\$ 492,201	\$ 492,201
OMC Wellness Program	↓	↓	↓			\$ 20,000	\$ 20,000
						\$ 2,544,826	\$ 2,560,954

Rates - PPO 500		85%	15%
Single	\$ 589	\$ 501	\$ 88
Employee/Child	\$ 961	\$ 817	\$ 144
Family	\$ 1,321	\$ 1,123	\$ 198

Estimated Detail of FICA/Medicare

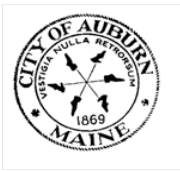
Actual expenses may vary according to changing circumstances

FICA/Medicare	FICA	FICA OT	Medicare	Medicare OT	Manager Proposed	Council Adopted
Non Union	\$ 122,750		\$ 35,040			
MSEA	\$ 103,750	\$ 12,000	\$ 24,265	\$ 6,000		
Police	\$ -		\$ 44,966	\$ 12,000		
Fire	\$ -		\$ 45,214	\$ 18,000		
Public Works	\$ 108,250	\$ 26,000	\$ 25,316	\$ 7,000		
	\$ 334,750	\$ 38,000	\$ 174,801	\$ 43,000		
FICA Percentage	6.20%				\$ 352,979	\$ 356,699
Medicare Percentage	1.45%				\$ 210,783	\$ 211,653
					\$ 563,762	\$ 568,352

Line Item Narrative

Health Insurance: Our health provider is the Maine Municipal Association. In order to participate, the City must be a participating member, hence the membership fee in the Mayor & Council Budget. Employees who participate in the Health Promotion Plan pay 15% of the monthly insurance premiums. The City offers to pay a waiver to employees who opt out of the program in lieu of receiving a 3 month premium cashout. There are about 187 out of about 226 employees who participate.

FICA/ Medicare: See Above.



City of Auburn Fringe Benefits

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
MSRS Retirement	Total	1,213,758	1,220,609	1,226,709
ICMA Retirement	Total	155,145	143,910	143,910

Estimated Detail of MSRS Retirement

Actual expenses may vary according to changing circumstances

MSRS Retirement	<i>Debt</i>	<i>MSRS</i>	<i>OT & Other</i>	Manager Proposed	Council Adopted
Non Union		\$ 170,965		\$ 167,952	\$ 174,052
MSEA		\$ 83,895	\$ 9,000	\$ 80,644	\$ 80,644
Police		\$ 341,452	\$ 30,000	\$ 371,452	\$ 371,452
Fire		\$ 346,041	\$ 45,000	\$ 391,041	\$ 391,041
Public Works		\$ 61,770	\$ 15,000	\$ 76,770	\$ 76,770
Pension Obligation	\$ 132,750			\$ 132,750	\$ 132,750
				\$ 1,220,609	\$ 1,226,709

Estimated Detail of ICMA Retirement

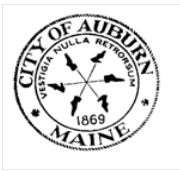
Actual expenses may vary according to changing circumstances

ICMA Retirement	<i>Retirement</i>	<i>Overtime</i>	Manager Proposed	Council Adopted
Non Union	\$ 40,355	\$ -		
MSEA	\$ 47,418			
Public Works	\$ 61,582	\$ 8,000		
Employer Contribution	\$ 149,355	\$ 8,000	\$ 143,910	\$ 143,910
			\$ 143,910	\$ 143,910

Line Item Narrative

MSRS: Maine State Retirement increased the employer's contribution from 7.8% to 8.9% for non-public safety employees and 11.0% to 11.4% for public safety employees.

ICMA Retirement: Employee contributions are generally matched equally by the City. This is in addition to Social Security.



City of Auburn Fringe Benefits

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
City Pension	Total	160,000	130,000	130,000
Cafeteria Plan	Total	191,225	188,603	188,603

Estimated Detail of City Pension

Actual expenses may vary according to changing circumstances

City Pension Participants	Manager Proposed	Council Adopted
	\$ 130,000	\$ 130,000
	\$ 130,000	\$ 130,000

Estimated Detail of Cafeteria Plan

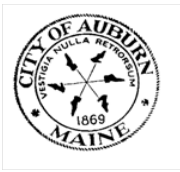
Actual expenses may vary according to changing circumstances

Cafeteria Plan Non Union MSEA Police Fire Public Works	Manager Proposed	Council Adopted
	\$ 188,603	\$ 188,603

Line Item Narrative

City Pension: This is a pre-existing retirement plan with 14 remaining participants. Nine spouses are paid \$1,200 per year for a total of \$10,800. Five employees are paid an average of \$11,600 per month with an additional increase as paid to current employees.

Cafeteria Plan: The City contributes between \$400 and \$950 annually, depending upon the bargaining unit to a bonafide IRS Cafeteria Benefit Plan. Employees contribute \$150 through payroll



City of Auburn Fringe Benefits

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Life Ins(Retirees)	Total	-	-	-
Health Reimbursement Account	Total	175,000	146,000	146,000
Unemployment	Total	-	110,000	110,000
Salary Reserves	Total	225,000	200,000	200,000

Estimated Detail of Life Ins(Retirees)

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Life Ins(Retirees) See Below.	-	-
	\$ -	\$ -

Estimated Detail of Health Reimbursement Account

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Health Reimbursement Account	\$ 146,000	\$ 146,000
	\$ 146,000	\$ 146,000

Estimated Detail of Unemployment

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Unemployment	\$ 110,000	\$ 110,000
	\$ 110,000	\$ 110,000

Estimated Detail of Salary Reserves

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Salary Reserves	\$ 200,000	\$ 200,000
	\$ 200,000	\$ 200,000

Life Insurance: Life Insurance is the annual payment on a term policy purchased for retirees. The final payment will be in FY 2014

Salary Reserves: This line item is used to allow the City to cash out employees upon retirement or resignation. It also funds the cost of what Cola or Performance allowance the City Council approves of and related benefit increases.

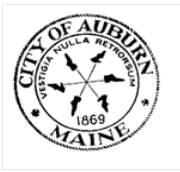


City of Auburn

Master List

Fiscal Year 2017
Adopted 6.20.2016

Account Title	FY 2015 Actual	FY 2016 Approved	FY 2017 Dept. Request	FY 2017 Manager Proposed	FY 2017 Council Adopted	Increase/ Decrease	%
<i>Workers Compensation</i>							
WC Operating Transfer	468,081	496,536	522,088	522,088	522,088	25,552	5%
TOTAL	468,081	496,536	522,088	522,088	522,088	25,552	5.1%



City of Auburn Workers Compensation

Fiscal Year 2017
Proposed 4.11.2016

Line Items	Last Year	Manager Proposed	Council Adopted
WC Operating Transfer	Total	496,536	522,088

Estimated Detail of WC Operating Transfer

Actual expenses may vary according to changing circumstances

WC Operating Transfer	Manager Proposed	Council Adopted
<u>Expenses</u>		
Salaries	\$ 34,088	\$ 34,088
Operating Supplies	\$ 300	\$ 300
Training and Tuition	\$ 200	\$ 200
Mileage	\$ 100	\$ 100
Purchased Services:		
Annual Actuarial	\$ 6,950	\$ 6,950
Third Party Admin - Cross Insurance	\$ 32,000	\$ 32,000
Loss Control Services - Cross Insurance	\$ 8,640	\$ 8,640
Dues and Subscriptions:		
State Admin Assessment for Self Insurance	\$ 30,000	\$ 30,000
Fee to operate State W/C Board	\$ 3,410	\$ 3,410
Renewal application fee	\$ 400	\$ 400
State Supplemental Benefits Fund	\$ 6,000	\$ 6,000
Claims	\$ 320,000	\$ 320,000
Insurance	\$ 80,000	\$ 80,000
Capital Costs	\$ -	\$ -
Total	\$ 522,088	\$ 522,088

Line Item Narrative

Workers Compensation: The City is self-insured and therefore the management of this program must follow and be in accordance with Maine State Title 39-A. According to 39-A MRSA 154 (4), every self-insured employer must pay an assessment on aggregate benefits paid, which is called the State Admin Assessment for Self Insurance. Due to years of underfunding, the City of Auburn has a Workers Compensation deficit of \$887,289.53, that has drawn on the City's Undesignated Fund Balance to create the necessary and statutory self-insured reserve balance.



City of Auburn

Master List

Fiscal Year 2017
Adopted 6.20.2016

Account Title	FY 2015 Actual	FY 2016 Approved	FY 2017 Dept. Request	FY 2017 Manager Proposed	FY 2017 Council Adopted	Increase/ Decrease	%
Fire							
Regular Salaries	3,237,088	3,235,921	3,314,996	3,196,562	3,256,562	20,641	1%
Acting Rank	13,893	8,292	8,292	8,292	8,292	0	0%
Holiday Pay	144,757	154,440	159,698	159,698	159,698	5,258	4%
Uniform Allowance	38,162	31,340	31,825	31,825	31,825	485	2%
Physicals	3,464	7,100	4,785	4,785	4,785	(2,315)	-33%
OSHA Safety Costs	8,765	8,033	8,033	8,033	8,033	0	0%
Protective Clothing	35,890	29,950	29,950	27,750	27,750	(2,200)	-7%
OT - Vac Replacement	87,129	20,000	20,000	20,000	20,000	0	0%
OT - Sick Replace LT	82,600	20,000	20,000	20,000	20,000	0	0%
OT - Sick Replace ST	161,537	89,000	89,000	89,000	89,000	0	0%
OT - Mandatory Trainin	48,986	18,464	18,768	18,768	18,768	304	1%
OT - Extra Assignments	64,943	15,990	16,083	16,083	16,083	93	0%
OT - Vacancies/Retirem	60,272	12,844	12,844	12,844	12,844	0	0%
OT - Work Related Injur	65,964	15,000	15,000	15,000	15,000	0	0%
OT - Meetings	13,308	6,425	6,509	6,509	6,509	84	1%
OT - Funeral Leave	7,480	5,000	5,000	5,000	5,000	0	0%
OT - Multiple Alarms	(4,126)	6,000	6,000	6,000	6,000	0	0%
PS - General	5,159	2,350	17,350	2,350	2,350	0	0%
PS - Uniform Cleaning	66	210	210	210	210	0	0%
Office Supplies	5,038	2,650	2,650	2,650	2,650	0	0%
Other Sup - Fire Preven	6,457	8,460	8,460	8,460	8,460	0	0%
Other Sup - Maintenanc	9,447	6,865	6,865	6,865	6,865	0	0%
Other Sup - Fire Trainin	3,668	6,138	6,138	6,138	6,138	0	0%
Other Sup - Medical	24,857	9,750	9,750	9,750	9,750	0	0%
Other Sup - Small Tools	18,743	12,500	15,700	15,700	15,700	3,200	17%
Other Sup - Other	5,197	6,185	6,185	6,185	6,185	0	0%
MV Sup - Tires/Tube/Ct	1,120	6,230	5,800	5,800	5,800	(430)	-7%
MV Sup - Gas & Oil	3,617	4,400	3,200	2,740	2,740	(1,660)	-17%
Utilities - Water/Sewer	5,116	6,395	6,395	6,395	6,395	0	0%
Comm - Telephone	8,330	8,385	8,385	8,385	8,385	0	0%

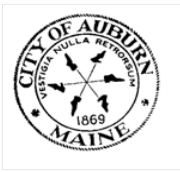


City of Auburn

Master List

Fiscal Year 2017
Adopted 6.20.2016

Account Title	FY 2015 Actual	FY 2016 Approved	FY 2017 Dept. Request	FY 2017 Manager Proposed	FY 2017 Council Adopted	Increase/ Decrease	%
Utilities - Natural Gas	16,503	46,917	23,000	23,000	23,000	(23,917)	-75%
Utilities - Electricity	26,482	43,750	30,000	30,000	30,000	(13,750)	-69%
Utilities - Bottled Gas	841	900	900	900	900	0	0%
Utilities - Heating Fuel	6,402	15,125	13,750	13,750	13,750	(1,375)	-8%
Utilities - Diesel	35,397	38,400	31,360	24,064	24,064	(14,336)	-33%
Repairs - Buildings	33,714	26,435	26,435	26,435	26,435	0	0%
Repairs - Vehicles	91,735	56,375	51,375	51,375	51,375	(5,000)	-6%
Repairs - Equipment	34,497	45,860	42,260	42,260	42,260	(3,600)	-10%
Repairs - Radio Equipm	3,311	7,000	7,000	7,000	7,000	0	0%
Repairs - Maintenance	12,729	14,715	9,455	9,455	9,455	(5,260)	-35%
Training & Tuition	17,777	27,000	27,000	20,000	20,000	(7,000)	-26%
Comm - Postage	856	600	600	600	600	0	0%
Travel-Seminar Costs	91	500	500	500	500	0	0%
Dues & Subscriptions	2,082	3,740	2,280	2,280	2,280	(1,460)	-39%
SCBA Cyliner Replacem	11,070	10,000	10,000	10,000	10,000	0	0%
TOTAL	4,460,414	4,101,634	4,139,786	3,989,396	4,049,396	(52,238)	-1.3%



City of Auburn Fire

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Regular Salaries	Total	3,101,681	3,196,562	3,256,562
Acting Rank	Total	7,516	8,292	8,292

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries	Staff	Manager Proposed	Council Adopted
Fire Prevention Officer (union)	1	\$ 52,253	\$ 52,253
Battalion Chief (union)	4	\$ 278,313	\$ 278,313
Fire Chief (non-union)	1	\$ -	\$ 20,500
Captain (union)	4	\$ 245,872	\$ 245,872
Deputy Chief (non-union)	1	\$ 79,500	\$ 79,500
Fire Prevention Admin (non-union)	1		\$ 39,500
Firefighters (union)	37	\$ 1,601,773	\$ 1,601,773
Lieutenant (union)	16	\$ 894,064	\$ 894,064
Office Manager (union)	1	\$ 44,787	\$ 44,787
	66	\$ 3,196,562	\$ 3,256,562

Estimated Detail of Acting Rank

Actual expenses may vary according to changing circumstances

Acting Rank ¹	Manager Proposed	Council Adopted
Per Union Contract - 2015 Budget Increase of 2% for COLA increases	\$ 8,292	\$ 8,292
	\$ 8,292	\$ 8,292

Line Item Narrative

Regular Salaries: This line item accounts of step increases for longevity and experience, not merit.

Acting Rank: The firefighters who serve in acting rank are paid a 5% stipend while serving in that capacity.

¹ Contractual obligation.



City of Auburn Fire

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Holiday Pay	Total	137,940	159,698	159,698
Uniform Allowance	Total	19,805	31,825	31,825

Estimated Detail of Holiday Pay

Actual expenses may vary according to changing circumstances

	# of Firefighte rs	Avg. Hol. Pay	# of Holidays	Manager Proposed	Council Adopted
Holiday Pay					
Per Union Contract	60	\$ 234	11	\$ 159,698	\$ 159,698
				\$ 159,698	\$ 159,698

Estimated Detail of Uniform Allowance

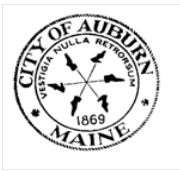
Actual expenses may vary according to changing circumstances

	Staff	Cost	Manager Proposed	Council Adopted
Uniform Allowance				
Captains	4	\$ 510	\$ 2,040	\$ 2,040
Chief Officers	8	\$ 510	\$ 4,080	\$ 4,080
Lieutenants	16	\$ 485	\$ 7,760	\$ 7,760
Privates	37	\$ 485	\$ 17,945	\$ 17,945
			\$ 31,825	\$ 31,825

Line Item Narrative

Holiday Pay: The Holiday pay is computed by multiplying the number of holidays (11) by 1/4 of a week's pay which averages to be \$238. This figure is then multiplied by 61 firefighters.

Uniform Allowance: This account funds the annual uniform allowance. Due to the fact that these balances are allowed to be carried forward, there is always a balance that is potentially unfunded. The current combined balance, as of 1/7/16 of all of the firefighter's is \$42,690. This will increase on July 1st when the firefighters are issued their allotted amounts as indicated above.



City of Auburn Fire

Fiscal Year 2017
Proposed 4.11.2016

Line Items	Last Year	Manager Proposed	Council Adopted
Physicals	Total	1,430	4,785

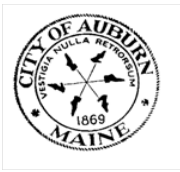
Estimated Detail of Physicals

Actual expenses may vary according to changing circumstances

Physicals ¹	Quantity	Cost	Manager Proposed	Council Adopted
Audiogram	5	\$ 38.00	\$ 190	\$ 190
Drug Collection	5	\$ 30.00	\$ 150	\$ 150
Exam for Provider	5	\$ 98.00	\$ 490	\$ 490
Hepatitis B Surf Antibody (LAB)	5	\$ 80.00	\$ 400	\$ 400
MRO Services	5	\$ 25.00	\$ 125	\$ 125
Non DOT Drug Screen	5	\$ 28.00	\$ 140	\$ 140
Psychological Exams	5	\$ 525.00	\$ 2,625	\$ 2,625
Respiratory Clearance Evaluation	5	\$ 36.00	\$ 180	\$ 180
Spirometry	5	\$ 36.00	\$ 180	\$ 180
TB/Intrademal (PPD)	5	\$ 20.00	\$ 100	\$ 100
Urine Dip	5	\$ 15.00	\$ 75	\$ 75
Venepuncture/Collection	5	\$ 26.00	\$ 130	\$ 130
			\$ 4,785	\$ 4,785

Line Item Narrative

Physicals: This account funds the cost of pre-employment exams for new firefighters at an average of \$957/firefighter. The above breakdown is based on a normal prehire physical. However, there have been instances where other tests are needed such as a chest PA & lateral radiograph. Depending on turnover, this account could be depleted quickly.



City of Auburn Fire

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
OSHA Safety Costs	Total	8,033	8,033	8,033
Protective Clothing	Total	32,715	27,750	27,750

Estimated Detail of OSHA Safety Costs

Actual expenses may vary according to changing circumstances

OSHA Safety Costs	Manager Proposed	Council Adopted
Bio Gear - Biohazard Bags & Boxes		
OSHA Accepted Reflective Vests		
Disinfectant Spray		
Fit Testing Supplies		
Hearing Tests for Firefighters		
Lancets for Blood Draw to Measure Blood Sugar Levels (Boxes)		
Lens for Self-Contained Breathing Apparatus		
Nitrile Gloves for Pandemic Flu (Boxes)		
PPE Equipment N95s (Pandemic Flu Inventory)		
Safety Glasses		
Splash Guard Masks and Goggles		
Tuberculosis Plants and Reads/Respiratory Clearance		
	\$ 8,033	\$ 8,033

Estimated Detail of Protective Clothing

Actual expenses may vary according to changing circumstances

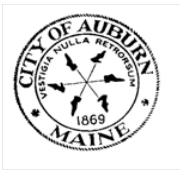
Protective Clothing	Quantity	Cost Each	Manager Proposed	Council Adopted
Boots	10	\$ 230	\$ 2,300	\$ 2,300
Forestry Shirts & Goggles			\$ -	\$ -
Gloves	20	\$ 55	\$ 1,100	\$ 1,100
Helmets & Repair Parts	2	\$ 550	\$ 1,100	\$ 1,100
Hood	15	\$ 30	\$ 450	\$ 450
Pants	10	\$ 1,100	\$ 9,900	\$ 9,900
Repairs/Mending to Turnout Gear			\$ 3,000	\$ 3,000
Turnout Coat	10	\$ 1,100	\$ 9,900	\$ 9,900
		\$ 3,065	\$ 27,750	\$ 27,750

Note: Our goal is to cycle through all our turnout gear every 5 to 10 years.

Line Item Narrative

OSHA Safety: This account funds the cost of equipment, supplies, and medical testing for yearly mandatory blood-borne and air-borne pathogen programs required by OSHA. Also included are the costs for the mandated respiratory standard and clearance evaluations and consultations which are required by law if you wear a self-contained breathing apparatus. As a part of a comprehensive respiratory safety program, and in compliance with OSHA standards, the N95 respirator is the most common of the seven types of particulate filtering face piece respirators. This product filters at least 95% of airborne particles. NIOSH and OSHA require these masks to be "fit tested" for proper fit for each individual who may have cause to wear an N95. All members of the Auburn Fire Department who may be expected to operate in environments where the use of an N95 mask may be required are fit tested each year and a proper size mask is issued to them and or made available for their use.

Protective Clothing: NFPA 1971 Standard on Protective Ensembles for Structural Firefighting lists the minimum standards necessary to protect firefighters in IDLH atmospheres. NFPA 1971 is enforced by the Bureau of Labor Standards (BLS). Manufacturers estimate the life expectancy of turnout gear is 3 – 5 years, whereas NFPA 1871 mandates the retirement of turnout gear 10 years from manufacturing date. Each full set of gear costs approximately \$3,065.



City of Auburn Fire

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
OT - Vac Replacement	Total	20,000	20,000	20,000
OT - Sick Replace LT	Total	20,000	20,000	20,000

Estimated Detail of OT - Vac Replacement

Actual expenses may vary according to changing circumstances

OT - Vac Replacement ¹	Overtime Rate	Manager Proposed	Council Adopted
Overtime Wages for Firefighters on Vacation	\$ 33.45	\$ 20,000	\$ 20,000
		\$ 20,000	\$ 20,000

Estimated Detail of OT - Sick Replace LT

Actual expenses may vary according to changing circumstances

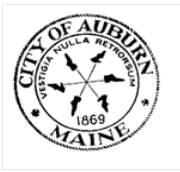
OT - Sick Replace LT ²	2010 LT Sick Hours	2011 LT Sick Hours	2012 LT Sick Hours	Manager Proposed	Council Adopted
Illness	72	120	0		
Injuries	192	240	758		
Paternity/Maternity	144	168	48		
	408	528	806	\$ 20,000	\$ 20,000

Line Item Narrative

Overtime-Vacation: The requested amount is for those unplanned events that will require overtime for vacation such as promotions, military service, etc.

Overtime - Long Term (LT) Illness: This is for firefighters who work overtime shifts to cover a firefighter who is out due to long-term illness or injury. Long-term is defined as more than three shifts as per Family Medical Leave Act (FMLA) .

¹ Contractual obligation for apparatus staffing.



City of Auburn Fire

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
OT - Sick Replace ST	Total	89,000	89,000	89,000
OT - Mandatory Training	Total	15,000	18,768	18,768

Estimated Detail of OT - Sick Replace ST

Actual expenses may vary according to changing circumstances

OT - Sick Replace ST ¹	2011 ST Sick Hours	2012 ST Sick Hours	2013 ST Sick Hours	Manager Proposed	Council Adopted
Overtime Wages for FF on ST Sick	3024	6892	3949	\$ 89,000	\$ 89,000

Estimated Detail of OT - Mandatory Training

Actual expenses may vary according to changing circumstances

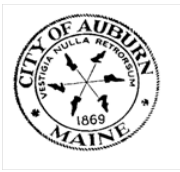
OT - Mandatory Training	Instructor Cost	Hours	Manager Proposed	Council Adopted
Blood Borne Pathogens Training ⁴	\$ 34.00	32		
Confined Space Training ⁴	\$ 34.00	64		
EVOG Training	\$ 34.00			
Extrication Refresher Training	\$ 34.00	32		
Haz-Mat Refresher Training ⁴	\$ 34.00	32		
New Hire Orientation ²	\$ 34.00	320		
Rope Refresher Training ⁴	\$ 34.00	48		
SCBA Maintenance Training ³	\$ 34.00	24		
			\$ 18,768	\$ 18,768

Line Item Narrative

Overtime - Sick Replace (ST): These wages are for covering firefighters who are out due to short-term illness or injury. Short-term is defined by illness or injury of eight days (or 2 shifts) or less.

