

CITY OF AUBURN
FY 2013 EXPENDITURES
COMPARISON FY12 AND FY13 BUDGETS

CLASSIFICATION	COUNCIL	PROJECTED	DEPARTMENT	MANAGER	COUNCIL	Increase	Percentage of
	ADOPTED	PROPOSED	PROPOSED	PROPOSED	PROPOSED	(Decrease)	
	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	from Prior	Increase
	FY 11-12	FY 11-12	FY 12-13	FY 12-13	FY 12-13	Year Budget	(Decrease)
<u>Administration</u>							
Assessing	188,906	187,218	195,801	183,801	183,801	(5,105)	-2.70%
City Clerk	137,000	163,878	163,878	150,676	150,676	13,676	9.98%
City Manager	280,918	281,215	373,546	370,546	343,296	62,378	22.21%
Customer Service	2,000	2,000	2,000	0	0	(2,000)	-100.00%
Finance	357,323	367,053	436,539	421,539	419,539	62,216	17.41%
Human Resources	135,363	134,687	137,836	137,836	137,836	2,473	1.83%
ICT	361,058	360,195	429,132	391,132	386,632	25,574	7.08%
Legal Services	72,000	97,633	100,000	90,000	85,000	13,000	18.06%
Mayor & Council	93,340	93,340	99,690	99,690	99,690	6,350	6.80%
Total Administration	1,627,908	1,687,219	1,938,422	1,845,220	1,806,470	178,562	10.97%
<u>Community Services</u>							
Community Programs	12,650	12,650	15,300	14,050	14,050	1,400	11.07%
Engineering	293,612	296,334	328,170	324,520	320,370	26,758	9.11%
Health & Social Services						0	
Administration	68,957	68,957	70,401	70,401	70,401	1,444	2.09%
Assistance	84,854	89,694	106,166	106,166	106,166	21,312	25.12%
Parks & Recreation	615,857	571,145	641,591	607,191	602,191	(13,666)	-2.22%
Planning & Permitting	719,757	727,756	817,892	788,007	776,532	56,775	7.89%
Public Library	929,407	929,407	978,292	973,292	968,292	38,885	4.18%
Total Community Services	2,725,094	2,695,943	2,957,812	2,883,627	2,858,002	132,908	4.88%
<u>Fiscal Services</u>							
Debt Service	6,810,550	6,810,550	6,682,797	6,682,797	6,682,797	(127,753)	-1.88%
Emergency Reserve	328,608	0	333,818	333,818	333,818	5,210	1.59%
Property	673,609	680,137	706,614	699,114	699,114	25,505	3.79%
Overlay	310,799	0				(310,799)	-100.00%
Transfer to TIF	2,539,607	2,619,142	2,619,142	2,619,142	2,619,142	79,535	3.13%
Wages & Benefits	4,209,929	4,045,865	4,649,820	4,614,820	4,602,545	392,616	9.33%
Workers' Compensation	451,890	451,890	415,000	415,000	415,000	(36,890)	-8.16%
Total Fiscal Services	15,324,992	14,607,584	15,407,191	15,364,691	15,352,416	27,424	0.18%
<u>Public Safety</u>							
Fire	3,712,761	3,731,806	4,051,187	3,938,609	3,904,344	191,583	5.16%
Police	3,280,887	3,234,191	3,495,567	3,463,098	3,439,583	158,696	4.84%
Total Public Safety	6,993,648	6,965,997	7,546,754	7,401,707	7,343,927	350,279	5.01%
<u>Public Works</u>							
Public Works	4,638,900	4,360,467	4,844,919	4,627,744	4,617,744	(21,156)	-0.46%
Water & Sewer	558,835	558,835	558,835	558,835	558,835	0	0.00%

CITY OF AUBURN
FY 2013 EXPENDITURES
COMPARISON FY12 AND FY13 BUDGETS

CLASSIFICATION	COUNCIL ADOPTED BUDGET FY 11-12	PROJECTED FY 11-12	DEPARTMENT PROPOSED BUDGET FY 12-13	MANAGER PROPOSED BUDGET FY 12-13	COUNCIL PROPOSED BUDGET FY 12-13	Increase (Decrease) from Prior Year Budget	Percentage of Increase (Decrease)
Total Public Works	5,197,735	4,919,302	5,403,754	5,186,579	5,176,579	(21,156)	-0.41%
Capital Improvement Projects							
CIP 1	79,535	79,535	190,000	0	0	(79,535)	-100.00%
Total CIP	79,535	79,535	190,000	0	0	(79,535)	-100.00%
Total Municipal	31,948,912	30,955,580	33,443,933	32,681,824	32,537,394	588,482	1.84%
Intergovernmental Programs							
County Taxes	1,925,561	1,925,561	2,006,244	2,006,244	2,006,244	80,683	4.19%
Tax Sharing	288,593	288,593	289,000	289,000	289,000	407	0.14%
Auburn-Lewiston Municipal Airport	106,750	106,750	110,000	110,000	105,000	(1,750)	-1.64%
Emergency Management Agency	2,903	0	0	0	0	(2,903)	-100.00%
Community Little Theater	0	0	0	0	20,160	20,160	#DIV/0!
L/A Arts	20,160	20,160	20,160	20,160	0	(20,160)	-100.00%
Lew-Aub Economic Growth Council	160,687	160,687	160,687	160,687	160,687	0	0.00%
Lew-Aug Transit Committee	207,779	207,779	224,041	224,041	235,548	27,769	13.36%
Lew-Aub 911 Communications Center	968,347	968,347	1,033,988	1,033,988	1,035,381	67,034	6.92%
Total Intergovernmental Programs	3,680,780	3,677,877	3,844,120	3,844,120	3,852,020	163,340	4.44%
Grand Total Municipal	35,629,692	34,633,457	37,288,053	36,525,944	36,389,414	759,722	2.13%
Education Operation	32,221,664	32,221,664	33,845,855	33,419,500	33,419,500	1,197,836	3.72%
Education Debt Service	2,483,582	2,483,582	2,483,582	2,483,582	2,483,582	0	0.00%
Total School	34,705,246	34,705,246	36,329,437	35,903,082	35,903,082	1,197,836	3.45%
Total Budget	70,334,938	69,338,703	73,617,490	72,429,026	72,292,496	1,957,558	2.78%
Non-Property Tax Revenue							
Municipal	10,253,747		10,264,550	10,944,240	10,944,240	690,493	6.73%
Education	20,153,871		20,502,360	20,506,782	20,506,782	352,911	1.75%
Total	30,407,618		30,766,910	31,451,022	31,451,022	1,043,404	3.43%

CITY OF AUBURN
 FY 2013 EXPENDITURES
 COMPARISON FY12 AND FY13 BUDGETS

CLASSIFICATION	COUNCIL ADOPTED BUDGET FY 11-12	PROJECTED FY 11-12	DEPARTMENT PROPOSED BUDGET FY 12-13	MANAGER PROPOSED BUDGET FY 12-13	COUNCIL PROPOSED BUDGET FY 12-13	Increase (Decrease) from Prior Year Budget	Percentage of Increase (Decrease)
Property Tax Dollars Needed							
Municipal	25,375,945		27,023,503	25,581,704	25,445,174	69,229	0.27%
Education	14,551,375		15,827,077	15,396,300	15,396,300	844,925	5.81%
Total	39,927,320		42,850,580	40,978,004	40,841,474	914,154	2.29%
Property Tax Rate Based on Assessed Values of :	19.39 2,058,584,278		20.84 2,056,213,648	19.93 2,056,213,648	19.86 2,056,213,648	0.47	2.44%
Property Tax Rate							
Municipal Tax Rate	12.32		13.14	\$12.44	\$12.37	0.05	0.44%
Education Tax Rate	7.07		7.70	\$7.49	\$7.49	0.42	5.93%
	19.39		20.84	19.93	19.86	0.47	2.44%

CITY OF AUBURN
FY 2013 REVENUES
COMPARISON FY12 AND FY13 BUDGETS

CLASSIFICATION	COUNCIL ADOPTED BUDGET FY 11-12	MANAGER PROPOSED BUDGET FY 12-13	COUNCIL ADOPTED BUDGET FY 12-13	Increase (Decrease) from Prior Year Budget	Percentage of Increase (Decrease)
<u>General Government</u>					
Homestead Exemption Reimbursement	488,573	482,575	514,584	26,011	5.32%
Personal Property Reimbursement	1,082,177	919,086	1,209,667	127,490	0.00%
Tree Growth Reimbursement	3,000	5,000	5,000	2,000	0.00%
Veterans Reimbursement	16,000	17,000	17,000	1,000	0.00%
CDBG Reimbursement	8,000	8,000	8,000	0	0.00%
Special Events	250			(250)	0.00%
In Lieu of Taxes	65,000	70,000	70,000	5,000	7.69%
Excise Tax-Vehicles	2,700,000	2,950,000	3,000,000	300,000	11.11%
Excise Tax-Boats	15,000	15,000	15,000	0	0.00%
Excise Tax-Aircraft	4,000	3,500	3,500	(500)	-12.50%
Commercial Solid Waste				0	#DIV/0!
State Revenue Sharing	2,400,000	2,400,000	2,400,000	0	0.00%
Other State Aid	4,000	4,000	4,000	0	0.00%
Penalties & Interest	140,000	140,000	140,000	0	0.00%
Investment Income	60,000	30,000	30,000	(30,000)	-50.00%
Interest from Bonds	2,000	2,000	2,000	0	0.00%
Transfer in from TIF	324,212	324,212	324,212	0	0.00%
Rental Income (Intermodal)	122,000	122,000	122,000	0	0.00%
Sale of Property	20,000	20,000	20,000	0	0.00%
Tax Sharing Revenue	158,362	158,362	158,362	0	0.00%
Cable Television Franchise	96,000	96,000	96,000	0	0.00%
Sale of Recyclables	0			0	#DIV/0!
MMWAC Host Fees	197,400	197,400	197,400	0	0.00%

Energy Efficiency	2,600	2,000	2,000	(600)	-23.08%
EAP Reimbursement	1,940			(1,940)	-100.00%
Reimbursement-Other	10,000	10,000	10,000	0	0.00%
Utility Reimbursement	27,500	27,500	27,500	0	0.00%
Unclassified	2,000	2,000	2,000	0	0.00%
Fund Balance Contribution	1,050,000	1,050,000	1,350,000	300,000	28.57%
Total General Government	9,000,014	9,055,635	9,728,225	728,211	8.09%

City Clerk

Hunting/Fishing/Dogs	2,600	2,000	2,000	(600)	-23.08%
Neutered Animals	3,500	2,400	2,400	(1,100)	-31.43%
Voter Reg List	100	100	100	0	0.00%
Cemetery Lots	1,000	0	0	(1,000)	-100.00%
Reimbursements-Other	150	0	0	(150)	-100.00%
Clerk/Sale of Copies	50	100	100	50	100.00%
City Clerk Notary	800	800	800	0	0.00%
Banner Hanging Fee	1,000	1,300	1,300	300	30.00%
Commercial License	26,000	35,000	35,000	9,000	34.62%
Taxi License	2,000	2,600	2,600	600	30.00%
Marriage License	4,000	5,000	5,000	1,000	25.00%
Birth/Death/Marriage Cert	27,000	25,000	25,000	(2,000)	-7.41%
Permits - Burial	6,500	7,000	7,000	500	7.69%
Fines-Dog	3,000	3,000	3,000	0	0.00%
Total City Clerk	77,700	84,300	84,300	6,600	8.49%

Finance

Reg - Vehicles	65,000	60,000	60,000	(5,000)	-7.69%
Total Finance	65,000	60,000	60,000	(5,000)	-7.69%

Community Services-ICT

GIS/Data & Maps	20	20	20	0	0.00%
Total Community Services-ICT	20	20	20	0	0.00%

Assessing

Maps & Copies	20	20	20	0	0.00%
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Total Assessing	20	20	20	0	0.00%
<u>Health & Social Services</u>					
GA Reimbursement	44,955	53,083	53,083	8,128	18.08%
Total Health & Social Services	44,955	53,083	53,083	8,128	18.08%
<u>Planning & Permitting</u>					
Maps & Copies	500	500	500	0	0.00%
Departmental Reviews	16,000	16,000	16,000	0	0.00%
Planning/Codes & Ordinance	3,000	3,000	3,000	0	0.00%
Subdivision Application				0	#DIV/0!
Fire Alarm Inspections	28,675	29,000	29,000	325	1.13%
Citation Ordinance	2,000	2,000	2,000	0	0.00%
Advertising Costs	5,000	5,000	5,000	0	0.00%
Miscellaneous				0	#DIV/0!
Permits - Building	80,000	70,000	70,000	(10,000)	-12.50%
Permits - Electrical	16,000	16,000	16,000	0	0.00%
Permits - Plumbing	10,500	10,500	10,500	0	0.00%
Permits - Sign	5,000	4,000	4,000	(1,000)	-20.00%
Total Planning & Permitting	166,675	156,000	156,000	(10,675)	-6.40%
<u>Parks & Recreation</u>					
Arena	13,275	13,275	13,275	0	0.00%
Recreation Program	20,000	30,000	30,000	10,000	50.00%
Total Parks & Recreation	33,275	43,275	43,275	10,000	30.05%
<u>Community Services-Engineering</u>					
Fees - Eng-Misc	25	15	15	(10)	-40.00%
Fees - Inspection	10,000	10,000	10,000	0	0.00%
Fees - Drive Opening	200	200	200	0	0.00%
Fees - Bid Documents	1,500	1,000	1,000		
Permits - Fill	1,000	1,000	1,000	0	0.00%
Permits - Street Opening	15,000	20,000	20,000	5,000	33.33%
Total Community Services-Engineering	27,725	32,215	32,215	4,490	16.19%

Fire Department

Copies of Reports	200	200	200	0	0.00%
Inspections	10,000	10,000	10,000	0	0.00%
Multiple Alarms	2,000			(2,000)	-100.00%
EMS Agreement	100,000	100,000	100,000	0	0.00%
Salvage Calls	100	100	100	0	0.00%
Permits - Oil Burner	800	800	800	0	0.00%
Total Fire Department	113,100	111,100	111,100	(2,000)	-1.77%

Police Department

Accident & Police	15,000	15,000	15,000	0	0.00%
Court	15,000	15,000	15,000	0	0.00%
Photos & Tapes	1,200	1,500	2,000	800	66.67%
False Alarms	23,000	20,000	20,000	(3,000)	-13.04%
Animal Impound	300	300	1,000	700	233.33%
Veh Rel/Non Driver	2,000	2,000	2,000	0	0.00%
Veh Rel/Driver Licence	20,000	15,000	15,000	(5,000)	-25.00%
ARRA Cops Grant	98,318	120,000	120,000	21,682	22.05%
MDEA Reimbursement	60,102	60,102	60,102	0	0.00%
Byrne - JAG Grant	55,843			(55,843)	-100.00%
Permits - Alarms			900	900	
Permits - Firearms	1,500	2,000	2,000	500	33.33%
Fines - Parking Violations	55,000	40,000	45,000	(10,000)	-18.18%
Total Police Department	347,263	290,902	298,002	(49,261)	-14.19%

Public Works

State/Local Road Assistance	378,000	378,000	378,000	0	0.00%
Total Public Works	378,000	378,000	378,000	0	0.00%

Total Municipal	10,253,747	10,264,550	10,944,240	690,493	6.73%
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School Department

Reg Secondary Tuition	96,156	97,500	97,500	1,344	1.40%
SOS Tuition	120,000	120,000	120,000	0	0.00%
Adult Ed Tuition	115,067	93,800	93,800	(21,267)	-18.48%

State Subsidy for Education	16,676,009	17,633,827	17,633,827	957,818	5.74%
Debt Service Reimbursement	1,266,062	1,225,447	1,225,447	(40,615)	-3.21%
State of Maine ARRA	632,130			(632,130)	-100.00%
PreK/CDS	70,200	70,200	70,200	0	0.00%
Special Ed/Mainecare	50,000	125,000	125,000	75,000	150.00%
State Agency Clients	30,000	30,000	30,000	0	0.00%
State Aid for Adult Education	96,665	96,246	96,246	(419)	-0.43%
Miscellaneous	118,506	127,265	127,265	8,759	7.39%
Daycare Rent	30,000	30,000	30,000	0	0.00%
Fund Balance	853,076	853,075	857,497	4,421	0.00%
Total School	20,153,871	20,502,360	20,506,782	352,911	1.75%

Total Non-Property Tax Revenue - Municipal	10,253,747	10,264,550	10,944,240	690,493	6.73%
Total Non-Property Tax Revenue - School	<u>20,153,871</u>	<u>20,502,360</u>	<u>20,506,782</u>	<u>352,911</u>	<u>1.75%</u>
Total Non-Property Tax Revenue	30,407,618	30,766,910	31,451,022	1,043,404	3.43%

Total Proposed Budget - Municipal	35,629,692	32,013,983	32,011,833	(3,617,859)	-10.15%
Total Proposed Budget - School	<u>34,705,246</u>	<u>34,206,840</u>	<u>34,206,840</u>	<u>(498,406)</u>	<u>-1.44%</u>
Total Proposed Budget	70,334,938	66,220,823	66,218,673	(4,116,265)	-5.85%

Total Property Tax Dollars Needed - Municipal	25,375,945	21,749,433	21,067,593	(4,308,352)	-16.98%
Total Property Tax Dollars Needed - School	<u>14,551,375</u>	<u>13,704,480</u>	<u>13,700,058</u>	<u>(851,317)</u>	<u>-5.85%</u>
Total Property Tax Dollars Needed	39,927,320	35,453,913	34,767,651	(5,159,669)	-12.92%



City of Auburn

Master List

Fiscal Year 2013
Adopted 6.18.2012

Account Title	FY 2011 Actual	FY 2012 Approved	FY 2012 Projected	FY 2013 Dept. Request	FY 2013 Council Adopted	Increase/ Decrease	%
<i>0105 Mayor and Council</i>							
Regular Salaries	16,600	16,600	16,600	16,600	16,600	0	0.0%
PS - General	34,664	28,000	33,000	34,000	34,000	6,000	21.4%
Office Supplies	340	250	1,500	500	500	250	100.0%
Travel-Mileage	0	100	0	200	200	100	100.0%
Dues & Subscriptions	47,698	48,390	48,209	48,390	48,390	0	0.0%
Communication - Tel	0	0	0	0	0	0	0.0%
Joint Services	0	0	0	0	0	0	0.0%
TOTAL	99,302	93,340	99,309	99,690	99,690	6,350	6.8%
<i>0110 City Manager</i>							
Regular Salaries	330,603	270,288	275,000	351,507	321,257	50,969	18.9%
PS - General	16	500	100	500	500	0	0.0%
Office Supplies	1,224	800	1,200	800	800	0	0%
Comm - Telephone	892	1,518	200	2,430	2,430	912	60%
Special Events	1,212	3,000	1,500	0	3,000	0	0%
Training & Tuition	1,848	2,774	1,600	5,874	5,874	3,100	112%
Travel-Mileage	31	0	200	6,700	6,700	6,700	0%
Travel-Seminar Costs	30	0	0	0	0	0	0%
Dues & Subscriptions	1,049	2,035	2,335	2,735	2,735	700	34%
TOTAL	336,905	280,915	282,135	370,546	343,296	62,381	22.2%
<i>0115 City Clerk</i>							
Regular Salaries	95,130	110,786	108,114	132,763	119,561	8,775	8%
Longevity Bonus	0	0	0	0	0	0	0%
Temporary Assistance	161	3,000	17,546	0	0	(3,000)	-100%
OT- Regular	0	0	3,305	1,500	1,500	1,500	0%
Office Supplies	558	1,000	982	2,500	2,500	1,500	150%
Other Sup - Voter	684	1,000	980	980	980	(20)	-2%
Repairs - Equipment	100	500	0	500	500	0	0%
Training & Tuition	210	560	500	1,450	1,450	890	159%
Advertising	1,075	1,562	1,525	1,200	1,200	(362)	-23%
Professional Services	3,700	2,500	2,839	7,500	7,500	5,000	200%
Travel-Mileage	130	500	446	500	500	0	0%
Reports, Printing & Binding	0	0	0	0	0	0	0%
Dues & Subscriptions	296	455	455	455	455	0	0%
Wardens & Ward Clerks	0	8,609	10,421	12,080	12,080	3,471	40%
Voting Machines	3,482	6,950	7,229	2,450	2,450	(4,500)	-65%
TOTAL	105,526	137,422	154,342	163,878	150,676	13,254	9.6%
<i>0120 Financial Services</i>							