Overtime - Mandatory Training: These wages are for firefighters who are off-duty and are required to attend or conduct mandatory training. By paying our own firefighters to do the training required, we save significantly as compared to paying a vendor for the same training.

¹ Contracted obligation for apparatus staffing.
² BLS requirement, ensures firefighters are prepared to enter IDLH (Immediately Dangerous to Life & Health) areas.
³ This training certifies staff for general maintenance and BLS mandated fit testing.



City of Auburn Fire

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
OT - Outside Jobs	Total	-	-	-
OT - Extra Assignments	Total	15,113	16,083	16,083

Estimated Detail of OT - Outside Jobs

Actual expenses may vary according to changing circumstances

OT - Outside Jobs	Off Duty Billable Assignments	Manager Proposed	Council Adopted
		\$ -	\$ -
		\$ -	\$ -

Estimated Detail of OT - Extra Assignments

Actual expenses may vary according to changing circumstances

OT - Extra Assignments	Hours	Overtime Rate	Manager Proposed	Council Adopted
Balloon Festival ¹	40	\$ 34.00		
Boat/Computer/Radio Repairs	15	\$ 34.00		
Dept Business Travel	50	\$ 34.00		
Equipment Repairs ²	170	\$ 34.00		
Fire Calls Report ³	60	\$ 34.00		
Jury Duty	5	\$ 34.00		
Military Coverage ⁴	288	\$ 34.00		
Open House	0	\$ 34.00		
SCBA Flow Tests/Fit Tests ⁵	20	\$ 34.00		
Storm Coverage	200	\$ 34.00		
			\$ 16,083	\$ 16,083

Line Item Narrative

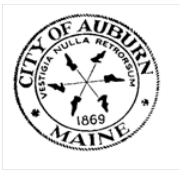
Overtime - Outside Jobs: This account does not require funding. Firefighters are paid \$35/hour when they cover special functions while off duty. The function's sponsor is billed \$50/hour to cover the cost of the firefighter and related costs.

Overtime - Extra Assignments: This account includes time for events such as storms, court attendance, fire investigations, military leave and community events, such as the Balloon Festival. The need for equipment repair overtime costs is due to the necessary repairs for hose (conducted in Lewiston), ladders, vapor barrier, and the training building. It also funds the cost of providing personnel who must travel for department business. Military coverage requires each member of the military to report for duty one weekend a month and two weeks per year. We currently have two firefighters in the military.

¹ Council directed coverage.

² Repairs made by firefighters instead of hiring outside contractors at a higher rate.

³ Overtime for incident reports to be completed after end of shift, due to late calls.



City of Auburn Fire

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
OT - Vacancies/Retirement	Total	12,196	12,844	12,844
OT - Work Related Injuries	Total	15,000	15,000	15,000

Estimated Detail of OT - Vacancies/Retirement

Actual expenses may vary according to changing circumstances

OT - Vacancies/Retirement ¹	Quantity	Minimum Cost / FF	Actual Cost	Manager Proposed	Council Adopted
Wages Paid Due to Vacancies and Retirements	4	\$ 3,211	\$ 12,844		
				\$ 12,844	\$ 12,844

Estimated Detail of OT - Work Related Injuries

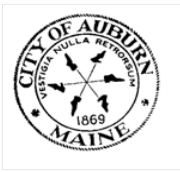
OT - Work Related Injuries ¹	Quantity	# of Shifts Out of Work	Hours of OT	2013 Costs	Manager Proposed	Council Adopted
Hand injury	1	2				
Lower back strains	2	20				
Knee injury	1	10				
Shoulder injury	2	1				
	6	33	494.5	\$ 15,533	\$ 15,000	\$ 15,000

Line Item Narrative

Overtime - Vacancies & Retirement: This account covers overtime wages for covering unexpected vacancies or retirement. We encourage firefighters to give advance notice of their intention to retire so a replacement can be hired in a timely manner.

Overtime - Work Related Injuries: This account funds wages for firefighters who replace firefighters out of work due to work-related injuries.

¹Contractual obligation for apparatus staffing.



City of Auburn Fire

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
OT - Meetings	Total	6,425	6,509	6,509
OT - Funeral Leave	Total	5,000	5,000	5,000
OT - Multiple Alarms	Total	6,000	6,000	6,000

Estimated Detail of OT - Meetings

OT - Meetings	OT Rate	Hours	Manager Proposed	Council Adopted
EMS Meetings	\$ 45.00	11		
Health & Safety Monthly Meetings (Average 6 FF's)	\$ 45.00	82		
Joint AFD/LFD Projects; Senior Staffing Meetings ¹	\$ 45.00	183		
SMT Monthly Meetings (Average 4 FF's)	\$ 45.00	54		
		330	\$ 6,509	\$ 6,509

Estimated Detail of OT - Funeral Leave

Actual expenses may vary according to changing circumstances

OT - Funeral Leave ¹	FY 13 Occurrences	Manager Proposed	Council Adopted
Wages Paid to Cover Absences Due to Funeral Attendan	9	\$ 5,000	\$ 5,000
		\$ 5,000	\$ 5,000

Estimated Detail of OT - Multiple Alarms

Actual expenses may vary according to changing circumstances

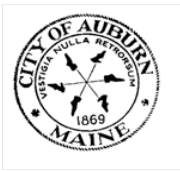
OT - Multiple Alarms	Rate	FY 13 Occurrence	# of FF / Occurrence	Average # of Hours	Total Hours	Manager Proposed	Council Adopted
Multiple Alarms	\$33.45	10	13	3	390	\$ 6,000	\$ 6,000
						\$ 6,000	\$ 6,000

Line Item Narrative

Overtime - Meeting: Overtime wages for Captains and Battalion Chiefs who attend monthly senior management team meetings while off duty as well as other firefighters who attend department related meetings off duty. This is also for professional standards meetings, which include policy reviews, quality assurance, and meetings for apparatus specifications.

Overtime - Funeral: These wages are for firefighters who cover other firefighters who are out due to funeral leave.

Overtime - Multiple Alarms: This account funds the cost of overtime wages for firefighters who are off duty and return to work to respond to multiple alarm, large fires or emergency situations.



City of Auburn Fire

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
OT - Pump team	Total	-	-	-
PS - General	Total	1,760	2,350	2,350

Estimated Detail of OT - Pump team

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
OT - Pump team		
Pump Testing	\$ -	\$ -
Pump Repair (example)	\$ -	\$ -
	\$ -	\$ -
	\$ -	\$ -

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

	Qty	Manager Proposed	Council Adopted
PS - General			
Annual Awards	6	\$ 240	\$ 240
Annual Hazardous Chemical Inventories ¹	1	\$ 150	\$ 150
Annual Tank Inspections ¹	1	\$ 210	\$ 210
Annual Tank Registration ¹	1	\$ 100	\$ 100
Compressed Air License ²	1	\$ 10	\$ 10
Flags	4	\$ 400	\$ 400
Food for Training and Fires	0	\$ 1,000	\$ 1,000
Retirement Plaques	6	\$ 240	\$ 240
Strategic Planning Consultant			
		\$ 2,350	\$ 2,350

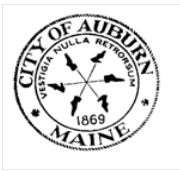
Line Item Narrative

Overtime - Pump Team: This function has been contracted to Northeast in Auburn.

Purchased Services - General: This account funds the costs of miscellaneous expenses and fees including keys, flags, meals for training exercises, fees for annual tank registrations, and inspections of underground tank repairs. The increase this year is due to the addition of the strategic planning consultant.

¹Maine DEP requirement.

²Maine BLS requirement.



City of Auburn Fire

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
PS - Uniform Cleaning	Total	210	210	210
Office Supplies	Total	2,650	2,650	2,650

Estimated Detail of PS - Uniform Cleaning

Actual expenses may vary according to changing circumstances

	Fy12 Costs	Manager Proposed	Council Adopted
PS - Uniform Cleaning			
Central Station	\$ 2,033		
E2 Station	\$ 1,705		
E5 Station	\$ 2,332		
Specialized Cleaning for biohazards ¹	\$ 50	\$ 210	\$ 210
	\$ 6,120	\$ 210	\$ 210

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

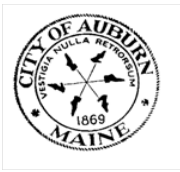
	Manager Proposed	Council Adopted
Office Supplies		
General Supplies	\$ 2,650	\$ 2,650
	\$ 2,650	\$ 2,650

Line Item Narrative

Purchased Services - Uniform Cleaning: Cost of biohazard gear and uniforms that must be sent to a specific cleaner for specialized cleaning.

Office Supplies: This account funds the general office supplies such as paper, pens, folders, binders, ink cartridges, toner, calendars, office equipment, etc.

¹Maine BLS requirement.



City of Auburn Fire

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Other Sup - Fire Prevention	Total	8,460	8,460	8,460
Other Sup - Maintenance	Total	6,865	6,865	6,865

Estimated Detail of Other Sup - Fire Prevention

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Other Sup - Fire Prevention		
Inspection Report Forms	\$ 150	\$ 150
Citizen's Fire Academy Supplies	\$ 2,400	\$ 2,400
Fire Investigation Supplies	\$ 620	\$ 620
Flammable Evidence Storage Locker	\$ 380	\$ 380
Fogger Fluid - Smoke Machine	\$ 120	\$ 120
Generator	\$ 500	\$ 500
Portable Pelican Lighting System	\$ 690	\$ 690
Smoke Trailer Transfer Fees & Repairs	\$ 800	\$ 800
Annual Open House	\$ 750	\$ 750
Fire Prevention Month School Coloring Contest (t-shirts)	\$ 750	\$ 750
Fire Prevention Education Supplies	\$ 1,300	\$ 1,300
	\$ 8,460	\$ 8,460

Estimated Detail of Other Sup - Maintenance

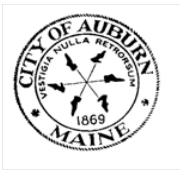
Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Other Sup - Maintenance		
AC Unit	\$ 125	\$ 125
Cleaning Supplies	\$ 1,300	\$ 1,300
Floor Wax	\$ 450	\$ 450
Hose/Nozzles	\$ 300	\$ 300
Light Bulbs	\$ 200	\$ 200
Linens, towels, laundry supplies	\$ 1,200	\$ 1,200
Misc Kitchen Utensils - bowls, knives, cups, etc.	\$ 200	\$ 200
Paint, Furniture and Linens for the Stations	\$ 1,500	\$ 1,500
Paper Towels/Toilet Paper	\$ 1,290	\$ 1,290
Vacuum Cleaner/Shop Vacuum	\$ 300	\$ 300
	\$ 6,865	\$ 6,865

Line Item Narrative

Other Sup - Fire Prevention: This is for community education, Fire Prevention Week and the yearly open house materials. Typical items purchased would include, but not be limited to: books, videos for public education, calendars for fire prevention week school poster winners, training sessions, fire prevention week activities, t-shirts for school poster contest winners, open house supplies such as helium for balloons, handouts and safety information materials.

Other Sup - Maintenance: Maintenance supplies for three fire stations; for example, paper products, linens, blankets, towels, lawn and garden supplies, cleaning supplies, paint and supplies, small appliances, minor electrical repairs, racks, eye wash station repairs, and squeegees. This request also includes replacement of worn and damaged furniture at the stations. The FD has not received funding for the replacement of furniture and has had to rely on the availability of surplus office, kitchen, day room, meeting room and sleeping quarters furniture and accessories. As a result, the stations have an interesting mix of non matching and in some cases, broken and or patched together furniture and fixtures.



City of Auburn Fire

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Other Sup - Pump Team	Total	-	-	-
Other Sup - Fire Training	Total	6,138	6,138	6,138

Estimated Detail of Other Sup - Pump Team

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Other Sup - Pump Team		
Pump Testing Gauges	\$ -	\$ -
Pressure Lines	\$ -	\$ -
Misc. parts (gaskets, washers, rings)	\$ -	\$ -
	\$ -	\$ -

Estimated Detail of Other Sup - Fire Training

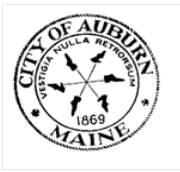
Actual expenses may vary according to changing circumstances

	Qty	Manager Proposed	Council Adopted
Other Sup - Fire Training			
Brannigan's Building Construction for the Fire Service	3		
Class A Foam for Training Purposes			
Compressed Air Foam Systems Manual	3		
CPR Cards	60		
Driver/Operator for Aerial Apparatus Manuals	4		
Driver/Operator for Pumping Apparatus Manuals	4		
Fire Officer Bundle	4		
Fire Officer I and II Exam Prep Manuals	3		
Firefighter I and Firefighter II Exam Prep Manuals	3		
Flash Drives for New Firefighters	4		
Fundamentals of Firefighter Skills Bundle	4		
Hydrant & Street Maps			
Instructor's Curriculum for Driver/Operator	1		
Liquid Smoke for Smoke Machine	8		
New Probationary FFs Initial Material Package & Fire Officer Package	8		
Projector for Classroom			
Training Videos	3		
		\$ 6,138	\$ 6,138

Line Item Narrative

Other Supplies - Pump Team: This service has been contracted to Northeast in Auburn. Pump repairs are now charged to vehicle repairs.

Other Supplies - Fire Training: This account covers the fire training supplies, which include items such as CPR cards, firefighter training videos, officer manuals for new officers as well as training manuals and student guides for new firefighters. This line item fluctuates depending on new hires and promotions throughout the year.



City of Auburn Fire

Fiscal Year 2017
Proposed 4.11.2016

Line Items	Last Year	Manager Proposed	Council Adopted
Other Sup - Medical	Total	9,750	9,750

Estimated Detail of Other Sup - Medical

Actual expenses may vary according to changing circumstances

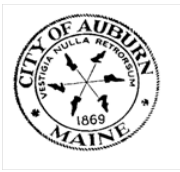
	Manager Proposed	Council Adopted
Other Sup - Medical		
Airway Supplies ¹		
Board & Straps ¹		
Diagnostic Equipment ¹		
Diagnostic Thermometers ¹		
EMS Room Building Materials		
EMS Trauma Bags		
Epinephrine Pen Replacements ¹		
Glucometer Strips - Boxes ¹		
Ice Commander Cold Water Rescue Suits ²		
IV Warmers ¹		
Keds ¹		
Mannequins		
Miscellaneous Supplies		
Monitor Supplies ¹		
Nitrile Gloves - Boxes ¹		
Oxygen ¹		
Patient Information Pads		
ResQmax Pelican Case		
Storage Containers		
Trauma Shears and Pen Lights		
	\$ 9,750	\$ 9,750

Line Item Narrative

Other Supplies--Medical: Above is a sample of what is purchased with this account.

¹EMS equipment required by Maine EMS.

² Equipment required to perform cold water rescue. BLS requires use of approved equipment for this task.



City of Auburn Fire

Fiscal Year 2017
Proposed 4.11.2016

Line Items	Last Year	Manager Proposed	Council Adopted
Other Sup - Small Tools	Total	12,500	15,700

Estimated Detail of Other Sup - Small Tools

Actual expenses may vary according to changing circumstances

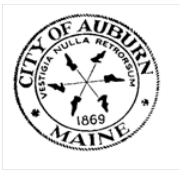
	Manager Proposed	Council Adopted
Other Sup - Small Tools		
100' x 4" Hose with Storz Couplings		
50' x 1 3/4" Attack Hose		
100' x 1 3/4" Attack Hose		
100' x 2 1/2" Attack Hose		
100' x 1 3/4" High Rise Attack Hose		
Accountability Name Tags/Helmet Shields ¹		
Bolt Cutters		
Collapsible Backpack Pump Extinguishers		
Door Opener Tool		
Equipment Structural Tool		
Forestry Pump		
Forestry Tools		
Hose Nozzle - 1 1/2" Nozzle w/ 15/16" Tips		
Hose Nozzle - 2 1/2" Nozzle w/ Playpipe and Tip		
Hydrant Assist Valves		
Rope Rescue Equipment ²		
Steel/Aluminum Carabineers		
Storage Bags		
Water Rope		
Webbing		
Salvage Covers		
Sawzalls		
	\$ 15,700	\$ 15,700

Line Item Narrative

Other Supplies - Small Tools: This account funds small tools primarily used for vehicle and building maintenance. It also includes small operating tools and equipment that need to be replaced. These are the tools that we use to open walls, ceilings, and floors to locate fire or access hidden fire. Examples of these tools include axes, pulling hooks and pry bars. There is an increase this year due to the need for new trench rescue equipment.

¹ Maine BLS requirement to maintain accountability of firefighters at an incident.

² Equipment required to perform cold water rescue. BLS requires the use of approved equipment for this task.



City of Auburn Fire

Fiscal Year 2017
Proposed 4.11.2016

Line Items	Last Year	Manager Proposed	Council Adopted
Other Sup - Other	Total	6,185	6,185

Estimated Detail of Other Sup - Other

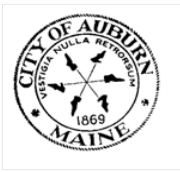
Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Other Sup - Other		
Abrasive Gut-Off Blades		
Barricade Tape		
Batteries for flashlights, pagers, misc.		
Chem Guard Tape		
Class A Foam (5 gallon pails)		
Class B Foam (5 gallon pails)		
Collapsible Traffic Cones ¹		
Flashlights		
Gated Wyes		
Gloves		
Hazardous Materials Division Supplies		
LDH Hose Testing Manifold w/Dual Inlet		
Lightbox		
MAST Slings for RIT Kit		
Piston Intake Valves		
Rescue Support Air Hose		
	\$ 6,185	\$ 6,185

Line Item Narrative

Other Sup - Other: Specialized firefighting supplies such as firefighting foams, absorbents and specialized batteries. The increase for this account is the addition of the hazardous materials division supplies.

¹Maine BLS requirement.



City of Auburn Fire

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
MV Sup - Tires/Tube/Chain	Total	6,230	5,800	5,800
MV Sup - Gas & Oil	Total	4,400	2,740	2,740

Estimated Detail of MV Sup - Tires/Tube/Chain

Actual expenses may vary according to changing circumstances

MV Sup - Tires/Tube/Chain	Manager Proposed	Council Adopted
Chief's Vehicle	\$ -	\$ -
E315 Platoon Chief's Vehicle	\$ 2,000	\$ 2,000
Engine 1 (spare apparatus)	\$ -	\$ -
Engine 2	\$ 750	\$ 750
Engine 3	\$ 750	\$ 750
Engine 5	\$ 750	\$ 750
Mounting Fee (\$18/tire)	\$ 550	\$ 550
Rescue 1	\$ -	\$ -
Rescue 2	\$ -	\$ -
Rescue 3	\$ -	\$ -
Rescue 5	\$ -	\$ -
Truck 1	\$ 1,000	\$ 1,000
Unit 316 Pick-up Truck	\$ -	\$ -
Unit 317 Utility Truck	\$ -	\$ -
Unit 319 Car	\$ -	\$ -
Unit 322 FPO's Vehicle	\$ -	\$ -
	\$ 5,800	\$ 5,800

Estimated Detail of MV Sup - Gas & Oil

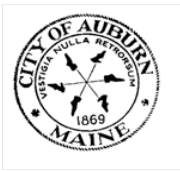
Actual expenses may vary according to changing circumstances

MV Sup - Gas & Oil	Price/Gallon	Gallons	Manager Proposed	Council Adopted
Gasoline	\$ 1.69	1,600	\$ 2,740	\$ 2,740
			\$ 2,740	\$ 2,740

Line Item Narrative

MV Sup - Tires/Tube/Chain: Tires, mounting and balancing as well as road and flat tire response for all department vehicles. The budget figures above are based on a set of tires per year, per Engine. A set of tires includes two front tires and four rear tires.

MV Sup - Gas&Oil: Gas usage for all department vehicles except for ambulances.



City of Auburn Fire

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Utilities - Water/Sewer	Total	6,395	6,395	6,395
Comm - Telephone	Total	8,385	8,385	8,385

Estimated Detail of Utilities - Water/Sewer

Actual expenses may vary according to changing circumstances

Utilities - Water/Sewer	Percent Increase	Estimated FY14 Expense	Cost Increase	Manager Proposed	Council Adopted
<u>Water</u>	0%				
Central Station		\$ 1,100.00	\$ -	\$ 1,100	\$ 1,100
E2 Station		\$ 273.00	\$ -	\$ 273	\$ 273
E5 Station		\$ 424.00	\$ -	\$ 424	\$ 424
<u>Sewer</u>	0%				
Central Station		\$ 3,134.00	\$ -	\$ 3,134	\$ 3,134
E2 Station		\$ 581.00	\$ -	\$ 581	\$ 581
E5 Station		\$ 883.00	\$ -	\$ 883	\$ 883
				\$ 6,395	\$ 6,395

Estimated Detail of Comm - Telephone

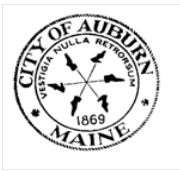
Actual expenses may vary according to changing circumstances

Comm - Telephone	Qty	Manager Proposed	Council Adopted
Air Cards	7	\$ 4,800	\$ 4,800
Cell Phones	2	\$ 1,500	\$ 1,500
Chief's Cell Phone Stipend		\$ 910	\$ 910
Long Distance Charges		\$ 300	\$ 300
Telephone Line Charges	3	\$ 875	\$ 875
		\$ 8,385	\$ 8,385

Line Item Narrative

Utilities - Water/Sewer: This reflects no increase from FY16.

Comm - Telephone: Communication services such as long distance phone charges, four cell phones, as well as the mobile data terminals (MDT's) air cards that were paid for under a grant in previous years. These are the conduits that the mobile data terminals (MDT's) utilize to contact the communications center and access the internet for real time information. Telephone line charges include Maine School & Library Fund, Maine Universal Fund, Federal Universal Fund and ConnectME for 3 lines - one located at Central Station, and 2 at Engine 2 Station.



City of Auburn Fire

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Utilities - Natural Gas	Total	46,917	23,000	23,000
Utilities - Electricity	Total	43,750	30,000	30,000

Estimated Detail of Utilities - Natural Gas

Actual expenses may vary according to changing circumstances

	<i>Percent Increase</i>	<i>FY15</i>	<i>Increase</i>	<i>Manager Proposed</i>	<i>Council Adopted</i>
Utilities - Natural Gas	<i>e</i>				
Natural Gas-Engine 2 Station	10.0%	\$ 2,389	\$ 239	\$ 4,000	\$ 4,000
Natural Gas-Central Station		\$ 14,560	\$ 1,456	\$ 19,000	\$ 19,000
				\$ 23,000	\$ 23,000

Estimated Detail of Utilities - Electricity

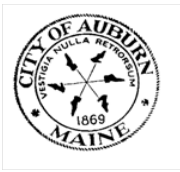
Actual expenses may vary according to changing circumstances

	<i>Percent Increase</i>	<i>FY15</i>	<i>Increase</i>	<i>Manager Proposed</i>	<i>Council Adopted</i>
Utilities - Electricity	<i>e</i>				
Central Station	0.0%	\$ 17,922	\$ -	\$ 20,000	\$ 20,000
E2 Station		\$ 2,353	\$ -	\$ 3,000	\$ 3,000
E5 Station		\$ 6,152	\$ -	\$ 7,000	\$ 7,000
		<u>\$26,427</u>		\$ 30,000	\$ 30,000

Line Item Narrative

Utilities - Natural Gas: Natural gas for Engine Two (New Auburn) station boiler and stove and Cental Station (Minot Ave) boiler.

Utilities - Electricity: This account covers expenses for all three stations.



City of Auburn Fire

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Utilities - Bottled Gas	Total	900	900	900
Utilities - Heating Fuel	Total	15,125	13,750	13,750
Utilities - Diesel	Total	38,400	24,064	24,064

Estimated Detail of Utilities - Bottled Gas

Actual expenses may vary according to changing circumstances

Utilities - Bottled Gas		Manager Proposed	Council Adopted
Bottle LP Gas		\$ 900	\$ 900
		\$ 900	\$ 900

Estimated Detail of Utilities - Heating Fuel

Actual expenses may vary according to changing circumstances

Utilities - Heating Fuel	Price/Gallon	Gallons	Manager Proposed	Council Adopted
Engine 5--Center Street	\$ 2.50	5,500	\$ 13,750	\$ 13,750
			\$ 13,750	\$ 13,750

Estimated Detail of Utilities - Diesel

Actual expenses may vary according to changing circumstances

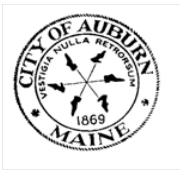
Utilities - Diesel	Price/Gallon	Gallons	Manager Proposed	Council Adopted
Central Station	\$ 1.88	12,800	\$ 24,064	\$ 24,064
			\$ 24,064	\$ 24,064

Line Item Narrative

Utilities - Bottled Gas: This account covers expenses for stove at Central Station.

Utilities - Heating Fuel: Heating fuel for Engine Five Station on Center Street.

Utilities - Diesel: This account covers expenses to operate vehicles and equipment.



City of Auburn Fire

Fiscal Year 2017
Proposed 4.11.2016

Line Items	Last Year	Manager Proposed	Council Adopted
Repairs - Buildings	Total	26,435	26,435

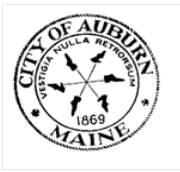
Estimated Detail of Repairs - Buildings

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Repairs - Buildings		
Annual Boiler Certificates		
Ant Extermination		
Diesel Exhaust Repairs & Maintenance		
Light Replacement & Repairs (Efficiency Maine - Central Fire Replacements)		
Misc Repairs & Maintenance to Boilers/General Plumbing		
Overhead Door Repairs & Maintenance		
Repairs to Driveways		
Repairs to Roof		
Repairs to Underground Tanks		
Repairs - Training Building		
	\$ 26,435	\$ 26,435

Line Item Narrative

Repairs - Building: Various repairs and general upkeep at the three fire stations plus training building, including cleaning and servicing of heating systems, repairs to overhead doors, roofs, driveways, plumbing and furniture.



City of Auburn Fire

Fiscal Year 2017
Proposed 4.11.2016

Line Items	Last Year	Manager Proposed	Manager Proposed
Repairs - Vehicles	Total	56,375	51,375

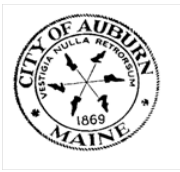
Estimated Detail of Repairs - Vehicles

Actual expenses may vary according to changing circumstances

Repairs - Vehicles	Manager Proposed	Council Adopted
BC #315 Vehicle Repair (2004 Ford Excursion)	\$ 1,000	\$ 1,000
Chief's Vehicle (2012 Ford Explorer)	\$ 500	\$ 500
Engine 1 Vehicle Repair (1988 E-One Centry)	\$ 5,000	\$ 5,000
Engine 2 Vehicle Repair (New truck)	\$ 6,000	\$ 6,000
Engine 3 Vehicle Repair (2006 E-One Cyclone II)	\$ 8,000	\$ 8,000
Engine 5 Vehicle Repair (2008 E-One Cyclone)	\$ 8,000	\$ 8,000
Unit 319 Vehicle Repair (2001 Grand Marquis)	\$ 225	\$ 225
General Vehicle Repair	\$ 4,900	\$ 4,900
Pickup Truck #3162 Vehicle Repair (2012 Ford F-350)	\$ 1,000	\$ 1,000
Pump Certification Repairs	\$ 6,500	\$ 6,500
Rescue Boat	\$ 750	\$ 750
Rescue 1 Vehicle Repair (2000 GMC C7500)	\$ 1,000	\$ 1,000
Rescue 2 Vehicle Repair	\$ -	\$ -
Rescue 3 Vehicle Repair	\$ -	\$ -
Rescue 5 Vehicle Repair	\$ -	\$ -
Truck 1 Vehicle Repair	\$ 6,000	\$ 6,000
Utility Truck #317 Vehicle Repair (1991 Ford F-150)	\$ 2,500	\$ 2,500
	\$ 51,375	\$ 51,375

Line Item Narrative

Repairs - Vehicle: See Above. Vehicle repairs not performed by fire department staff including repairs to 12 department vehicles, a rescue boat, motor and trailer. It also includes pump certification repairs.



City of Auburn Fire

Fiscal Year 2017
Proposed 4.11.2016

Line Items	Last Year	Manager Proposed	Council Adopted
Repairs - Equipment	Total	45,860	42,260

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

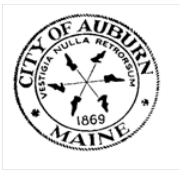
Repairs - Equipment	Manager Proposed	Council Adopted
Breathing Air Cascade Repair	\$ 1,200	\$ 1,200
Fire Extinguisher Maintenance and Repairs	\$ 1,500	\$ 1,500
Flashlight Repairs	\$ 300	\$ 300
Flow Testing	\$ 2,500	\$ 2,500
Ground Ladder Testing	\$ 1,575	\$ 1,575
Hose repairs	\$ 310	\$ 310
Hydro Testing	\$ 1,000	\$ 1,000
Knox Box Repairs	\$ 150	\$ 150
Lawn Mower and Chain Saw Repairs	\$ 1,000	\$ 1,000
Miscellaneous	\$ 500	\$ 500
Repair of Battery Packs and Gas Meters	\$ 2,000	\$ 2,000
Repairs to hydraulic extrication tools	\$ 1,000	\$ 1,000
SCBA	\$ 28,000	\$ 28,000
Smoke Machine Repairs	\$ 200	\$ 200
Tool Mounting Hardware	\$ 225	\$ 225
Trench Rescue Equipment Repairs	\$ 800	\$ 800
	\$ 42,260	\$ 42,260

Note: Gas Meter calibration occurs every 3 months.

Line Item Narrative

Repairs - Equipment: See Above. Repairs and/or parts to nozzles, couplings, adaptors, CO, H2, O2 combustible gas meter sensors, batteries and calibration as required, as well as maintenance of the breathing air cascade system shared with Lewiston Fire Department. A few examples include maintenance and repairs of fire extinguishers, breathing air cascade repairs, repair of battery packs and gas meters for calibration, self-contained breathing devices repair, tool mounting hardware, lawn mower and chain saw repairs, and repairs to the hydraulic extrication tools. The increase this year is due to the need to repair some of our trench rescue equipment.

Auburn Fire currently has 7 firefighters trained in field repair of our SCOTT Self-Contained Breathing Apparatus. These types of field repairs done by our personnel save us \$75/hr bench costs, not to mention the out of service time if we had to ship them off. Also required is hydrostatic cylinder tests required by DOT and flow tests to verify units are performing as per specifications. Hydrostatic and



City of Auburn Fire

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Repairs - Radio Equipment	Total	7,000	7,000	7,000
Repairs - Maintenance Contract	Total	14,715	9,455	9,455

Estimated Detail of Repairs - Radio Equipment

Actual expenses may vary according to changing circumstances

Repairs - Radio Equipment	Manager Proposed	Council Adopted
Antennas	\$ 250	\$ 250
Belt Clips	\$ 140	\$ 140
Carry Holders	\$ 80	\$ 80
Headset Repairs	\$ 500	\$ 500
Headsets (Four on each truck)	\$ 1,650	\$ 1,650
Hygiene Kits	\$ 550	\$ 550
Radio Batteries	\$ 1,000	\$ 1,000
Radio Install & Removals from New/Old Vehicles	\$ 1,000	\$ 1,000
Radio Repairs (reprogramming/tune-up)	\$ 1,000	\$ 1,000
Wireless Headsets	\$ 830	\$ 830
	\$ 7,000	\$ 7,000

Estimated Detail of Repairs - Maintenance Cont

Actual expenses may vary according to changing circumstances

Repairs - Maintenance Contract	Manager Proposed	Council Adopted
Air Quality Testing for SCBA Fill Station (Air Tech) ¹	\$ 1,760	\$ 1,760
Fire Extinguishers (AAA Fire) ¹	\$ 1,700	\$ 1,700
Hoist Wench (Konecranes) ¹	\$ 350	\$ 350
Ladder Certification on Tower Truck (Greenwood) ¹	\$ 1,240	\$ 1,240
Microsoft License (L/A 911)	\$ 550	\$ 550
Portable Radios (L/A 911)	\$ 2,230	\$ 2,230
Pump Certification (Northeast Apparatus) ¹	\$ 1,625	\$ 1,625
	\$ 9,455	\$ 9,455

Line Item Narrative

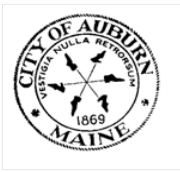
Repairs - Radio Equipment: Installation and repairs to mobile and portable radio equipment. There are 19 mobile radios, 30 portable radios and 22 FireCom headsets in the department.

Repairs Maintenance Contract: We are not aware of any increases for the above at this time.

¹Maine BLS requirement.

²Existing contract.

³Service contract for lowest price.



City of Auburn Fire

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Training & Tuition	Total	27,000	20,000	20,000
Comm - Postage	Total	600	600	600

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

Training & Tuition	Manager Proposed	Council Adopted
ACLS Class - 2 yr renewal ¹		
Admin Training:		
Fire Rescue International (FRI) Conference		
Fire Dept Instructor's Conference (FDIC)		
New England Fire, Rescue and EMS Conference		
Boat Rescue Program - Outside Instructor		
CEU Subscription ¹		
Committee Meetings		
EMS Licensure Courses		
Fire Instructor Class		
Fire Officer Academy		
Fire Prevention Officer Training/Classes		
Outside Classes/Conferences/Seminars		
PALS Class - 2 yr renewal ¹		
PEPP Class - 2 yr renewal ¹		
PHTLS Class - 4 yr renewal ¹		
Rapid Intervention Team Training		
Strategic Planning Consultant		
	\$ 20,000	\$ 20,000

Estimated Detail of Comm - Postage

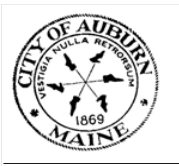
Actual expenses may vary according to changing circumstances

Comm - Postage	Manager Proposed	Council Adopted
Postage	\$ 600	\$ 600
	\$ 600	\$ 600

Line Item Narrative

Training & Tuition: Funds the costs of tuition reimbursement. As specified in the collective bargaining agreement, firefighters receive full reimbursement for all pre-approved fire related and EMS courses and textbooks. Training is one of the most effective ways to improve safety. It includes training for professional development, arson investigation, code enforcement, juvenile fire setter training, Maine Fire and Education courses, National Fire Academy, fire technology and various command classes.

Comm - Postage: Cost of postage for correspondence as well as postage for mailing packages



City of Auburn Fire

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Travel-Seminar Costs	Total	500	500	500
Dues & Subscriptions	Total	10,000	2,280	2,280

Estimated Detail of Travel-Seminar Costs

Actual expenses may vary according to changing circumstances

Travel-Seminar Costs		Manager Proposed	Council Adopted
Travel Costs		\$ 500	\$ 500
		\$ 500	\$ 500

Estimated Detail of Dues & Subscriptions

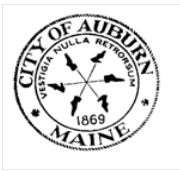
Actual expenses may vary according to changing circumstances

Dues & Subscriptions		Manager Proposed	Council Adopted
IAAI		\$ 75	\$ 75
International Association of Fire Chiefs (3)		\$ 625	\$ 625
Maine Fire Chiefs Association (3)		\$ 300	\$ 300
National Fire Protection Association		\$ 1,280	\$ 1,280
		\$ 2,280	\$ 2,280

Line Item Narrative

Travel - Seminar Costs: For reimbursement to staff for use of personal vehicle and various travel related expenses to attend seminars and conferences.

Dues & Subscriptions: Mandatory dues and fees of certifying agencies as well as membership in professional organizations. This provides the opportunity to associate with other professionals, share information and gain member assistance from those organizations



City of Auburn Fire

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
SCBA Cyliner Replacement	Total	10,000	10,000	10,000

Estimated Detail of SCBA Cyliner Replacement

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
SCBA Cyliner Replacement	\$ 10,000	\$ 10,000
Year 2 of 5 year replacement	\$ 10,000	\$ 10,000

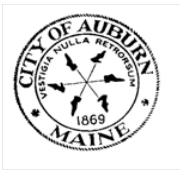


City of Auburn

Master List

Fiscal Year 2017
Adopted 6.20.2016

Account Title	FY 2015 Actual	FY 2016 Approved	FY 2017 Dept. Request	FY 2017 Manager Proposed	FY 2017 Council Adopted	Increase/ Decrease	%
Fire EMS Transport							
Regular Salaries	11,206	4,333	79,697	79,697	79,697	75,364	1739%
Fringe Benefits	0	0	0	0	0	0	0%
PS - Professional Fees	33,998	133,100	133,100	125,000	125,000	(8,100)	-6%
Other Sup - Other	149,984	61,000	61,000	61,000	61,000	0	0%
Office Supplies	748	1,000	800	800	800	(200)	-20%
MV Sup - Tires/Tube/Ct	0	8,000	8,000	8,000	8,000	0	0%
MV Sup - Vehicle Fuel	13,622	10,000	10,000	10,000	10,000	0	0%
Repairs & Maint - Vehic	974	12,500	12,000	12,000	12,000	(500)	-4%
Vehicle Lease/Purchase	156,454	124,500	124,500	124,500	124,500	0	0%
Advertising	0	2,500	1,500	1,000	1,000	(1,500)	-60%
Repairs - Maint Contrac	12	19,500	19,500	15,000	15,000	(4,500)	-23%
Other Program Expense	93	15,500	15,500	15,000	15,000	(500)	-3%
Comm - Postage	0	1,000	1,000	1,000	1,000	0	0%
Printing	341	1,000	1,000	1,500	1,500	500	50%
Public Relations	2,078	2,500	2,000	2,000	2,000	(500)	-20%
Communication Equipm	7,826	5,000	4,500	4,500	4,500	(500)	-10%
Computer Software/Ha	368	2,500	2,500	2,500	2,500	0	0%
Dues & Subscriptions	1,318	2,500	2,500	2,500	2,500	0	0%
Contingency 8%	0	43,368	38,368	25,000	25,000	(18,368)	-42%
Capital Reserve	130,616	100,000	100,000	100,000	100,000	0	0%
TOTAL	509,638	549,801	617,465	590,997	590,997	41,196	7.5%



City of Auburn Fire EMS

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Regular Salaries	Total	4,333	79,697	79,697
Fringe Benefits	Total	-	-	-

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries	Staff	Manager Proposed	Council Adopted
Deputy Chief (non-union)	1	\$ 75,190	\$ 75,190
Paramedic stipend for DC		\$ 4,507	\$ 4,507
	1	\$ 79,697	\$ 79,697

Estimated Detail of

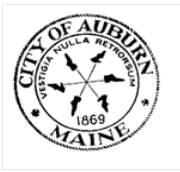
Actual expenses may vary according to changing circumstances

Fringe Benefits	Manager Proposed	Council Adopted
Fringe Benefits	-	-

Line Item Narrative

Regular Salaries: This line item accounts for annual salary of Deputy Chief to manage the EMS Transport Program.

Fringe Benefits: This account funds the fringe benefits for the Deputy Chief, including Maine Public Employees Retirement, Health insurance, Medicare, etc.



City of Auburn Fire EMS

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
PS - Professional Fees	Total	133,100	125,000	125,000
Other Sup - Other	Total	61,000	61,000	61,000

Estimated Detail of PS - Professional Fees

Actual expenses may vary according to changing circumstances

PS - Professional Fees		Manager Proposed	Council Adopted
Professional Fees		\$ 125,000	\$ 125,000
		\$ 125,000	\$ 125,000

Estimated Detail of Other Sup - Other

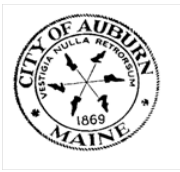
Actual expenses may vary according to changing circumstances

Other Sup - Other		Manager Proposed	Council Adopted
Medical Supplies		\$ 40,000	\$ 40,000
Oxygen		\$ 8,000	\$ 8,000
Medical Equipment		\$ 13,000	\$ 13,000
		\$ 61,000	\$ 61,000

Line Item Narrative

Professional Fees: This account will fund the cost of Licenses Upgrades for the EMTs, outside training instructors, State service licenses, medical billing fees and the cost of the medical director.

Operating Supplies: This account funds the the items listed above.



City of Auburn Fire EMS

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Office Supplies	Total	1,000	800	800
MV Sup - Tires/Tube/Chain	Total	8,000	8,000	8,000
MV Sup - Vehicle Fuel	Total	10,000	10,000	10,000

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

Office Supplies		Manager Proposed	Council Adopted
Office Supplies		\$ 800	\$ 800
		\$ 800	\$ 800

Estimated Detail of MV Sup - Tires/Tube/Chain

Actual expenses may vary according to changing circumstances

MV Sup - Tires/Tube/Chain		Manager Proposed	Council Adopted
Tires and Supplies		\$ 8,000	\$ 8,000
		\$ 8,000	\$ 8,000

Estimated Detail of MV Sup - Vehicle Fuel

Actual expenses may vary according to changing circumstances

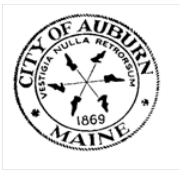
MV Sup - Vehicle Fuel		Manager Proposed	Council Adopted
Gas & Oil		\$ 10,000	\$ 10,000
		\$ 10,000	\$ 10,000

Line Item Narrative

Office Supplies: This account funds the cost of general office supplies.

MV Sup-Tires/Tubes/Chains: This account funds tires for the ambulances.

MV Sup-Vehicle Fuel: This account funds fuel to run the ambulances.



City of Auburn Fire EMS

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Repairs & Maint - Vehicles	Total	12,500	12,000	12,000
Vehicle Lease/Purchase	Total	124,500	124,500	124,500
Advertising	Total	2,500	1,000	1,000

Estimated Detail of Repairs & Maint - Vehicles

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Repairs & Maint - Vehicles		
Repairs & Maint - Vehicles	\$ 12,000	\$ 12,000
	\$ 12,000	\$ 12,000

Estimated Detail of Vehicle Lease/Purchase

Actual expenses may vary according to changing circumstances

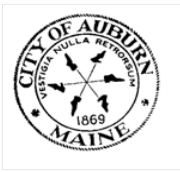
	Manager Proposed	Council Adopted
Vehicle Lease/Purchase		
Ambulance Annual Lease	\$ 124,500	\$ 124,500
	\$ 124,500	\$ 124,500

Estimated Detail of Advertising

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Advertising		
Advertising	\$ 1,000	\$ 1,000
	\$ 1,000	\$ 1,000

Line Item Narrative



City of Auburn Fire EMS

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Repairs - Maint Contract	Total	19,500	15,000	15,000
Other Program Expenses	Total	15,500	15,000	15,000
Comm - Postage	Total	1,000	1,000	1,000

Estimated Detail of Repairs - Maint Contract

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Repairs - Maint Contract		
Maintenance Contracts	\$ 15,000	\$ 15,000
	\$ 15,000	\$ 15,000

Estimated Detail of Other Program Expenses

Actual expenses may vary according to changing circumstances

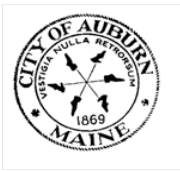
	Manager Proposed	Council Adopted
Other Program Expenses		
Other Program Expnses	\$ 15,000	\$ 15,000
	\$ 15,000	\$ 15,000

Estimated Detail of Comm - Postage

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Comm - Postage		
Postage	\$ 1,000	\$ 1,000
	\$ 1,000	\$ 1,000

Line Item Narrative



City of Auburn Fire EMS

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Printing	Total	1,000	1,500	1,500
Public Relations	Total	2,500	2,000	2,000
Communication Equipment	Total	5,000	4,500	4,500

Estimated Detail of Printing

Actual expenses may vary according to changing circumstances

Printing		Manager Proposed	Council Adopted
Printing		\$ 1,500	\$ 1,500
		\$ 1,500	\$ 1,500

Estimated Detail of Public Relations

Actual expenses may vary according to changing circumstances

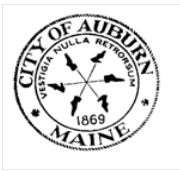
Public Relations		Manager Proposed	Council Adopted
Public Relation		\$ 2,000	\$ 2,000
		\$ 2,000	\$ 2,000

Estimated Detail of Communication Equipment

Actual expenses may vary according to changing circumstances

Communication Equipment		Manager Proposed	Council Adopted
Communication Equipment		\$ 4,500	\$ 4,500
		\$ 4,500	\$ 4,500

Line Item Narrative



City of Auburn Fire EMS

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Computer Software/Hardware	Total	2,500	2,500	2,500
Dues & Subscriptions	Total	2,500	2,500	2,500
Contingency 8%	Total	43,368	25,000	25,000
Capital Reserve	Total	100,000	100,000	100,000

Estimated Detail of Computer Software/Hardwar

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Computer Software/Hardware		
Computer Softwar/Hardware	\$ 2,500	\$ 2,500
	\$ 2,500	\$ 2,500

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Dues & Subscriptions		
Dues & Subscription	\$ 2,500	\$ 2,500
	\$ 2,500	\$ 2,500

Estimated Detail of Contingency 8%

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Contingency 8%		
Contingency	\$ 25,000	\$ 25,000
	\$ 25,000	\$ 25,000

Estimated Detail of Capital Reserve

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Capital Reserve		
Capital Reserve	\$ 100,000	\$ 100,000
	\$ 100,000	\$ 100,000