City of Auburn

Master List

Fiscal Year 2013
Adopted 6.18.2012

Account Title	FY 2011 Actual	FY 2012 Approved	FY 2012 Projected	FY 2013 Dept. Request	FY 2013 Council Adopted	Increase/ Decrease	%
Regular Salaries	330,904	330,454	305,472	407,454	392,454	62,000	19%
PS - General	17,551	22,354	51,811	20,810	19,810	(2,544)	-11%
Reports, Printing, & Binding	474	1,250	600	1,250	1,250	0	0%
Office Supplies	2,485	1,700	1,700	3,000	2,500	800	47%
Training & Tuition	764	2,650	550	2,650	2,150	(500)	-19%
Travel-Mileage	0	0	200	0	0	0	0%
Travel-Seminar Costs	0	0	120	0	0	0	0%
Dues & Subscriptions	621	1,115	1,100	1,375	1,375	260	23%
Software	0	5,500	5,500	0	0	(5,500)	-100%
TOTAL	352,799	365,023	367,053	436,539	419,539	54,516	14.9%
<i>0125 Human Resources</i>							
Regular Salaries	119,444	119,165	121,199	121,548	121,548	2,383	2%
Longevity Bonus	0	0	0	0	0	0	0%
Other Sup-Operating	0	1,500	1,000	1,500	1,500	0	0%
PS-Professional Development	0	2,000	1,500	2,000	2,000	0	0%
PS - Emp Assist Program	3,815	3,800	770	975	975	(2,825)	-74%
PS - Drug Testing & Physicals	2,230	4,218	4,678	4,923	4,923	705	17%
PS - Testing	537	1,500	750	1,500	1,500	0	0%
Office Supplies	96	200	200	300	300	100	50%
Training & Tuition	393	990	1,100	1,100	1,100	110	11%
Advertising	2,020	3,000	2,500	3,000	3,000	0	0%
Travel-Mileage	121	300	300	300	300	0	0%
Travel-Seminar Costs	359	450	450	450	450	0	0%
Dues & Subscriptions	81	240	240	240	240	0	0%
TOTAL	129,096	137,363	134,687	137,836	137,836	473	0.3%
<i>0130 Information & Communication Technology</i>							
Regular Salaries	161,704	172,199	173,500	213,572	175,572	3,373	2%
Longevity Bonus	0	0	0	0	0	0	0%
PS - General	7,679	10,400	15,000	10,400	10,400	0	0%
Office Supplies	0	0	0	0	0	0	0%
Other Sup - Operating	8,408	8,400	8,405	3,000	3,000	(5,400)	-64%
Other Sup - Computer Hardware	23,977	12,000	13,140	15,000	15,000	3,000	25%
Repairs - Equipment	2,971	3,000	1,500	5,000	5,000	2,000	67%
Training & Tuition	1,248	600	200	2,500	2,500	1,900	317%
Travel-Mileage	256	350	350	350	350	0	0%
Travel-Seminar Costs	1,175	2,269	1,100	2,720	2,720	451	20%
Computer Software	16,683	9,175	9,000	16,275	11,775	2,600	28%
Software Licensing	107,238	142,665	138,000	160,315	160,315	17,650	12%
CIP - Computer Software	0	0	0	0	0	0	0%



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TOTAL	331,339	361,058	360,195	429,132	386,632	25,574	7.1%
<i>0135 Assessing Services</i>							
Regular Salaries	146,213	162,961	162,961	169,156	169,156	6,195	4%
Longevity Bonus	0	0	0	0	0	0	0%
PS - General	18,285	17,000	17,000	17,000	5,000	(12,000)	-71%
PS - Recording Fee	910	500	1,000	1,500	1,500	1,000	100%
Reports, Printing, & Binding	288	300	216	300	300	0	0%
Office Supplies	582	700	700	600	600	(100)	-14%
MV Sup-Gas & Oil	289	400	400	400	400	0	0%
Comm - Telephone	392	1,380	1,180	1,380	1,380	0	0%
Advertising	0	485	235	485	485	0	0%
Repairs - Vehicles	35	300	101	300	300	0	0%
Training & Tuition	1,955	2,600	1,755	2,600	2,600	0	0%
Travel-Mileage	165	600	100	400	400	(200)	-200%
Travel-Seminar Costs	0	0	0	0	0	0	0%
Furniture and Fixtures	0	0	0	0	0	0	0%
Dues & Subscriptions	1,680	1,680	1,570	1,680	1,680	0	0%
TOTAL	170,794	188,906	187,218	195,801	183,801	(5,105)	-2.7%
<i>0140 Legal Services</i>							
PS-Legal	42,072	84,284	97,633	100,000	85,000	716	1%
TOTAL	42,072	84,284	97,633	100,000	85,000	716	0.8%
<i>0145 Customer Service</i>							
Public Relations	102	1,500	1,100	1,500	0	(1,500)	-136%
Office Supplies	0	500	428	500	0	(500)	-117%
TOTAL	102	2,000	1,528	2,000	-	(2,000)	-100.0%
<i>0205 Health & Social Services Administration</i>							
Regular Salaries	60,217	67,927	67,125	69,286	69,286	1,359	2%
Office Supplies	24	100	100	300	300	200	200%
Other Sup-Operating	0	320	239	155	155	(165)	-69%
Training & Tuition	198	150	150	200	200	50	33%
Travel-Mileage	60	200	87	200	200	0	0%
Travel-Seminar Costs	80	200	100	200	200	0	0%
Dues & Subscriptions	30	60	60	60	60	0	0%
TOTAL	60,609	68,957	67,861	70,401	70,401	1,444	2.1%
<i>0210 Health & Social Services--Assistance</i>							



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PA - Electrical	4,226	5,200	4,221	4,400	4,400	(800)	-19%
PA - Medical	434	680	3,285	3,754	3,754	3,074	94%
PA - Burial	76	1,790	1,250	1,790	1,790	0	0%
PA - Fuel	1,899	2,868	6,800	3,960	3,960	1,092	16%
PA - Provisions	1,186	1,188	1,100	1,848	1,848	660	60%
PA - Rent	86,067	70,000	81,650	86,190	86,190	16,190	20%
PA - Other	3,793	3,128	3,672	4,224	4,224	1,096	35%
TOTAL	97,681	84,854	101,978	106,166	106,166	21,312	25.1%
<i>0215 Community Programs</i>							
Veterans Observances	1,095	1,100	1,100	1,100	1,100	0	0%
Liberty Festival	8,750	8,750	8,750	10,000	8,750	0	0%
Knight House	1,400	1,400	0	1,400	1,400	0	0%
First Auburn Seniors	1,400	1,400	1,400	1,400	1,400	0	0%
New Auburn Seniors	0	0	1,400	1,400	1,400	1,400	100%
TOTAL	12,645	12,650	12,650	15,300	14,050	1,400	11.1%
<i>0220 Planning and Permitting</i>							
Regular Salaries	365,391	380,765	369,659	463,307	422,793	42,028	11%
Longevity Bonus	0	0	0	600	300	300	0%
Uniform Allowance	838	900	900	1,200	900	0	0%
OT - Regular	1,635	5,155	3,469	8,606	5,155	0	0%
PS - General	1,513	3,000	2,500	3,000	3,000	0	0%
Reports, Printing, & Binding	0	0	0	0	0	0	0%
Office Supplies	560	1,200	1,110	1,200	1,200	0	0%
Other Sup - Operating	2,500	2,000	1,700	2,500	2,500	500	29%
Other Sup - Safety Equipment	1,168	1,490	1,490	2,690	1,790	300	20%
MV Sup - Tires/Tube/Chain	0	0	0	0	0	0	0%
MV Sup - Gas & Oil	2,560	3,308	4,140	4,936	4,936	1,628	39%
Comm - Telephone	1,983	4,398	4,149	4,710	4,710	312	8%
Utilities - Electricity	290,094	299,587	301,565	299,587	299,587	0	0%
Repairs - Vehicles	1,162	2,455	2,377	2,455	2,455	0	0%
Repairs - Equipment	961	1,500	1,500	3,500	3,500	2,000	133%
Repairs - Street Lights	2,828	2,500	2,500	3,000	5,400	2,900	116%
Repairs - Traffic Signal Maint	932	12,695	12,695	9,000	11,306	(1,389)	-11%
Training & Tuition	1,860	2,000	1,836	3,000	2,400	400	22%
Advertising	1,134	2,303	2,241	2,000	2,000	(303)	-14%
Travel-Mileage	548	400	327	500	500	100	31%
Travel-Seminar Costs	12	1,200	1,200	1,200	1,200	0	0%
Dues & Subscriptions	1,133	900	1,167	900	900	0	0%
TOTAL	678,812	727,756	716,525	817,892	776,532	48,776	6.7%



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0225 Parks & Recreation							
Regular Salaries	387,037	395,023	331,640	406,197	383,197	(11,826)	-4%
Sal-Parks Part-Time	30,067	50,200	50,200	55,200	40,000	(10,200)	-20%
Sal-Rec Part-Time	1,575	4,000	4,000	4,000	4,000	0	0%
Longevity Bonus	0	500	500	0	0	(500)	-100%
Uniform Allowance	2,111	2,800	2,800	2,800	2,800	0	0%
OT - Regular	5,188	8,020	5,375	7,780	7,780	(240)	-4%
PS - General	1,365	9,560	31,266	240	240	(9,320)	-30%
PS - Testing	1,579	2,148	1,153	1,176	1,176	(972)	-84%
Office Supplies	1,035	1,500	1,500	2,600	2,600	1,100	73%
Other Sup-Janitorial	2,526	2,600	2,600	2,600	2,600	0	0%
Other Sup - Maintenance	1,196	6,500	5,508	4,100	4,100	(2,400)	-44%
Other Sup-Traffic Safety	0	300	300	600	600	300	100%
Other Sup-Safety Equipment	251	600	600	600	600	0	0%
Other Sup-Small Tools	2,783	3,739	3,390	3,275	2,075	(1,664)	-49%
Other Sup-Other	149	0	51	0	0	0	0%
MV Sup-Tires/Tube/Chain	65	1,500	500	1,500	1,500	0	0%
MV Sup-Gas & Oil	11,646	16,540	12,682	18,500	18,500	1,960	15%
MV Sup-Other	0	0	0	1,100	1,100	1,100	0%
MV Sup-Plow/Grader	13	1,100	561	0	0	(1,100)	-196%
Utilities - Water/Sewer	6,907	5,380	10,261	10,301	10,301	4,921	48%
Comm - Telephone	846	960	7,001	840	840	(120)	-2%
Utilities - Electricity	11,576	15,410	11,881	14,676	14,676	(734)	-6%
Utilities - Heating Fuel	41,093	54,552	55,780	60,420	60,420	5,868	11%
Repairs - Buildings	3,748	6,000	5,363	8,500	8,500	2,500	47%
Repairs - Vehicles	7,789	6,500	2,374	6,500	6,500	0	0%
Repairs - Equipment	2,990	4,500	3,900	4,500	4,500	0	0%
Repairs - Facilities	13,379	17,750	17,750	17,750	17,750	0	0%
Repairs - Maintenance Contract	1,316	636	636	636	636	(1)	0%
Training & Tuition	0	750	534	3,350	3,350	2,600	487%
Comm - Postage	154	440	440	450	450	10	2%
Travel-Mileage	13	200	39	200	200	0	0%
Dues & Subscriptions	166	509	560	1,200	1,200	691	136%

TOTAL 538,563 620,217 571,145 641,591 602,191 (18,026) -2.9%

0230 Public Library

Public Library	919,407	929,407	929,407	978,292	968,292	38,885	4%
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TOTAL 919,407 929,407 929,407 978,292 968,292 38,885 4.2%

0235 Engineering

Regular Salaries	235,978	257,276	265,000	282,351	278,701	21,425	8%
Longevity Bonus	0	400	400	0	0	(400)	-100%



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Uniform Allowance	0	0	0	0	0	0	0%
OT - Regular	0	0	0	0	0	0	0%
PS - Gen/Professional	1,743	1,600	1,600	1,700	1,700	100	6%
PS - Testing & Monitoring	0	0	0	0	0	0	0%
PS - Water Quality Monitoring	9,216	16,840	13,000	14,000	14,000	(2,840)	-22%
PS - Recording Fee	111	250	250	250	250	0	0%
Reports, Printing, & Binding	280	300	250	250	250	(50)	-20%
Office Supplies	447	500	700	1,500	750	250	36%
Other Sup - Operating	288	2,500	2,000	2,715	2,715	215	11%
Other Sup - Maintenance	423	1,000	1,000	1,000	1,000	0	0%
Other Sup - Safety Equipment	600	500	500	1,100	1,100	600	120%
Other Sup - Small Tools	763	1,300	1,300	4,065	3,415	2,115	163%
Other Sup - MV Repair	290	800	500	800	800	0	0%
MV Sup - Tires	13	500	0	1,000	250	(250)	0%
MV Sup - Gas & Oil	2,515	4,400	4,200	4,955	4,955	555	13%
MV Sup - Other	0	500	500	500	0	(500)	-100%
Comm - Telephone	1,471	1,566	1,200	2,808	2,808	1,242	104%
Repairs - Vehicles	0	1,000	350	1,000	500	(500)	-143%
Repairs - Equipment	18	1,000	900	1,000	1,000	0	0%
Training & Tuition	1,927	2,500	634	5,050	4,050	1,550	244%
Travel - Mileage Reimbursement	307	500	100	250	250	(250)	-250%
Travel - Seminar Costs	472	500	350	500	500	0	0%
Dues & Subscriptions	507	1,720	1,600	1,376	1,376	(344)	-20%
TOTAL	257,369	297,452	296,334	328,170	320,370	22,918	7.7%
<i>0305 Debt Service</i>							
Principal	5,553,940	5,649,121	5,649,121	5,568,893	5,568,893	(80,228)	-1%
Interest	1,219,329	1,156,429	1,156,429	1,108,904	1,108,904	(47,525)	-4%
Other Expenses	0	5,000	5,000	5,000	5,000	0	0%
TOTAL	6,773,269	6,810,550	6,810,550	6,682,797	6,682,797	(127,753)	-1.9%
<i>0310 Property</i>							
Regular Salaries	19,162	19,032	19,032	19,409	19,409	377	2%
Advertising	301	753	753	500	500	(253)	-34%
PS - General	71,499	93,659	93,659	103,076	103,076	9,417	10%
Office Supplies	106	0	0	0	0	0	0%
Other Sup-Operating	4,426	5,600	5,600	8,500	8,500	2,900	52%
Utilities - Water/Sewer	3,118	4,550	4,550	5,700	5,700	1,150	25%
Comm - Telephone	30,772	51,360	51,360	40,625	40,625	(10,735)	-21%
Utilities - Electricity	66,529	97,930	97,930	110,000	110,000	12,070	12%
Utilities - Heating Fuel	22,493	39,000	39,000	41,075	41,075	2,075	5%
Repairs - Buildings	15,587	10,500	10,500	10,500	10,500	0	0%
Repairs - Equipment	2,174	2,000	2,000	2,000	2,000	0	0%



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Repairs - Maintenance Contract	1,412	0	0	0	0	0	0%
Rental - Photocopiers	8,116	8,000	8,000	7,000	7,000	(1,000)	-13%
LAWPCA Holding T.	0	0	0	0	0	0	0%
Insurance Premiums	269,993	284,753	284,753	293,691	293,691	8,938	3%
Insurance Deductibles	44,962	33,000	33,000	32,000	24,500	(8,500)	-26%
Comm - Postage	26,392	30,000	30,000	31,788	31,788	1,788	6%
Travel - Mileage Reimbursement	0	0	0	750	750	750	0%
Rental Expense	1,500	0	0	0	0	0	0%
Utility Reimbursement from Schoc	0	0	0	0	0	0	0%
TOTAL	588,542	680,137	680,137	706,614	699,114	18,977	2.8%
<i>0315 Workers Compensation</i>							
WC Operating Transfer	200,000	451,890	451,890	415,000	415,000	(36,890)	-8%
TOTAL	200,000	451,890	451,890	415,000	415,000	(36,890)	-8.2%
<i>0320 Fringe Benefits</i>							
Health Insurance	2,373,889	2,576,037	2,229,690	2,607,200	2,607,200	31,163	1%
FICA/Medicare	482,338	461,234	471,601	485,400	485,400	24,166	5%
MSRS Retirement	497,982	575,685	624,394	687,175	687,175	111,490	18%
ICMA Retirement	172,412	9,603	159,015	204,345	204,345	194,742	122%
City Pension	178,816	180,000	169,172	170,000	170,000	(10,000)	-6%
Cafeteria Plan	157,809	186,900	193,818	187,000	187,000	100	0%
Life Ins(Retirees)	23,175	23,175	23,175	23,175	23,175	0	0%
Salary Reserves	144,792	197,295	175,000	275,000	238,250	40,955	21%
TOTAL	4,031,213	4,209,929	4,045,865	4,639,295	4,602,545	392,616	9.3%
<i>0325 Emergency Reserve</i>							
Emergency Reserve	0	328,608	328,608	333,818	333,818	5,210	2%
TOTAL	-	328,608	328,608	333,818	333,818	5,210	1.6%
<i>0405 Fire</i>							
Regular Salaries	2,903,930	2,988,570	2,838,908	3,110,681	3,101,681	113,111	4%
Acting Rank	18,330	7,309	13,309	7,516	7,516	207	2%
Holiday Pay	132,464	134,640	130,000	137,940	137,940	3,300	3%
Sick Leave Incentive	0	0	0	0	0	0	0%
Uniform Allowance	14,549	19,470	19,470	19,805	19,805	335	2%
Physicals	569	1,404	1,900	1,430	1,430	26	1%
OSHA Safety Costs	5,652	9,885	9,885	19,345	9,845	(40)	0%
Protective Clothing	8,292	17,720	17,720	50,210	32,715	14,995	85%



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OT - Vac Replacement	18,007	20,798	20,798	20,798	20,798	0	0%
OT - Sick Replace LT	15,426	20,000	28,000	20,000	20,000	0	0%
OT - Sick Replace ST	90,494	69,000	89,000	89,000	89,000	20,000	22%
OT - Mandatory Training	6,351	8,480	8,480	20,681	15,000	6,520	77%
OT - Outside Jobs	223	0	0	0	0	0	0%
OT - Extra Assignments	17,316	12,069	20,069	15,113	15,113	3,044	15%
OT - Vacancies/Retirement	40,310	11,885	120,000	12,196	12,196	311	0%
OT - Work Related Injuries	25,424	15,000	10,000	20,000	15,000	0	0%
OT - Meetings	1,579	2,525	2,525	5,321	2,525	(0)	0%
OT - Funeral Leave	1,491	2,500	2,500	5,000	2,500	0	0%
OT - Multiple Alarms	5,648	9,208	6,650	11,000	9,208	0	0%
OT - Pump team	0	0	0	0	0	0	0%
PS - General	1,298	2,010	26,610	2,510	1,760	(250)	-1%
PS - Uniform Cleaning	6,389	6,610	6,610	6,610	6,610	0	0%
Office Supplies	1,354	725	1,225	13,570	4,150	3,425	280%
Other Sup - Fire Prevention	417	620	1,300	2,935	2,935	2,315	178%
Other Sup - Maintenance	5,482	4,465	5,465	7,365	5,465	1,000	18%
Other Sup - Pump Team	0	0	0	0	0	0	0%
Other Sup - Fire Training	3,156	3,420	3,420	7,804	6,534	3,114	91%
Other Sup - Medical	14,517	15,845	15,845	21,510	15,853	8	0%
Other Sup - Small Tools	1,862	4,342	4,342	33,320	11,920	7,578	175%
Other Sup - Other	6,094	8,240	23,240	22,019	5,658	(2,582)	-11%
MV Sup - Tires/Tube/Chain	7,678	13,275	13,275	13,455	9,500	(3,775)	-28%
MV Sup - Gas & Oil	(16,361)	11,250	3,000	3,000	3,000	(8,250)	-275%
Utilities - Water/Sewer	4,847	5,260	5,260	5,262	5,262	2	0%
Comm - Telephone	8,823	6,606	8,500	9,600	6,300	(306)	-4%
Utilities - Natural Gas	3,310	5,495	5,495	5,797	5,797	302	5%
Utilities - Electricity	34,926	37,179	37,179	42,713	40,615	3,436	9%
Utilities - Bottled Gas	518	847	847	847	847	0	0%
Utilities - Heating Fuel	11,410	19,536	15,000	19,536	19,536	0	0%
Utilities - Diesel	41,718	71,300	71,300	71,300	71,300	0	0%
Repairs - Buildings	11,976	17,235	17,235	19,660	19,660	2,425	14%
Repairs - Vehicles	66,840	61,275	57,875	69,675	69,675	8,400	15%
Repairs - Equipment	13,171	22,663	22,663	35,868	24,000	1,337	6%
Repairs - Radio Equipment	3,691	6,050	6,050	6,500	6,500	450	7%
Repairs - Maintenance Contract	10,020	14,715	14,715	14,715	14,715	0	0%
Training & Tuition	6,129	22,080	22,080	45,100	30,000	7,920	36%
Comm - Postage	416	600	6	600	600	0	0%
Travel-Seminar Costs	169	500	500	500	500	0	0%
Dues & Subscriptions	2,203	3,555	3,555	3,380	3,380	(175)	-5%

TOTAL	3,558,108	3,716,161	3,731,806	4,051,187	3,904,344	188,183	5.1%
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0410 Police

Regular Salaries	2,532,802	2,784,499	2,612,499	2,858,322	2,857,028	72,529	3%
Lateral Transfer-APD	22,748	0	0	0	0	0	0%