Line Item Narrative

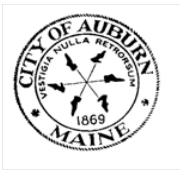


City of Auburn

Master List

Fiscal Year 2017
Adopted 6.20.2016

Account Title	FY 2015 Actual	FY 2016 Approved	FY 2017 Dept. Request	FY 2017 Manager Proposed	FY 2017 Council Adopted	Increase/ Decrease	%
Police							
Regular Salaries	3,087,243	3,264,225	3,368,715	3,323,922	3,323,922	59,697	2%
Extra Pay-On Call	11,850	13,000	13,000	13,000	13,000	0	0%
Holiday Pay	123,276	130,000	133,900	133,900	133,900	3,900	3%
Longevity Bonus	300	0	900	900	900	900	300%
Educational Incentive	6,513	10,000	8,000	8,000	8,000	(2,000)	-25%
Sick Leave Incentive	10,063	11,000	9,000	9,000	9,000	(2,000)	-20%
Uniform Allowance	26,466	29,195	32,141	32,141	32,141	2,946	9%
Physicals	2,034	0	425	425	425	425	95%
OSHA Safety Costs	2,017	1,430	870	870	870	(560)	-39%
Volunteers in Police Ser	493	750	300	300	300	(450)	-60%
OT - Regular	47,534	16,341	20,435	26,465	26,465	10,124	29%
OT - Vac Replacement	20,173	28,320	28,320	32,745	32,745	4,425	18%
OT - Sick Replacement	21,167	18,408	18,408	18,408	18,408	0	0%
OT - Mandatory Trainin	821	2,600	1,000	1,000	1,000	(1,600)	-160%
OT - Court	38,696	30,000	30,100	30,000	30,000	0	0%
PS - General	8,521	7,545	7,545	7,545	7,545	0	0%
PS - Testing	1,790	1,134	1,759	1,759	1,759	625	142%
PS - Animal Control	50,984	38,352	37,602	37,602	37,602	(750)	-1%
PS - Uniform Cleaning	21,580	22,360	23,140	23,140	23,140	780	4%
Reports, Printing, & Bin	2,660	1,818	2,178	2,178	2,178	360	9%
Office Supplies	3,300	2,000	2,000	2,000	2,000	0	0%
Other Sup - Operating	25,396	14,450	19,225	19,225	19,225	4,775	14%
MV Sup - Tires/Tube/Ct	15,073	15,070	15,070	15,070	15,070	0	0%
MV Sup - Gas & Oil	76,091	69,750	68,000	57,460	57,460	(12,290)	-14%
Comm - Telephone	14,578	16,488	18,468	18,468	18,468	1,980	12%
Repairs - Buildings	350	500	500	500	500	0	0%
Repairs - Vehicles	22,973	14,000	28,000	11,300	11,300	(2,700)	-10%
Repairs - Equipment	3,912	1,300	3,750	3,750	3,750	2,450	54%
Repairs - Maintenance	2,621	604	3,950	3,950	3,950	3,346	370%
Training & Tuition	44,946	23,400	28,740	28,740	28,740	5,340	18%
Comm - Postage	938	1,000	1,000	1,000	1,000	0	0%
Travel-Seminar Costs	1,903	820	3,500	3,500	3,500	2,680	298%
Dues & Subscriptions	5,785	6,135	5,850	5,850	5,850	(285)	-5%
Lease - Vehicles	1,000	0	0	0	0	0	0%
Mobile Radar & Radar T	17,212	0	0	0	0	0	0%
Mobile Radios	19,007	0	0	0	0	0	0%
Vehicles	128,557	79,000	1,000	1,000	1,000	(78,000)	-99%
TOTAL	3,867,823	3,870,995	3,936,791	3,875,113	3,875,113	4,118	0.1%



City of Auburn Police

Fiscal Year 2017
Proposed 4.11.2016

Line Items	Last Year	Manager Proposed	Council Adopted
Regular Salaries	Total	3,264,225	3,323,922

Estimated Detail of Regular Salaries

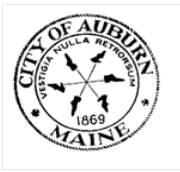
Actual expenses may vary according to changing circumstances

Organizational Structure	Sworn	Civilian	Total Staff	Manager Proposed	Council Adopted
Administration	2	1	3	\$ 239,070	\$ 239,070
Criminal Investigations	11	0	11	\$ 538,726	\$ 538,726
Pro-Active Community Enforcement	6	1	7	\$ 458,219	\$ 458,219
Patrol	32	0	32	\$ 1,708,936	\$ 1,708,936
Support Services	3	5	8	\$ 378,971	\$ 378,971
	54	7	61	\$ 3,323,922	\$ 3,323,922

Positional Structure	Total Staff	Manager Proposed	Council Adopted
Chief	1	\$ 100,290	\$ 100,290
Deputy Chief	1	\$ 88,500	\$ 88,500
Detective	4	\$ 240,098	\$ 240,098
Lieutenant	5	\$ 369,325	\$ 369,325
Non-Sworn	7	\$ 296,038	\$ 296,038
Officer	29	\$ 1,356,734	\$ 1,356,734
School Resource Officer	3	\$ 157,942	\$ 157,942
Sergeant	11	\$ 714,995	\$ 714,995
	61	\$ 3,323,922	\$ 3,323,922

Line Item Narrative

Regular Salaries: The Department is organized into five divisions including: Administration, Criminal Investigations, Neighborhood Revitalization, Support Services, and Patrol. The department is fortunate to have a reimbursed position for our drug investigator who is assigned to the Maine Drug Enforcement Agency Regional Task Force Program. The increase in this line item is as a result of negotiated step increases and wage increases.



City of Auburn Police

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Lateral Transfer-APD	Total	-	-	-
Extra Pay-On Call	Total	13,000	13,000	13,000
Holiday Pay	Total	130,000	133,900	133,900

Estimated Detail of Lateral Transfer-APD

Actual expenses may vary according to changing circumstances

Lateral Transfer-APD	Cost	Manager Proposed	Council Adopted
1st Year	\$ 30,000	\$ -	\$ -
2nd Year	\$ 24,000	\$ -	\$ -
3rd Year	\$ 18,000	\$ -	\$ -
4th Year	\$ 12,000	\$ -	\$ -
5th Year	\$ 6,000	\$ -	\$ -
		\$ -	\$ -

Estimated Detail of Extra Pay-On Call

Actual expenses may vary according to changing circumstances

Extra Pay-On Call	Weekly Rate	Manager Proposed	Council Adopted
Detective 24-hour Availability	\$ 250.00	\$ 13,000	\$ 13,000
		\$ 13,000	\$ 13,000

Estimated Detail of Holiday Pay

Actual expenses may vary according to changing circumstances

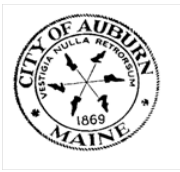
Holiday Pay	Days	Staff	Manager Proposed	Council Adopted
Police Staff	532	52	\$ 133,900	\$ 133,900
			\$ 133,900	\$ 133,900

Line Item Narrative

Lateral Transfer: This account funds the required reimbursement costs for hiring a certified officer from another agency within five years of graduating from the Maine Criminal Justice Academy. The Academy consists of 18 weeks and an APD 12 week Field Training Program is required prior to an officer filling a vacancy. The hiring of an experienced officer as a lateral transfer reduces those 30 weeks to approximately eight weeks. (Statutorial)

On-Call: Detectives are required to be available for critical incidents during off duty hours. Detectives, who rotate each week, receive an additional \$250 when they are on call. (Contractual)

Holiday Pay: This account funds a benefit which recognizes that officers are required to work some holidays during the year. Holiday pay is based on 1/4 of a week's pay (10 hours) for each of the allowed holidays. Holidays include eleven for Superior Officers and ten for Patrol. Increase is from



City of Auburn Police

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Longevity Bonus	Total	-	900	900
Educational Incentive	Total	10,000	8,000	8,000
Sick Leave Incentive	Total	11,000	9,000	9,000

Estimated Detail of Longevity Bonus

Actual expenses may vary according to changing circumstances

	<i>Amount</i>	Manager Proposed	Council Adopted
Longevity Bonus			
7 Years	\$ 300.00	\$ 900	\$ 900
15 Years	\$ 400.00	\$ -	\$ -
25 Years	\$ 500.00	\$ -	\$ -
		\$ 900	\$ 900

Estimated Detail of Educational Incentive

Actual expenses may vary according to changing circumstances

	<i>CEU Rate</i>	Manager Proposed	Council Adopted
Educational Incentive			
Tuition Rate (Undergraduate)	\$ 253.00	\$ 8,000	\$ 8,000
Tuition Rate (Graduate)	\$ 380.00		
		\$ 8,000	\$ 8,000

Estimated Detail of Sick Leave Incentive

Actual expenses may vary according to changing circumstances

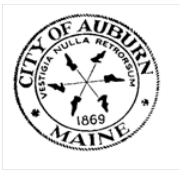
	<i>Sick Inc. Days</i>	<i>Avg. Daily Rate</i>	Manager Proposed	Council Adopted
Sick Leave Incentive				
	31	\$ 290	\$ 9,000	\$ 9,000
			\$ 9,000	\$ 9,000

Line Item Narrative

Longevity Bonus: This account includes the costs of bonuses paid to employees for longevity. The longevity bonus is paid to non-sworn members at their 7 (\$300), 15 (\$400), and 25 (\$500) year anniversaries. We have three employees eligible for a longevity increase this year. (Contractual)

Educational Incentive: This account funds the tuition reimbursement for all employees. We encourage all staff to continue their education which will improve the employee's performance and benefit the City of Auburn. There are a total of six employees currently pursuing their degree. (Contractual)

Sick Leave Incentive: Union members have an opportunity to convert the cash value of up to two sick incentive days towards their Benefit Strategies program. Analysis shows that the average



City of Auburn Police

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Uniform Allowance	Total	29,195	32,141	32,141
Physicals	Total	-	425	425

Estimated Detail of Uniform Allowance

Actual expenses may vary according to changing circumstances

	<i>Quantity</i>	<i>Price Each</i>	Manager Proposed	Council Adopted
Uniform Allowance				
Command Allowance	18	\$ 600.00	\$ 10,800	\$ 10,800
Detectives Allowance	4	\$ 550.00	\$ 2,200	\$ 2,200
Uniforms - Quarter Master System				
Alterations			\$ 800	\$ 800
BDU Pant	80	\$ 58.00	\$ 4,640	\$ 4,640
BDU Shirt L/S	60	\$ 58.00	\$ 3,480	\$ 3,480
BDU Shirt S/S	60	\$ 58.00	\$ 3,480	\$ 3,480
Boots	15	\$ 125.00	\$ 1,875	\$ 1,875
Jacket	2	\$ 225.00	\$ 450	\$ 450
Dress Uniforms	1	\$ 1,000.00	\$ 1,000	\$ 1,000
Bulletproof - 50% reimbursement	7	\$ 488.00	\$ 3,416	\$ 3,416
			\$ 32,141	\$ 32,141

Estimated Detail of Physicals

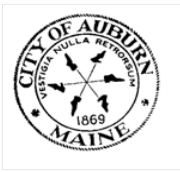
Actual expenses may vary according to changing circumstances

	<i>Quantity</i>	<i>Price Each</i>	Manager Proposed	Council Adopted
Physicals				
Pre-Employment	1	\$ 425.00	\$ 425	\$ 425
			\$ 425	\$ 425

Line Item Narrative

Uniform Allowance: This account includes the costs of purchasing uniforms and bullet proof vests for police officers and the clothing allowance for Command officers and detectives. We receive a matching grant for the bullet proof vest s. The department uses a "Quartermaster" system, for the Patrol Officers, replacing uniforms as needed, rather than making direct payments to the officers. The benefit of the Quartermaster system is that uniforms are replaced as needed and there is better accountability of the funds expended. Officer's uniforms are well maintained which creates a more professional appearance. The Command Officers and Detectives receive an annual clothing allowance. The increase is due to the number of command officers and an increase in the cost for bullet proof vests. (Contractual)

Physicals: This account covers the pre-employment physical examinations for all new officers. We have budgeted for one new hire this year. (Statutorial)



City of Auburn Police

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
OSHA Safety Costs	Total	1,430	870	870
Volunteers in Police Service	Total	750	300	300

Estimated Detail of OSHA Safety Costs

Actual expenses may vary according to changing circumstances

	Quantity	Price Each	Manager Proposed	Council Adopted
OSHA Safety Costs				
Disposable gloves (cases)	6	\$ 115.00	\$ 690	\$ 690
3M N95 Protective Masks	9	\$ 20.00	\$ 180	\$ 180
Disposable Blankets (cases)	0	\$ 50.00		
Sharp Containers	0	\$ 7.00		
Traffic Vest (ANSI 207 Approved)	0	\$ 33.00		
			\$ 870	\$ 870

Estimated Detail of Volunteers in Police Service

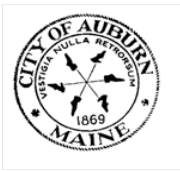
Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Volunteers in Police Service		
Meeting / Training Supplies		
Equipment	\$ 150	\$ 150
Recognition Items		
VIPS Polo Shirts	\$ 150	\$ 150
	\$ 300	\$ 300

Line Item Narrative

OSHA Safety Costs: In order to deliver excellent service as well as protect law enforcement officers, it is critical that we provide OSHA approved safety items.

Volunteers in Police Service: Volunteers in Police Service (VIPS) is a program that encourages community members to volunteer at the police department. Volunteers support what sworn officers and staff do on a day-to-day basis. Volunteers help our department to maximize our resources and allow officers and staff to concentrate on their primary duties. Incorporating volunteers allows us to enhance the services we provide and to achieve the best possible public safety product. Allowing rigorously-screened, highly qualified, and well-trained volunteers to become trusted members of the



City of Auburn Police

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
OT - Regular	Total	16,341	26,465	26,465
OT - Vac Replacement	Total	28,320	32,745	32,745

Estimated Detail of OT - Regular

Actual expenses may vary according to changing circumstances

OT - Regular	Hours Needed	Average OT Rate	Manager Proposed	Council Adopted
Operation Activities				
Command Briefings	45	\$ 47.34	\$ 2,130	\$ 2,130
Investigation Call-In	80	\$ 40.68	\$ 5,085	\$ 5,085
Patrol Emergency Holdover	275	\$ 35.00	\$ 12,250	\$ 12,250
Weather Emergency	80	\$ 35.00	\$ 4,375	\$ 4,375
Workers Comp Replacement	75	\$ 35.00	\$ 2,625	\$ 2,625
	555		\$ 26,465	\$ 26,465

Estimated Detail of OT - Vac Replacement

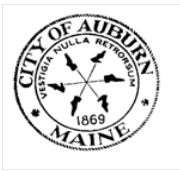
Actual expenses may vary according to changing circumstances

OT - Vac Replacement	Vacation Hours Used	Vacation Hours Replaced	Average Overtime Rate	Manager Proposed	Council Adopted
Vacation	9,376	800	\$ 35.40	\$ 32,745	\$ 32,745
				\$ 32,745	\$ 32,745

Line Item Narrative

Overtime - Regular: This account includes the cost of overtime pay for officers being held over from a shift, being called in for an investigation and emergencies. This account also includes the overtime paid for the replacement of an officer who is unable to work because of a work related injury. The increase is as a result of more drug investigations and a current suspension of the drug asset forfeiture program. (Contractual)

Overtime - Replacement: Each year, the department has 68,255 scheduled patrol work hours. This account includes the costs of overtime wages for the coverage of officers who are on vacation. Officers will use approximately 9,376 hours of vacation time. This account reflects the replacement



City of Auburn Police

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
OT - Sick Replacement	Total	18,408	18,408	18,408
OT - Mandatory Training	Total	2,600	1,000	1,000

Estimated Detail of OT - Sick Replacement

Actual expenses may vary according to changing circumstances

OT - Sick Replacement	Sick Hours Used	Sick Hours Replaced	Average Overtime Rate	Manager Proposed	Council Adopted
Sick	4,300	520	\$ 35.40	\$ 18,408	\$ 18,408
				\$ 18,408	\$ 18,408

Estimated Detail of OT - Mandatory Training

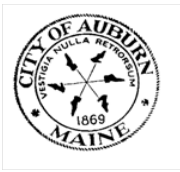
Actual expenses may vary according to changing circumstances

OT - Mandatory Training	Manager Proposed	Council Adopted
EVOG Instructors	\$ 400	\$ 400
Firearm Instructors	\$ 300	\$ 300
MARC Instructors	\$ 300	\$ 300
TASER Instructor	\$ 1,000	\$ 1,000

Line Item Narrative

Overtime - Sick Replacement: Each year, the department has 68,255 scheduled patrol work hours. This account includes the costs of overtime wages for the coverage of officers who are out sick. Officers will use approximately 4,564 hours of sick time. This account reflects the replacement of approximately 520 hours to maintain minimum staffing levels. (Contractual)

Overtime - Mandatory Training: The department has incorporated four training days into the current work schedule. This allows for all mandatory training standards to be met in-house. Had we not implemented this change, and if the officers received overtime wages for all training hours, the cost would have been \$55,000. The department has realized these savings by incorporating the use of in-house instructors and incorporating the four on-duty training days. Our employees receive an average of 59 training hours annually. We were able to reduce this account due to restructure



City of Auburn Police

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
OT - Court	Total	30,000	30,000	30,000
PS - General	Total	7,545	7,545	7,545
PS - Testing	Total	1,134	1,759	1,759

Estimated Detail of OT - Court

Actual expenses may vary according to changing circumstances

OT - Court	Court Overtime Hours	Officer Overtime Rate	Manager Proposed	Council Adopted
Court Time	860	\$ 35.00	\$ 30,000	\$ 30,000
			\$ 30,000	\$ 30,000

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

PS - General	Manager Proposed	Council Adopted
Unlimited Cruiser Washes	\$ 7,275	\$ 7,275
Towing	\$ 270	\$ 270
	\$ 7,545	\$ 7,545

Estimated Detail of PS - Testing

Actual expenses may vary according to changing circumstances

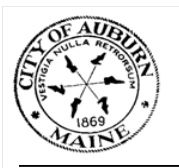
PS - Testing	Quantity	Price Each	Manager Proposed	Council Adopted
Psychological Testing	1	\$ 450.00	\$ 450	\$ 450
Workmed HEPB	1	\$ 175.00	\$ 175	\$ 175
N95 Review	54	\$ 21.00	\$ 1,134	\$ 1,134
			\$ 1,759	\$ 1,759

Line Item Narrative

Overtime - Court: This account funds overtime for wages paid to officers for their appearance at Superior and District Courts, Grand Jury, and Administrative hearings for the Secretary of State. Officers will be paid a minimum of 3 overtime hours for each appearance (average \$105) pursuant to collective bargaining agreements. The City of Auburn receives a \$50 reimbursement from the State for each court appearance. The expenditures and proposed budget figures do not reflect the revenues that are received from the State which is approximately \$13,000. (Contractual)

Purchased Services - General: This account maintains the professional appearance of the police department fleet and the towing of incapacitated police vehicles. The city has contracted for unlimited exterior washing.

Purchased Services - Psychological Testing: This account funds psychological testing of new officer candidates, which is a State of Maine requirement for an officer to become certified. The cost of the psychological testing is \$450 per candidate. Annual N95 mask review is a recent requirement mandated by BLS. (Statutorial)



City of Auburn Police

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
PS - Animal Control	Total	38,352	37,602	37,602
PS - Uniform Cleaning	Total	22,360	23,140	23,140

Estimated Detail of PS - Animal Control

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
PS - Animal Control		
Humane Society--\$1.49 Per Capita Fee	\$ 34,352	\$ 34,352
Equipment	\$ 1,000	\$ 1,000
Training Certificaitons	\$ 250	\$ 250
Veterinary ER Services	\$ 2,000	\$ 2,000
	\$ 37,602	\$ 37,602

Estimated Detail of PS - Uniform Cleaning

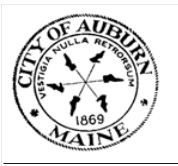
Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
PS - Uniform Cleaning		
	\$ 23,140	\$ 23,140
	\$ 23,140	\$ 23,140

Line Item Narrative

Purchased Services - Animal Control: By Maine law, the City must take the responsibility for injured and stray animals as well as provide the community with an ACO. The city must either provide a shelter for these animals or contract with an agency to provide for the care. Auburn contracts with the Androscoggin Humane Society. As of February 2015, the city no longer shares ACO services with the City of Lewiston. These services are now provided by our support services officer who has completed the necessary state certifications. (Contractual)

Purchased Services - Uniform Cleaning: As part of the Quartermaster System, the city provides for the cleaning of officers' clothing. By providing this service, the quality and care of the officers uniforms is well maintained, reducing the cost for unnecessary replacement. The increase is due to a



City of Auburn Police

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Reports, Printing, & Binding	Total	2,178	2,178	2,178
Office Supplies	Total	2,000	2,000	2,000

Estimated Detail of Reports, Printing, & Binding

Actual expenses may vary according to changing circumstances

Reports, Printing, & Binding	Quantity	Price Each	Manager Proposed	Council Adopted
Criminal Statute Law	30	\$ 25.00	\$ 750	\$ 750
Envelopes		\$ 178.00	\$ 178	\$ 178
LEOM	4	\$ 55.00	\$ 220	\$ 220
Motor Vehicle Law	30	\$ 25.00	\$ 750	\$ 750
Receipts		\$ 200.00	\$ 200	\$ 200
Record Archive		\$ -	\$ -	
Vehicle Release Forms		\$ 80.00	\$ 80	\$ 80
			\$ 2,178	\$ 2,178

Estimated Detail of Office Supplies

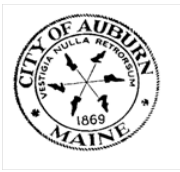
Actual expenses may vary according to changing circumstances

Office Supplies	Average Purchase	Manager Proposed	Council Adopted
<u>95% of All Supplies Are Less Than \$20</u>	\$ 8.90	\$ 2,000	\$ 2,000
		\$ 2,000	\$ 2,000

Line Item Narrative

Reports, Printing & Binding: This account funds the printing of all department receipts, vehicle release forms and envelopes. Each year, we must purchase copies of the Maine Motor Vehicle Statutes as well as copies of the Maine Criminal Statute books. The increase is for the need of additional statute books for the officers.

Office Supplies: This account funds general office supplies for the department including: paper, notebooks, folders, binders, pens, etc.



City of Auburn Police

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Other Sup - Operating	Total	14,450	19,225	19,225
MV Sup - Tires/Tube/Chain	Total	15,070	15,070	15,070

Estimated Detail of Other Sup - Operating

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Other Sup - Operating		
Equipment Supplies	\$ 9,000	\$ 9,000
Evidence Supplies	\$ 2,800	\$ 2,800
Janitorial Supplies--Miscellaneous	\$ 250	\$ 250
Special Equipment--Miscellaneous	\$ 275	\$ 275
TASER	\$ 2,100	\$ 2,100
Uniform Equipment--Miscellaneous	\$ 4,000	\$ 4,000
Vehicle Supplies--Miscellaneous	\$ 800	\$ 800
	\$ 19,225	\$ 19,225

Estimated Detail of MV Sup - Tires/Tube/Chain

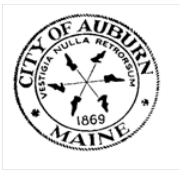
Actual expenses may vary according to changing circumstances

	Quantity	Cost	Mounting	Manager Proposed	Council Adopted
MV Sup - Tires/Tube/Chain					
Snow Tires	55	\$ 122.00	\$ 15.00	\$ 7,535	\$ 7,535
Summer Tires	55	\$ 122.00	\$ 15.00	\$ 7,535	\$ 7,535
				\$ 15,070	\$ 15,070

Line Item Narrative

Other Supplies - Operating: This account funds operating supplies including: portable radio batteries, flashlights, cases, web and leather gear, pepper spray, ammunition, uniform patches, printer toner, chairs, measuring tapes, digital film developing, investigation supplies, janitorial supplies, road flares, fingerprinting materials, badges, insignia, radio lapel holders, drug test kits, evidence packaging supplies, and notepads for officers. Evidence collection is becoming more sophisticated. The packaging requirements for the submission of forensic evidence for lab analysis are very stringent. The increase is due to the need for equipment replacements.