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Extra Pay-On Call	7,350	7,800	10,400	10,400	10,400	2,600	25%
Extra Pay-EMT	190	0	280	0	0	0	0%
Holiday Pay	110,597	111,270	111,270	114,109	113,771	2,501	2%
Longevity Bonus	0	300	600	0	0	(300)	-50%
Educational Incentive	9,281	8,716	8,716	25,051	16,128	7,412	85%
Sick Leave Incentive	30,010	11,000	5,112	6,000	5,500	(5,500)	-108%
Uniform Allowance	17,612	21,338	30,000	46,248	27,648	6,310	21%
Physicals	2,173	3,250	2,000	1,700	1,275	(1,975)	-99%
OSHA Safety Costs	2,083	752	700	1,430	1,430	678	97%
Volunteers in Police Service	153	500	500	750	750	250	50%
OT - Regular	34,530	32,752	48,000	40,340	33,861	1,109	2%
OT - Vac Replacement	25,314	22,125	38,000	30,090	30,090	7,965	21%
OT - Sick Replacement	21,140	15,930	33,000	21,240	21,240	5,310	16%
OT - Mandatory Training	2,149	2,600	3,000	2,600	2,600	0	0%
OT - Outside Jobs	0	0	0	0	0	0	0%
OT - Extra Assignments	0	0	0	0	0	0	0%
Extra Pay - On Call	0	0	0	0	0	0	0%
OT - Court	38,271	23,010	32,000	31,860	31,860	8,850	28%
PS - General	5,784	7,470	7,470	7,545	7,545	75	1%
PS - Testing	6,726	1,800	4,500	3,520	2,895	1,095	24%
PS - Animal Control	53,050	57,454	58,000	62,563	62,563	5,109	9%
PS - Uniform Cleaning	19,158	20,357	20,020	20,540	20,540	183	1%
Reports, Printing, & Binding	1,105	1,308	1,482	3,893	1,893	585	39%
Office Supplies	2,650	1,412	1,400	1,500	1,500	88	6%
Other Sup - Operating	29,071	15,140	22,000	28,141	21,741	6,601	30%
MV Sup - Tires/Tube/Chain	5,473	11,696	12,500	13,000	13,000	1,304	10%
MV Sup - Gas & Oil	89,102	83,303	83,303	90,000	85,000	1,697	2%
Utilities - Water/Sewer	1,072	0	1,000	0	0	0	0%
Comm - Telephone	15,262	14,596	14,000	15,376	15,376	780	6%
Utilities - Electricity	22,610	0	11,500	0	0	0	0%
Utilities - Heating Fuel	15,001	0	3,000	0	0	0	0%
Repairs - Buildings	797	0	500	500	500	500	100%
Repairs - Vehicles	14,103	9,700	9,700	8,500	8,500	(1,200)	-12%
Repairs - Equipment	2,585	3,850	5,000	6,100	3,200	(650)	-13%



City of Auburn

Master List

Fiscal Year 2013
Adopted 6.18.2012

Account Title	FY 2011 Actual	FY 2012 Approved	FY 2012 Projected	FY 2013 Dept. Request	FY 2013 Council Adopted	Increase/ Decrease	%
Repairs - Maintenance Contract	8,121	904	1,119	904	904	0	0%
Training & Tuition	18,506	31,977	33,000	34,575	32,075	98	0%
Comm - Postage	991	800	1,000	1,000	1,000	200	20%
Travel-Seminar Costs	2,791	1,350	1,200	1,350	1,350	0	0%
Dues & Subscriptions	2,413	5,420	5,420	5,420	5,420	0	0%
Lease - Vehicles	1,500	1,000	1,000	1,000	1,000	0	0%
TOTAL	3,174,274	3,315,379	3,234,191	3,495,567	3,439,583	124,204	3.7%

0505 Public Works

Regular Salaries	2,072,438	2,123,804	1,968,636	2,247,420	2,079,585	(44,219)	-2%
Longevity Bonus	0	300	300	0	0	(300)	-100%
Educational Incentive	8,300	9,000	8,200	8,200	8,200	(800)	-10%
Sick Leave Incentive	12,585	11,150	11,887	11,150	11,150	0	0%
Uniform Allowance	33,549	35,689	35,000	35,689	33,689	(2,000)	-6%
Physicals	814	1,105	1,105	1,680	1,680	575	52%
OSHA Safety Costs	31	0	6,543	6,616	6,616	6,616	101%
OT - Regular	11,100	14,129	14,129	14,014	14,014	(115)	-1%
OT - Winter Road Maintenance	118,554	138,000	90,000	154,802	154,802	16,802	19%
OT - Fleet Services	2,316	2,500	1,300	1,500	1,500	(1,000)	-77%
OT - Recycling	971	1,842	1,133	766	766	(1,076)	-95%
OT - Traffic	65	1,287	1,663	1,287	1,287	0	0%
OT - Sand Removal	245	2,300	2,300	2,331	2,331	31	1%
PS - General	12,287	12,260	10,806	25,406	25,406	13,146	122%
PS - Snow Removal	6,838	12,200	5,000	10,200	10,200	(2,000)	-40%
PS - Tree Removal	5,384	5,730	5,730	8,800	5,800	70	1%
PS - Centerline Striping	85,156	86,958	70,483	77,702	77,702	(9,256)	-13%
Solid Waste Disposal	287,869	260,575	248,385	259,630	259,630	(945)	0%
Solid Waste Collection	351,277	399,568	399,568	409,557	409,557	9,989	2%
Solid Waste Recycling	0	0	0	0	0	0	0%
Reports, Printing, & Binding	0	350	200	350	350	0	0%
Office Supplies	2,244	2,200	2,000	2,810	2,810	610	31%
Other Sup - Operating	1,090	2,590	2,248	2,500	2,500	(90)	-4%
Other Sup - Maintenance	21,533	33,280	19,910	20,457	20,457	(12,823)	-64%
Other Supplies - Welding	18,779	20,000	15,000	15,000	15,000	(5,000)	-33%
Other Sup - Traffic Paint	2,925	2,565	2,545	2,432	2,432	(134)	-5%
Other Sup - Sign Material	16,236	45,647	34,061	35,014	35,014	(10,633)	-31%
Other Sup - Pre-Mix Asphalt	67,897	80,000	111,515	113,348	103,348	23,348	21%
Other Sup - Culvert/Basin	24,786	30,000	30,000	41,615	31,155	1,155	4%
Other Sup - Bridge/Fence	563	2,000	1,800	2,500	2,500	500	28%
Other Sup - Loam/Seed	9,699	14,381	12,000	12,988	12,988	(1,393)	-12%
Other Sup - Calcium Chloride	28,759	45,950	28,500	45,705	45,705	(245)	-1%
Other Sup - Road Salt	198,878	264,720	175,361	258,426	233,426	(31,294)	-18%
Other Sup - Safety Equipment	23,072	19,008	16,500	16,587	14,987	(4,021)	-24%
Other Sup - Small Tools	11,637	11,600	11,105	11,700	11,700	100	1%



City of Auburn

Master List

Fiscal Year 2013
Adopted 6.18.2012

Account Title	FY 2011 Actual	FY 2012 Approved	FY 2012 Projected	FY 2013 Dept. Request	FY 2013 Council Adopted	Increase/ Decrease	%
Other Sup - Gravel	36,525	85,800	48,706	78,358	73,358	(12,442)	-26%
Other Sup - MV Repair	114,435	113,486	113,300	121,699	121,699	8,213	7%
Other Sup - Equip Repairs	54,210	75,000	70,171	75,975	75,975	975	1%
MV Sup - Tires/Tube/Chain	54,593	89,686	73,171	74,990	74,990	(14,696)	-20%
MV Sup - Gas & Oil	311,164	307,120	289,775	325,620	320,620	13,500	5%
MV Sup - Plow/Grader Blades	9,723	33,147	15,861	37,591	37,591	4,444	28%
MV Sup - Other	29,250	47,381	34,822	35,866	35,866	(11,515)	-33%
Utilities - Water/Sewer	3,696	4,000	3,780	4,265	4,265	265	7%
Comm - Telephone	2,473	4,740	3,576	5,124	5,124	384	11%
Utilities - Electricity	38,233	38,556	38,556	38,556	38,556	0	0%
Utilities - Heating Fuel	0	59,200	32,000	32,000	32,000	(27,200)	-85%
Repairs - Buildings	19,422	21,000	21,000	37,500	22,500	1,500	7%
Repairs - Vehicles	26,623	31,900	29,000	29,250	29,250	(2,650)	-9%
Repairs - Equipment	7,595	29,510	19,000	19,010	19,010	(10,500)	-55%
Repairs - Radio Equipment	1,770	1,000	800	1,000	1,000	0	0%
Training & Tuition	2,038	7,445	5,000	7,445	6,445	(1,000)	-20%
Comm - Postage	124	400	390	400	400	0	0%
Advertising	286	1,045	900	1,000	1,000	(45)	-5%
Travel-Mileage	338	350	240	350	350	0	0%
Travel-Seminar Costs	0	175	0	175	175	0	0%
Dues & Subscriptions	1,287	4,045	4,045	4,073	4,073	28	1%
Leachate Hauling	39,136	35,210	56,293	56,490	35,210	0	0%
Crack Sealing	20,000	20,000	20,000	20,000	20,000	0	0%
Guardrail Replacement	20,000	20,000	20,000	20,000	20,000	0	0%

TOTAL	4,230,798	4,722,884	4,245,299	4,884,919	4,617,744	(105,140)	-2.2%
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0510 Water & Sewer

Catch Basin Maintenance Fee	12,500	12,500	12,500	12,500	12,500	0	0%
Public Fire Protection Fee	516,275	546,335	546,335	546,335	546,335	0	0%

TOTAL	528,775	558,835	558,835	558,835	558,835	-	0.0%
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04150 Emergency Management Agency

EMA	0	2,903	0	0	0	(2,903)	-100%
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TOTAL	-	2,903	-	-	-	(2,903)	-100.0%
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0610 Tax Sharing

Tax Sharing	303,198	288,593	288,593	289,000	289,000	407	0%
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TOTAL	303,198	288,593	288,593	289,000	289,000	407	0.1%
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0615 Auburn-Lewiston Airport

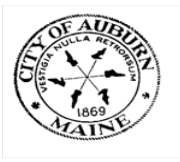


City of Auburn

Master List

Fiscal Year 2013
Adopted 6.18.2012

Account Title	FY 2011 Actual	FY 2012 Approved	FY 2012 Projected	FY 2013 Dept. Request	FY 2013 Council Adopted	Increase/ Decrease	%
Aub-Lew Airport	139,250	106,750	106,750	110,000	105,000	(1,750)	-2%
TOTAL	139,250	106,750	106,750	110,000	105,000	(1,750)	-1.6%
<i>0620 LA Growth Council</i>							
LAEGC	167,487	160,687	160,687	160,687	160,687	0	0%
TOTAL	167,487	160,687	160,687	160,687	160,687	-	0.0%
<i>0625 LA Transit Authority</i>							
Lew-Aub Transit	130,000	207,779	207,779	224,041	235,548	27,769	13%
TOTAL	130,000	207,779	207,779	224,041	235,548	27,769	13.4%
<i>0630 LA 911</i>							
Lew-Aub 911	927,500	968,347	968,347	1,033,988	1,035,381	67,034	7%
TOTAL	927,500	968,347	968,347	1,033,988	1,035,381	67,034	6.9%
<i>Community Little Theater</i>							
Community Little Theater	0	0	0	0	20,160	20,160	0%
TOTAL	-	0	-	-	20,160	20,160	0.0%
<i>0635 LA Arts</i>							
LA Arts	20,160	20,160	20,160	20,160	0	(20,160)	-100%
TOTAL	20,160	20,160	20,160	20,160	-	(20,160)	-100.0%



City of Auburn

Mayor & Council

Fiscal Year 2013
Adopted 6.18.2012

Line Items		Last Year	Dept. Request	Council Adopted
Regular Salaries	Total	16,600	16,600	16,600
PS - General	Total	28,000	34,000	34,000
Office Supplies	Total	250	500	500

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

		Dept. Request	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

		Dept. Request	Council Adopted
PS - General			
Community Event Registration (LAEGC, Chamber, ABA)		\$ 2,000	\$ 2,000
Annual City Audit		\$ 25,000	\$ 25,000
Community/Employee Recognition		\$ 3,500	\$ 3,500
Council Dinners, Chamber Breakfasts, Water, etc.		\$ 3,500	\$ 3,500
		\$ 34,000	\$ 34,000

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

		Dept. Request	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.

Office Supplies: This account is used to charge items to such as paper, printer cartridges, etc.

Line Items		Last Year	Dept. Request	Council Adopted
Travel-Mileage	Total	100	200	200



City of Auburn

Mayor & Council

Fiscal Year 2013
Adopted 6.18.2012

Dues & Subscriptions	Total	48,390	48,390	48,390
Joint Services	Total	-	-	-

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

		Dept. Request	Council Adopted
Travel-Mileage			
Mileage Reimbursement for Mayor and Councilors		\$ 200	\$ 200
		\$ 200	\$ 200

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

		Dept. Request	Council Adopted
Dues & Subscriptions			
AVCOG		\$ 25,000	\$ 25,000
L/A Chamber of Commerce		\$ 1,200	\$ 1,200
Maine Development Foundation		\$ 350	\$ 350
Maine Municipal Association		\$ 21,840	\$ 21,840
Maine Real Estate Development Association		\$ -	\$ -
Maine Service Centers		\$ -	\$ -
National League of Cities		\$ -	\$ -
		\$ 48,390	\$ 48,390

Estimated Detail of Joint Services

Actual expenses may vary according to changing circumstances

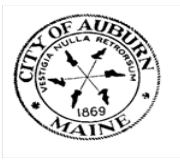
		Dept. Request	Council Adopted
Joint Services			
Public Safety Department Task Force		\$ -	\$ -
		\$ -	\$ -

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

City Manager

Fiscal Year 2013
Adopted 6.18.2012

Line Items		Last Year	Dept. Request	Council Adopted
Regular Salaries	Total	270,288	351,507	321,257
PS - General	Total	500	500	500
Office Supplies	Total	800	800	800

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries	Dept. Request	Council Adopted
City Manager	\$ 109,167	\$ 100,167
Assistant City Manager	\$ 85,000	\$ 63,750
Community Business Specialist	\$ 38,000	\$ 38,000
Director of Economic Development	\$ 77,724	\$ 77,724
Executive Assistant	\$ 41,616	\$ 41,616
Receptionist	\$ -	\$ -
	\$ 351,507	\$ 321,257
	TIF Offset 100%	\$ 77,724
	TIF Offset 100%	\$ 38,000
	Net Cost	\$ 205,533

Note: The wages of the Director of Economic Development and the Community Business Specialist are paid for 100% by TIF Revenues.

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

PS - General	Dept. Request	Council Adopted
Purchased Services	\$ 500	\$ 500
	\$ 500	\$ 500

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

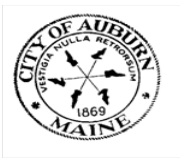
Office Supplies	Dept. Request	Manager Request
General Office Supplies	\$ 800	\$ 800
	\$ 800	\$ 800

Line Item Narrative

Regular Wages: This line item has increased due to the addition of an Assistant City Manager.

Purchased Services- General: This is a miscellaneous line item including printing, business lunches, training, etc.

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



City of Auburn

City Manager

Fiscal Year 2013
Adopted 6.18.2012

Line Items		Last Year	Dept. Request	Council Adopted
Comm - Telephone	Total	1,518	2,430	2,430
Special Events	Total	3,000	-	3,000

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

Comm - Telephone		Cost / Month	Dept. Request	Council Adopted
City Manager	Note: The Ec. Development Director's Phone is paid for with TIF Revenues.	\$ 76.00	\$ 912	\$ 912
Assistant City Manager		\$ 76.00	\$ 912	\$ 912
Replacement Phone			\$ 150	\$ 150
Economic Development Director		\$ 38.00	\$ 456	\$ 456
			\$ 2,430	\$ 2,430
	TIF Offset		100%	\$ 456
	Net Cost			\$ 1,974

Estimated Detail of Special Events

Actual expenses may vary according to changing circumstances

Special Events	Dept. Request	Council Adopted
Santa's Arrival	↓	↓
Summer Music Festivals	↓	↓
Winter Celebration/Christmas Decorating	↓	↓
	\$ -	\$ 3,000

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, etc.

Line Items		Last Year	Dept. Request	Council Adopted
Training & Tuition	Total	2,774	5,874	5,874
Travel-Mileage	Total	-	6,700	6,700
Travel-Seminar Costs	Total	-	-	-



City of Auburn

City Manager

Fiscal Year 2013
Adopted 6.18.2012

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

		Dept.	Council
Training & Tuition		Request	Adopted
<u>ABA Monthly Meetings</u>	Note: Those items underlined are funded with TIF Revenues.	\$ 200	\$ 200
<u>Chamber Awards Dinner</u>		\$ 100	\$ 100
<u>Chamber Breakfast</u>		\$ 384	\$ 384
<u>EDCM Quarterly Meetings</u>		\$ 240	\$ 240
ICMA Conference		\$ 1,200	\$ 1,200
<u>LAEGC Awards Dinner - Staff Table & Awards Winners Table</u>		\$ 1,000	\$ 1,000
<u>LAEGC B to B Trade Show</u>		\$ 500	\$ 500
<u>MEREDA Trade Show & Seminars</u>		\$ 650	\$ 650
MMA Convention		\$ 200	\$ 200
MTCMA Conference		\$ 400	\$ 400
Various Events for City Manager & Assistant City Manager		\$ 1,000	\$ 1,000
		\$ 5,874	\$ 5,874
	TIF Offset	100%	\$ 3,074
	Net Cost		\$ 2,800

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

	Dept.	Council
Travel-Mileage	Request	Adopted
City Manager Vehicle Stipend per contract	\$ 6,600	\$ 6,600
Miscellaneous Department Mileage	\$ 100	\$ 100
	\$ 6,700	\$ 6,700

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 \$550 per month.

Travel, Seminar Costs: This line item was combined with the Training and Tuition.

Line Items	Last Year	Dept. Request	Council Adopted
Dues & Subscriptions	2,035	2,735	2,735
Total	2,035	2,735	2,735

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

	Membership	Dept. Request	Council Adopted
Dues & Subscriptions			



City of Auburn

City Manager

Fiscal Year 2013
Adopted 6.18.2012

<u>American Planners Association (APA)</u>	0	\$	240	\$	240
<u>Auburn Business Association (ABA)</u>	1	\$	120	\$	120
<u>Economic Development Council of Maine (EDCM)</u>	1	\$	100	\$	100
ICMA Dues	2	\$	1,440	\$	1,440
<u>Maine Biz</u>	1	\$	100	\$	100
<u>Maine Real Estate & Development Association (MEREDA)</u>	1	\$	275	\$	275
MTCMA Dues	0	\$	300	\$	300
Sun Journal Subscription	0	\$	160	\$	160
		\$	2,735	\$	2,735
			100%	\$	835
				\$	1,900

Note: Those items underlined are funded with TIF Revenues.

TIF Offset
Net Cost

Line Item Narrative

Dues & Subscriptions: This account funds the dues for the City Manager, and Assistant City Manager. It also funds activities for the Economic Development Director and the Business Relations Specialist.



City of Auburn

City Clerk

Fiscal Year 2013
Adopted 6.18.2012

Line Items		Last Year	Dept. Request	Council Adopted
Regular Salaries	Total	110,786	132,763	119,561
OT - Regular	Total	-	1,500	1,500
Temporary Assistance	Total	3,000	-	-

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries	Pay	Hours/ Week	Dept. Request	Council Adopted
City Clerk	Salary	37.5	\$ 65,000	\$ 65,000
Deputy City Clerk/Licensing Specialist	\$ 16.48	37.5	\$ 32,136	\$ 32,136
Switchboard/Information	\$ 11.50	37.5	\$ 22,425	\$ 22,425
Office Assistant	\$ 13.54	18.75	\$ 13,202	\$ -
			\$ 132,763	\$ 119,561

Estimated Detail of OT - Regular

Actual expenses may vary according to changing circumstances

OT - Regular	Dept. Request	Council Adopted
	\$ 1,500	\$ 1,500
	\$ 1,500	\$ 1,500

Estimated Detail of Temporary Assistance

Actual expenses may vary according to changing circumstances

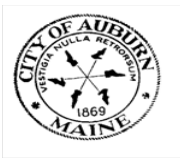
Temporary Assistance	Dept. Request	Manager Request
Temporary Assistance Prior to Election Day	\$ -	\$ -
	\$ -	\$ -

Line Item Narrative

Regular Salaries: Additional hours for a Switchboard/Information Assistant have been added, especially in preparation for elections.

OT-Regular: This covers overtime paid to Deputy City Clerk when she works after hours before and after elections.

Temporary Assistance: The expenditures and request for this account have been moved to Election Workers line item.



City of Auburn

City Clerk

Fiscal Year 2013
Adopted 6.18.2012

Line Items		Last Year	Dept. Request	Council Adopted
Office Supplies	Total	1,000	2,500	2,500
Other Sup - Voter	Total	1,000	980	980
Repairs - Equipment	Total	500	500	500

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

Office Supplies	Dept. Request	Council Adopted
Accuvote Supplies	\$ 700	\$ 700
General office supplies	\$ 1,800	\$ 1,800
	\$ 2,500	\$ 2,500

Estimated Detail of Other Sup - Voter

Actual expenses may vary according to changing circumstances

Other Sup - Voter	Dept. Request	Council Adopted
Voter Cards, labels and certificates	\$ 680	\$ 680
General Office Supplies	\$ 300	\$ 300
	\$ 980	\$ 980

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

Repairs - Equipment	Dept. Request	Council Adopted
Office Equipment Repairs	\$ 500	\$ 500
	\$ 500	\$ 500

Line Item Narrative

Office Supplies: This accounts include the cost of supplies for Voter Registration, such as Voter Registration Cards, Confirmation Cards, and Dymo Labels. We are required to review and possible re-draw the ward boundaries based on the information collected in the 2010 decennial census. These are required programs and projects through both state and federal election laws.

Other Supplies - Voter: See Above.

Repairs - Equipment: This grouping of accounts also includes funding for unexpected equipment repairs.

Line Items	Last Year	Dept. Request	Council Adopted
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City of Auburn

City Clerk

Fiscal Year 2013
Adopted 6.18.2012

Training & Tuition	Total	560	1,450	1,450
Advertising	Total	1,562	1,200	1,200
Professional Services	Total	2,500	7,500	7,500
Travel-Mileage	Total	500	500	500

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Training & Tuition		
Employee Training	\$ 1,450	\$ 1,450
	\$ 1,450	\$ 1,450

Estimated Detail of Advertising

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Advertising		
Public Notice requirements	\$ 1,200	\$ 1,200
	\$ 1,200	\$ 1,200

Estimated Detail of Professional Services

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Professional Services		
Programming Voting Equipment	\$ 1,500	\$ 1,500
Record Restoration	\$ 3,500	\$ 3,500
Codification	\$ 2,500	\$ 2,500
	\$ 7,500	\$ 7,500

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Travel-Mileage		
Employee Mileage Reimbursement	\$ 500	\$ 500
	\$ 500	\$ 500

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

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 web and updates to the codification.

Travel-Mileage: See Above.

Last Dept. Council



City of Auburn

City Clerk

Fiscal Year 2013
Adopted 6.18.2012

Line Items	Year	Request	Adopted
Dues & Subscriptions	Total	455	455
Wardens & Ward Clerks	Total	8,609	12,080

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

Dues & Subscriptions	Dept. Request	Council Adopted
Lewiston Sun-Journal	\$ 195	\$ 195
Maine Town and City Clerk's Association (all three staff members)	\$ 60	\$ 60
New England Clerk's Association (Clerk only)	\$ 25	\$ 25
International Institute of Municipal Clerk's (Clerk only)	\$ 175	\$ 175
	\$ 455	\$ 455

Estimated Detail of Wardens & Ward Clerks

Actual expenses may vary according to changing circumstances

Wardens & Ward Clerks	Hourly	Dept. Request	Council Adopted	
<u>November 2012</u>				
Wardens and Ward Clerks - 5 polling places	\$ 8.00	\$ 1,600	↓	
Election Clerks	\$ 7.75	\$ 4,420		
Deputy Registrars	\$ 7.75	\$ 1,046		
<u>May 2013 Municipal School Budget Referendum</u>				
Election Clerks	\$ 7.75	\$ 589		
Warden and Ward Clerk - 1 polling place	\$ 8.00	\$ 320		
Deputy Registrars	\$ 7.75	\$ 105		
Temporary Assistance - Absentee Voting, Nursing Homes, Registrations		\$ 4,000		
<u>November 2012</u>				
Wardens and Ward Clerks - 2 polling places	\$ 640			
Election Clerks	\$ 2,061			
Deputy Registrars	\$ 314			
	\$ 3,015	\$ 12,080		\$ 12,080

Line Item Narrative

Dues & Subscriptions: See Above.

Wardens & Warden Clerks: This line item funds the cost of election clerks on election day and help with various duties prior to the election as listed above.

Last Dept. Council



City of Auburn

City Clerk

Fiscal Year 2013
Adopted 6.18.2012

Line Items	Year	Request	Adopted
Voting Machines	Total	6,950	2,450

Estimated Detail of Voting Machines

Actual expenses may vary according to changing circumstances

Voting Machines	<i>Machines</i>	<i>Fees</i>	Dept. Request	Council Adopted
Maintenance Agreement for Accuvote Machines	6	\$ 175.00	\$ 1,050	\$ 1,050
Software Programming for Voting Equipment			\$ 1,400	\$ 1,400
			\$ 2,450	\$ 2,450

Line Item Narrative

Voting Machines: FY 2012 Elections - November 2011 Municipal Candidate and State Referendum, May 2012 School Budget Validation and June 2012 Presidential Primary and possible state referendum.



City of Auburn

Finance

Fiscal Year 2013
Adopted 6.18.2012

Line Items		Last Year	Dept. Request	Council Adopted
Regular Salaries	Total	330,454	407,454	392,454
PS - General	Total	22,354	20,810	19,810

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries		Dept. Request	Council Adopted
Finance Director	Note: There is a corresponding \$8,000 revenue from the CDBG Budget for financial administration.	\$ 80,000	\$ 80,000
Accountant		\$ 53,509	\$ 53,509
Accountant		\$ 42,944	\$ 42,944
Purchasing Agent/Facilities		\$ 60,000	\$ 60,000
Part-Time Assistance		\$ 15,000	\$ -
Tax Clerk		\$ 38,430	\$ 38,430
Tax Clerk		\$ 32,445	\$ 32,445
Tax Clerk		\$ 27,496	\$ 27,496
Tax Collector		\$ 57,630	\$ 57,630
		\$ 407,454	\$ 392,454

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

PS - General		Dept. Request	Council Adopted
CAFR & Annual Report Filing Fee		\$ 500	\$ 500
Discharge of Liens		\$ 6,500	\$ 6,000
Filing Tax Liens		\$ 6,110	\$ 6,110
Research deeds for liens/foreclosures		\$ 1,200	\$ 1,200
Tax Bill Preparation & City Manager's Letter		\$ 6,500	\$ 6,000
		\$ 20,810	\$ 19,810

Line Item Narrative

Salaries: We have added to the part time work as a result of the FY11 labor reduction in the Clerk's Department.

Purchase Services - General: See Above.

Line Items		Last Year	Dept. Request	Council Adopted
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City of Auburn

Finance

Fiscal Year 2013
Adopted 6.18.2012

Reports, Printing, & Binding	Total	1,250	1,250	1,250
Office Supplies	Total	1,700	3,000	2,500

Estimated Detail of Reports, Printing, & Binding

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Reports, Printing, & Binding		
Checks	\$ 500	\$ 500
Tax Office Receipts	\$ 400	\$ 400
W-2, 1099,& Tax Supplies	\$ 350	\$ 350
	\$ 1,250	\$ 1,250

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Office Supplies		
Signage	\$ 250	\$ 250
Envelopes	\$ 500	\$ 500
Binders and Supplies	\$ 1,000	\$ 500
Toner Check Printer	\$ 500	\$ 500
Miscellaneous	\$ 750	\$ 750
	\$ 3,000	\$ 2,500

Line Item Narrative

Reports, Printing & Binding: See Above.

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

Line Items		Last Year	Dept. Request	Council Adopted
Training & Tuition	Total	2,650	2,650	2,150
Dues & Subscriptions	Total	1,115	1,375	1,375

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances



City of Auburn

Finance

Fiscal Year 2013
Adopted 6.18.2012

	Dept. Request	Council Adopted
Training & Tuition		
NESGFOA Conference	\$ 600	\$ 600
Seminar Costs	\$ 1,000	\$ 700
Maine Municipal		
Annual Conference	\$ 170	\$ 170
Human Resource	\$ 160	\$ 160
Tax Collectors/Treasurers	\$ 220	\$ 210
Maine GFOA Training	\$ 250	\$ 60
Mileage	\$ 250	\$ 250
	\$ 2,650	\$ 2,150

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Dues & Subscriptions		
Registry of Deeds	\$ 70	\$ 70
Excise Publications/Books	\$ 300	\$ 300
GFOA Membership	\$ 300	\$ 300
Maine Tax Collectors and Treasurers	\$ 175	\$ 175
Maine Town & City Clerks	\$ 80	\$ 80
Updates to GAAP,GAAS and Price Digests	\$ 450	\$ 450
	\$ 1,375	\$ 1,375

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 the Registry of Deeds online service charge for Tax Office.



City of Auburn

Human Resources

Fiscal Year 2013
Adopted 6.18.2012

Line Items		Last Year	Dept. Request	Council Adopted
Regular Salaries	Total	119,165	121,548	121,548
Other Sup-Operating	Total	1,500	1,500	1,500
PS - Emp Assist Program	Total	3,800	975	975
PS-Professional Developmen	Total	2,000	2,000	2,000

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries	Dept. Request	Council Adopted
Human Resources Director	\$ 78,864	\$ 78,864
Administrative Assistant	\$ 42,684	\$ 42,684
	\$ 121,548	\$ 121,548

Estimated Detail of Other Sup-Operating

Actual expenses may vary according to changing circumstances

Other Sup-Operating	Dept. Request	Council Adopted
PPE Equipment N95s (Pandemic Event)	\$ 1,500	\$ 1,500
	\$ 1,500	\$ 1,500

Estimated Detail of PS - Emp Assist Program

Actual expenses may vary according to changing circumstances

PS - Emp Assist Program	Dept. Request	Council Adopted
Employee Assistance Program	\$ 975	\$ 975
	\$ 975	\$ 975

Line Item Narrative

Salaries: This account pays for the Human Resource Director and the Human Resource Assistant .

Purchased Services- General: This account is new and will be used to purchase PPE equipment.

Employee Assistance Program: This program assists employees who are experiencing personal problems so they can work to the best of their abilities. 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 Counsellor 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 Commercial Drivers Licenses (CDL's). This account budgets for an annual contract with St. Mary's Community Clinical

Last Dept. Council



City of Auburn

Human Resources

Fiscal Year 2013
Adopted 6.18.2012

Line Items		Year	Request	Adopted
PS - Drug Testing & Physicals	Total	4,218	4,923	4,923
PS - Testing	Total	1,500	1,500	1,500

Estimated Detail of PS - Drug Testing & Physicals

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
PS - Drug Testing & Physicals		
Pre-employment Physicals (Admin)	\$ 992	\$ 992
DOT Random Drug Test	\$ 2,010	\$ 2,010
DOT Breath-Alcohol Tests	\$ 258	\$ 258
DOT Pre-Use CDL Tests	\$ 201	\$ 201
DOT Return-to-Work/Follow-up	\$ 536	\$ 536
Bloodborne Pathogens series	\$ 776	\$ 776
Random Drug Pool Annual Admin Fee	\$ 150	\$ 150
	\$ 4,923	\$ 4,923

Estimated Detail of PS - Testing

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
PS - Testing		
Employee Testing	\$ 1,500	\$ 1,500
	\$ 1,500	\$ 1,500

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 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 funds 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.

Employee Testing: This account covers the costs of professionally prepared written exams specifically designed for the Public Safety Departments. The Human Resource Department, in conjunction with the Police and Fire Chiefs, test candidates seeking to be promoted to a higher rank. Since the elimination of the Civil Service Commission from the City Charter, the Department has found less expensive alternatives to the testing process.

Line Items		Last Year	Dept. Request	Council Adopted
Office Supplies	Total	200	300	300
Training & Tuition	Total	990	1,100	1,100
Advertising	Total	3,000	3,000	3,000



City of Auburn

Human Resources

Fiscal Year 2013
Adopted 6.18.2012

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Office Supplies		
General Office Supplies	\$ 300	\$ 300
	\$ 300	\$ 300

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Training & Tuition		
Professional Development	\$ 1,100	\$ 1,100
	\$ 1,100	\$ 1,100

Estimated Detail of Advertising

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Advertising		
Advertising for City-wide Employee Recruiting	\$ 3,000	\$ 3,000
	\$ 3,000	\$ 3,000

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 Human Resources and MMA Conventions, as well as the Personnel Labor Law Seminar.

Advertising: This account covers the cost of recruiting candidates for vacant positions. Advertisements may be done locally, statewide or nationally depending upon the type of position for which the City is recruiting. 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.

Line Items		Last Year	Dept. Request	Council Adopted
Travel-Mileage	Total	300	300	300
Travel-Seminar Costs	Total	450	450	450
Dues & Subscriptions	Total	240	240	240

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances



City of Auburn

Human Resources

Fiscal Year 2013
Adopted 6.18.2012

	Dept. Request	Council Adopted
Travel-Mileage		
Personal Use of Vehicle	\$ 300	\$ 300
	\$ 300	\$ 300

Estimated Detail of Travel-Seminar Costs

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Travel-Seminar Costs		
See Below	\$ 450	\$ 450
	\$ 450	\$ 450

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

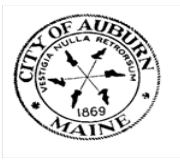
	Dept. Request	Council Adopted
Dues & Subscriptions		
Professional Subscriptions	\$ 240	\$ 240
	\$ 240	\$ 240

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 an out-of-state technology conference and a human resources convention for the staff, including mileage, meals and lodging.

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 provided by the organizations.



City of Auburn

ICT

Fiscal Year 2013
Adopted 6.18.2012

Line Items		Last Year	Dept. Request	Council Adopted
Regular Salaries	Total	172,199	213,572	175,572
Longevity Bonus	Total	-	-	-
PS - General	Total	10,400	10,400	10,400

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries	Dept. Request	Council Adopted
ICT Manager	\$ 67,770	\$ 67,770
Geospatial Database Manager	\$ 45,900	\$ 45,900
Website and Support Technician	\$ 38,000	
Network Administrator	\$ 61,902	\$ 61,902
	\$ 213,572	\$ 175,572

Estimated Detail of Longevity Bonus

Actual expenses may vary according to changing circumstances

Longevity Bonus	Dept. Request	Council Adopted
Longevity	\$ -	\$ -
	\$ -	\$ -

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

PS - General	Dept. Request	Council Adopted
Communication Consulting (Central Maine Communication / Oxford Networks)	\$ 3,000	\$ 3,000
Domain Name Registry	\$ 400	\$ 400
Network Consulting (Downeast Networks)	\$ 7,000	\$ 7,000
	\$ 10,400	\$ 10,400

Line Item Narrative

Salaries: One additional position is being requested (Website and Support Technician) to administer and manage content of the website. This position will also assist ICT in daily help desk support requests.

Longevity Bonus: Longevity bonuses are awarded to non-union employees who have reached the 7, 15 and 25 years of service milestones. Upon these anniversary dates, employees are awarded \$300, \$400 and \$500 respectively.

PS General: This account is used when there is a need support City staff, on a short-term, project-specific basis. It pays for outside consultants on a time and materials basis to ensure our phone system and network remain active and functional.



City of Auburn ICT

Fiscal Year 2013
Adopted 6.18.2012

Line Items		Last Year	Dept. Request	Council Adopted
Other Sup - Operating	Total	8,400	3,000	3,000
Other Sup - Computer Hardware	Total	12,000	15,000	15,000
Repairs - Equipment	Total	3,000	5,000	5,000

Estimated Detail of Other Sup - Operating

Actual expenses may vary according to changing circumstances

Other Sup - Operating	Dept. Request	Council Adopted
Toner, Ink, Accessory Computer Needs	\$ 3,000	\$ 3,000
	\$ 3,000	\$ 3,000

Estimated Detail of Other Sup - Computer Hardware

Longevity Bonus

Other Sup - Computer Hardware	Dept. Request	Council Adopted
PC Replacements	\$ 15,000	\$ 15,000
	\$ 15,000	\$ 15,000

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

Repairs - Equipment	Dept. Request	Council Adopted
Equipment Repair	\$ 5,000	\$ 5,000
	\$ 5,000	\$ 5,000

Line Item Narrative

Other Supplies - Operating: This account funds the cost of computer supplies (blank CDs, DVDs) and printer supplies (ink, toner) for the ICT Department. Small computer peripherals (mice, keyboards) are also purchased through this account.

Other Supplies - Computer Hardware: This account funds acquisition and replacement of computers, printers, and other information technology equipment for all departments.

Equipment Repair: This account funds repairs to printers, computers and network devices. Printers are typically repaired by vendors such as IKON or Spillers, and the balance of this account is applied to our in-house repairs.

Line Items	Last Year	Dept. Request	Council Adopted
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City of Auburn

ICT

Fiscal Year 2013
Adopted 6.18.2012

Training & Tuition	Total	600	2,500	2,500
Travel-Mileage	Total	350	350	350
Travel-Seminar Costs	Total	2,269	2,720	2,720

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

		Dept. Request	Council Adopted
Training & Tuition			
SQL Server Training	\$	1,500	\$ 1,500
ESRI Silverlight	\$	1,000	\$ 1,000
	\$	2,500	\$ 2,500

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

		Dept. Request	Council Adopted
Travel-Mileage			
Reimbursement For Personal Vehicles	\$	350	\$ 350
	\$	350	\$ 350

Estimated Detail of Travel-Seminar Costs

Actual expenses may vary according to changing circumstances

		Dept. Request	Council Adopted
Travel-Seminar Costs			
EnerGov	\$	1,200	\$ 1,200
NEARC	\$	1,250	\$ 1,250
MMA	\$	130	\$ 130
MEGUG	\$	140	\$ 140
	\$	2,720	\$ 2,720

Line Item Narrative

Training & Tuition: It is important that ICT Staff stay current with technological best practices. This training allows staff to become more knowledgeable in industry trends.

Travel Mileage: This account reimburses department personnel when they use personal vehicles for job related activities when municipal vehicles are not available.

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 Rockland, Me, in-state MMA conference, quartely Maine GIS Users Group, and traveling to Atlanta for enerGov annual conference and training.

Line Items		Last Year	Dept. Request	Council Adopted
Computer Software	Total	9,175	16,275	11,775



City of Auburn

ICT

Fiscal Year 2013
Adopted 6.18.2012

Software Licensing	Total	142,665	160,315	160,315
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Estimated Detail of Computer Software

Actual expenses may vary according to changing circumstances

	<i>Copies</i>	Dept. Request	Council Adopted
Computer Software			
MUNIS seats	unlimited	\$ 5,775	\$ 5,775
Windows 7 seats		\$ 4,500	\$ -
Siemens Upgrade		\$ 1,000	\$ 1,000
Terminal Services		\$ 5,000	\$ 5,000
		\$ 16,275	\$ 11,775

Estimated Detail of Software Licensing

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Software Licensing		
Auto Desk Subscription	\$ 220	\$ 220
CopLogic	\$ 5,995	\$ 5,995
EnerGov (Permitting, Planning and Licensing)	\$ 23,000	\$ 23,000
ESRI (GIS Software)	\$ 18,000	\$ 18,000
Gba (Asset Management)	\$ 11,500	\$ 11,500
Gba (Licenses)	\$ 4,000	\$ 4,000
IMC (Public Safety for Fire and Police)	\$ 19,800	\$ 19,800
MUNIS (Financials, Purchasing, Budgeting)	\$ 55,000	\$ 55,000
Patriot (Computer-Aided Mass Appraisal)	\$ 15,000	\$ 15,000
Cardinal (Ticketing Software)	\$ 6,000	\$ 6,000
Website Hosting	\$ 1,800	\$ 1,800
	\$ 160,315	\$ 160,315

Line Item Narrative

Computer Software: We will need to purchase 10-15 Windows 7 Operating System licenses to work toward the goal of having all staff on the same Operating System. Included in this OS purchase is also Windows upgrades from Home Premium to Professional for some of our existing laptops which will improve network capabilities. Siemens upgrade will allow staff to better monitor efficiencies and energy-savings through HVAC-related software. With a significant increase in remote access, it is imperative that ICT increase the amount of licenses that allow users to connect to the network outside the office.

Software Licensing: This account funds annual licensing fees associated with our major applications. Most licensing fees increase by 5-10% annually as a standard. Some exceptions include the last phase of EnerGov modules and to cover Lucity (gbaMS) additional licensing costs. An additional license cost is Cardinal software which is used by the Police



City of Auburn

Assessing

Fiscal Year 2013
Adopted 6.18.2012

Line Items		Last Year	Dept. Request	Council Adopted
Regular Salaries	Total	162,961	169,156	169,156
Longevity Bonus	Total	-	-	-

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries	Dept. Request	Council Adopted
Lead Assessor	\$ 71,400	\$ 71,400
Appraiser	\$ 44,737	\$ 44,737
Appraiser	\$ 53,019	\$ 53,019
	\$ 169,156	\$ 169,156

Estimated Detail of Longevity Bonus

Actual expenses may vary according to changing circumstances

Longevity Bonus	Dept. Request	Council Adopted
Employee Longevity	\$ -	\$ -
	\$ -	\$ -

Line Item Narrative

Regular Wages: The successful operation of the Assessing Department requires skilled employees in the assessing field. Regular salaries reflects the combination of administrative duties and technical duties.

Longevity Bonus: This account includes the costs of bonuses paid to employees for years of service to the City of Auburn. The longevity bonus is paid to non-union members at their 7 (\$300), 15 (\$400), and 25 (\$500) year anniversaries.

Line Items		Last Year	Dept. Request	Council Adopted
PS - General	Total	17,000	17,000	5,000
PS - Recording Fee	Total	500	1,500	1,500

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

PS - General	Dept. Request	Council Adopted



City of Auburn

Assessing

Fiscal Year 2013
Adopted 6.18.2012

Contracted Services

Parcel Count

Commercial

Personal Property

Residential

Building Inspections

Mileage

	\$ 6,800	\$	5,000
	\$ 9,200		
	\$ 1,000		
	\$ 17,000	\$	5,000

Estimated Detail of PS - Recording Fee

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
PS - Recording Fee		
Annual Fee and Deed Copies	\$ 1,500	\$ 1,500
	\$ 1,500	\$ 1,500

Line Item Narrative

Purchased Services - General: This account will be used for privatizing assessing inspections. Also, the cost of office supplies is charged to this account.