Motor Vehicle Supplies - Tires, Tables, Chains: This account funds high performance tires for the police cruisers. The department participates in the statewide tire bid process. We then pay for the installation and service of tires from a local vendor.



City of Auburn Police

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
MV Sup - Gas & Oil	Total	69,750	57,460	57,460
Comm - Telephone	Total	16,488	18,468	18,468

Estimated Detail of MV Sup - Gas & Oil

Actual expenses may vary according to changing circumstances

MV Sup - Gas & Oil	Vehicles	Gallons	Price / Gallon	Manager Proposed	Council Adopted
Patrol Vehicles	15	29,000	\$ 1.69	\$ 49,010	\$ 49,010
Support & Administration	11	5,000	\$ 1.69	\$ 8,450	\$ 8,450
				\$ 57,460	\$ 57,460

Estimated Detail of Comm - Telephone

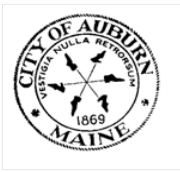
Actual expenses may vary according to changing circumstances

Comm - Telephone	Units	Manager Proposed	Council Adopted
Air Cards (Mobile Data Transmission)	13	\$ 8,232	\$ 8,232
Cell Phones	14	\$ 7,100	\$ 7,100
Long Distance		\$ 1,000	\$ 1,000
Teletype Line		\$ 2,136	\$ 2,136
		\$ 18,468	\$ 18,468

Line Item Narrative

Motor Vehicle Supplies - Gas & Oil: This account funds expenditures for gasoline for the fleet. The fuel tanks are now located at Public Services. The reduction is because we no longer maintain the tanks which required additional fuel for other departments to have available before billing was incurred. The decrease reflects a reduction in the contracted fuel price.

Communication - Telephone: This account funds communications services for the department such as telephones, cellular phones and broadband access cards for the mobile data terminals.



City of Auburn Police

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Utilities - Electricity	Total	-	-	-
Utilities - Heating Fuel	Total	-	-	-
Repairs - Buildings	Total	500	500	500

Estimated Detail of Utilities - Electricity

Actual expenses may vary according to changing circumstances

Utilities - Electricity	<i>Kilowatts Used</i>	<i>Cost Per Day</i>	Manager Proposed	Council Adopted
	0	\$ -	\$ -	\$ -
			\$ -	\$ -

Estimated Detail of Utilities - Heating Fuel

Actual expenses may vary according to changing circumstances

Utilities - Heating Fuel Heating	<i>Gallons</i>	<i>Cost</i>	Manager Proposed	Council Adopted
	0	\$ -	-	-
			\$ -	\$ -

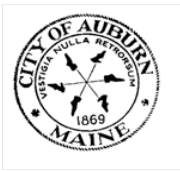
Estimated Detail of Repairs - Buildings

Actual expenses may vary according to changing circumstances

Repairs - Buildings Building Repairs	Manager Proposed	Council Adopted
	\$ 500	\$ 500
	\$ 500	\$ 500

Line Item Narrative

Repairs - Building: This account provides for building repairs such as paint, hardware and associated supplies.



City of Auburn Police

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Repairs - Vehicles	Total	14,000	11,300	11,300
Repairs - Equipment	Total	1,300	3,750	3,750

Estimated Detail of Repairs - Vehicles

Actual expenses may vary according to changing circumstances

Repairs - Vehicles	Vehicles	Preventative	Alignments	Trans- mission	Brakes	Manager Proposed	Council Adopted
Patrol	15	\$ 3,000	\$ 1,300	\$ 1,500	\$ 2,000	\$ 7,800	\$ 7,800
Support & Admin.	11	\$ 2,000	\$ 500		\$ 1,000	\$ 3,500	\$ 3,500
						\$ 11,300	\$ 11,300

Estimated Detail of Repairs - Equipment

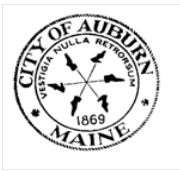
Actual expenses may vary according to changing circumstances

Repairs - Equipment	Quantity	Cost	Manager Proposed	Council Adopted
Bicycle Tune-up	3	\$ 100.00	\$ 300	\$ 300
Mobile Data Terminal Repairs				
Mobile Radio Repairs			\$ 50	\$ 50
Pepperball Repairs			\$ 1,200.00	\$ 1,200
Portable Radio Repairs			\$ 2,500	\$ 2,500
Radar Calibration	20	\$ 125.00	\$ 2,500	\$ 2,500
Radar Repairs	8	\$ 100.00	\$ 300	\$ 300
Rifle Repairs			\$ 500	\$ 500
Taser Repairs		\$ 450.00	\$ 450	\$ 450
			\$ 3,750	\$ 3,750

Line Item Narrative

Repairs Vehicle: Approximately \$11,000 will be expended for repairs to vehicles which are either beyond the scope of the warranty or for repairs after the expiration of the warranty. These repairs include: ball joints, alignments, tie rods, batteries, and transmissions. The department has transfered almost the entire fleet from Dodge Chargers to Ford Interceptors. We have been able to save money on brakes and other repairs as a result of this change.

Repairs Equipment: This account funds expenditures for repairs to police equipment including: Mobile Data Terminals, mobile radios, tasers, portables, radar sets, gas nozzles and bicycles. The department has been aggressive in applying for and receiving funding for the purchases of much needed equipment. The repairs to the equipment are minimal compared to the purchase cost savings realized by the department. The increase is due to radar calibrations.



City of Auburn Police

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Repairs - Maintenance Contract	Total	604	3,950	3,950
Training & Tuition	Total	23,400	28,740	28,740

Estimated Detail of Repairs - Maintenance Contract

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Repairs - Maintenance Contract		
Motorola	\$ 3,100	\$ 3,100
ID Card System	\$ 300	\$ 300
Recharge Fire Extinguishers	\$ 250	\$ 250
Replace Extinguishers	\$ 300	\$ 300
	\$ 3,950	\$ 3,950

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

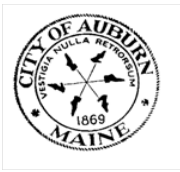
	Manager Proposed	Council Adopted
Training & Tuition		
Firearms Facility Rental	\$ 300	\$ 300
JPMA - Online Training	\$ 3,240	\$ 3,240
MCJA Cadet Training	\$ 2,500	\$ 2,500
Officer Development	\$ 2,000	\$ 2,000
PepperBall Ammunition	\$ 500	\$ 500
School Resource Officer	\$ 1,500	\$ 1,500
Staff Development	\$ 1,500	\$ 1,500
Supervisor Development	\$ 4,500	\$ 4,500
TASER Recertification	\$ 1,200	\$ 1,200
Training Ammunition	\$ 11,500	\$ 11,500
	\$ 28,740	\$ 28,740

Note: The State of Maine requires that all police officers maintain their certification of proficiency annually with a total of no less than 30 hours. The department participates in an on-line training service through the Maine Chiefs of Police Association. The on-line training includes all of the mandatory and elective courses required by the Maine Criminal Justice Academy Board of Trustees. The cost for membership in this program is reduced because of our participation in the association. The officers are also required to complete the bureau of labor standards training (fire extinguisher, PPE, sexual harassment and Incident Command).

Line Item Narrative

Repairs - Maintenance Contract: This account funds maintenance contracts on equipment and software. We have not had to pay for the warranty on the mobile radios for a few years. The old radios were beyond warranty and the first year of the warranty for the new radios was included into the purchase cost.

Training & Tuition: This account funds the cost of training for various courses, training equipment and materials. It includes annual tactical firearms, investigative courses, academy for new hires,



City of Auburn Police

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Comm - Postage	Total	1,000	1,000	1,000
Travel-Seminar Costs	Total	820	3,500	3,500
Dues & Subscriptions	Total	6,135	5,850	5,850

Estimated Detail of Comm - Postage

Actual expenses may vary according to changing circumstances

Comm - Postage		Manager Proposed	Council Adopted
Postage - Return Equipment Shipping		\$ 1,000	\$ 1,000
		\$ 1,000	\$ 1,000

Estimated Detail of Travel-Seminar Costs

Actual expenses may vary according to changing circumstances

Travel-Seminar Costs		Manager Proposed	Council Adopted
CALEA Conference		\$ 3,500	\$ 3,500
		\$ 3,500	\$ 3,500

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

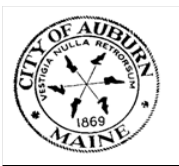
Dues & Subscriptions		Manager Proposed	Council Adopted
CALEA		\$ 4,065	\$ 4,065
FBI National Academy		\$ 335	\$ 335
IACP NET		\$ 800	\$ 800
IACP, MACP, NEACP		\$ 400	\$ 400
NESPIN		\$ 150	\$ 150
Notary Fees		\$ 100	\$ 100
		\$ 5,850	\$ 5,850

Line Item Narrative

Communication - Postage: This account funds postage costs general, alarm, and billing mailings.

Travel - Seminar Costs: This account funds the travel costs to attend the CALEA conference for accreditation. Members of the department must appear before the commissioners at a hearing.

Dues & Subscriptions: This account funds expenditures for membership dues to professional organizations. By having membership with these organizations, the department receives discounts to training, access to research materials and intelligence information and the opportunity to network at membership meetings. We are currently in year one of a four year accreditation cycle.



City of Auburn Police

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Mobile Radios	Total	-	\$ -	\$ -
Mobile Radar & Radar Trailer	Total	-	\$ -	\$ -
Vehicles	Total	79,000	1,000	1,000

Estimated Detail of Mobile Radios

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Mobile Radios	\$ -	\$ -
Mobile Radios	\$ -	\$ -

Estimated Detail of Mobile Radar & Radar Trailer

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Mobile Radar & Radar Trail		
Radar Trailer	\$ -	\$ -
Radar Replacement	\$ -	\$ -
	\$ -	\$ -

Estimated Detail of Vehicles

Actual expenses may vary according to changing circumstances

	<i>Quantity</i>	Manager Proposed	Council Adopted
Vehicles			
Cruisers			
Motorcycles	2	\$ 1,000	\$ 1,000
		\$ 1,000	\$ 1,000

Line Item Narrative

Special Equipment :

Vehicles: The account funds the annual lease for two police motorcycles and the purchase replacement of cruisers. The department has a replacement schedule requiring four vehicles to be replaced annually. During the last two budget years, the amount for vehicle replacement has been reduced. Due to the requirement to not exceed a 1% increase in our total budget, we cannot replace any vehicles. This will cause an increase in repairs and place extreme limitations on the efficiency of the agency.



City of Auburn

Master List

Fiscal Year 2017
Adopted 6.20.2016

Account Title	FY 2015 Actual	FY 2016 Approved	FY 2017 Dept. Request	FY 2017 Manager Proposed	FY 2017 Council Adopted	Increase/ Decrease	%
Public Services							
Regular Salaries	2,632,935	2,458,892	2,657,000	2,467,470	2,467,470	8,578	0%
Longevity Bonus	600	300	300	300	300	0	0%
Educational Incentive	5,900	8,000	8,000	8,000	8,000	0	0%
Sick Leave Incentive	6,218	11,150	11,150	11,150	11,150	0	0%
Uniform Allowance	38,895	39,939	39,939	39,939	39,939	0	0%
Safety Compliance	13,843	9,586	9,586	9,586	9,586	0	0%
OT - Regular	36,255	18,568	21,340	21,340	21,340	2,772	15%
OT - Winter Road Maint	294,012	178,877	181,790	181,790	181,790	2,913	1%
OT - Fleet Services	197	1,600	1,000	1,000	1,000	(600)	-38%
OT - Sand Removal	0	2,937	1,409	1,409	1,409	(1,528)	-58%
PS - General	82,889	93,492	113,002	123,002	123,002	29,510	52%
PS - Water Quality Mon	14,760	22,000	22,000	22,000	22,000	0	0%
PS - Recording Fee	40	250	250	250	250	0	0%
PS - Snow Removal	45,892	8,000	8,000	8,000	8,000	0	0%
PS - Tree Removal	0	8,800	8,875	8,875	8,875	75	1%
PS - Centerline Striping	96,600	112,376	120,267	120,267	120,267	7,891	10%
Reports, Printing, & Bin	3,174	2,155	2,200	2,200	2,200	45	2%
Office Supplies	9,446	4,360	3,300	3,300	3,300	(1,060)	-30%
Other Sup - Operating	93	2,750	2,650	2,650	2,650	(100)	-3%
Other Sup - Maintenance	39,271	30,216	30,619	30,619	30,619	403	3%
Other Sup - Parks/Open	30,907	18,750	18,750	18,750	18,750	0	0%
Other Supplies - Weldin	14,544	12,300	12,300	12,300	12,300	0	0%
Other Sup - Traffic Pain	339	5,163	2,030	2,030	2,030	(3,134)	-219%
Other Sup - Sign Materi	25,144	27,014	27,014	27,014	27,014	0	0%
Other Sup - Pre-Mix Asp	109,937	103,346	108,137	108,137	108,137	4,791	5%
Other Sup - Culvert/Bas	37,615	31,154	31,241	31,241	31,241	87	0%
Other Sup - Bridge/Fenc	3,517	500	1,000	1,000	1,000	500	20%
Other Sup - Loam/Seed	14,104	9,999	10,000	10,000	10,000	1	0%
Other Sup - Calcium Chl	50,785	45,705	30,367	30,367	30,367	(15,338)	-32%
Other Sup - Road Salt	294,508	234,629	256,819	256,819	256,819	22,190	9%
Other Sup - Safety Equi	17,588	17,177	16,381	16,381	16,381	(796)	-4%
Other Sup - Small Tools	17,284	20,820	25,944	25,944	25,944	5,124	20%
Other Sup - Gravel	81,364	78,466	83,234	83,234	83,234	4,768	6%
Other Sup - MV Repair	74,010	121,198	120,978	120,978	120,978	(220)	0%



City of Auburn

Master List

Fiscal Year 2017
Adopted 6.20.2016

Account Title	FY 2015 Actual	FY 2016 Approved	FY 2017 Dept. Request	FY 2017 Manager Proposed	FY 2017 Council Adopted	Increase/ Decrease	%
Other Sup - Equip Repa	113,484	69,440	69,930	69,930	69,930	490	1%
MV Sup - Tires/Tube/Ct	58,881	66,250	66,250	66,250	66,250	0	0%
MV Sup - Gas & Oil	331,726	289,833	250,680	202,254	202,254	(87,579)	-26%
MV Sup - Plow/Grader I	33,606	36,632	34,383	34,383	34,383	(2,249)	-7%
MV Sup - Other	20,918	38,200	36,300	36,300	36,300	(1,900)	-9%
Utilities - Water/Sewer	8,114	8,035	8,468	8,468	8,468	433	5%
Comm - Telephone	9,359	7,740	8,568	8,568	8,568	828	10%
Utilities - Electricity	28,883	42,761	30,000	30,000	30,000	(12,761)	-33%
Utilities - Heating Fuel	70,110	43,385	35,784	35,784	35,784	(7,601)	-8%
Repairs - Buildings	32,570	18,500	18,500	18,500	18,500	0	0%
Repairs - Vehicles	22,048	29,500	29,500	29,500	29,500	0	0%
Repairs - Equipment	20,940	19,260	19,260	19,260	19,260	0	0%
Repairs - Radio Equipm	792	2,500	2,500	2,500	2,500	0	0%
Training & Tuition	14,960	16,065	16,065	16,065	16,065	0	0%
Comm - Postage	797	400	400	400	400	0	0%
Travel-Mileage	2,852	500	500	500	500	0	0%
Travel-Seminar Costs	0	500	500	500	500	0	0%
Dues & Subscriptions	6,248	5,934	5,934	5,934	5,934	0	0%
Leachate Hauling	41,283	69,994	63,911	53,911	53,911	(16,083)	-23%
Crack Sealing	18,850	10,000	20,000	10,000	10,000	0	0%
Guardrail Replacement	16,992	10,000	10,000	20,000	20,000	10,000	
Traffic Calming-Mill St	0	0	0	0	20,000	20,000	0%
TOTAL	4,946,079	4,525,898	4,714,304	4,476,349	4,496,349	(29,549)	-0.7%



City of Auburn Public Services

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Regular Salaries	Total	2,458,892	2,467,470	2,467,470

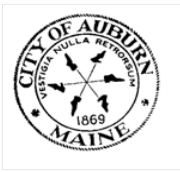
Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries	FY 14 Staffing Level	FY 15 Staffing Level	FY 16 Staffing Level	FY 17 Staffing Level	Manager Proposed	Council Adopted
Public Services Director	1	1	1	1	\$ 85,000	\$ 85,000
Deputy Director	0.5	0.5	0.5	1	\$ 70,000	\$ 70,000
City Engineer	0.5	0.5	0.5	1	\$ 70,000	\$ 70,000
Operations Manager	2	2	2	2	\$ 138,263	\$ 138,263
Fleet Supervisor	1	1	1	0		
Highway Supervisors	4	5	5	5	\$ 241,965	\$ 241,965
Public Services Planner	1	1	1	1		
Office Manager	1	1	1	1	\$ 49,187	\$ 49,187
Administrative Assistant	2	2	1	1	\$ 36,286	\$ 36,286
Information Assistant	1	1	0	0		
Assistant City Engineer	1	1	1	1		
Project Engineer	1	2	2	1	\$ 45,000	\$ 45,000
Excavation Technician	1	0	0	1	\$ 35,449	\$ 35,449
Parks Superintendant	0	0	0	0		
Assistant Parks Supervisor	1	1	0	0		
Parks Maintenance Workers	4	4	4	4	\$ 118,895	\$ 118,895
Parks Maintenance-Part Time					\$ 30,000	\$ 30,000
Arborist & Arborist Assistant	2	2	2	2	\$ 74,106	\$ 74,106
Building Maintenance	1	1	1	1		
Building Maintenance Tech I	3	3	3	3	\$ 86,092	\$ 86,092
Equipment Operator	16	16	16	15	\$ 443,990	\$ 443,990
Equipment Operator I	4	4	4	4	\$ 170,260	\$ 170,260
Equipment Operator II	10	10	10	10	\$ 406,286	\$ 406,286
Inventory Technician I	1	1	1	1	\$ 40,529	\$ 40,529
Mechanics	6	6	6	6	\$ 254,182	\$ 254,182
Stock Room Attendant	1	1	1	1	\$ 37,800	\$ 37,800
Welders	1	1	1	1	\$ 34,180	\$ 34,180
	67	68	65	64	\$ 2,467,470	\$ 2,467,470

Line Item Narrative

Regular Salaries: Public Services has been combined to include Parks , Public Works and Engineering. These staffs maintain 20 plow routes, 515 lane miles, 14 Parks, 17 Cemeteries, 9 Athletic Facilities and manage 4 million dollars worth of construction projects. The salary increase is a reflection of the Teamster's Union contract which was settled after last year's budget. So in effect, this year we absorb two years worth of COLA and salary increase.



City of Auburn Public Services

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Longevity Bonus	Total	300	300	300
Educational Incentive	Total	8,000	8,000	8,000

Estimated Detail of Longevity Bonus

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Longevity Bonus		
Employee Longevity	\$ 300	\$ 300
	\$ 300	\$ 300

Estimated Detail of Educational Incentive

Actual expenses may vary according to changing circumstances

	Certificates	Cost	Manager Proposed	Council Adopted
Educational Incentive				
Automotive Service Excellence	16	\$ 250	\$ 4,000	\$ 4,000
Class A License	11	\$ 100	\$ 1,100	\$ 1,100
Inspection License	2	\$ 200	\$ 400	\$ 400
Lead Mechanic Stipend	2	\$ 750	\$ 1,500	\$ 1,500
Tanker Endorsement	8	\$ 100	\$ 800	\$ 800
Welding Certification	2	\$ 100	\$ 200	\$ 200
			\$ 8,000	\$ 8,000

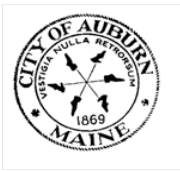
Line Item Narrative

Longevity Bonus: Longevity bonuses are awarded to employees who have reached the 7, 15, and 25 years of services milestones. Upon these anniversary dates employees are awarded \$300, \$400 or \$500 respectively. There is one Public Works employee that is eligible for the 7 year milestone.

Educational Incentive (PW Division): In order to encourage on-going skill development, the City funds an annual incentive for employees who obtain certain Maine licenses/endorsements. For each of the 3 Automotive Service Excellence certifications earned and maintained, each Mechanic receives a \$250 annual bonus. For each State of Maine license/endorsement, earned and maintained, the employee receives a \$100 annual bonus. All such certifications must meet the following conditions:

1. The certifications and/or licenses must not be required by the employee's current job description.
2. The certifications and/or licenses must be reasonably beneficial to the Public Works Division and its work activities. The Public Services Director will render the final decision.

Employees must show proof of certification and/or license (annually) in order to receive the specified bonus. Annual bonuses (\$250) for every 3 ASE certifications, \$100 annual bonus for



City of Auburn Public Services

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Sick Leave Incentive	Total	11,150	11,150	11,150
Uniform Allowance	Total	39,939	39,939	39,939

Estimated Detail of Sick Leave Incentive

Actual expenses may vary according to changing circumstances

	Eligible Employee es	Partip. Employees	Earned Sick Days	Converted Vacation Days	Manager Proposed	Council Adopted
Sick Leave Incentive						
Converted Sick Days	47	15.67	47.01		\$ 6,085	\$ 6,085
Converted Vacation Days	47	9.4		37.6	\$ 5,065	\$ 5,065
					\$ 11,150	\$ 11,150

Estimated Detail of Uniform Allowance

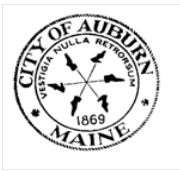
Actual expenses may vary according to changing circumstances

	Parks	Highway Maint.	Fleet Services	Cost Each	Manager Proposed	Council Adopted
Uniform Allowance						
Neoprene Snorkel Gloves		0		\$ 25.00		
Prescription Safety Glasses		10	2	\$ 250.00	\$ 3,000	\$ 3,000
Rain Boots		30	5	\$ 18.00	\$ 630	\$ 630
Rainsuits		19	6	\$ 45.00	\$ 1,125	\$ 1,125
Replacement Gear Bags		5		\$ 19.25	\$ 96	\$ 96
Rubber Work Gloves (12 doz.)		12	3	\$ 24.00	\$ 360	\$ 360
Safety Toe Footwear		0		\$ -		
Steel Toe Hip Boots		2		\$ 50.00	\$ 100	\$ 100
Uniform Allowance		45	11	\$ 570.00	\$ 31,920	\$ 31,920
Waders		3		\$ 110.00	\$ 330	\$ 330
Winter Work Gloves (doz)		12		\$ 43.00	\$ 516	\$ 516
Work Gloves - 3 Pair/EE		11	1	\$ 38.50	\$ 462	\$ 462
Parks & Recreation	5			\$ 350.00	\$ 1,400	\$ 1,400
					\$ 39,939	\$ 39,939

Line Item Narrative

Sick Leave Incentive: In order to reduce sick leave usage, the city provides employees one vacation day for every three consecutive months without using sick leave. EE may take the vacation day or credit the monetary amount to their Wellness Account. The budget assumes that one fifth of the 47 employees will earn 4 days per year and 1/3 of them will convert the cash value to their wellness accounts. These incentives are included in the current Teamsters Collective Bargaining Agreement.