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.

Line Items		Last Year	Dept. Request	Council Adopted
Reports, Printing, & Binding	Total	300	300	300
Office Supplies	Total	700	600	600
MV Sup-Gas & Oil	Total	400	400	400

Estimated Detail of Reports, Printing, & Binding

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Reports, Printing, & Binding		
Commitment Book	\$ 300	\$ 300
	\$ 300	\$ 300

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances



City of Auburn

Assessing

Fiscal Year 2013
Adopted 6.18.2012

Office Supplies
See Below

	Dept. Request	Council Adopted
\$ 600	\$ 600	\$ 600
\$ 600	\$ 600	\$ 600

Estimated Detail of MV Sup-Gas & Oil

Actual expenses may vary according to changing circumstances

MV Sup-Gas & Oil
See Below

	Dept. Request	Council Adopted
\$ 400	\$ 400	\$ 400
\$ 400	\$ 400	\$ 400

Line Item Narrative

Reports, Printing & Binding: This account includes the cost of binding the Valuations Book, "True and Perfect List." The Valuation book is the sole official record of the assessments of any given year and contains the following information: Principle property owners, valuation, location, etc. List of taxable and exempt property, both personal and real, Tax Rate calculation sheet, Municipal Valuation Return, Special Land Classification, Collector's Warrant and Certification of Commitment, Assessor's Certification, Municipal Appropriations, State-Municipal Revenue Sharing Aid, Abatements and Supplemental Assessments (Warrants & Certificates), TIF allocations, Top Tax Payers, Special Land Classifications, Base Valuation Mix.

Office Supplies: Account includes the cost of general office supplies, including paper, writing utensils, staples, file folders, and report folders for hearings with the Board of Assessment Review.

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

Line Items		Last Year	Dept. Request	Council Adopted
Comm - Telephone	Total	1,380	1,380	1,380
Advertising	Total	485	485	485
Repairs - Vehicles	Total	300	300	300

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

	Cost / Month	Dept. Request	Council Adopted
Comm - Telephone			
2 Air Cards	\$ 100	\$ 1,200	\$ 1,200
Shared Celluar Phone	\$ 15	\$ 180	\$ 180
		\$ 1,380	\$ 1,380

Estimated Detail of Advertising

Actual expenses may vary according to changing circumstances



City of Auburn

Assessing

Fiscal Year 2013
Adopted 6.18.2012

	Dept. Request	Council Adopted
Advertising		
Newspaper Advertising	\$ 485	\$ 485
	\$ 485	\$ 485

Estimated Detail of Repairs - Vehicles

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Repairs - Vehicles		
2005 Hyundai Elantra	\$ 300	\$ 300
	\$ 300	\$ 300

Line Item Narrative

Telephone: This account includes the cost of a cell phone to be shared by staff while operating in the field. It allows the appraiser to communicate with both the office and property owners. In emergency situations, the phone has been known to be very helpful. The air cards will be used to provide internet access to the field computers so that we can directly load our property inspection information into the Patriot CAMA system.

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.

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

Line Items		Last Year	Dept. Request	Council Adopted
Training & Tuition	Total	2,600	2,600	2,600
Travel-Mileage	Total	600	400	400

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Training & Tuition		
Code Enforcement	\$ 500	\$ 500
Continuing Education for Certifications and Licenses	\$ 2,100	\$ 2,100
	\$ 2,600	\$ 2,600

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances



City of Auburn

Assessing

Fiscal Year 2013
Adopted 6.18.2012

Travel-Mileage
Mileage

	Dept. Request		Council Adopted
\$	400	\$	400
\$	400	\$	400

Line Item Narrative

Training: This account funds certification for Maine Assessors, C.M.A. Certification is required by Maine State Statutes, (Title 36 Section 311). The Department has staff members who are certified by the Maine Revenue Service Property Tax Division who each must complete 16 hours of continuing education per year to maintain certified assessor status. The assessor is also a State of Maine Certified General Appraiser and a Senior Residential Appraiser of the Appraisal Institute. These appraisal certification levels require an additional 20 hours of continuing education. One staff member is a code enforcement officer and local plumbing inspector.

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

Line Items		Last Year	Dept. Request	Council Adopted
Dues & Subscriptions	Total	1,680	1,680	1,680

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

		Dept. Request		Council Adopted
Dues & Subscriptions				
IAAO (International Association of Assessing Officers) National	\$	175	\$	175
IAAO State Chapter	\$	90	\$	90
MAAO (Maine Association of Assessing Officers)	\$	30	\$	30
State Appraisal License/Appraisal Institute	\$	1,385	\$	1,385
	\$	1,680	\$	1,680

Line Item Narrative

Dues & Memberships: This account includes the costs of memberships in professional organizations. Membership in professional organizations provides the opportunity to enroll in educational courses at a discounted rate, associate with other professionals, share information and gain member assistance from those organizations. One person has the IAAO National membership, 3 people have the State Chapter of the IAAO membership, one person has the State License, and two people are members of the Appraisal Institute.



City of Auburn

Legal

Fiscal Year 2013
Adopted 6.18.2012

Line Items	Last Year	Dept. Request	Council Adopted
PS-Legal	Total	84,284	100,000
		85,000	

Estimated Detail of PS-Legal

Actual expenses may vary according to changing circumstances

PS-Legal	Dept. Request	Council Adopted
Legal Services	\$ 100,000	\$ 85,000
	\$ 100,000	\$ 85,000

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

Customer Service

Fiscal Year 2013
Adopted 6.18.2012

Line Items		Last Year	Dept. Request	Council Adopted
Public Relations	Total	1,500	1,500	-
Office Supplies	Total	500	500	-

Estimated Detail of Public Relations

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Public Relations		
See Below.	\$ 1,500	\$ -
	\$ 1,500	\$ -

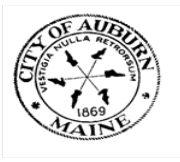
Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Office Supplies		
	\$ 500	\$ -
	\$ 500	\$ -

Line Item Narrative

Public Relations: This account is used for newsletters, the website, awards, announcements, signage, community information, Council requests, etc.



City of Auburn

General Assistance

Fiscal Year 2013
Adopted 6.18.2012

Line Items		Last Year	Dept. Request	Council Adopted
Regular Salaries	Total	67,927	69,286	69,286
Office Supplies	Total	100	300	300
Other Sup-Operating	Total	320	155	155
Training & Tuition	Total	150	200	200

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries		Dept. Request	Council Adopted
Welfare Director		\$ 54,847	\$ 54,847
Part Time Assistant		\$ 14,439	\$ 14,439
		\$ 69,286	\$ 69,286

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

Office Supplies		Dept. Request	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		Dept. Request	Council Adopted
Vouchers		\$ 155	\$ 155
		\$ 155	\$ 155

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

Training & Tuition		Dept. Request	Council Adopted
Professional Development		\$ 200	\$ 200
		\$ 200	\$ 200

Line Item Narrative

Salaries: Full time wages are charged to this line item.

Office Supplies: This account includes the cost of supplies such as file folders, paper.

Other Supplies-Operating: This account provides supplies for influenza clinics, lead screenings, and vouchers for the General Assistance program and for the cost of interpreters when needed as mandated by the Federal government.

Training & Tuition: This account includes the cost of tuition and fees for professional development.



City of Auburn

General Assistance

Fiscal Year 2013
Adopted 6.18.2012

Line Items		Last Year	Dept. Request	Council Adopted
Travel-Mileage	Total	200	200	200
Travel-Seminar Costs	Total	200	200	200
Dues & Subscriptions	Total	60	60	60

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

Travel-Mileage		Dept. Request	Council Adopted
Personal Use of Vehicle		\$ 200	\$ 200
		\$ 200	\$ 200

Estimated Detail of Travel-Seminar Costs

Actual expenses may vary according to changing circumstances

Travel-Seminar Costs		Dept. Request	Council Adopted
Registration Costs		\$ 200	\$ 200
		\$ 200	\$ 200

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

Dues & Subscriptions		Dept. Request	Council Adopted
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.

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.

Line Items		Last Year	Dept. Request	Council Adopted
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City of Auburn

General Assistance

Fiscal Year 2013
Adopted 6.18.2012

PA - Electrical	Total	5,200	4,400	4,400
PA - Medical	Total	680	3,754	3,754
PA - Burial	Total	1,790	1,790	1,790

Estimated Detail of PA - Electrical

Actual expenses may vary according to changing circumstances

	<i>Avg. Applicants</i>	<i>Avg. Cost</i>	<i>Dept. Request</i>	<i>Council Adopted</i>
PA - Electrical				
Electricity Bills	66	\$ 67	\$ 4,400	\$ 4,400
			\$ 4,400	\$ 4,400

Estimated Detail of PA - Medical

Actual expenses may vary according to changing circumstances

	<i>Avg. Applicants</i>	<i>Avg. Cost</i>	<i>Dept. Request</i>	<i>Council Adopted</i>
PA - Medical				
Medical Supplies	36	\$ 104	\$ 3,754	\$ 3,754
			\$ 3,754	\$ 3,754

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>	<i>Dept. Request</i>	<i>Council Adopted</i>
PA - Burial					
Burials	2	\$ 795	\$ 200	\$ 1,790	\$ 1,790
				\$ 1,790	\$ 1,790

Line Item Narrative

Electricity: This account is used to assist eligible households whose income is insufficient to pay their electric bill. With the high cost of fuel, residents are forced to use alternative heat in order to keep warm. Electricity is the most convenient form of alternative heat.

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 cost are the removal of the body from a local residence, casket, and a reasonable cost for overhead.

Line Items		Last Year	Dept. Request	Council Adopted
PA - Fuel	Total	2,868	3,960	3,960
PA - Provisions	Total	1,188	1,848	1,848
PA - Rent	Total	70,000	86,190	86,190



City of Auburn

General Assistance

Fiscal Year 2013
Adopted 6.18.2012

Estimated Detail of PA - Fuel

Actual expenses may vary according to changing circumstances

	Avg. Applicants	Avg. Cost	Dept. Request	Council Adopted
PA - Fuel				
Heating Fuel	12	\$ 330	\$ 3,960	\$ 3,960
			\$ 3,960	\$ 3,960

Estimated Detail of PA - Provisions

Actual expenses may vary according to changing circumstances

	Avg. Applicants	Average Cost	Dept. Request	Council Adopted
PA - Provisions				
Food	44	\$ 42	\$ 1,848	\$ 1,848
			\$ 1,848	\$ 1,848

Estimated Detail of PA - Rent

Actual expenses may vary according to changing circumstances

	Avg. Applicants	Average Cost	Dept. Request	Council Adopted
PA - Rent				
Rental Payments	442	\$ 195	\$ 86,190	\$ 86,190
			\$ 86,190	\$ 86,190

Line Item Narrative

Fuel: This account funds the costs of heating, hot water and cooking fuel for eligible applicants. According to the Federal Regulations, Low Income Home Energy Programs (LiHEAP) cannot be considered as income when figuring a household budget, however; all applicants are referred to LiHEAP to apply for energy assistance. The increase is requested as a result of the increase in fuel prices and increase in number of applicants needing fuel assistance.

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 Stamps 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.

Line Items	Last Year	Dept. Request	Council Adopted
PA - Other	Total	3,128	4,224
		4,224	4,224



City of Auburn

General Assistance

Fiscal Year 2013
Adopted 6.18.2012

Estimated Detail of PA - Other

Actual expenses may vary according to changing circumstances

PA - Other	<i>Avg. Applicants</i>	<i>Average Cost</i>	<i>Dept. Request</i>	<i>Council Adopted</i>
Miscellaneous	176	\$ 24	\$ 4,224	\$ 4,224
			\$ 4,224	\$ 4,224

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 food pantry is utilized for items to help individuals that are homeless or not eligible for other programs.



City of Auburn

Community Programs

Fiscal Year 2013
Adopted 6.18.2012

Line Items		Last Year	Dept. Request	Council Adopted
Veterans Observances	Total	1,100	1,100	1,100
Liberty Festival	Total	8,750	10,000	8,750
Knight House	Total	1,400	1,400	1,400

Estimated Detail of Veterans Observances

Actual expenses may vary according to changing circumstances

Veterans Observances		Dept. Request	Council Adopted
American Flags		\$ 1,100	\$ 1,100
		\$ 1,100	\$ 1,100

Estimated Detail of Liberty Festival

Actual expenses may vary according to changing circumstances

Liberty Festival	Fireworks	Auburn's Share	Lewiston's Share	Dept. Request	Council Adopted
Fireworks	\$ 20,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 8,750
				\$ 10,000	\$ 8,750

Estimated Detail of Knight House

Actual expenses may vary according to changing circumstances

Knight House		Dept. Request	Council Adopted
See Below.		\$ 1,400	\$ 1,400
		\$ 1,400	\$ 1,400

Line Item Narrative

Veterans Observances: State Statute Title 30-A, §2901 reads, "Each municipality, as directed by its municipal officers, shall annually decorate on May 30th the graves of veterans of the Armed Forces of the United States of America with an American Flag and appropriate floral decorations." Veterans' groups place the flags for the City.

Liberty Festival: The Cities of Auburn and Lewiston share in the expense of fireworks. The City Manager is keeping the funding request level with last year.

Knight House circa 1796: This is an historic building located along the Androscoggin Riverwalk, next to West Pitch Park. These funds are a donation to the cost of maintaining the building. In 2009, the City Council took possession of this building. **(This line item was moved to the Properties Budget.)**

Line Items		Last Year	Dept. Request	Council Adopted
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City of Auburn

Community Programs

Fiscal Year 2013
Adopted 6.18.2012

First Auburn Seniors	Total	1,400	1,400	1,400
New Auburn Seniors	Total	-	1,400	1,400

Estimated Detail of First Auburn Seniors

Actual expenses may vary according to changing circumstances

		Dept. Request	Council Adopted
First Auburn Seniors			
Program Activities at Auburn Parks and Recreation		\$ 1,400	\$ 1,400
		\$ 1,400	\$ 1,400

Estimated Detail of New Auburn Seniors

Actual expenses may vary according to changing circumstances

		Dept. Request	Council Adopted
New Auburn Seniors			
Program Activities at St. Louis Church		\$ 1,400	\$ 1,400
		\$ 1,400	\$ 1,400

Line Item Narrative

First Auburn Seniors and New Auburn Senior: These are community support services, which helps pay for its activities, such as lunches or recreational trips.



City of Auburn Planning

Fiscal Year 2013
Adopted 6.18.2012

Line Items		Last Year	Dept. Request	Council Adopted
Regular Salaries	Total	380,765	463,307	422,793
Longevity Bonus	Total	-	600	300
Uniform Allowance	Total	900	1,200	900

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries	Total Staff	Dept. Request	Council Adopted
Administrative Assistant	1	\$ 38,814	\$ 38,814
Building / Code Compliance Officer/ Plumbing Inspector	1	\$ 54,949	\$ 53,872
City Electrician	1	\$ 60,677	\$ 59,488
Planner / Land Use Code Compliance Officer	1	\$ 45,900	\$ 34,425
Electrician I	1	\$ 52,234	\$ 51,210
Electrician II		\$ 29,000	\$ -
Information Assistant		\$ 23,970	\$ 23,500
Land Use/Construction Inspector/Code Compliance Officer	1	\$ 45,900	\$ 45,000
Planning Director	1	\$ 57,309	\$ 63,000
Sanitarian / Code Compliance Officer	1	\$ 54,554	\$ 53,484
		\$ 463,307	\$ 422,793

Estimated Detail of Longevity Bonus

Actual expenses may vary according to changing circumstances

Longevity Bonus	Dept. Request	Council Adopted
Employee Longevity	\$ 600	\$ 300
	\$ 600	\$ 300

Estimated Detail of Uniform Allowance

Actual expenses may vary according to changing circumstances

Uniform Allowance	Staff	Cost	Dept. Request	Council Adopted
Electrical Employees Uniforms	3	\$ 300.00	\$ 900	\$ 600
Field Inspectors	3	\$ 100.00	\$ 300	\$ 300
			\$ 1,200	\$ 900

Line Item Narrative

Wages: These wage amounts are as of June 30, 2012 with a 2% increase projected on existing positions. The substantial increase in wages is for the staff addition for an entry level electrician for the Electrical Division and a full time planning position. The electrical position will bring the Division back to previous staffing levels and be responsible for the repair and maintenance of Municipal Roadway Lighting and enable the division to take on street light maintenance (See CIP).

Longevity: For the upcoming fiscal year, two employees are due to have a longevity bonus payout.

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



City of Auburn Planning

Fiscal Year 2013
Adopted 6.18.2012

WORK PAINTS, 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 retardent clothing would be shortened.

Line Items		Last Year	Dept. Request	Council Adopted
OT - Regular	Total	5,155	8,606	5,155
PS - General	Total	3,000	3,000	3,000
Office Supplies	Total	1,200	1,200	1,200

Estimated Detail of OT - Regular

Actual expenses may vary according to changing circumstances

	Hours	Avg O/T Rate	Est. Overtime	Dept. Request	Council Adopted
OT - Regular					
AFD Electrical Related	20	\$ 42.58	\$ 852	\$ 852	\$ 852
Electrical Events/ Accidents & Dig Safe	10	\$ 42.58	\$ 426	\$ 426	\$ 426
Fire Alarm Maintenance	10	\$ 42.58	\$ 426	\$ 426	\$ 426
Fire Alarm Resets	10	\$ 42.58	\$ 426	\$ 426	\$ 426
On-Call Stipend	0	\$ -	\$ -	\$ 5,200	\$ 2,600
Traffic Signal	30	\$ 42.58	\$ 1,277	\$ 1,277	\$ 426
	80		\$ 3,406	\$ 8,606	\$ 5,155

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
PS - General		
Contracted Services (see below)	\$ 1,500	\$ 1,500
Contracted Electrical Services	\$ 1,500	\$ 1,500
	\$ 3,000	\$ 3,000

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Office Supplies		
General Supplies	\$ 1,200	\$ 1,200
	\$ 1,200	\$ 1,200

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, and damage to municipal infrastructure, major storm events and seasonal municipal events.

Purchased Service - General: This account funds third party inspections and plan review for plumbing and electrical.



City of Auburn Planning

Fiscal Year 2013
Adopted 6.18.2012

Office Supplies: This account funds basic office supplies such as stationery, pens, file folders, etc. In addition, this account funds the materials and printing costs associated with various projects such as reports and maps to the City Council, Planning Board, Zoning Board of Appeals and internal and external memos and correspondence.

Line Items		Last Year	Dept. Request	Council Adopted
Other Sup - Operating	Total	2,000	2,500	2,500
Other Sup - Safety Equipment	Total	1,490	2,690	1,790

Estimated Detail of Other Sup - Operating

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Other Sup - Operating	\$ 2,500	\$ 2,500
	\$ 2,500	\$ 2,500

Estimated Detail of Other Sup - Safety Equipment

Actual expenses may vary according to changing circumstances

	Quantity	Cost	Dept. Request	Council Adopted
Other Sup - Safety Equipment				
High Voltage Tester	2	\$ 900	\$ 1,800	\$ 900
FR coveralls	2	\$ 105	\$ 210	\$ 210
FR jeans	4	\$ 70	\$ 280	\$ 280
FR work shirts	4	\$ 50	\$ 200	\$ 200
Hi Volt gloves	2	\$ 100	\$ 200	\$ 200
			\$ 2,690	\$ 1,790

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 and reflector vests for safety equipment, electric footwear and hard hats, face shields, FR clothing, rescue fall equipment.

Line Items		Last Year	Dept. Request	Council Adopted
MV Sup - Tires/Tube/Chain	Total	-	-	-
MV Sup - Gas & Oil	Total	3,308	4,936	4,936



City of Auburn Planning

Fiscal Year 2013
Adopted 6.18.2012

Comm - Telephone	Total	4,398	4,710	4,710
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Estimated Detail of MV Sup - Tires/Tube/Chain

Actual expenses may vary according to changing circumstances

		Dept. Request	Council Adopted
MV Sup - Tires/Tube/Chain			
Vehicle Repair		\$ -	\$ -
		\$ -	\$ -

Estimated Detail of MV Sup - Gas & Oil

Actual expenses may vary according to changing circumstances

	Gallons FY11	Gallons FY12	Price	Dept. Request	Council Adopted
MV Sup - Gas & Oil					
Gasoline, Oil, Filters, etc.	1280	900	\$ 3.25	\$ 4,160	\$ 4,160
Diesel	225	225	\$ 3.45	\$ 776	\$ 776
				\$ 4,936	\$ 4,936

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

	Quantity	Per Month		Dept. Request	Council Adopted
Comm - Telephone					
Aircards	4	\$ 50.00		\$ 2,400	\$ 2,400
Cellular Phones	5	\$ 38.50		\$ 2,310	\$ 2,310
Maintenance Contract Motorola Electrical Division	0	\$ 12.50		\$ -	\$ -
Pagers	0	\$ 18.00		\$ -	\$ -
				\$ 4,710	\$ 4,710

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.

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. Permits and inspections have been down this year, reducing miles traveled. It is anticipated that we will reduce fuel consumption with MobileGov implementation and inspectors ability to enter inspection data without returning to the office as often.

Communication--Telephone: This account funds cell phones for the staff so they can be reached while in the field and be responsive to citizens. The increase in this account is due to the addition of a cell phone for the new electrician. We are exploring the option of offering a \$15-\$20 per month stipend for employees willing to use a personal phone in lieu of a

Line Items		Last Year	Dept. Request	Council Adopted
Utilities - Electricity	Total	299,587	299,587	299,587
Repairs - Vehicles	Total	2,455	2,455	2,455



City of Auburn Planning

Fiscal Year 2013
Adopted 6.18.2012

Estimated Detail of Utilities - Electricity

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Utilities - Electricity		
City Owned Street Lights	\$ 32,568	\$ 32,568
Electrical Division Building (Electric Heat)	\$ 9,400	\$ 9,400
Goff Hill Radio Site	\$ 1,742	\$ 1,742
Leased Street Lights	\$ 244,056	\$ 244,056
Traffic Signal Equipment	\$ 11,821	\$ 11,821
	\$ 299,587	\$ 299,587

Estimated Detail of Repairs - Vehicles

Actual expenses may vary according to changing circumstances

	Preventive Maint.	Annual Testing	Dept. Request	Council Adopted
Repairs - Vehicles				
Bucket Truck – Electrical Division	\$ 75	\$ 1,000	\$ 1,075	\$ 1,075
Electrical Service Van – Electrical Division	\$ 70		\$ 70	\$ 70
Ford Focus – Code Enforcement / Inspections	\$ 170		\$ 170	\$ 170
Former Police Cruiser – Code Enforcement / Inspections	\$ 70		\$ 70	\$ 70
Inspection / Service Pick-up Truck - City Electrician	\$ 70		\$ 70	\$ 70
Miscellaneous: Tires, car washes, wiper blades, etc.	\$ 1,000		\$ 1,000	\$ 1,000
			\$ 2,455	\$ 2,455

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. Decrease is due to the reduction in inventory of leased street lights, transfer of leased street lights to city owned metered equipment and purchasing of a five year energy contract from Maine Power Options or another vendor.

Vehicle Repairs: This account funds the maintenance of 5 vehicles used by the staff in the performance of their duties. The increase is for the cost of OSHA inspection for the Elec. Div. aerial truck and due to a prior FY line item that was removed from the P & P budget. MV Supplies (tires, tubes & chains) account was combined within this account.

Line Items		Last Year	Dept. Request	Council Adopted
Repairs - Equipment	Total	1,500	3,500	3,500

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

	Customers	Annual Charge	Revenues	Dept. Request	Council Adopted
Repairs - Equipment					



City of Auburn Planning

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Municipal Fire Alarm System
Other Miscellaneous

\$	2,800	\$	2,800
\$	700	\$	700
\$	3,500	\$	3,500

Municipal Fire Alarm Program

Revenues

Group 1 Subscribers	Mechanical Box	43	\$	425	\$	18,275
Group 2 Subscribers	Electronic Box	23	\$	400	\$	9,200
Group 3 Subscribers	Municipal	8	\$	-	\$	-
Group 4 Subscribers	School	7	\$	-	\$	-
						\$ 27,475

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. The program is being evaluated to determine if we should expand the infrastructure to increase earnings. The program is generating approximately \$28,000 per year, and in addition is proving approximately \$3,200 and \$2,800 of fire alarm service to the City and School respectively. Put another way, if this service did not exist, the City and School would need to purchase this service. The addition is for electronic parts for equipment repair of the fire alarm system.

This account also funds the electrical materials for seasonal expenses incurred for holiday lighting, municipal events and the Balloon Festival.

Line Items		Last Year	Dept. Request	Council Adopted
Repairs - Street Lights	Total	2,500	3,000	5,400
Repairs - Traffic Signal Maint	Total	12,695	9,000	11,306

Estimated Detail of Repairs - Street Lights

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Repairs - Street Lights		
Municipally Owned Lighting Equipment	\$ 3,000	\$ 5,400
	\$ 3,000	\$ 5,400

Estimated Detail of Repairs - Traffic Signal Maint

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Repairs - Traffic Signal Maint		
Parts and Replacement	\$ 9,000	\$ 11,306
	\$ 9,000	\$ 11,306

Line Item Narrative

Repairs Street Lights: This account is for the installation and maintenance of municipally owned lighting equipment.



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The city maintains in excess of 300 poles and fixtures including Kittyhawk Industrial park lighting, and downtown area lighting. The increase is to cover the cost of damages not covered by insurance claims. . Additional fixtures (Union street Bypass) have been added to our inventory for FY 12/13 and Riverwalk trussel lighting replacement at \$2,400 (four fixtures at buy one get one price for a total of 8 lights.)

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. This year there is a need for Pedestrian warning signs, lights and "ped heads" to address a pedestrian safety concern at Court and Main which is the proposed increase of \$2,306.

Line Items		Last Year	Dept. Request	Council Adopted
Training & Tuition	Total	2,000	3,000	2,400
Advertising	Total	2,303	2,000	2,000

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

Training & Tuition		Dept. Request	Council Adopted
See Below.		\$ 3,000	\$ 2,400
		\$ 3,000	\$ 2,400

Estimated Detail of Advertising

Actual expenses may vary according to changing circumstances

Advertising		Dept. Request	Council Adopted
Public Notice Hearings		\$ 2,000	\$ 2,000
		\$ 2,000	\$ 2,000

Line Item Narrative

Training & Tuition: This account includes the cost of tuition 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: This account funds the cost of publishing public notices as required by law. A corresponding revenue is collected from applicants/petitioners but paid for from this account. An increase in ordinance changes may increase costs



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Line Items		Last Year	Dept. Request	Council Adopted
Travel-Mileage	Total	400	500	500
Travel-Seminar Costs	Total	1,200	1,200	1,200
Dues & Subscriptions	Total	900	900	900

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

Travel-Mileage		Dept. Request	Council Adopted
Personal Use of Vehicles		\$ 500	\$ 500
		\$ 500	\$ 500

Estimated Detail of Travel-Seminar Costs

Actual expenses may vary according to changing circumstances

Travel-Seminar Costs		Dept. Request	Council Adopted
Registration Fees		\$ 1,200	\$ 1,200
		\$ 1,200	\$ 1,200

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

Dues & Subscriptions		Dept. Request	Council Adopted
Professional Subscriptions		\$ 900	\$ 900
		\$ 900	\$ 900

Line Item Narrative

Travel & Mileage: This account reimburses employees for use of their personal vehicles for job related activities. Additionally, this account covers the costs of the back-up plumbing inspector when he/she is needed to cover inspections.

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 2013.

Dues & Subscriptions: 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.



City of Auburn

Parks & Recreation

Fiscal Year 2013
Adopted 6.18.2012

Line Items		Last Year	Dept. Request	Council Adopted
Regular Salaries	Total	395,023	406,197	383,197
Sal-Parks Part-Time	Total	50,200	55,200	40,000

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries	Staff	Arena	Recreation	Dept. Request	Council Adopted
Parks & Recreation Director	1	\$ 9,228	\$ 52,292	\$ 61,520	\$ 61,520
Administrative Assistant	1	\$ 2,040	\$ 38,750	\$ 40,790	\$ 40,790
Building Maintenance Technician	1		\$ 38,192	\$ 38,192	\$ 38,192
Parks Maintenance Workers	6		\$ 152,329	\$ 152,329	\$ 129,329
Parks Superintendent	1		\$ 44,185	\$ 44,185	\$ 44,185
Recreation Program Leader	1		\$ 37,339	\$ 37,339	\$ 37,339
Recreation Specialist	1		\$ 31,842	\$ 31,842	\$ 31,842
	12	\$ 11,268	\$ 394,929	\$ 406,197	\$ 383,197

Estimated Detail of Sal-Parks Part-Time

Actual expenses may vary according to changing circumstances

Sal-Parks Part-Time	Rate of Pay	Weeks	Hours	Staff	Dept. Request	Council Adopted
Part-Time Staff	\$ 10.00	20	40	4	\$ 32,000	↓
	\$ 10.00	10	20	2	\$ 4,000	
	\$ 10.00	12	40	4	\$ 19,200	
					\$ 55,200	\$ 40,000

Line Item Narrative

Wages: This line item reflects the salaries of all full-time staff, with an accounting for work performed in both the recreation division and the Ingersoll Arena for the purpose of cost allocation.

Part-Time Wages: This account includes seasonal staffing in the spring, summer, and fall, for the additional parks responsibilities which include mowing medians, maintaining city gateways, cemeteries, traffic islands, flower bed

Line Items		Last Year	Dept. Request	Council Adopted
Sal-Rec Part-Time	Total	4,000	4,000	4,000
Longevity Bonus	Total	500	-	-



City of Auburn

Parks & Recreation

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Estimated Detail of Sal-Rec Part-Time

Actual expenses may vary according to changing circumstances

	<i>Rate of Pay</i>	<i>Weeks</i>	<i>Hours</i>	<i>Staff</i>	<i>Dept. Request</i>	<i>Council Adopted</i>
Sal-Rec Part-Time						
Recreation Programmer(s)	\$ 10.00		400	varies	\$ 4,000	\$ 4,000
					\$ 4,000	\$ 4,000

Estimated Detail of Longevity Bonus

Actual expenses may vary according to changing circumstances

	<i>Dept. Request</i>	<i>Council Adopted</i>
Longevity Bonus		
Employee Longevity	\$ -	\$ -
	\$ -	\$ -

Line Item Narrative

Salaries-Recreation Part Time: This account pays for part-time staff who are hired to supervise the building during program operation or other building usage.

Longevity: The longevity bonus is paid to non-union members at their 7 (\$300), 15 (\$400), and 25 (\$500) year anniversaries. No bonuses are due for FY 2013.

Line Items		Last Year	Dept. Request	Council Adopted
Uniform Allowance	Total	2,800	2,800	2,800
OT - Regular	Total	8,020	7,780	7,780

Estimated Detail of Uniform Allowance

Actual expenses may vary according to changing circumstances

	<i>Staff</i>	<i>Cost</i>	<i>Dept. Request</i>	<i>Council Adopted</i>
Uniform Allowance				
Work Related Clothing Allowance	8	\$ 350	\$ 2,800	\$ 2,800
			\$ 2,800	\$ 2,800

Estimated Detail of OT - Regular

Actual expenses may vary according to changing circumstances



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OT - Regular	<i>OT Hours</i>	<i>Avg O/T Rate / HR</i>	<i>Dept. Request</i>	<i>Council Adopted</i>
Cemeteries/County Jail Program Supervision	96	\$ 20.00	\$ 1,920	\$ 1,920
Elections	15	\$ 20.00	\$ 300	\$ 300
Miscellaneous	60	\$ 20.00	\$ 1,200	\$ 1,200
Plowing	200	\$ 20.00	\$ 4,000	\$ 4,000
Special Events	18	\$ 20.00	\$ 360	\$ 360
	389		\$ 7,780	\$ 7,780

Note: There are 4,974 hours of volunteer work the City receives from the County Prisoner program, Catholic Charities of Maine, and the City's Workfare program.

Line Item Narrative

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

Overtime - Regular: 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 library and the Mechanic's Row parking garage. It also includes weekend trash removal, setting up and taking down voting booths for elections, (when required) cemetery maintenance, city special events and scheduled alternative sentencing at the Hasty Community Center.

Line Items	Last Year	Dept. Request	Council Adopted
PS - General	Total	9,560	240
PS - Testing	Total	2,148	1,176

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

PS - General	<i>Dept. Request</i>	<i>Council Adopted</i>
Dumping Permits - 6 @ \$15.00 ea.	\$ 90	\$ 90
Hazardous Chemicals/Reg. Inventory Fees	\$ 150	\$ 150
Maine DEP Tank Registration Fees	\$ -	\$ -
	\$ 240	\$ 240

Estimated Detail of PS - Testing

Actual expenses may vary according to changing circumstances

PS - Testing	<i>Personnel</i>	<i>Test Cost</i>	<i>Dept. Request</i>	<i>Council Adopted</i>
Hearing Tests	8	\$ 36.00	\$ 288	\$ 288
Fit Tests	8	\$ 36.00	\$ 288	\$ 288
Physical Exams	3	\$ 200.00	\$ 600	\$ 600



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\$ 1,176 \$ 1,176

Line Item Narrative

PS - General: This account includes dumping permits, hazardous chemical fees and in-ground tank fees (which are \$100.00 every 3 years. Paid 1/2012) There is no tank fee due in FY 2013.

PS - Testing: This account includes the cost of physical exams, drug and hearing tests for new full-time and seasonal employees. It also includes Hep B vaccines and respirator fit testing, in addition to the annual hearing tests for all existing parks staff.

Line Items		Last Year	Dept. Request	Council Adopted
Office Supplies	Total	1,500	2,600	2,600
Other Sup-Janitorial	Total	2,600	2,600	2,600

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

Office Supplies		Dept. Request	Council Adopted
General Supplies		\$ 2,600	\$ 2,600
		\$ 2,600	\$ 2,600

Estimated Detail of Other Sup-Janitorial

Actual expenses may vary according to changing circumstances

Other Sup-Janitorial		Dept. Request	Council Adopted
Bathroom spray		\$ 100	\$ 100
Brown hand towels		\$ 200	\$ 200
Cleaning Fluids for Bathrooms		\$ 350	\$ 350
Floor cleaner		\$ 300	\$ 300
Hand soap		\$ 200	\$ 200
Misc. items		\$ 150	\$ 150
Mops		\$ 200	\$ 200
Paper towels		\$ 150	\$ 150
Toilet tissue		\$ 450	\$ 450
Trash bags		\$ 500	\$ 500
		\$ 2,600	\$ 2,600

Line Item Narrative

Office Supplies: This account includes the cost of general office supplies pens, pencils, staples, paper clips, envelopes, laminating supplies, binders, folders, etc. This does not include paper, which is purchased from program accounts. The



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increase in this line is to account for printer cartridges and ink for 3 machines. Printer cartridges were formally purchased through the ICT budget.

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

Line Items		Last Year	Dept. Request	Council Adopted
Other Sup - Maintenance	Total	6,500	4,100	4,100
Other Sup-Traffic Safety	Total	300	600	600

Estimated Detail of Other Sup - Maintenance

Actual expenses may vary according to changing circumstances

Other Sup - Maintenance	Dept. Request	Council Adopted
FL Washer Battery	\$ 175	\$ 175
Hand Tools (Shovels, Rakes, Brooms, Pruners)	\$ 900	\$ 900
Hose	\$ 125	\$ 125
Ice Melt	\$ 650	\$ 650
Light Bulbs	\$ 100	\$ 100
Mower Blades	\$ 710	\$ 710
Paint	\$ 400	\$ 400
Power Broom Brushes & Belts	\$ 740	\$ 740
Trash Barrels	\$ 300	\$ 300
	\$ 4,100	\$ 4,100

Estimated Detail of Other Sup-Traffic Safety

Actual expenses may vary according to changing circumstances

Other Sup-Traffic Safety	Dept. Request	Council Adopted
Traffic Safety Devices	\$ 600	\$ 600
	\$ 600	\$ 600

Line Item Narrative

Other Supplies - Maintenance: This account includes the cost of maintenance supplies for buildings and parks including the community center, parks garage and pond building.

Other Supplies - Traffic Safety: This account includes the cost of traffic safety supplies such as reflective vests, cones, barriers, and signs. We purchase these items jointly with public works. The parks staff is often working beside the road and must wear protective equipment. Items will be purchased based on wear and tear replacement, to replenish depleted stock, or for larger or smaller sizes, as needed.

Line Items	Last Year	Dept. Request	Council Adopted
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Other Sup-Safety Equipment	Total	600	600	600
Other Sup-Small Tools	Total	3,739	3,275	2,075
MV Sup-Tires/Tube/Chain	Total	1,500	1,500	1,500

Estimated Detail of Other Sup-Safety Equipment

Actual expenses may vary according to changing circumstances

		Dept. Request	Council Adopted
Other Sup-Safety Equipment			
Personal Protective Equipment		\$ 600	\$ 600
		\$ 600	\$ 600

Estimated Detail of Other Sup-Small Tools

Actual expenses may vary according to changing circumstances

	Quantity	Cost	Dept. Request	Council Adopted
Other Sup-Small Tools				
Pruning Saw	1	\$ 300	\$ 300	\$ 300
Grass Trimmers	6	\$ 250	\$ 1,500	\$ 1,500
Air Compressor	1	\$ 1,200	\$ 1,200	\$ -
Reciprocating Saw	1	\$ 125	\$ 125	\$ 125
Skill Saw	1	\$ 150	\$ 150	\$ 150
			\$ 3,275	\$ 2,075

Estimated Detail of MV Sup-Tires/Tube/Chain

Actual expenses may vary according to changing circumstances

	Quantity	Cost	Dept. Request	Council Adopted
MV Sup-Tires/Tube/Chain				
Department Vehicles	12	\$ 125.00	\$ 1,500	\$ 1,500
			\$ 1,500	\$ 1,500

Line Item Narrative

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

Other Supplies - Small Tools: This account includes the purchase of small tools whose costs does not exceed \$3,500 and whose life span are not anticipated to last more than 3 years.

Motor Vehicle, Tires, Tubes, Chains: This account includes the cost of tires, tubes & chains for department vehicles.

Line Items	Last Year	Dept. Request	Council Adopted
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MV Sup-Gas & Oil	Total	16,540	18,500	18,500
MV Sup-Other	Total	-	1,100	1,100

Estimated Detail of MV Sup-Gas & Oil

Actual expenses may vary according to changing circumstances

	Gallons	Price	Dept. Request	Council Adopted
MV Sup-Gas & Oil				
Gasoline	5,600	\$ 2.90	\$ 18,200	\$ 18,200
Oil, Transmission Fluid, Grease			\$ 300	\$ 300
			\$ 18,500	\$ 18,500

Estimated Detail of MV Sup-Other

Actual expenses may vary according to changing circumstances

		Dept. Request	Council Adopted
MV Sup-Other			
Plow Blades		\$ -	\$ -
Wiper Blades, Batteries, Spark Plugs		\$ 1,100	\$ 1,100
		\$ 1,100	\$ 1,100

Line Item Narrative

Motor Vehicle Supplies Gas & Oil: This account includes the cost of gas and oil for all Department vehicles.

Motor Vehicle Supplies: This account includes the cost of vehicle supplies such as wiper blades, batteries, spark plugs, etc., as needed, based on wear and tear and regularly scheduled maintenance.

Line Items		Last Year	Dept. Request	Council Adopted
Utilities - Water/Sewer	Total	5,380	10,301	10,301
Comm - Telephone	Total	960	840	840

Estimated Detail of Utilities - Water/Sewer

Actual expenses may vary according to changing circumstances

	Water	Percent Increase	Sewer	Percent Increase	Dept. Request	Council Adopted
Utilities - Water/Sewer		0%		0%		
Beach (Fair Street 2-Quarters)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Festival Plaza	\$ 5,802.00	\$ -	\$ -	\$ -	\$ 5,802	\$ 5,802



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Hasty Community Center	\$ 567.14	\$ -	\$ 1,402.00	\$ 140.00	\$ 2,109	\$ 2,109
Oak Hill Cemetery	\$ 225.00	\$ -			\$ 225	\$ 225
Parks Garage	\$ 1,173.00	\$ -	\$ 562.00	\$ 56.00	\$ 1,791	\$ 1,791
Pond Building	\$ 132.00	\$ -	\$ 220.00	\$ 22.00	\$ 374	\$ 374
			\$		\$ 10,301	\$ 10,301

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

Comm - Telephone	<i>Quantity</i>	<i>Cost / Month</i>	<i>Dept. Request</i>	<i>Council Adopted</i>
Cellular Phone	3	\$ 60.00	\$ 720	\$ 720
Long Distance Land Line			\$ 120	\$ 120
			\$ 840	\$ 840

Line Item Narrative

Utilities Water & Sewer: This accounts includes Hasty Community Center, pond building, Auburn Municipal Beach, Oak Hill Cemetery, Festival Plaza and parks garage.

Communication Telephone: This account includes the Hasty Community Center and the parks garage. It includes long distance & cell phones.

Line Items		<i>Last Year</i>	<i>Dept. Request</i>	<i>Council Adopted</i>
Utilities - Electricity	Total	15,410	14,676	14,676
Utilities - Heating Fuel	Total	54,552	60,420	60,420

Estimated Detail of Utilities - Electricity

Actual expenses may vary according to changing circumstances

Utilities - Electricity	<i>Percent Increase</i>	<i>CMP</i>	<i>Constel- lation</i>	<i>Increase</i>	<i>Dept. Request</i>	<i>Council Adopted</i>
Fair Street Beach	0%	\$ 20	\$ 11	\$ -	\$ 31	\$ 31
Festival Plaza (41,000 KWH)		\$ 3,400	\$ 1,315	\$ -	\$ 4,715	\$ 4,715
Fish Hatchery (Tot Lot)		\$ 115	\$ 58	\$ -	\$ 173	\$ 173
Hasty Community Center		\$ 4,150	\$ 2,300	\$ -	\$ 6,450	\$ 6,450
Parks Garage		\$ 1,790	\$ 991	\$ -	\$ 2,781	\$ 2,781
Pond Building		\$ 500	\$ 26	\$ -	\$ 526	\$ 526
		\$ 9,975	\$ 4,701	\$ -	\$ 14,676	\$ 14,676

Estimated Detail of Utilities - Heating Fuel



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Actual expenses may vary according to changing circumstances

Utilities - Heating Fuel	<i>Quantity</i>	<i>Cost / Unit</i>	<i>Dept. Request</i>	<i>Council Adopted</i>
Diesel for Equipment	400	\$ 3.45	\$ 1,380	\$ 1,380
Hasty Community Center	16,000	\$ 3.20	\$ 51,200	\$ 51,200
Pond Building #2	1,400	\$ 3.35	\$ 4,690	\$ 4,690
Propane-Garage Heat	1,200	\$ 2.10	\$ 2,520	\$ 2,520
Propane - Hasty Kitchen	100	\$ 2.10	\$ 210	\$ 210
Propane - Emergency Tanks (4)	200	\$ 2.10	\$ 420	\$ 420
			\$ 60,420	\$ 60,420

Line Item Narrative

Utilities Electricity: This account includes the cost of electricity at the Hasty Community Center, pond building, Camp Exchange clubhouse, Auburn Municipal Beach, Festival Plaza and the parks garage.