Uniform Allowance: Uniforms and protective gear are provided in accordance with the collective bargaining agreement. This account includes funding for the uniform allowance, plus rain suits, rain coats, safety boots, waders, neoprene snorkel gloves, prescription safety glasses, work gloves (etc.)



City of Auburn Public Services

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Safety Compliance	Total	9,586	9,586	9,586
OT - Regular	Total	18,568	21,340	21,340

Estimated Detail of Safety Compliance

Actual expenses may vary according to changing circumstances

Safety Compliance	Pre-Employment	Annual Physical Co-Pay	Cost	Manager Proposed	Council Adopted
Public Services Personnel	7		\$ 210	\$ 1,470	\$ 1,470
Hepatitis/Titre test	9		\$ 249	\$ 2,241	\$ 2,241
Hearing Conv. Yearly	65		\$ 35	\$ 2,275	\$ 2,275
Respiratory Fit-Tests	50		\$ 72	\$ 3,600	\$ 3,600
				\$ 9,586	\$ 9,586

Estimated Detail of OT - Regular

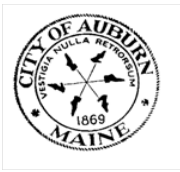
Actual expenses may vary according to changing circumstances

OT - Regular	OT Hours	Rate	Manager Proposed	Council Adopted
Emergency Call-ins Supervisor	410	\$ 34.66	\$ 14,209	\$ 14,209
Emergency Call-ins Crew	100	\$ 25.11	\$ 2,511	\$ 2,511
Elections	30	\$ 25.11	\$ 753	\$ 753
Special Events	48	\$ 25.11	\$ 1,205	\$ 1,205
Traffic Control Pavement Markings	10	\$ 25.11	\$ 251	\$ 251
Alternative Sentencing	96	\$ 25.11	\$ 2,411	\$ 2,411
			\$ 21,340	\$ 21,340

Line Item Narrative

Physicals: This account funds pre-employment physicals, Hepatitis testing, Hearing Tests, respiratory fit tests, and disability assessments.

Public Services OT - Regular: This account funds call-outs for weather related emergencies; sink holes, trees down etc. It also includes setting up and taking down voting booths for elections,(when required) , city special events and scheduled alternative sentencing at the Hasty Community Center. The increase is due to more accurate reflection of hours of emergency call in.



City of Auburn Public Services

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
OT - Winter Road Maintenance	Total	178,877	181,790	181,790
OT - Fleet Services	Total	1,600	1,000	1,000
OT - Sand Removal	Total	2,937	1,409	1,409

Estimated Detail of OT - Winter Road Maintena

Actual expenses may vary according to changing circumstances

OT - Winter Road Maintenance		Manager Proposed	Council Adopted
Winter Road Maintenance		\$ 181,790	\$ 181,790
		\$ 181,790	\$ 181,790

Estimated Detail of OT - Fleet Services

Actual expenses may vary according to changing circumstances

OT - Fleet Services		Manager Proposed	Council Adopted
		\$ 1,000	\$ 1,000
		\$ 1,000	\$ 1,000

Estimated Detail of OT - Sand Removal

Actual expenses may vary according to changing circumstances

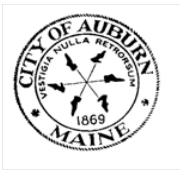
OT - Sand Removal	Avg OT Rate	Hours	Manager Proposed	Council Adopted
	28.17	50	\$ 1,409	\$ 1,409
			\$ 1,409	\$ 1,409

Line Item Narrative

Winter Road Maintenance: This account funds overtime for snow plowing, sanding and snow removal. This account is used for plowing snow in emergency parking areas, downtown sidewalks, the fire and police stations, the community center, public outdoor skating rinks, Auburn Hall, the Auburn Public Library. Historically this funds an average of 20 storms per year.

Overtime - Fleet Services: Overtime occurs periodically throughout the year as needed to keep the City fleet operational.

Overtime - Sand Removal: Overtime is incurred while removing winter sand accumulations within the urban areas. As a requirement of federal mandates, municipalities are required to develop and implement a program to sweep all publicly accepted paved streets and parking areas at least once a year as soon as possible after snowmelt. The goal is to do this in as little time as possible so spring rains will not wash the sand into the storm water systems. This practice will also allow for earlier road maintenance. Sand removal begins in the Spring as soon as possible, typically around April 15th.



City of Auburn Public Services

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
PS - General	Total	93,492	123,002	123,002

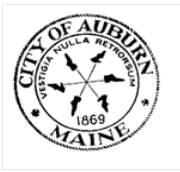
Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

PS - General	Manager Proposed	Council Adopted
Consumable Supplies	\$ 300	\$ 300
Contractual Ledge Blasting	\$ -	\$ -
Dig Safe Notifications	\$ 1,800	\$ 1,800
Equipment Rental (Replacement)	\$ 2,500	\$ 2,500
Equipment Rental (Specialty)	\$ 2,500	\$ 2,500
Fire Extinguisher Maintenance	\$ 1,436	\$ 1,436
Fuel Tank Annual Inspections	\$ 200	\$ 200
GPS Contract Fee	\$ 24,000	\$ 24,000
Hazardous Chemicals/Reg. Inventory Fees	\$ 100	\$ 100
Hazardous Material Registration Fees (every 3 years \$150)	\$ -	\$ -
Herbicide Application Program	\$ 20,425	\$ 20,425
Janitorial Services	\$ 10,000	\$ 10,000
Lease of Land for Materials Storage, Snow Dump, Laydown Area	\$ 6,000	\$ 6,000
Maine DEP Tank Registration Fees	\$ -	\$ -
Contracted Cemetery Mowing	\$ 50,000	\$ 50,000
Motor Vehicle Inspection Stickers	\$ 600	\$ 600
Sprinkler System Testing	\$ 470	\$ 470
Weather Forcasting service		
Timetrack System Annual Fee	\$ 775	\$ 775
Video of Combined Stormwater and Sanitary Sewer Lines	\$ -	\$ -
Water filtration unit	\$ 396	\$ 396
Wrecker Services (towing)	\$ 1,500	\$ 1,500
	\$ 123,002	\$ 123,002

Line Item Narrative

Purchased Services - General : The GPS line item has been increased to account for the addition of 20 pieces of rolling stock as well as a new contract. In addition, there is an increase in contracted cemetery mowing.



City of Auburn Public Services

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
PS - Snow Removal	Total	8,000	8,000	8,000
PS - Tree Removal	Total	8,800	8,875	8,875

Estimated Detail of PS - Snow Removal

Actual expenses may vary according to changing circumstances

PS - Snow Removal	Manager Proposed	Council Adopted
Intermittent--Bulldozer Rental	\$ 8,000	\$ 8,000
Snow Equipment Rental As Needed (truck & loader)		
	\$ 8,000	\$ 8,000

Estimated Detail of PS - Tree Removal

Actual expenses may vary according to changing circumstances

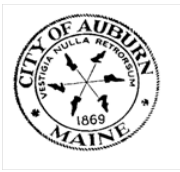
PS - Tree Removal	Stumps (inches)	Occurrence	Cost	Manager Proposed	Council Adopted
Crane Rental				\$ 1,000	\$ 1,000
Stump Chipping (140 inches @ \$3 per inch)	125	30	\$ 3.00	\$ 375	\$ 375
Tree plantings / Replacement		25	\$ 300.00	\$ 7,500	\$ 7,500
				\$ 8,875	\$ 8,875

Line Item Narrative

Purchased Services - Snow Removal: This account funds the rental of a bulldozer for pushing snow during snow removal operations. During extreme winters it also funds the hiring of contracted trucks and operators to supplement Public Services snow removal operations.

Purchased Services - Tree Removal: This account funds the rental of a private bucket truck for tree removals in and around inaccessible areas as needed and to provide contracted stump chipping. Remaining funds are also used to cover the costs of replacing trees or landscaping.

The tree planting program needs to be increased. Urban forest renewal programs are designed throughout the country to replace each tree removed w/a newly planted tree



City of Auburn Public Services

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
PS - Centerline Striping	Total	112,376	120,267	120,267

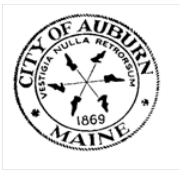
Estimated Detail of PS - Centerline Striping

Actual expenses may vary according to changing circumstances

PS - Centerline Striping	Quantity	Linear Feet	Cost	Manager Proposed	Council Adopted
<u>Part I - Fall 2016 Program</u>					
Double Yellow Centerline		70,000	\$ 0.0750	\$ 5,250	\$ 5,250
White & Yellow Edge and lane lines		10,000	\$ 0.0417	\$ 417	\$ 417
White Lane Lines		30,000	\$ 0.0417	\$ 1,251	\$ 1,251
Striping Paving Projects		6,000	\$ 0.0417	\$ 250	\$ 250
				\$ 7,168	\$ 7,168
<u>Part II - Spring 2017 Program</u>					
Double Yellow Centerline		480,000	\$ 0.0750	\$ 36,000	\$ 36,000
White & Yellow Edge and lane lines		338,000	\$ 0.0417	\$ 14,095	\$ 14,095
White Lane Lines		103,000	\$ 0.0417	\$ 4,295	\$ 4,295
				\$ 54,390	\$ 54,390
Crosswalks Piano Keys	5170		\$ 6.8300	\$ 35,311	\$ 35,311
Stop Bars (12")		4,950	\$ 0.7100	\$ 3,515	\$ 3,515
Arrows (single)	850		\$ 10.5000	\$ 8,925	\$ 8,925
Arrows (double)	225		\$ 15.7500	\$ 3,544	\$ 3,544
RR Crossing Symbol	20		\$ 78.7500	\$ 1,575	\$ 1,575
Handicap Parking	20		\$ 26.2500	\$ 525	\$ 525
Parking Stall Lines		20,000	\$ 0.1600	\$ 3,200	\$ 3,200
Bike Lane	60		\$ 26.2500	\$ 1,575	\$ 1,575
Gore Painting		1,500	\$ 0.3600	\$ 540	\$ 540
				\$ 58,709	\$ 58,709
TOTAL				\$ 120,267	\$ 120,267

Line Item Narrative

Purchased Services - Centerline Striping: This account funds contractual services for painting traffic control markings (double yellow center lines, white lane lines, white and yellow edge lines and bicycle lane lines, crosswalks, stop bars and arrows). Pavement marking is considered to be one of the least expensive and most effective means of conveying certain traffic regulations, warnings, and guidance to motorists. They are most beneficial along rural roadways, at night and during inclement weather. This program consists of two phases: In the fall, portions of the arterials are re-striped for greater visibility and any designated streets that have been recently resurfaced are re-marked; the second phase, which is the major part of the striping of all designated arterial and collector roadways serving important transportation routes. This is an account directly influenced by the price of oil. Contractual service for road striping crosswalk and other traffic control markings. This includes two



City of Auburn Public Services

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Reports, Printing, & Binding	Total	2,155	2,200	2,200
Office Supplies	Total	4,360	3,300	3,300

Estimated Detail of Reports, Printing, & Bindin

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Reports, Printing, & Binding	\$ 2,200	\$ 2,200
Reports, Printing, & Binding	\$ 2,200	\$ 2,200

Estimated Detail of Office Supplies

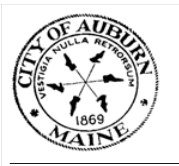
Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Office Supplies		
General Office Supplies	\$ 1,500	\$ 1,500
Printer Ink	\$ 500	\$ 500
Plotter Paper (36X500)	\$ 100	\$ 100
Plotter Paper (24X500)	\$ 100	\$ 100
Ink Cartridges	\$ 650	\$ 650
Print Heads	\$ 250	\$ 250
Toner	\$ 200	\$ 200
	\$ 3,300	\$ 3,300

Line Item Narrative

Reports, Printing & Binding: This account funds the printing costs of items which cannot be done in-house, envelopes (due to large volumes of mailings during construction season). There can be as many as 1,500 notices. Will need to print door hangers, flyers, and information handouts for Spring and Summer programs. Informational brochures for recycling changes.

Office Supplies: This account funds miscellaneous supplies which are necessary for the office to operate. Increase due to moving engineering printer supplies from operating supplies other.



City of Auburn Public Services

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Other Sup - Operating	Total	2,750	2,650	2,650
Other Sup - Maintenance	Total	30,216	30,619	30,619

Estimated Detail of Other Sup - Operating

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Other Sup - Operating		
12" asphalt cutting blades	\$ 1,200	\$ 1,200
14" asphalt cutting blades	\$ 700	\$ 700
Concrete cutting blades @ \$200	\$ 400	\$ 400
Misc Surveying Supplies, Batteries and Field Books	\$ 350	\$ 350
	\$ 2,650	\$ 2,650

Estimated Detail of Other Sup - Maintenance

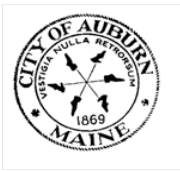
Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Other Sup - Maintenance		
Field Operating Supplies	\$ 3,500	\$ 3,500
Facility Operating Supplies	\$ 4,800	\$ 4,800
Holiday Lights and Decorations	\$ 3,000	\$ 3,000
Solvents/Paint/Fluids	\$ 3,439	\$ 3,439
Hardware/Fasteners	\$ 8,067	\$ 8,067
Facility Operating Supplies	\$ 2,521	\$ 2,521
Vehicle Supplies	\$ 3,439	\$ 3,439
Mower Blades	\$ 710	\$ 710
Power Broom Brushes & Belts	\$ 843	\$ 843
Trash Barrels	\$ 300	\$ 300
	\$ 30,619	\$ 30,619

Line Item Narrative

Other Supplies - Operating: This account funds small tools primarily used for vehicle and building maintenance.

Other Supplies - Maintenance: This account funds non-vehicle supplies necessary for Highway, Parks and Fleet Services maintenance. Examples include fasteners, hoses, maintenance supplies for equipment and crews.



City of Auburn Public Services

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Other Sup - Parks/Open Spaces	Total	18,750	18,750	18,750
Other Supplies - Welding	Total	12,300	12,300	12,300

Estimated Detail of Other Sup - Parks/Open Sp

Actual expenses may vary according to changing circumstances

Other Sup - Parks/Open Spaces		Manager Proposed	Council Adopted
Cemetery Maintenance Supplies			
Bark Mulch		\$ 2,100	\$ 2,100
Field Supplies		\$ 1,550	\$ 1,550
Loam		\$ 1,500	\$ 1,500
Paint & Grafitti Remover		\$ 1,100	\$ 1,100
Plants, Fertilizer & Peat Moss		\$ 5,000	\$ 5,000
Playground Equipment Repair		\$ 3,000	\$ 3,000
Playground Mulch		\$ 4,500	\$ 4,500
Bleacher Repair/Replacement			
Planters			
		\$ 18,750	\$ 18,750

Estimated Detail of Other Supplies - Welding

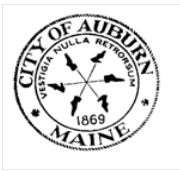
Actual expenses may vary according to changing circumstances

Other Supplies - Welding		Manager Proposed	Council Adopted
All welding supplies		\$ 12,300	\$ 12,300
		\$ 12,300	\$ 12,300

Line Item Narrative

Other Supplies - Maintenance: This account funds non-vehicle supplies necessary Parks maintenance.

Other Supplies - Welding: This account funds operational supplies that are used by the Fleet Welding shop. Items typically include steel, welding rods, oxygen/acetylene, etc.



City of Auburn Public Services

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Other Sup - Traffic Paint	Total	5,163	2,030	2,030
Other Sup - Sign Material	Total	27,014	27,014	27,014

Estimated Detail of Other Sup - Traffic Paint

Actual expenses may vary according to changing circumstances

Other Sup - Traffic Paint		Quantity	Paint Cost	Manager Proposed	Council Adopted
Green Sealant	Gallons	50	\$ 13.53	\$ 677	\$ 677
Glass Beads	Bags	0	\$ 20.35	\$ -	\$ -
Latex White Paint	Gallons	25	\$ 13.53	\$ 338	\$ 338
Latex Yellow Paint	Gallons	75	\$ 13.53	\$ 1,015	\$ 1,015
Miscellaneous Paint Supplies, etc.		0	\$ 500.00	\$ -	\$ -
				\$ 2,030	\$ 2,030

Estimated Detail of Other Sup - Sign Material

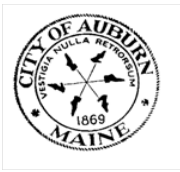
Actual expenses may vary according to changing circumstances

Other Sup - Sign Material	Manager Proposed	Council Adopted
Street Signs (In-house Fabrication)		
Aluminum Blanks	\$ 7,600	\$ 7,600
Channel Posts (3', 8', 10')	\$ 7,000	\$ 7,000
Vinyl Sheeting	\$ 1,000	\$ 1,000
Brackets and Hardware	\$ 3,874	\$ 3,874
Complete Signs (Purchased from Vendor)	\$ 5,740	\$ 5,740
Folding Signs and Barricades	\$ -	\$ -
Lumber	\$ 1,000	\$ 1,000
Paint, Misc. Supplies, Barricade Tape	\$ 800	\$ 800
		\$ 27,014

Line Item Narrative

Other Supplies - Traffic Paint: This account funds materials used to produce traffic control markings such as parking stalls, parking garage, handicap stalls, traffic islands and lines to indicate catch basin locations, and also include materials for sealing traffic islands which do not have plantings. The majority of the paint program is contracted out

Other Supplies - Sign Material: This account funds materials used to produce street signs, miscellaneous signs, folding signs and barricades. This account reflects the need to systematically replace the inventory of signs which fade with age or are damaged. Specialty signs are also produced for other departments, i.e. Parks and Recreation, School, Airport and City events. Signs are cut from vinyl sheeting and rolled onto aluminum blanks. Inventory of sheeting and other materials used in the process will be built up over time. A change affecting this account during the next several years is a systematic Federally required upgrading of the street signs to 6" lettering.



City of Auburn Public Services

Fiscal Year 2017
Proposed 4.11.2016

Line Items	Last Year	Manager Proposed	Council Adopted
Other Sup - Pre-Mix Asphalt	Total	103,346	108,137
Other Sup - Culvert/Basin	Total	31,154	31,241

Estimated Detail of Other Sup - Pre-Mix Asphalt

Actual expenses may vary according to changing circumstances

	Tons	Square Yds	Cost / Unit	Manager Proposed	Council Adopted
Other Sup - Pre-Mix Asphalt					
Contracted Paving		2730	\$ 28.88	\$ 78,842	\$ 78,842
Summer use of hot mix asphalt	90		\$ 84.00	\$ 7,560	\$ 7,560
Winter pre-mix cold patch	180		\$ 120.75	\$ 21,735	\$ 21,735
				\$ 108,137	\$ 108,137

Estimated Detail of Other Sup - Culvert/Basin

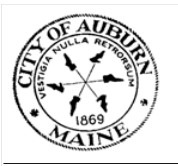
Actual expenses may vary according to changing circumstances

	Size	Quantity	Cost/Ft	Unit	Manager Proposed	Council Adopted
Other Sup - Culvert/Basin						
Aluminized Culverts	20'	12"	10	\$ 11.87	\$ 237.40	\$ 2,374
Plastic PVC Culverts	20'	15"	18	\$ 8.78	\$ 175.60	\$ 3,161
	20'	18"	16	\$ 13.28	\$ 265.60	\$ 4,250
	20'	24"	6	\$ 18.41	\$ 368.20	\$ 2,209
	20'	30"	4	\$ 31.56	\$ 631.20	\$ 2,525
	20'	36"	4	\$ 33.31	\$ 666.20	\$ 2,665
	20'	6"	4	\$ 44.87	\$ 897.40	\$ 3,590
Pipes/Underdrain	20'	8"	0	\$ 2.14	\$ 42.80	\$ -
	20'	10"	0	\$ 3.63	\$ 72.60	\$ -
	20'	12"	0	\$ -	\$ -	\$ -
Catch Basin Supplies					\$ -	\$ -
Brick & Cement					\$ 1,325	\$ 1,325
Frames		16	\$ 305.25		\$ 4,884	\$ 4,884
Miscellaneous						
Pre-Cast Basins					\$ 4,259	\$ 4,259
					\$ 31,241	\$ 31,241

Line Item Narrative

Other Supplies - Pre-Mix Asphalt: Asphalt patch material is used annually to repair potholes and deteriorated pavement along streets, roads and sidewalks, and to restore pavement following restoration activities. Amount reflects a 5% estimated price increase. Over the past 2 years we began contracting out trench paving from Public Services road repairs.

Other Supplies - Culvert & Basins: This account funds the cost of supplies maintenance and repair of drainage facilities (i.e., culverts, underdrains, catch basins, inlet structures, etc.). The escalation in cost during the past several years is due to several major factors: increased maintenance required along rural roads that were previously maintained by the State, efforts to reduce flood damage, increased concentration on deteriorated structures in areas to receive new pavement, escalating cost of steel and metallic rust inhibiting coatings, fewer companies with casting capabilities. To increase system capacity, movement toward installing precast catch basins, replacement of grates and frames with bicycle friendly ones and a change in State law requiring



City of Auburn Public Services

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Other Sup - Bridge/Fence	Total	500	1,000	1,000
Other Sup - Loam/Seed	Total	9,999	10,000	10,000

Estimated Detail of Other Sup - Bridge/Fence

Actual expenses may vary according to changing circumstances

Other Sup - Bridge/Fence	Manager Proposed	Council Adopted
Mail box repair, Lumber, Materials, Fence Repair, etc.	\$ 1,000	\$ 1,000
Used Terminal Guardrail Ends		
Snow Fence Materials	\$ -	\$ -
	\$ 1,000	\$ 1,000

Estimated Detail of Other Sup - Loam/Seed

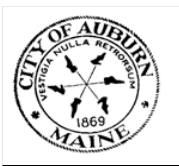
Actual expenses may vary according to changing circumstances

Other Sup - Loam/Seed	Quantity	Cost	Manager Proposed	Council Adopted
Conservation Mix	25	\$ 80.58	\$ 2,015	\$ 2,015
Construction Fabric	4	\$ 457.00	\$ 1,828	\$ 1,828
Excelsior	25	\$ 35.00	\$ 875	\$ 875
Fertilizer	24	\$ 8.65	\$ 208	\$ 208
Hay Bales	500	\$ 3.50	\$ 1,750	\$ 1,750
Lime	20	\$ 1.25	\$ 25	\$ 25
Loam	28	\$ 15.00	\$ 420	\$ 420
Non Woven Construction Fabric (140N)	2	\$ 400.00	\$ 800	\$ 800
Park Athletic Mix	10	\$ 109.00	\$ 1,090	\$ 1,090
Siltation Control Fence	20	\$ 20.00	\$ 400	\$ 400
Sludge Compost	100	\$ 3.00	\$ 300	\$ 300
Staples (Box)	4	\$ 72.31	\$ 289	\$ 289
			\$ 10,000	\$ 10,000

Line Item Narrative

Other Supplies - Bridge & Fence: This account is used to purchase materials for repairs to snow fences, bridges, guardrails, fence, steps, temporary mailbox supports, etc., which have deteriorated from age or have been damaged by snow removal activities. Increase reflects more accurate amounts needed in this accounts.

Other Supplies - Loam & Seed: The Department uses loam to stabilize and finish maintenance projects and to repair winter snowplow damages as required. Greater emphasis has been placed on erosion control methods for all roadside ditching and construction projects, especially in proximity to water resources, due to Environmental requirements.



City of Auburn Public Services

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Other Sup - Calcium Chloride	Total	45,705	30,367	30,367
Other Sup - Road Salt	Total	234,629	256,819	256,819

Estimated Detail of Other Sup - Calcium Chloride

Actual expenses may vary according to changing circumstances

Other Sup - Calcium Chloride	Storms	Gallons / Storm	Gallons / Season	Cost	Manager Proposed	Council Adopted
Liquid Calcium						
Winter Use (Pre-wet Rock Salt)	24	600	14,400	\$ 1.60	\$ 23,040	\$ 23,040
Summer Use (Dust Control-Gravel Roads)			4,500	\$ 1.60	\$ 7,200	\$ 7,200
Flake Calcium(thawing drainage structures)			10	\$ 12.72	\$ 127	\$ 127
					\$ 30,367	\$ 30,367

Estimated Detail of Other Sup - Road Salt

Actual expenses may vary according to changing circumstances

Other Sup - Road Salt	FY14	FY15	FY16	FY17	Manager Proposed	Council Adopted
Price Per Ton (225/storm)	\$ 50.77	\$ 55.85	\$ 61.44	\$ 67.58	\$ 256,819	\$ 256,819
					\$ 256,819	\$ 256,819

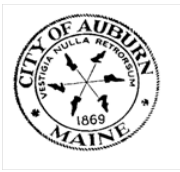
Line Item Narrative

Other Supplies - Calcium Chloride: Calcium chloride is used in conjunction with rock salt to keep roads clear of ice and snow and additionally for dust control on gravel roads. A calcium chloride and salt mixture works faster than salt alone and is more effective at lower temperatures (0-20 degrees F). The Department uses liquid calcium to wet the salt which has proven to be cost effective. Wetting salt with liquid calcium chloride increases melting capacity over a one hour period by an average of about 10% at 15 degrees F and about 25% at 5 degrees F. Expanded salt and calcium usage has enhanced overall productivity by reducing the need for winter sand clean-up, which runs about \$40 per cubic yard.

The reduction in this account is due to the fact that the Department is in the process of procuring a salt brine making unit which will be used to create salt brine. In the future salt brine will be used to replace liquid calcium, during most situations. Salt brine will be used in the same manner as liquid calcium but the cost of salt brine is estimated at around 20 cents per gallon as opposed to \$1.60 per gallon for liquid calcium.

The use of liquid calcium also provides responsive dust control along gravel roads.

Other Supplies - Road Salt: Road salt is the most commonly used chemical for snow melting and de-icing pavements. Greater amounts of salt are used on collector and arterial roads, on hills and at intersections in an effort to remove snow and ice and to increase travel safety. This request reflects a 10% increase, as recommended by the vendor which is consistent with increases in the last 2 years.



City of Auburn Public Services

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Other Sup - Safety Equipment	Total	17,177	16,381	16,381

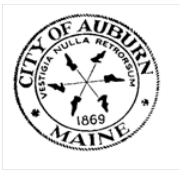
Estimated Detail of Other Sup - Safety Equipment

Actual expenses may vary according to changing circumstances

Other Sup - Safety Equipment	Quantity	Unit Cost	Manager Proposed	Council Adopted
Chaps (tree crew)	6	\$ 70.00	\$ 420	\$ 420
Ear Plugs and Protectors	100 Count	\$ 85.00	\$ 850	\$ 850
Ear Muffs	20	\$ 18.80	\$ 376	\$ 376
Fire Extinguishers	Small	\$ 45.00	\$ 450	\$ 450
Fire Extinguishers	Large	\$ 72.00	\$ 360	\$ 360
First Aid Kit Supplies	40	\$ 7.25	\$ 290	\$ 290
Fluorescent Vests - type II	60	\$ 15.00	\$ 900	\$ 900
Fluorescent Vests XX-LG	20	\$ 22.00	\$ 440	\$ 440
Forestry Helmets	6	\$ 56.00	\$ 336	\$ 336
Four Element Gas Detector, Confined Space Entry	3	\$ 200.00	\$ 600	\$ 600
Goggles & Face Shields	50	\$ 7.00	\$ 350	\$ 350
Hard Hat Liners	25	\$ 9.30	\$ 233	\$ 233
Hard Hats (with ratchet)	30	\$ 15.00	\$ 450	\$ 450
Insect Repellent - per dozen	6	\$ 77.00	\$ 462	\$ 462
Lanyard	2	\$ 80.00	\$ 160	\$ 160
Lifting Straps	4	\$ 35.00	\$ 140	\$ 140
Lock out tag out		\$ 500.00	\$ 500	\$ 500
Safety Glasses	Clear	\$ 27.90	\$ 112	\$ 112
Safety Glasses	Tinted	\$ 32.00	\$ 128	\$ 128
Safety Lines	1	\$ 150.00	\$ 150	\$ 150
Respiratory Masks	10	\$ 15.00	\$ 150	\$ 150
Traffic Cones	28"	\$ 17.05	\$ 8,525	\$ 8,525
			\$ 16,381	\$ 16,381

Line Item Narrative

Other Supplies - Safety Equipment: This account funds safety equipment required by OSHA, our insurance carrier, and other regulatory agencies to meet general safety practices and policies. Items purchased as necessary by the department include charges for the recharging of fire extinguishers, hard hats, traffic cones, respirators, chaps, hearing protectors, safety vests, signs etc.



City of Auburn Public Services

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Other Sup - Small Tools	Total	20,820	25,944	25,944

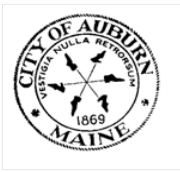
Estimated Detail of Other Sup - Small Tools

Actual expenses may vary according to changing circumstances

	Quantity	Unit Cost	Manager Proposed	Council Adopted
Other Sup - Small Tools				
Fleet Mechanic Specialty tool			\$ 9,600	\$ 9,600
Replacement Tools			\$ 10,624	\$ 10,624
			\$ 20,224	\$ 20,224
Engineering				
Small Hand Tools			\$ 500	\$ 500
			\$ 500	\$ 500
Parks			\$ -	\$ -
Back Pack Leaf Blowers	1	410	\$ 410	\$ 410
Power Broom	2	700	\$ 1,400	\$ 1,400
Truck mounted leaf blower	1	3410	\$ 3,410	\$ 3,410
			\$ 5,220	\$ 5,220
			\$ 25,944	\$ 25,944
		TOTAL		

Line Item Narrative

Other Supplies--Small Tools: This account funds the cost of small tools and equipment which are used by the various divisions within the Department .



City of Auburn Public Services

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Other Sup - Gravel	Total	78,466	83,234	83,234
Other Sup - MV Repair	Total	121,198	120,978	120,978

Estimated Detail of Other Sup - Gravel

Actual expenses may vary according to changing circumstances

Other Sup - Gravel	Quantity	C/Y	Quantity Tons	Cost	Manager Proposed	Council Adopted
1 1/2" road gravel	1,000			\$ 12.19	\$ 12,191	\$ 12,191
3/4" crushed gravel	400			\$ 12.39	\$ 4,956	\$ 4,956
4" road gravel	1,000			\$ 11.89	\$ 11,886	\$ 11,886
Crushed Ledge Riprap			250	\$ 19.72	\$ 4,930	\$ 4,930
Crushed Stone			200	\$ 20.88	\$ 4,177	\$ 4,177
PMRAP	4,500			\$ -	\$ -	\$ -
Winter Sand	7,000			\$ 6.24	\$ 43,680	\$ 43,680
Erosion Control Mix	100			\$ 14.14	\$ 1,414	\$ 1,414
					\$ 83,234	\$ 83,234

Estimated Detail of Other Sup - MV Repair

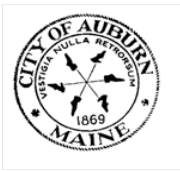
Actual expenses may vary according to changing circumstances

Other Sup - MV Repair	Light Duty	Heavy Duty	Manager Proposed	Council Adopted
Brake Systems	\$ 4,565	\$ 15,964	\$ 20,529	\$ 20,529
Charging Systems (Batteries, belts, starters, alternators)	\$ 1,634	\$ 5,793	\$ 7,427	\$ 7,427
Cooling Systems	\$ 2,217	\$ 7,861	\$ 10,078	\$ 10,078
Electrical	\$ 1,400	\$ 4,965	\$ 6,365	\$ 6,365
Engines	\$ 3,034	\$ 15,758	\$ 18,792	\$ 18,792
Exhaust Systems	\$ 1,050	\$ 3,724	\$ 4,774	\$ 4,774
Lights/Mirrors/Wipers	\$ 1,004	\$ 3,558	\$ 4,562	\$ 4,562
Preventative Maintenance	\$ 3,402	\$ 12,061	\$ 15,463	\$ 15,463
Suspension Systems	\$ 2,334	\$ 8,275	\$ 10,609	\$ 10,609
Transmissions	\$ 2,987	\$ 10,592	\$ 13,579	\$ 13,579
Engineering Vehicle Repairs	\$ 1,000	\$ -	\$ 1,000	\$ 1,000
Parks Vehicle Repairs	\$ 7,800	\$ -	\$ 7,800	\$ 7,800
	\$ 32,427	\$ 88,551	\$ 120,978	\$ 120,978

Line Item Narrative

Other Supplies--Gravel: This account includes winter sand as well as gravel, crushed stone and stone rip-rap used in road repairs and drainage projects. Reflects a projected 5% increase in unit pricing.

Other Supplies - Motor Vehicle Repair: This account funds the cost of materials and parts used in the repair of motor vehicles such as cars, pick-up trucks, dump trucks, forklift trucks and is performed by our fleet mechanics. More engine repairs are being done in house versus sending to outside vendors.



City of Auburn Public Services

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Other Sup - Equip Repairs	Total	69,440	69,930	69,930
MV Sup - Tires/Tube/Chain	Total	66,250	66,250	66,250

Estimated Detail of Other Sup - Equip Repairs

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Other Sup - Equip Repairs		
Brake Systems	\$ 7,874	\$ 7,874
Charging Systems (Batteries, belts, starters, alternators)	\$ 7,196	\$ 7,196
Cooling Systems	\$ 5,320	\$ 5,320
Electrical	\$ 1,639	\$ 1,639
Engines	\$ 3,170	\$ 3,170
Exhaust Systems	\$ 819	\$ 819
Lights/Mirrors/Wipers	\$ 1,103	\$ 1,103
Preventative Maintenance	\$ 8,834	\$ 8,834
Sweeping Consumables	\$ 18,490	\$ 18,490
Suspension Systems	\$ 7,888	\$ 7,888
Transmissions	\$ 3,097	\$ 3,097
Parks Equipment Repairs	\$ 4,500	\$ 4,500
	\$ 69,930	\$ 69,930

Estimated Detail of MV Sup - Tires/Tube/Chain

Actual expenses may vary according to changing circumstances

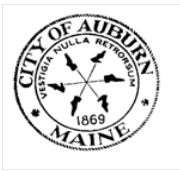
	Manager Proposed	Council Adopted
MV Sup - Tires/Tube/Chain		
Tires	\$ 55,250	\$ 55,250
Chains	\$ 11,000	\$ 11,000
	\$ 66,250	\$ 66,250

Line Item Narrative

PW Other Supplies - Equipment Repair: This account funds the cost of **in-house** repairs to construction equipment including: graders, excavators, back hoes, bull dozers, multi use tractors and front end loaders. Sweeping consumables consist of brooms, dust shoes, belts, sprockets, suction hoses for our sweeper trucks and vactor truck(basin cleaner).

Parks Repairs - Equipment: This account includes the cost of repairs to grounds maintenance and winter snow removal equipment.

Motor Vehicle Supplies - Tires, Tubes, & Chain: The Department has more than 324 tires mounted on vehicles at any one time. Although most of these are truck tires which can be replaced at a cost of \$145 to \$295 each, some of the common heavy equipment tires run \$350 to \$500, road grader tires at \$950 with the



City of Auburn Public Services

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
MV Sup - Gas & Oil	Total	289,833	202,254	202,254
MV Sup - Plow/Grader Blades	Total	36,632	34,383	34,383

Estimated Detail of MV Sup - Gas & Oil

Actual expenses may vary according to changing circumstances

MV Sup - Gas & Oil	Gallons	Cost / Unit	Manager Proposed	Council Adopted
Diesel	76,000	\$ 1.88	\$ 142,880	\$ 142,880
Diesel Delivery Charge	76,000	\$ 0.010	\$ 760	\$ 760
Fuel Additives			\$ 1,910	\$ 1,910
Grease, Oil and Lubricants			\$ 26,870	\$ 26,870
Propane For Patch Machine & Forklifts			\$ 2,000	\$ 2,000
Unleaded Gasoline	16,470	\$ 1.69	\$ 27,834	\$ 27,834
			\$ 202,254	\$ 202,254

Estimated Detail of MV Sup - Plow/Grader Blad

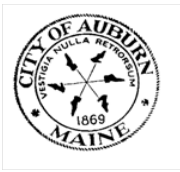
Actual expenses may vary according to changing circumstances

MV Sup - Plow/Grader Blades	Quantity	Cost	Manager Proposed	Council Adopted
2 Graders	6	\$ 669	\$ 4,014	\$ 4,014
8 Bucket Loaders	8	\$ 611	\$ 4,888	\$ 4,888
Plow Bolts			\$ 1,379	\$ 1,379
Replacement of blades on 21 trucks	18	\$ 1,339	\$ 24,102	\$ 24,102
			\$ 34,383	\$ 34,383

Line Item Narrative

Motor Vehicle Supplies - Gas & Oil: This account funds the purchase of motor vehicle gas and oil, and expenditures for heating fuel. The Department relies heavily on mechanized equipment which is energy intensive (i.e., grease, oil, diesel, gas). The consumption of diesel fuel is quite variable and increases with the amount of snow which must be plowed. The reduction is due to the drop in fuel prices.

Motor Vehicle Supplies - Plow & Grader Blades: This account funds the purchase of plow and grader blades, plus plow shoes, wing tips, nuts, bolts, plow points, etc. Blades provide a durable cutting edge that serves to protect the more valuable plow and buckets; and by using carbide blades, the blades do not wear out as fast as steel blades by a factor of 4.



City of Auburn Public Services

Fiscal Year 2017
Proposed 4.11.2016

Line Items	Last Year	Manager Proposed	Council Adopted
MV Sup - Other	Total	38,200	36,300
Utilities - Water/Sewer	Total	8,035	8,468

Estimated Detail of MV Sup - Other

Actual expenses may vary according to changing circumstances

MV Sup - Other	Manager Proposed	Council Adopted
Batteries	\$ 6,100	\$ 6,100
Filters	\$ 11,300	\$ 11,300
Belts & Hoses	\$ 1,850	\$ 1,850
Tune up Supplies	\$ 1,750	\$ 1,750
Lights, Bulbs, Electrical	\$ 6,900	\$ 6,900
Wipers, Mats, Misc.	\$ 4,500	\$ 4,500
Fluids, Lubricants, Etc.	\$ 3,900	\$ 3,900
	\$ 36,300	\$ 36,300

Estimated Detail of Utilities - Water/Sewer

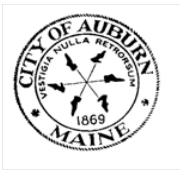
Actual expenses may vary according to changing circumstances

Utilities - Water/Sewer	Per Period	Periods	Total	Increase	Manager Proposed	Council Adopted
Hydrant Meter	\$ 271	1	\$ 271	0.0%	\$ 271	\$ 271
Sewer	\$ 191	12	\$ 2,292	15.0%	\$ 2,636	\$ 2,636
Sprinkler	\$ 148	12	\$ 1,776	0.0%	\$ 1,776	\$ 1,776
Water	\$ 78	12	\$ 936	10.0%	\$ 1,030	\$ 1,030
					\$ 5,712	\$ 5,712
			<i>Water & Sewer</i>	<i>Increase</i>		
Parks			\$ 498	0.0%	\$ 498	\$ 498
Oak Hill Cemetery			\$ 2,258	0.0%	\$ 2,258	\$ 2,258
Parks Garage					\$ 2,756	\$ 2,756
					\$ 8,468	\$ 8,468

Line Item Narrative

Motor Vehicle Supplies - Other: Motor Vehicle Supplies - Other: This account includes all other supplies such as batteries, plugs, filters, lights, automotive wire, belts and hoses. These supplies are used to maintain our fleet of over 100 motor vehicles and pieces of equipment. Performing preventative maintenance helps to stabilize repair costs. Improved inventory control procedures and increased tracking through work order system contributed to reduction in this line item. Combined amounts from PW, Parks and Engineering. We have changed from 3000 mile Pm to 5000 mile Preventative maintenance using synthetic oil, this will allow us to use less filters.

Utilities - Water & Sewer: This account funds water and sewer expenses at the Highway Garage and Parks & Recreation facilities. This includes domestic water and sewer service, a sprinkler charge and a hydrant fee. There is a 15% increase in



City of Auburn Public Services

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Comm - Telephone	Total	7,740	8,568	8,568
Utilities - Electricity	Total	42,761	30,000	30,000

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

Comm - Telephone	Quantity	Cost/Month	Manager Proposed	Council Adopted
Public Works				
Cell Phones and usage	9	\$ 62	\$ 6,696	\$ 6,696
			\$ 6,696	\$ 6,696
Engineering				
Cell Phones and usage	3	\$ 52	\$ 1,872	\$ 1,872
			\$ 8,568	\$ 8,568

Estimated Detail of Utilities - Electricity

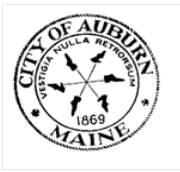
Actual expenses may vary according to changing circumstances

Utilities - Electricity	Manager Proposed	Council Adopted
Public Works Facilities	\$ 30,000	\$ 30,000
	\$ 30,000	\$ 30,000

Line Item Narrative

Communication - Telephone: This account funds the telephone lines, fax lines, cellular phones.

The decrease in this account reflects upgrading lighting at the PW facility to high efficiency lights and motion sensors.



City of Auburn Public Services

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Utilities - Heating Fuel	Total	43,385	35,784	35,784
Repairs - Buildings	Total	18,500	18,500	18,500

Estimated Detail of Utilities - Heating Fuel

Actual expenses may vary according to changing circumstances

	Units	Cost/Unit	Manager Proposed	Council Adopted
Utilities - Heating Fuel				
Natural Gas - PW Garage	24,000	\$ 1.42	\$ 34,080	\$ 34,080
Natural Gas-Parks Garage	1,200	\$ 1.42	\$ 1,704	\$ 1,704
			\$ 35,784	\$ 35,784

Estimated Detail of Repairs - Buildings

Actual expenses may vary according to changing circumstances

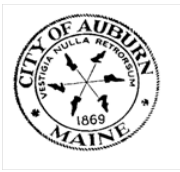
	Manager Proposed	Council Adopted
Repairs - Buildings		
Boilers, Piping, Overhead Heaters	\$ 4,000	\$ 4,000
Compressor	\$ 1,000	\$ 1,000
Construction Materials (Wood, Steel, Masonry blocks)	\$ 2,500	\$ 2,500
Electrical Supplies	\$ 1,500	\$ 1,500
Generator	\$ 500	\$ 500
HVAC Unit, Exhaust Fans	\$ 1,000	\$ 1,000
Overhead Cranes	\$ 1,000	\$ 1,000
Overhead Doors	\$ 5,000	\$ 5,000
Pressure Washer	\$ 500	\$ 500
Roof	\$ 1,000	\$ 1,000
Windows, Doors	\$ 500	\$ 500
	\$ 18,500	\$ 18,500

Line Item Narrative

This account funds the cost of heating the Public services facility along with the parks maintenance garage. These facilities were converted to natural gas in the last 2 years and the decrease more accurately represents the actual experienced savings.

Repairs - Building: This account funds preventative maintenance as well as unexpected problems. With an aging building costs to repair doors, HVAC system, Boilers and heating system we must increase account to be able to keep up with repairs.

P&R repairs to buildings, i.e. broken windows, broken doors, vandalism repairs, restroom repairs,



City of Auburn Public Services

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Repairs - Vehicles	Total	29,500	29,500	29,500
Repairs - Equipment	Total	19,260	19,260	19,260

Estimated Detail of Repairs - Vehicles

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Repairs - Vehicles		
Alignments	\$ 550	\$ 550
Alternators	\$ 500	\$ 500
Glass Replacement	\$ 2,600	\$ 2,600
Hydraulic Systems (Cylinders/Pumps/Motors)	\$ 5,000	\$ 5,000
Radiators	\$ 5,000	\$ 5,000
Re-build Motors/Transmissions	\$ 12,000	\$ 12,000
Body Work	\$ 3,000	\$ 3,000
Starters	\$ 600	\$ 600
Engineering Vehicles	\$ 250	\$ 250
	\$ 29,500	\$ 29,500

Estimated Detail of Repairs - Equipment

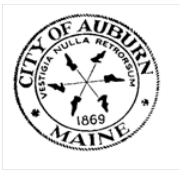
Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Repairs - Equipment		
Chain Saws	\$ 400	\$ 400
Pumps	\$ 1,500	\$ 1,500
Heavy Duty Construction Equipment	\$ 12,110	\$ 12,110
Specialty Repairs	\$ 2,500	\$ 2,500
Survey Equipment	\$ 1,250	\$ 1,250
Machine Shop Work	\$ 1,500	\$ 1,500
	\$ 19,260	\$ 19,260

Line Item Narrative

Repairs - Vehicle: This account funds those repairs that are contracted out. These services have to be contracted out due to the sophistication of vehicles and the tools/equipment needed to diagnose and repair. Typically your larger repair parts run higher than most others due to the steel content in the make up of the part.

Repairs - Equipment: This account funds those repairs that are contracted out. The work includes repairs to the following: chainsaws, pumps, heavy duty construction equipment - repairs requiring specialty tools, survey equipment, machine shop work, plan copier, etc This account is historically high because of the private machine shop work which is required for some of the older pieces of



City of Auburn Public Services

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Repairs - Radio Equipment	Total	2,500	2,500	2,500

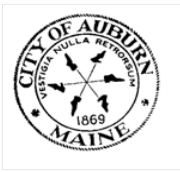
Estimated Detail of Repairs - Radio Equipment

Actual expenses may vary according to changing circumstances

Repairs - Radio Equipment See Below.	Manager Proposed	Council Adopted
	\$ 2,500	\$ 2,500
	\$ 2,500	\$ 2,500

Line Item Narrative

Repairs - Radio Equipment: This account funds the repairs and modifications to the radio system used by the Public Works Department to dispatch and communicate with the fleet. The department uses 64 mobile and 5 portables to coordinate maintenance activities and to report emergency situations.