Utilities - Heating Fuel: This account includes the cost of #2 heating fuel for the Hasty Community Center, pond building, and propane for the parks garage, Hasty kitchen, and emergency generator tanks.

Line Items	Last Year	Dept. Request	Council Adopted
Repairs - Buildings	Total	6,000	8,500
Repairs - Vehicles	Total	6,500	6,500

Estimated Detail of Repairs - Buildings

Actual expenses may vary according to changing circumstances

Repairs - Buildings	<i>Dept. Request</i>	<i>Council Adopted</i>
Boiler Steam Valve (Hasty)	\$ 2,000	\$ 2,000
Sun Shade - Gym Windows	\$ 1,000	\$ 1,000
Door Replacement (4 Gym Doors)	\$ 2,500	\$ 2,500
Miscellaneous Repairs to Building (see below)	\$ 3,000	\$ 3,000
	\$ 8,500	\$ 8,500

Estimated Detail of Repairs - Vehicles

Actual expenses may vary according to changing circumstances

Repairs - Vehicles	<i>Dept. Request</i>	<i>Council Adopted</i>
1999 Chevy Dump Truck - 1 Ton (Blue)	\$ 6,500	\$ 6,500
2000 Ford 15 Passenger Van (Green)		
2002 GMC 4 X 2 Stake Body (Red)		



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- 2006 Ford F150 w/7' Straight Plow (Blue)
- 2008 Ford F350 1 ton 4X4 P-up with 8' V Plow (Blue)
- 2009 Ford F150 4X2 (Blue)
- 2012 Ford F350 4X4 Club Cab with plow

↓	↓
\$ 6,500	\$ 6,500

Line Item Narrative

Repairs - Building: This account includes the cost of replacing four gymnasium doors in the Hasty Community Center, a sun shade in the gym, and repair of the boiler's steam valve. It also includes miscellaneous repairs to buildings, i.e. broken windows, broken doors, vandalism repairs, etc.

Vehicle Repairs: This account includes the cost of repairs to the seven (7) vehicles used by the Department .

Line Items	Last Year	Dept. Request	Council Adopted
Repairs - Equipment	Total	4,500	4,500
Repairs - Facilities	Total	17,750	17,750

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Repairs - Equipment		
1998 4X4 Massey Ferguson Tractor w/ Bucket & Mower	\$ 4,500	\$ 4,500
2000 Holder Tractor w/ Blower, Mower & Watering Tank		
2001 Tennant Vacuum Vehicle		
2 Exmark Mowers - 18 hp with 48" Mower Decks		
4 Echo Pro Sweepers - 2400		
1 Rotary Broom - 60" Attachment		
1 John Deere Riding Tractor - 14 hp with 36" Mower Decks		
1 Husqvarna Riding Tractor - 20 hp with 42" Mower Deck		
1 2006 Cub Cadet Zero Turn Riding Mower		
1 2004 Exmark Zero Turn Mower		
1 2003 Husqvarna Zero Turn Mower		
	\$ 4,500	\$ 4,500

Estimated Detail of Repairs - Facilities

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Repairs - Facilities		
Bark Mulch	\$ 2,600	\$ 2,600
Field Supplies	\$ 1,550	\$ 1,550
Loam	\$ 1,500	\$ 1,500
Paint & Graffiti Remover	\$ 1,100	\$ 1,100
Plants, Fertilizer & Peat Moss	\$ 5,000	\$ 5,000



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Playground Equipment Repair
Playground Mulch

\$ 2,000	\$ 2,000
\$ 4,000	\$ 4,000
\$ 17,750	\$ 17,750

Line Item Narrative

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

Repairs - Facilities: This account includes the cost of various repairs and maintenance to facilities such as playground surfaces, playground equipment, park benches and tables, fencing, wood chips, loam, dugouts, marking paint and lime for fields and ball field seed mix.

Line Items	Last Year	Dept. Request	Council Adopted
Repairs - Maintenance Contract	Total	636	636
Training & Tuition	Total	750	3,350
Comm - Postage	Total	440	450

Estimated Detail of Repairs - Maintenance Contract

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Repairs - Maintenance Contract		
Central Maine Fire Pros	\$ 146	\$ 146
Sprinkler System Parks Garage	\$ 490	\$ 490
	\$ 636	\$ 636

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Training & Tuition		
New England Parks & Recreation Conference	\$ 250	\$ 250
New England Training Institute	\$ 250	\$ 250
MRPA Conference	\$ 250	\$ 250
Professional Development	\$ 2,600	\$ 2,600
	\$ 3,350	\$ 3,350

Estimated Detail of Comm - Postage

Actual expenses may vary according to changing circumstances

	Quantity	Cost	Dept. Request	Council Adopted
Comm - Postage				
Postage Stamps	10	\$ 45.00	\$ 450	\$ 450
			\$ 450	\$ 450

Line Item Narrative



City of Auburn

Parks & Recreation

Fiscal Year 2013
Adopted 6.18.2012

Repairs - Maintenance Contracts: This account includes the fire inspection and sprinkler contracts for the Hasty Community Center, parks garage, and pond building.

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

Postage: This account includes the cost of ten (10) rolls of .45 cent stamps, used for sending out program statements through Activenet for past due accounts, mailings for programs, and other miscellaneous mail, i.e. mailing employee

Line Items		Last Year	Dept. Request	Council Adopted
Travel-Mileage	Total	200	200	200
Dues & Subscriptions	Total	509	1,200	1,200

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

Travel-Mileage		Dept. Request	Council Adopted
See Below		\$ 200	\$ 200
		\$ 200	\$ 200

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

Dues & Subscriptions		Dept. Request	Council Adopted
Maine Cemetery Assoc.		\$ 25	\$ 25
Maine Recreation & Park Assoc.		\$ 175	\$ 175
National Recreation & Park Assoc.		\$ 360	\$ 360
BMI Licensing		\$ 320	\$ 320
ASCAP		\$ 320	\$ 320
		\$ 1,200	\$ 1,200

Line Item Narrative

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

Dues & Subscriptions: This account includes the cost of subscriptions for publications, dues to professional organizations and licensing for concerts and movies in the parks.



City of Auburn

Library

Fiscal Year 2013
Adopted 6.18.2012

Line Items	Last Year	Dept. Request	Council Request
Public Library	929,407	978,292	968,292
Total	929,407	978,292	968,292

Estimated Detail of All Accounts

Actual expenses may vary according to changing circumstances

Public Library	FY11	FY12	FY13	Change (FY13-FY12)	Dept. Request	Council Adopted
<u>Revenues</u>						
City of Auburn	\$ 919,407	\$ 929,407	\$ 978,292	\$ 48,885	\$ 978,292	\$ 968,292
Donations	\$ 59,295	\$ 49,200	\$ 63,900	\$ 14,700		
Endowment Income	\$ 55,212	\$ 43,059	\$ 43,059	\$ -		
Investment Earnings	\$ 14,614	\$ 17,870	\$ 18,100	\$ 230		
Other	\$ 81,974	\$ 79,790	\$ 82,289	\$ 2,499		
	<u>\$ 1,130,502</u>	<u>\$ 1,109,326</u>	<u>\$ 1,141,301</u>	<u>\$ 31,975</u>		
<u>Expenses</u>						
Automation Expense	\$ 5,800	\$ 7,000	\$ 7,000	\$ -		
Commodities	\$ 31,310	\$ 26,950	\$ 28,700	\$ 1,750		
Financial	\$ 16,764	\$ 19,400	\$ 22,400	\$ 3,000		
Insurance	\$ 12,326	\$ 10,022	\$ 10,324	\$ 302		
Library Materials	\$ 77,411	\$ 90,099	\$ 92,622	\$ 2,523		
Maintenance	\$ 71,404	\$ 78,468	\$ 84,460	\$ 5,992		
Miscellaneous	\$ -	\$ 500	\$ 850	\$ 350		
Personnel	\$ 831,685	\$ 799,474	\$ 814,020	\$ 14,546		
Personnel Development	\$ 1,200	\$ 2,400	\$ 2,000	\$ (400)		
Programs	\$ 7,807	\$ 10,813	\$ 11,525	\$ 712		
Utilities	\$ 74,795	\$ 64,200	\$ 67,400	\$ 3,200		
	<u>\$ 1,130,502</u>	<u>\$ 1,109,326</u>	<u>\$ 1,141,301</u>	<u>\$ 31,975</u>	<u>\$ 978,292</u>	<u>\$ 968,292</u>

Line Item Narrative

Library: See Above.



City of Auburn Engineering

Fiscal Year 2013
Adopted 6.18.2012

Line Items		Last Year	Dept. Request	Council Adopted
Regular Salaries	Total	257,276	282,351	278,701
Longevity Bonus	Total	400	-	-
Uniform Allowance	Total	-	-	-

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries	Total Staff	Dept. Request	Council Adopted
City Engineer/Project Manager	1	\$ 72,000	\$ 70,000
Assistant City Engineer	1	\$ 72,328	\$ 72,328
Project Engineer	1	\$ 52,935	\$ 52,935
Excavation Technician	1	\$ 39,188	\$ 37,538
Office Manager	1	\$ 45,900	\$ 45,900
		\$ 282,351	\$ 278,701

Estimated Detail of Longevity Bonus

Actual expenses may vary according to changing circumstances

Longevity Bonus	Dept. Request	Council Adopted
Non-union Longevity Bonus	\$ -	\$ -
	\$ -	\$ -

Estimated Detail of Uniform Allowance

Actual expenses may vary according to changing circumstances

Uniform Allowance	Cost	Staff	Dept. Request	Council Adopted
Employee Boots	\$ 150.00	4	\$ -	\$ -
			\$ -	\$ -

Line Item Narrative

Wages: Changes in this account include upgrading the Administrative Assistant to Office Manager and adding an entry level Administrative Asst. We request the restoration of the Construction Inspection position to be combined with P&P's Building Inspector in creating one Code Compliance Inspector. A need for a "Facilities Manager" position has been identified in order to properly oversee the city's various facilities.

Longevity: Longevity bonuses are awarded to non-union employees who have reached the 7, 15 and 25 years of service milestones. Upon these anniversary dates employees are awarded \$300, \$400 and \$500 respectively. This year Geri Crane reaches her 15 years of service with the City of Auburn.

Line Items	Last Year	Dept. Request	Council Adopted
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City of Auburn

Engineering

Fiscal Year 2013
Adopted 6.18.2012

PS - Gen/Professional	Total	1,600	1,700	1,700
PS - Water Quality Monitoring	Total	16,840	14,000	14,000

Estimated Detail of PS - Gen/Professional

Actual expenses may vary according to changing circumstances

	Calls	Cost	Dept. Request	Council Adopted
PS - Gen/Professional				
Dig Safe	1600	\$ 1.00	\$ 1,700	\$ 1,700
			\$ -	\$ -
			\$ 1,700	\$ 1,700

Estimated Detail of PS - Water Quality Monitoring

Actual expenses may vary according to changing circumstances

		Dept. Request	Council Adopted
PS - Water Quality Monitoring			
Fall 2012 Sampling (Ash & Gracelawn Landfills) & Annual Report to Maine DEP		\$ 7,000	\$ 7,000
Spring 2013 Sampling (Ash & Gracelawn Landfills)		\$ 7,000	\$ 7,000
		\$ 14,000	\$ 14,000

Line Item Narrative

Purchased Services - General Services: Dig Safe expenses are charged to this account. The City is charged \$1 per each Dig Safe Notification, and we receive approximately 1,600 notifications annually. The Facility Inventory will help us properly budget for capital improvements to our facilities--so that we avoid another EL situation.

Purchased Services -Water Quality Monitoring: This account funds State-mandated water quality monitoring of the closed Ash landfill and Gracelawn Road landfills. This consists of 2 rounds of monitoring at the ash landfill and the Gracelawn Road area landfills: sampling, testing and reporting, plus maintenance of well caps and locks.

Line Items		Last Year	Dept. Request	Council Adopted
PS - Recording Fee	Total	250	250	250
Reports, Printing, & Binding	Total	300	250	250
Office Supplies	Total	500	1,500	750

Estimated Detail of PS - Recording Fee

Actual expenses may vary according to changing circumstances

		Dept. Request	Manager Request
PS - Recording Fee			



City of Auburn

Engineering

Fiscal Year 2013
Adopted 6.18.2012

Recording Fee

\$	250	\$	250
\$	250	\$	250

Estimated Detail of Reports, Printing, & Binding

Actual expenses may vary according to changing circumstances

Reports, Printing, & Binding	Dept.	Manager
See Below	Request	Request
	\$ 250	\$ 250
	\$ 250	\$ 250

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

Office Supplies	Dept.	Manager
General Office Supplies	Request	Request
	\$ 1,500	\$ 750
	\$ 1,500	\$ 750

Line Item Narrative

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. An increase cost provides for shared access with other departments which will provide for online deed research at the registry site.

Reports, Binding, & Printing: 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.

Office Supplies: This account funds miscellaneous supplies, which are necessary to operate the office functions of the Department: binders, labels, business card stock, staples, filing items, yearly calendars, typewriter supplies and writing supplies.

Line Items		Last Year	Dept. Request	Manager Request
Other Sup - Operating	Total	2,500	2,715	2,715
Other Sup - Maintenance	Total	1,000	1,000	1,000
Other Sup - Safety Equipment	Total	500	1,100	1,100

Estimated Detail of Other Sup - Operating

Actual expenses may vary according to changing circumstances

Other Sup - Operating	Dept.	Manager
Plotter Paper (36 x 500)	Request	Request
Plotter Paper (24 x 500)	\$ 210	\$ 210
Ink Cartridges	\$ 110	\$ 110
Marking Paint	\$ 950	\$ 950
	\$ 250	\$ 250



City of Auburn

Engineering

Fiscal Year 2013
Adopted 6.18.2012

Misc Surveying Supplies, Batteries and Field Books	\$	485	\$	485
Print Heads	\$	210	\$	210
Toner	\$	500	\$	500
	\$	2,715	\$	2,715

Estimated Detail of Other Sup - Maintenance

Actual expenses may vary according to changing circumstances

		Dept. Request		Manager Request
Other Sup - Maintenance				
Maintenance Xerox 3040	\$	1,000	\$	1,000
	\$	1,000	\$	1,000

Estimated Detail of Other Sup - Safety Equipment

Actual expenses may vary according to changing circumstances

		Dept. Request		Manager Request
Other Sup - Safety Equipment				
Personal Protective Equipment	\$	1,100	\$	1,100
	\$	1,100	\$	1,100

Line Item Narrative

Other Supplies - Operating: This account funds supplies such as: toner for the plan copier, surveying supplies (which include marking paint, grade stakes & flagging tape), plan copier paper, plotter paper and cartridges/head cleaners. The cost of supplies for the large format printer (plotter) have been added to this account. The increase is offset by a reduction in the ICT account that previously funded the plotter supplies.

Other Supplies - Maintenance: This account funds maintenance costs associated with non-vehicle items. Yearly cleaning of the plan copier (2hr +one charge) cavity, fuser wires etc. cleaned to prevent future high repair costs.

Other Supplies - Safety Equipment: This account funds personal protective equipment as part of OSHA safety requirements for field work as well as other regulatory agencies to meet general safety practices and policies. Items such as hard hats, cones, safety vest and safety footwear.

Line Items		Last Year	Dept. Request	Council Adopted
Other Sup - Small Tools	Total	1,300	4,065	3,415
Other Sup - MV Repair	Total	800	800	800
MV Sup - Tires	Total	500	1,000	250

Estimated Detail of Other Sup - Small Tools

Actual expenses may vary according to changing circumstances

		Dept. Request		Manager Request
Other Sup - Small Tools				
Four New Ergonomic Chairs	\$	1,300	\$	650
Truck Cap	\$	2,115	\$	2,115
Small Hand Tools - including the cost of one camera	\$	650	\$	650



City of Auburn

Engineering

Fiscal Year 2013
Adopted 6.18.2012

\$ 4,065 \$ 3,415

Estimated Detail of Other Sup - MV Repair

Actual expenses may vary according to changing circumstances

	Vehicle Year	Vehicle Number	Dept. Request	Manager Request
Other Sup - MV Repair				
Dodge Caravan	1990	88	\$ 800	\$ 800
Ford Explorer	2000	87	↓	↓
Ford Focus	2008	93	↓	↓
Ford Ranger	1996	89	↓	↓
			\$ 800	\$ 800

Estimated Detail of MV Sup - Tires

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
MV Sup - Tires		
Tires	\$ 1,000	\$ 250
	\$ 1,000	\$ 250

Line Item Narrative

Other Supplies - Small Tools: This account funds the cost of small tools necessary to perform every day job duties; i.e. folding rulers, pop level, plumb bobs, pry bars, shovels, tape measures, and scientific calculator. The increase reflects the purchase of an in vehicle distance measuring instrument (DMI), which will assist in measuring the length of roadway segments accurately and for tracking of quantities.

Other Supplies - Motor Vehicle: This account funds the cost of parts and materials for motor vehicle repairs which are performed at APW by fleet maintenance personnel.

Motor Vehicle Supplies - Tires: This account funds the cost of needed replacement tires for department vehicles, which is performed by Auburn Public Works.

Line Items	Last Year	Dept. Request	Council Adopted
MV Sup - Gas & Oil	Total 4,400	4,955	4,955
MV Sup - Other	Total 500	500	-
Comm - Telephone	Total 1,566	2,808	2,808

Estimated Detail of MV Sup - Gas & Oil

Actual expenses may vary according to changing circumstances

	Price	Gallons	Dept. Request	Manager Request
MV Sup - Gas & Oil				
Gasoline	\$ 3.25	1500	\$ 4,875	\$ 4,875
Oil			\$ 80	\$ 80



City of Auburn

Engineering

Fiscal Year 2013
Adopted 6.18.2012

\$ 4,955 \$ 4,955

Estimated Detail of MV Sup - Other

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
MV Sup - Other		
See Below.	\$ 500	\$ -
	\$ 500	\$ -

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

	Per Month	Annual Cost	Dept. Request	Manager Request
Comm - Telephone				
Project Engineer	\$ 46.00	\$ 552.00	\$ 552	\$ 552
City Engineer/Project Manager	\$ 46.00	\$ 552.00	\$ 552	\$ 552
Assistant Engineer	\$ 46.00	\$ 552.00	\$ 552	\$ 552
Air Card	\$ 50.00	\$ 600.00	\$ 600	\$ 600
Excavation Technician	\$ 46.00	\$ 552.00	\$ 552	\$ 552
			\$ 2,808	\$ 2,808

Line Item Narrative

Motor Vehicle Supplies - Gasoline & Oil: This account funds the expenditure of gas and oil.

Motor Vehicle Supplies - Other: This account includes all other motor vehicle operating supplies (e.g., lights, filters, batteries, plugs, antifreeze and belts).

Communication Telephone: This account funds the cost of cell phones for field personnel allowing them to communicate with necessary contacts while performing inspections.

Line Items		Last Year	Dept. Request	Council Adopted
Repairs - Vehicles	Total	1,000	1,000	500
Repairs - Equipment	Total	1,000	1,000	1,000
Training & Tuition	Total	2,500	5,050	4,050

Estimated Detail of Repairs - Vehicles

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Repairs - Vehicles		
Fleet Repairs by Auburn Public Works	\$ 1,000	\$ 500



City of Auburn

Engineering

Fiscal Year 2013
Adopted 6.18.2012

\$ 1,000 \$ 500

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Repairs - Equipment	\$ 1,000	\$ 1,000
See Below	\$ 1,000	\$ 1,000

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Training & Tuition		
Employee Continuing Education Licenses	\$ 3,500	\$ 2,500
Maine Municipal Association	\$ 200	\$ 200
Maine Nonpoint Source Training,	\$ 350	\$ 350
MDOT Local Roads	\$ 250	\$ 250
Paving Inspector NETTCP	\$ 600	\$ 600
Road Maintenance, Paving, Supervisory Practices	\$ 150	\$ 150
	\$ 5,050	\$ 4,050

Line Item Narrative

Repairs - Vehicle: This account funds repairs to vehicles, which must be contracted. These can include glass replacement, motor repairs, transmissions, radiators, engine maintenance, etc.

Repairs - Equipment: This account funds the cost of repairs to equipment (non-vehicle) necessary during the year such as: survey equipment repair and recalibration, and the plan copier.

Training & Tuition: This account funds the registration fees for required courses and classes including: road maintenance, paving, supervisory practices and environmental regulations.

Line Items		Last Year	Dept. Request	Council Adopted
Travel - Mileage Reimbursement	Total	500	250	250
Travel - Seminar Costs	Total	500	500	500
Dues & Subscriptions	Total	1,720	1,376	1,376

Estimated Detail of Travel - Mileage Reimbursement

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Travel - Mileage Reimbursement		
Personal Vehicle Mileage Reimbursement	\$ 250	\$ 250



City of Auburn

Engineering

Fiscal Year 2013
Adopted 6.18.2012

\$ 250 \$ 250

Estimated Detail of Travel - Seminar Costs

Actual expenses may vary according to changing circumstances

	Dept. Request	Manager Request
Travel - Seminar Costs		
See Below.	\$ 500	\$ 500
	\$ 500	\$ 500

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

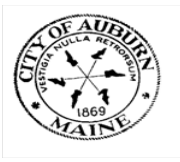
	Cost	Staff	Dept. Request	Manager Request
Dues & Subscriptions				
APWA Annual Dues	\$ 123.00	4	\$ 492	\$ 492
ASCE Annual Dues	\$ 215.00	2	\$ 430	\$ 430
CPESC Renewal	\$ 100.00	1	\$ 100	\$ 100
CPSWQ	\$ 100.00	1	\$ 100	\$ 100
MSLS Annual Dues	\$ 220.00	1	\$ 220	\$ 220
PE Bi-annual License Renewal	\$ 80.00	2		
PLS Bi-annual License Renewal	\$ 275.00	1		
CDL	\$ 34.00	1	\$ 34	\$ 34
			\$ 1,376	\$ 1,376

Line Item Narrative

Travel - Mileage Reimbursement: This account is used for compensating employees for use of their personal vehicles.

Travel - Seminar Costs: This account funds staff to attend required continuing education courses to maintain their licenses along with local and regional training and seminars, most notably the attendance of the APWA-MMA semi annual conferences.

Dues & Subscriptions: This account pays for subscriptions, annual professional fees, and dues for professional associations (some licenses are alternating years). Memberships include: Professional Engineer Licensing, Professional Land Surveyor's License, various technical periodicals and newsletters, Maine Safety Council, Institute of Transportation Engineers, The Maine Society of Land Surveyors.



City of Auburn

Debt Service

Fiscal Year 2013
Adopted 6.18.2012

Line Items	Last Year	Dept. Request	Council Adopted
Debt Service	Total	6,810,550	6,682,797

Estimated Detail of Debt Service

Actual expenses may vary according to changing circumstances

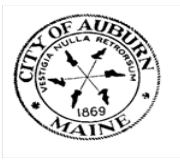
Debt Service	Maturity	Issued Amount	Balance	Principal	Interest	Dept. Request	Council Adopted
Public Impr. 02/03 4.98%	11/12	\$ 4,000,000	\$ 400,000	\$ 390,000	\$ 6,565	\$ 396,565	\$ 396,565
City Building 3.89%	11/22	\$ 8,200,000	\$ 4,510,000	\$ 410,000	\$ 190,130	\$ 600,130	\$ 600,130
Library 4.088%	9/24	\$ 2,275,000	\$ 2,450,000	\$ 175,000	\$ 89,250	\$ 264,250	\$ 264,250
Public Impr. 03/04 4.0%	9/14	\$ 4,680,000	\$ 1,395,000	\$ 365,000	\$ 36,500	\$ 401,500	\$ 401,500
Public Impr. 03/04 3.058%	11/13	\$ 2,770,000	\$ 554,000	\$ 227,000	\$ 12,175	\$ 239,175	\$ 239,175
MMWAC Refi. 4.0%	11/14	\$ 11,950,000	\$ 1,205,000	\$ 615,000	\$ 35,900	\$ 650,900	\$ 650,900
Public Impr. 05/06 4.23%	9/15	\$ 5,000,000	\$ 2,000,000	\$ 400,000	\$ 56,000	\$ 456,000	\$ 456,000
Public Impr. 06/07 4.036%	9/16	\$ 5,000,000	\$ 2,500,000	\$ 400,000	\$ 88,000	\$ 488,000	\$ 488,000
Public Impr. 07/08 3.47%	9/17	\$ 6,000,000	\$ 3,600,000	\$ 510,000	\$ 100,725	\$ 610,725	\$ 610,725
Public Impr. 08/09 3.65%	9/18	\$ 5,730,000	\$ 4,005,000	\$ 500,000	\$ 120,312	\$ 620,312	\$ 620,312
Public Impr. 09/10 3.0%	3/20	\$ 5,455,000	\$ 4,364,000	\$ 545,500	\$ 120,691	\$ 666,191	\$ 666,191
Public Impr. 10/11	3/21	\$ 7,900,000	\$ 7,110,000	\$ 640,000	\$ 118,400	\$ 758,400	\$ 758,400
MMBB Clean Water ARR/	6/12	\$ 827,854	\$ 703,675	\$ 41,393	\$ 2,070	\$ 43,463	\$ 43,463
Public Impr 11/12	11/12	\$ 4,500,000	\$ 4,500,000	\$ 350,000	\$ 72,186	\$ 422,186	\$ 422,186
Other Expenses		\$ 74,287,854	\$ 39,296,675	\$ 5,568,893	\$ 1,048,904	\$ 5,000	\$ 5,000
Interest Payment for FY13 Bond						\$ 60,000	\$ 60,000
						\$ 6,682,797	\$ 6,682,797

Debt Limit Calculation

State Valuation	\$2,049,091,720
Total Debt Limit	\$307,363,758
City Debt Balance	39,296,675
Percent of Allowable Debt	13%

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 \$50,000 for an interest payment in the event the City Council approves of the FY12 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

Property

Fiscal Year 2013
Adopted 6.18.2012

Line Items		Last Year	Dept. Request	Council Adopted
Regular Salaries	Total	19,032	19,409	19,409
Advertising	Total	753	500	500
PS - General	Total	93,659	103,076	103,076

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries	Rate	Hours / Week	Staff	Dept. Request	Council Adopted
Custodian	\$ 14.93	25	1	\$ 19,409	\$ 19,409
			1	\$ 19,409	\$ 19,409

Estimated Detail of Advertising

Actual expenses may vary according to changing circumstances

Advertising	Dept. Request	Council Adopted
Advertising	\$ 500	\$ 500
	\$ 500	\$ 500

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

PS - General	Dept. Request	Council Adopted
Annual Fire Alarm Testing	\$ 725	\$ 725
Boiler Certificate Auburn Hall	\$ 160	\$ 160
Copier Maintenance Contract	\$ 17,000	\$ 17,000
Elevator Inspection & License	\$ 185	\$ 185
Elevator Contract	\$ 1,930	\$ 1,930
Fire Extinguishers Annual Testing, Inspection & Maintenance	\$ 250	\$ 250
HVAC Maintenance Contract	\$ 12,700	\$ 12,700
IP Phones Maintenance	\$ 12,000	\$ 12,000
Janitorial Services (Auburn Hall including Police)	\$ 53,650	\$ 53,650
Land Lease	\$ 746	\$ 746
LAWPCA Holding Tank Fee	\$ -	\$ -
Lift Rental For Window Cleaning	\$ 1,500	\$ 1,500
Sprinkler Quarterly Testing	\$ 450	\$ 450
State of Maine Fees	\$ 1,280	\$ 1,280
Underground Tank fees	\$ 500	\$ 500
	\$ 103,076	\$ 103,076

Line Item Narrative

Regular Salaries: This line funds the custodian at Auburn Hall.
Advertising: Ads for Bids for all departments (\$25 x 20 = \$500). Ads are \$23 for most but pre-bid ads run \$34.



City of Auburn

Property

Fiscal Year 2013
Adopted 6.18.2012

Purchased Services: The Copier contract includes Auburn Hall, Public Works, Fire, Police and Parks & Recreation (a total of 9 machines). The IP Phone Maintenance Contract includes Auburn Hall, Parks & Recreation, Police, Public

Line Items		Last Year	Dept. Request	Council Adopted
Other Sup-Operating	Total	5,600	8,500	8,500
Utilities - Water/Sewer	Total	4,550	5,700	5,700

Estimated Detail of Other Sup-Operating

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Other Sup-Operating		
Misc. Supplies	\$ 4,500	\$ 4,500
Towels , Toilet Paper & Liners	\$ 4,000	\$ 4,000
	\$ 8,500	\$ 8,500

Estimated Detail of Utilities - Water/Sewer

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Utilities - Water/Sewer		
Auburn Hall	\$ 3,900	\$ 3,900
Festival Plaza	\$ 1,800	\$ 1,800
	\$ 5,700	\$ 5,700

Line Item Narrative

Other Supplies - Operating: See Above.

Utilities - Water& Sewer: See Above.

Line Items		Last Year	Dept. Request	Council Adopted
Comm - Telephone	Total	51,360	40,625	40,625
Utilities - Electricity	Total	97,930	110,000	110,000

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances



City of Auburn

Property

Fiscal Year 2013
Adopted 6.18.2012

Comm - Telephone	<i>Location</i>	Dept. Request	Council Adopted
Dark Fiber (Lease)		\$ 12,000	\$ 12,000
Elevator Emergency Phone		\$ 225	\$ 225
High Speed Internet		\$ 4,800	\$ 4,800
Cell Phone		\$ 1,150	\$ 1,150
Pine Tree System		\$ 2,750	\$ 2,750
Two Primary Rate Interface Lines - Phone Switches		\$ 14,500	\$ 14,500
Long Distance		\$ 5,200	\$ 5,200
		\$ 40,625	\$ 40,625

Estimated Detail of Utilities - Electricity

Actual expenses may vary according to changing circumstances

Utilities - Electricity	<i>Usage KW</i>	<i>Cost</i>	Dept. Request	Council Adopted
Auburn Hall--Estimated	739,000	0.14909	\$ 110,000	\$ 110,000
			\$ 110,000	\$ 110,000
				\$ 2,400
				\$ 112,400

Line Item Narrative

Communication - Telephone: See Above. The Dark Fiber is part of the Wide Area Network that connects our city buildings, schools, and also some of the Lewiston municipal buildings.

Utilities - Electricity: The City has an agreement to switch its electrical use to generator during times of high-peak electrical demands; most often during the summer months. In return for our generator use, the City will receive \$2,000. This amount is simply for the City to be on "stand by". We will also receive additional funding if we actually do need to switch to our generators. We do anticipate an increase in demand as a result of APD moving to Auburn Hall.

Line Items		Last Year	Dept. Request	Council Adopted
Utilities - Heating Fuel	Total	39,000	41,075	41,075
Repairs - Buildings	Total	10,500	10,500	10,500

Estimated Detail of Utilities - Heating Fuel

Actual expenses may vary according to changing circumstances

Utilities - Heating Fuel	<i>Usage- gallons</i>	<i>Usage- Cubic feet</i>	Dept. Request	Council Adopted
Natural Gas		28,000	\$ 40,075	\$ 40,075
Diesel Fuel for Generator	\$ 1,000		\$ 1,000	\$ 1,000



City of Auburn

Property

Fiscal Year 2013
Adopted 6.18.2012

\$ 41,075 \$ 41,075

Estimated Detail of Repairs - Buildings

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Repairs - Buildings		
General Repairs	\$ 10,000	\$ 10,000
Knight House (Circa 1796)	\$ 500	\$ 500
	\$ 10,500	\$ 10,500

Line Item Narrative

Utilities - Heating Fuel: See Above.

Repairs - Buildings: This account is used for the general maintenance of Auburn Hall. The Knight house was moved to this line item from the Community Programs Budget once the City Council accepted the property.

Line Items		Last Year	Dept. Request	Council Adopted
Repairs - Equipment	Total	2,000	2,000	2,000
Rental - Photocopiers	Total	8,000	7,000	7,000
Travel - Mileage Reimbursement	Total	-	750	750
Insurance Premiums	Total	284,753	293,691	293,691

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Repairs - Equipment		
Door and Equipment Repairs	\$ 2,000	\$ 2,000
	\$ 2,000	\$ 2,000

Estimated Detail of Rental - Photocopiers

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Rental - Photocopiers		
Copier Paper	\$ 7,000	\$ 7,000
	\$ 7,000	\$ 7,000

Estimated Detail of Insurance Premiums



City of Auburn

Property

Fiscal Year 2013
Adopted 6.18.2012

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Insurance Premiums	\$ 293,691	\$ 293,691
	\$ 293,691	\$ 293,691

Line Item Narrative

Estimated Detail of Travel - Mileage Reimbursement

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Travel - Mileage Reimbursement	\$ 750	\$ 750
	\$ 750	\$ 750

Line Item Narrative

Repairs - Equipment: See Above.
Rental - Photocopiers: This account is used for the purchase of copier paper.
Insurance Premiums: The City has not solicited bids for insurance for many years and should perhaps hire a consultant to oversee the bid process. That cost would be estimated at \$7,000 to \$8,000.

Line Items		Last Year	Dept. Request	Council Adopted
Insurance Deductibles	Total	33,000	32,000	24,500
Comm - Postage	Total	30,000	31,788	31,788

Estimated Detail of Insurance Deductibles

Actual expenses may vary according to changing circumstances

	<i>Deductibles</i>	Dept. Request	Council Adopted
Insurance Deductibles			
Auto	\$ 1,000	\$ 7,000	\$ 7,000
Buildings	\$ 5,000	\$ 10,000	\$ 10,000
Professional Liability	\$ 7,500	\$ 15,000	\$ 7,500
		\$ 32,000	\$ 24,500

Estimated Detail of Comm - Postage

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Comm - Postage		
Metered Postage for Auburn Hall	\$ 28,800	\$ 28,800
Rental of Machine	\$ 2,988	\$ 2,988
	\$ 31,788	\$ 31,788

Line Item Narrative

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

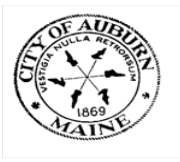


City of Auburn

Property

Fiscal Year 2013
Adopted 6.18.2012

Communication - Postage: The postage machine weighs the mail and assigns postage based on weight, not article or piece. Finance will continue to lower postage in coming years due to more items being emailed instead of mailed. Increase in postage due to mass mailing ward line districting.



City of Auburn

Workers Compensation

Fiscal Year 2013
Adopted 6.18.2012

Line Items	Last Year	Dept. Request	Council Adopted
WC Operating Transfer	Total	451,890	415,000

Estimated Detail of WC Operating Transfer

Actual expenses may vary according to changing circumstances

WC Operating Transfer	Dept. Request	Council Adopted
<u>Expenses</u>		
Salaries	\$ 31,250	\$ 31,250
Operating Supplies	\$ 300	\$ 300
Training and Tuition	\$ 200	\$ 200
Mileage	\$ 100	\$ 100
Purchased Services:		
Annual Actuarial	\$ 6,950	\$ 6,950
Third Party Admin - HRH	\$ 26,750	\$ 26,750
Loss Control Services - HRH	\$ 8,640	\$ 8,640
Dues and Subscriptions:		
State Admin Assessment for Self Insurance	\$ 10,000	\$ 10,000
Fee to operate State W/C Board	\$ 3,410	\$ 3,410
Renewal application fee	\$ 400	\$ 400
State Supplemental Benefits Fund	\$ 4,000	\$ 4,000
Medical Claims	\$ 275,000	\$ 275,000
Insurance	\$ 48,000	\$ 48,000
Capital Costs	\$ -	\$ -
Total	\$ 415,000	\$ 415,000

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

Fringe Benefits

Fiscal Year 2013
Adopted 6.18.2012

Line Items	Last Year	Dept. Request	Council Adopted
Health Insurance	Total	2,576,037	2,607,200
FICA/Medicare	Total	461,234	485,400

Estimated Detail of Health Insurance

Actual expenses may vary according to changing circumstances

Health Insurance	Rate	City Share	Employee Share	Health Ins.	Waivers	Dept. Request	Council Adopted
Non Union	↓	↓	↓	\$ 732,642	\$ 76,194	\$ 808,836	\$ 808,836
Police	↓	↓	↓	\$ 506,167	\$ 69,146	\$ 575,313	\$ 575,313
Fire	↓	↓	↓	\$ 538,170	\$ 124,873	\$ 663,043	\$ 663,043
Public Works	↓	↓	↓	\$ 468,412	\$ 36,596	\$ 505,008	\$ 505,008
OMC Wellness Program	↓	↓	↓			\$ 55,000	\$ 55,000
						\$ 2,607,200	\$ 2,607,200

Rates	85%		15%	
Single	\$ 683	\$ 581	\$ 102	
Employee/Child	\$ 1,116	\$ 949	\$ 167	
Family	\$ 1,533	\$ 1,303	\$ 230	

Note: The City's premium is based upon two pools; 50% our own pool, and the other 50% with all other Maine Municipal Association participants. This year our premiums increased .3% for calendar year 2012.

Estimated Detail of FICA/Medicare

Actual expenses may vary according to changing circumstances

FICA/Medicare	FICA	FICA OT	Medicare	Medicare OT	Dept. Request	Council Adopted
Non Union	\$ 219,481	\$ 12,000	\$ 52,688	\$ 10,000		
Police	\$ -		\$ 35,705	\$ 130,335		
Fire	\$ -		\$ 36,935	\$ 251,340		
Public Works	\$ 99,319	\$ 150,000	\$ 23,228	\$ 160,058		
	\$ 318,800		\$ 148,556		\$ 467,356	\$ 467,356
FICA Percentage	6.20%	\$ 162,000			\$ 10,044	\$ 10,044
Medicare Percentage	1.45%			\$ 551,733	\$ 8,000	\$ 8,000
					\$ 485,400	\$ 485,400

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.

Last Dept. Council



City of Auburn

Fringe Benefits

Fiscal Year 2013
Adopted 6.18.2012

Line Items		Year	Request	Adopted
MSRS Retirement	Total	575,685	687,175	687,175
ICMA Retirement	Total	9,603	204,345	204,345

Estimated Detail of MSRS Retirement

Actual expenses may vary according to changing circumstances

MSRS Retirement	Debt	MSRS	OT & Other	Dept. Request	Council Adopted
Non Union		\$ 85,448	\$ 9,315	\$ 94,763	\$ 94,763
Police		\$ 192,580	\$ 21,277	\$ 213,857	\$ 213,857
Fire		\$ 203,396	\$ 27,342	\$ 230,738	\$ 230,738
Public Works		\$ 11,636	\$ 4,462	\$ 16,098	\$ 16,098
Pension Obligation	\$ 131,719			\$ 131,719	\$ 131,719
				\$ 687,175	\$ 687,175

Estimated Detail of ICMA Retirement

Actual expenses may vary according to changing circumstances

ICMA Retirement	Retirement	Overtime	Dept. Request	Council Adopted
Non Union	\$ 130,455	\$ -		
Police	\$ -			
Fire	\$ -			
Public Works	\$ 70,174	\$ 3,716		
Employer Contribution	\$ 200,629	\$ 3,716	\$ 204,345	\$ 204,345
			\$ 204,345	\$ 204,345

Line Item Narrative

MSRS: Maine State Retirement increased the employer's contribution from 4.4% to 5.3% for non-public safety employees and 6.3% to 7.5% for public safety employees.

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

Line Items		Last Year	Dept. Request	Council Adopted
City Pension	Total	180,000	170,000	170,000
Cafeteria Plan	Total	186,900	187,000	187,000

Estimated Detail of City Pension

Actual expenses may vary according to changing circumstances



City of Auburn

Fringe Benefits

Fiscal Year 2013
Adopted 6.18.2012

	Dept. Request	Council Adopted
City Pension	\$ 170,000	\$ 170,000
Participants	\$ 170,000	\$ 170,000

Estimated Detail of Cafeteria Plan

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Cafeteria Plan		
Non Union	\$ 76,600	\$ 76,600
Police	\$ 47,750	\$ 47,750
Fire	\$ 33,150	\$ 33,150
Public Works	\$ 29,500	\$ 29,500
	\$ 187,000	\$ 187,000

Line Item Narrative

City Pension: This is a pre-existing retirement plan with 14 remaining participants. Eight spouses are paid \$1,200 per year for a total of \$9,600. Six employees are paid an average of \$13,200 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 deduction.

Line Items		Last Year	Dept. Request	Council Adopted
Life Ins(Retirees)	Total	23,175	23,175	23,175
Salary Reserves	Total	197,295	275,000	238,250

Estimated Detail of Life Ins(Retirees)

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Life Ins(Retirees)		
See Below.	\$ 23,175	\$ 23,175
	\$ 23,175	\$ 23,175

Estimated Detail of Salary Reserves

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Salary Reserves	\$ 275,000	\$ 240,000



City of Auburn

Fringe Benefits

Fiscal Year 2013
Adopted 6.18.2012

\$ 275,000 \$ 240,000

Line Item Narrative

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

Emergency Reserve

Fiscal Year 2013
Adopted 6.18.2012

Line Items	Last Year	Dept. Request	Council Adopted
Emergency Reserve	Total	328,608	333,818

Estimated Detail of Emergency Reserve

Actual expenses may vary according to changing circumstances

Emergency Reserve	Dept. Request	Council Adopted
Emergency Reserve	\$ 333,818	\$ 333,818
Emergency Reserve	\$ 333,818	\$ 333,818

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

Fire

Fiscal Year 2013
Adopted 6.18.2012

Line Items		Last Year	Dept. Request	Council Adopted
Regular Salaries	Total	2,988,570	3,110,681	3,101,681
Acting Rank	Total	7,309	7,516	7,516