City of Auburn Public Services

Fiscal Year 2017
Proposed 4.11.2016

Line Items	Last Year	Manager Proposed	Council Adopted
Training & Tuition	Total	16,065	16,065

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

Training & Tuition	<i>Personnel</i>	<i>Cost</i>	Manager Proposed	Council Adopted
Administrative Staff Training	2	\$ 500	\$ 1,000	\$ 1,000
APWA Supervisor Training/Program	4	\$ 250	\$ 1,000	\$ 1,000
Arborist Training	2	\$ 750	\$ 1,500	\$ 1,500
BOL 30 Hour Const. Safety Course	2	\$ 250	\$ 500	\$ 500
CDL Defensive Driving - Me. Motor Transport	10	\$ 25	\$ 250	\$ 250
Chainsaw Training	10	\$ 15	\$ 150	\$ 150
Continuing Education Classes	2	\$ 125	\$ 250	\$ 250
Cutting Torch Safety	12	\$ 20	\$ 240	\$ 240
Heavy Duty Brake School (Air)	1	\$ 405	\$ 405	\$ 405
MDOT - Grader Training	2	\$ 125	\$ 250	\$ 250
MDOT - Local Road Program	60	\$ 25	\$ 1,500	\$ 1,500
MMA Meetings/ Seminars	2	\$ 85	\$ 170	\$ 170
Municipal Leadership	2	\$ 500	\$ 1,000	\$ 1,000
Vendor Sponsored Equipment Mechanics	2	\$ 100	\$ 200	\$ 200
Welder Training	0	\$ 500	\$ -	\$ -
Professional Development	2	\$ 1,800	\$ 3,600	\$ 3,600
			\$ 12,015	\$ 12,015
Engineering				
Employee Continuing Education Licenses			\$ 2,500	\$ 2,500
Maine Municipal Association			\$ 200	\$ 200
Maine Nonpoint Source Training			\$ 350	\$ 350
MDOT Local Road			\$ 250	\$ 250
Paving Inspector NETTCP			\$ 600	\$ 600
Road Maintenance, Paving, Supervisory Practices			\$ 150	\$ 150
			\$ 4,050	\$ 4,050
			\$ 16,065	\$ 16,065

Line Item Narrative

Training & Tuition: This account funds registration fees for seminars and classes including: road maintenance, welding, hydraulics, first aid, bloodborne pathogens, paving, supervisory practices, construction safety, performance evaluation, masonry, environmental regulations, Geographic Information System (GIS), and snow and ice removal. This account reflects our department goal to provide training to employees in order to receive peak output from them, and insure that they will accomplish work that is assigned to them.



City of Auburn Public Services

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Comm - Postage	Total	400	400	400
Travel-Mileage	Total	500	500	500
Travel-Seminar Costs	Total	500	500	500

Estimated Detail of Comm - Postage

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Comm - Postage		
Public Works	\$ 400	\$ 400
	\$ 400	\$ 400

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Travel-Mileage		
Public Works & Parks	\$ 350	\$ 350
Engineering	\$ 150	\$ 150
	\$ 500	\$ 500

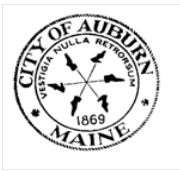
Estimated Detail of Travel-Seminar Costs

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Travel-Seminar Costs		
Public Services	\$ 500	\$ 500
	\$ 500	\$ 500

Line Item Narrative

Communication - Postage: This account is for postage and stamps.
Travel-Mileage: Account used for compensating employees for use of their personal vehicles, while conducting City business.
Travel & Seminar Costs: This account funds conference meeting and seminar costs. Most notably the attendance of the APWA-MMA semi annual conferences.



City of Auburn Public Services

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Dues & Subscriptions	Total	5,934	5,934	5,934

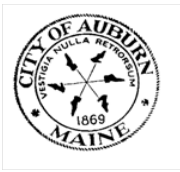
Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

Dues & Subscriptions		Manager Proposed	Council Adopted
Licenses:			
55 CDL's renewed each 6th year plus new drivers		\$ 306	\$ 306
Annual Arborist License (Mike, Jim, Rick, Bill)		\$ 165	\$ 165
Memberships:			
APWA		\$ 492	\$ 492
ASCE		\$ 215	\$ 215
Maine Arborist		\$ 90	\$ 90
Maine Resource Recovery Association		\$ 40	\$ 40
Training, Reports, Periodicals:			
Misc. Training Manuals		\$ 75	\$ 75
Subscriptions:			
Diagnostic Software (Mitchel 1)		\$ 2,500	\$ 2,500
Tech Manuals - Specifications (Intermittent Purchases):			
Sign Manual		\$ 90	\$ 90
Uniform Traffic Control		\$ 100	\$ 100
Engineering:			
APWA Annual Dues		\$ 492	\$ 492
ASCE Annual Dues		\$ 430	\$ 430
CPESC Renewal		\$ 100	\$ 100
CPSWQ		\$ 100	\$ 100
MSLS Annual Dues		\$ 220	\$ 220
PE Bi-Annual License Renewal		\$ 160	\$ 160
PLS Bi-Annual License Renewal		\$ 275	\$ 275
CDL		\$ 34	\$ 34
Parks			
Maine Cemetery Assoc.		\$ 25	\$ 25
New England Park Assoc.		\$ 25	\$ 25
		\$ 5,934	\$ 5,934

Line Item Narrative

Dues & Subscriptions: This account pays for subscriptions, annual professional fees, and dues for professional associations. Memberships include: Arborist licenses, APWA, ASCE and various technical periodicals and newsletters. This account also funds the costs of the Commercial Drivers License (CDL) reimbursement. Mitchel 1 is an online diagnostic software that provides the most up to date information in the industry.



City of Auburn Public Services

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Leachate Hauling	Total	69,994	53,911	53,911
Crack Sealing	Total	10,000	20,000	20,000
Guardrail Replacement	Total	10,000	10,000	10,000

Estimated Detail of Leachate Hauling

Actual expenses may vary according to changing circumstances

	Quantity	Cost	Manager Proposed	Council Adopted
Leachate Hauling				
Hauling Fee	3,000,000	\$0.011000	\$ 23,000	\$ 23,000
Weighing Fee	820	\$10.50	\$ 8,610	\$ 8,610
Disposal per 100 CF	4,011	\$2.19	\$ 8,801	\$ 8,801
Leachate Collection System Cleaning			\$ 13,500	\$ 13,500
			\$ 53,911	\$ 53,911

Estimated Detail of Crack Sealing

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Crack Sealing	\$ 20,000	\$ 20,000
	\$ 20,000	\$ 20,000

Estimated Detail of Guardrail Replacement

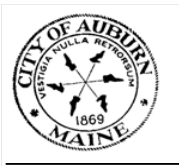
Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Guardrail Replacement	\$ 10,000	\$ 10,000
	\$ 10,000	\$ 10,000

Line Item Narrative

Leachate Hauling: This account funds a Department of Environmental Protection mandated cost to haul leachate from the closed ash landfill site, located near Exit 75, to a disposal location on Goldwaith Road. Other expenses result from the fee for weighing loads on the MMWAC scale, and from fees for disposal into the Auburn Sewerage District manhole. Contract is written and bid upon estimated 3,000,000 gallons pumped. Disposal per 100CF of Leachate pricing estimated to increase by 5%, from \$2.09 to \$2.19. Scale fees are based upon \$10.50 weighing fee. Costs reflect lower per unit hauling cost, per the latest bid but increased disposal cost.

Purchased Services - Crack Seal: Crack sealing increases the lifespan of asphalt pavement. Typically roads that were reconstructed 3 to 5 years ago are targeted for sealing.



City of Auburn Public Services

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
PS - Water Quality Monitoring	Total	22,000	22,000	22,000
PS - Recording Fee	Total	250	250	250
Traffic Calming-Mill St	Total	-	-	20,000

Estimated Detail of PS - Water Quality Monitoring

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
PS - Water Quality Monitoring	\$ 22,000	\$ 22,000
Water Quality Monitoring	\$ 22,000	\$ 22,000

Estimated Detail of PS - Recording Fee

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
PS - Recording Fee	\$ 250	\$ 250
	\$ 250	\$ 250

Estimated Detail of Traffic Calming-Mill St

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Traffic Calming-Mill St	\$ -	\$ 20,000
	\$ -	\$ 20,000

Line Item Narrative

Purchased Services - Water Quality Monitoring: This account funds State mandated water quality monitoring of the closed Ash landfill and Gracelawn Road area landfill: sampling, testing and reporting, plus maintenance of well caps and locks. There has been an increase in the lab and tech costs and updated monitoring plans for both landfills has been required by the Maine DEP.

Purchased Services - Recording Fee: This account funds the recording of deeds and plans at the County Registry. Expenditures reflect the number of deeds recorded for easements for street and sidewalk improvement projects.

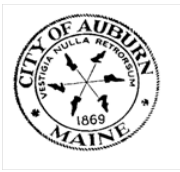


City of Auburn

Master List

Fiscal Year 2017
Adopted 6.20.2016

Account Title	FY 2015 Actual	FY 2016 Approved	FY 2017 Dept. Request	FY 2017 Manager Proposed	FY 2017 Council Adopted	Increase/ Decrease	%
Solid Waste							
Solid Waste Disposal	385,995	486,230	486,230	486,230	486,230	0	0%
Solid Waste Collection	445,169	441,048	445,459	445,459	445,459	4,411	1%
Advertising	0	0	1,000	1,000	1,000	1,000	0%
TOTAL	831,164	927,278	932,689	932,689	932,689	5,411	0.6%



City of Auburn Solid Waste

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Solid Waste Disposal	Total	486,230	486,230	486,230
Solid Waste Collection	Total	441,048	445,459	445,459
Advertising	Total	-	1,000	1,000

Estimated Detail of Solid Waste Disposal

Actual expenses may vary according to changing circumstances

	Quantity	Cost/Ton	Manager Proposed	Council Adopted
Solid Waste Disposal				
Auburn Curbside Waste Disposal (MMWAC)	7,500	41	\$ 307,500	\$ 307,500
Auburn Residential Drop-Off	600	41	\$ 24,600	\$ 24,600
Dead Animal Disposal			\$ 500	\$ 500
Dumpster Rental	12	215	\$ 2,580	\$ 2,580
Hazardous Waste Abatement			\$ 500	\$ 500
Household Hazardous Waste disposal program			\$ 9,000	\$ 9,000
Illicit Waste Removal	50	70	\$ 3,500	\$ 3,500
Leaves	200	41	\$ 8,200	\$ 8,200
Recycling Program			\$ 102,000	\$ 102,000
Rolloff Container (rental & transp.)			\$ 1,000	\$ 1,000
Spring Cleanup (50% funded)			\$ 25,000	\$ 25,000
Tires			\$ 1,500	\$ 1,500
Universal Waste Disposal			\$ 350	\$ 350
			\$ 486,230	\$ 486,230

Estimated Detail of Solid Waste Collection

Actual expenses may vary according to changing circumstances

	FY 16	Manager Proposed	Council Adopted
Solid Waste Collection			
Private Contract	441,048	\$ 445,459	\$ 445,459
		\$ 445,459	\$ 445,459

Estimated Detail of Auburn Residential Drop-

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Advertising	\$ 1,000	\$ 1,000

Line Item Narrative

Solid Waste Disposal: This account funds the costs of the City's solid waste disposal program. This year's program costs are based on the MMWAC tip fee of \$29 per ton for solid waste. Included in this year's budget request is HHW Program, wood chipping, hauling, Universal Waste disposal. Spring clean-up is not included. Leaf pick up is now included in the Solid Waste contract.

Solid Waste Collection: The amounts reflect the new solid waste contract. In year 1 the amount was \$399,568, in Year 2 the amount is \$409,557, Year 3 is \$419, 796, Year 4 is \$430,291, and year 5 is \$441,048.

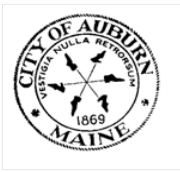


City of Auburn

Master List

Fiscal Year 2017
Adopted 6.20.2016

Account Title	FY 2015 Actual	FY 2016 Approved	FY 2017 Dept. Request	FY 2017 Manager Proposed	FY 2017 Council Adopted	Increase/ Decrease	%
<i>Water & Sewer</i>							
Catch Basin Maintenance	12,500	12,500	12,500	12,500	12,500	0	0%
Public Fire Protection Fund	586,513	586,513	586,513	586,513	586,513	0	0%
TOTAL	599,013	599,013	599,013	599,013	599,013	-	0.0%



City of Auburn Water & Sewer

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
Catch Basin Maintenance Fee	Total	12,500	12,500	12,500
Public Fire Protection Fee	Total	586,513	586,513	586,513

Estimated Detail of Catch Basin Maintenance Fee

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Catch Basin Maintenance Fee		
Paid to Auburn Water & Sewer District	\$ 12,500	\$ 12,500
	\$ 12,500	\$ 12,500

Estimated Detail of Public Fire Protection Fee

Actual expenses may vary according to changing circumstances

	Manager Proposed	Council Adopted
Public Fire Protection Fee		
Paid to Auburn Water & Sewer District	\$ 586,513	\$ 586,513
	\$ 586,513	\$ 586,513

Line Item Narrative

Catch Basin Maintenance Fee: The City's catch basins drain into the sanitary sewer. As we continue our stormwater separation projects, this fee should decrease. There are about 400 catch basins that are still connected.

Public Fire Protection Fee: This fee is paid to the Auburn Water & Sewer District for the water that is ready and available from the hydrants, for fire suppression.

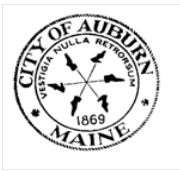


City of Auburn

Fiscal Year 2017
Adopted 6.20.2016

Master List

Account Title	FY 2015 Actual	FY 2016 Approved	FY 2017 Dept. Request	FY 2017 Manager Proposed	FY 2017 Council Adopted	Increase/ Decrease	%
County Tax							
County Tax	2,046,879	2,142,268	2,167,824	2,167,824	2,167,824	25,556	1%
TOTAL	2,046,879	2,142,268	2,167,824	2,167,824	2,167,824	25,556	1.2%



City of Auburn County Tax

Fiscal Year 2017
Proposed 4.11.2016

Line Items		Last Year	Manager Proposed	Council Adopted
County Tax	Total	2,142,268	2,167,824	2,167,824

Estimated Detail of County Tax

Actual expenses may vary according to changing circumstances

County Tax		Manager Proposed	Council Adopted
		\$ 2,167,824	\$ 2,167,824
		\$ 2,167,824	\$ 2,167,824

Line Item Narrative

County Tax:

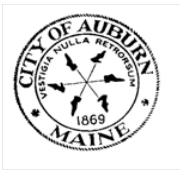


City of Auburn

Master List

Fiscal Year 2017
Adopted 6.20.2016

Account Title	FY 2015 Actual	FY 2016 Approved	FY 2017 Dept. Request	FY 2017 Manager Proposed	FY 2017 Council Adopted	Increase/ Decrease	%
<i>Tax Sharing</i>							
Tax Sharing	239,133	270,000	270,000	270,000	270,000	0	0%
TOTAL	239,133	270,000	270,000	270,000	270,000	-	0.0%
<i>Auburn-Lewiston Airport</i>							
Aub-Lew Airport	105,000	116,500	106,000	106,000	106,000	(10,500)	-9%
TOTAL	105,000	116,500	106,000	106,000	106,000	(10,500)	-9.0%
<i>LA Growth Council</i>							
LAEGC	0	0	0	0	0	0	0%
TOTAL	-	0	-	-	-	-	0.0%
<i>LA Transit Authority</i>							
Lew-Aub Transit	211,378	209,244	235,000	182,244	182,244	(27,000)	-13%
Auburn Only Transport:	0	0	-	-	-	0	0%
TOTAL	211,378	209,244	235,000	182,244	182,244	(27,000)	-12.9%
<i>LA 911</i>							
Lew-Aub 911	1,049,366	1,088,857	1,069,122	855,298	1,088,857	(233,559)	-21%
LA 911-Recorder	-	0				0	
LA 911-Reverse 911	0	0				0	0%
TOTAL	1,049,366	1,088,857	1,069,122	855,298	1,088,857	-	0.0%
<i>Community Little Theater</i>							
Community Little Theat	0	0	0	0	0	0	0%
TOTAL	-	0	-	-	-	-	0.0%
<i>Arts and Culture-Auburn</i>							
Arts & Culture Auburn	0	0	0	0	0	0	0%
TOTAL	-	0	-	-	-	-	0.0%



City of Auburn Intergovernmental

Fiscal Year 2017
Proposed 4.11.2016

Line Items	Last Year	Manager Proposed	Council Adopted
All Groups	Total	\$ 1,653,366	1,413,542

Estimated Detail of All Groups

Actual expenses may vary according to changing circumstances

All Intergovernmental Groups	<i>Last Year</i>	Manager Proposed	Council Adopted
Aub-Lew Airport	\$ 105,000	\$ 106,000	\$ 106,000
LAEGC (see Economic Development)			
Lew-Aub 911	\$ 1,069,122	\$ 855,298	\$ 1,088,857
Lew-Aub Transit	\$ 209,244	\$ 182,244	\$ 182,244
Tax Sharing	\$ 270,000	\$ 270,000	\$ 270,000
	\$ 1,653,366	\$ 1,413,542	\$ 1,647,101

Line Item Narrative

Intergovernmental: This account is a matter of Council Policy. Councilors and staff alike participate on these boards.



City of Auburn NSB Arena

Fiscal Year 2017
Proposed 4.11.2016

Projected Revenues and Expenses for FY17

Actual expenses may vary according to changing circumstances

Norway Savings Bank Arena

	Last Year	Dept. Request	Manager Proposed
Total Revenues	\$ 997,000	\$ 1,059,750	\$ 1,059,750
Total Expenses	\$ 1,188,850	\$ 1,199,256	\$ 1,199,256
Profit (Loss)	\$ (191,850)	\$ (139,506)	\$ (139,506)

NSB Arena Revenue Summary

Revenues

Ice Rental Revenue

	Last Year	Dept. Request	Manager Proposed
Gladiators	\$ 250,000	\$ 290,000	\$ 290,000
Edward Little	\$ 22,000	\$ 22,000	\$ 22,000
Red Hornets	\$ 19,500	\$ 22,250	\$ 22,250
Leavitt	\$ 14,000	\$ 14,000	\$ 14,000
St Doms (Boys & Girls)	\$ 38,000	\$ 43,000	\$ 43,000
Poland/Gray New Gloucester	\$ 18,000	\$ 18,000	\$ 18,000
Central Maine Community College	\$ -	\$ 18,000	\$ 18,000
SMMHL	\$ 12,000	\$ 14,000	\$ 14,000
Adult Leagues	\$ 90,000	\$ 95,000	\$ 95,000
Camps/Clinics	\$ 50,000	\$ 50,000	\$ 50,000
Tournaments	\$ 50,000	\$ 50,000	\$ 50,000
Private Rentals	\$ 85,000	\$ 80,000	\$ 80,000
Public Skate	\$ 30,000	\$ 30,000	\$ 30,000
Shinny Hockey	\$ 20,000	\$ 20,000	\$ 20,000
Programs	\$ 30,000	\$ 30,000	\$ 30,000
Fundraising Program	\$ -	\$ 1,000	\$ 1,000
Non Ice and Facility Rental	\$ -	\$ 6,000	\$ 6,000
Concession	\$ 30,000	\$ 18,000	\$ 18,000
Pro Shop	\$ 8,500	\$ 8,500	\$ 8,500
Sponsorships	\$ 230,000	\$ 230,000	\$ 230,000
	\$ 997,000	\$ 1,059,750	\$ 1,059,750

Line Item Narrative

Projected Revenues and Expenses: In Fiscal Year 2009, the City Council approved of a bond to fund arena improvements that would allow the facility to be open all year. The improvements included; new compressors, concrete floor, boards, and glass. The arena now has a full time staff; a coordinator and maintenance staff. The Ingersoll Arena is an Enterprise Account so therefore is self-supporting and funded by its own revenue generation.



City of Auburn NSB Arena

Fiscal Year 2017
Proposed 4.11.2016

Line Items	Last Year	Dept. Request	Manager Proposed
NSB Arena	Total	1,188,850	1,199,256

Ingersoll Arena Expense Summary	Last Year	Dept. Request	Manager Proposed
<u>Expenses</u>			
Regular Salaries (including fringe)	\$ 260,000	\$ 260,000	\$ 260,000
Part-time Salaries	\$ 40,000	\$ 40,000	\$ 40,000
Insurance	\$ 28,500	\$ 28,500	\$ 28,500
Lease	\$ 507,000	\$ 507,000	\$ 507,000
Advertising	\$ 15,000	\$ 8,000	\$ 8,000
Utilities	\$ 200,200	\$ 199,800	\$ 199,800
Repairs	\$ 43,000	\$ 40,000	\$ 40,000
Supplies	\$ 17,500	\$ 17,500	\$ 17,500
Training & Tuition	\$ 1,000	\$ 1,000	\$ 1,000
Subscriptions & Dues	\$ 2,000	\$ 7,000	\$ 7,000
Professional Services	\$ 6,650	\$ 6,650	\$ 6,650
Programs	\$ 11,000	\$ 11,000	\$ 11,000
Capital Improvements	\$ 57,000	\$ 57,000	\$ 57,000
Postage	\$ -	\$ 150	\$ 150
Safety Equipment	\$ -	\$ 4,000	\$ 4,000
Advertising Signs	\$ -	\$ 8,500	\$ 8,500
PS Security	\$ -	\$ 2,000	\$ 2,000
Solid Waste Disposal	\$ -	\$ 756	\$ 756
Drug Testing	\$ -	\$ 400	\$ 400
	\$ 1,188,850	\$ 1,199,256	\$ 1,199,256



City of Auburn Ingersoll Turf

Fiscal Year 2017
Proposed 4.11.2016

Projected Revenues and Expenses for FY17

Actual expenses may vary according to changing circumstances

Ingersoll Turf Facility

	Last Year	Manager Proposed	Council Adopted
Total Revenues	\$ -	\$ 214,940	\$ 214,940
Total Expenses	\$ -	\$ 178,102	\$ 178,102
Profit (Loss)	\$ -	\$ 36,838	\$ 36,838

Ingersoll Turf Facility Revenue Summary

Revenues

	Last Year	Manager Proposed	Council Adopted
Sponsorships		\$ 15,000	\$ 15,000
Programs		\$ 90,000	\$ 90,000
Batting Cages		\$ 9,940	\$ 9,940
Rental Income		\$ 100,000	\$ 100,000
	\$ -	\$ 214,940	\$ 214,940

Ingersoll Turf Facility Expense Summary

Expenses

	Manager Proposed	Council Adopted
Regular Salaries (including fringe)	\$ 83,899	\$ 83,899
Part-time Salaries	\$ 18,000	\$ 18,000
Insurance	\$ 2,383	\$ 2,383
Office Supplies	\$ 1,000	\$ 1,000
Advertising	\$ 3,000	\$ 3,000
Utilities	\$ 41,320	\$ 41,320
Repairs	\$ 16,050	\$ 16,050
Supplies	\$ 5,000	\$ 5,000
Travel-Mileage Reimbursement	\$ 200	\$ 200
Subscriptions & Dues	\$ 500	\$ 500
Professional Services	\$ 1,500	\$ 1,500
Program Expense	\$ 5,000	\$ 5,000
Postage	\$ 250	\$ 250
	\$ 178,102	\$ 178,102

Line Item Narrative

Projected Revenues and Expenses: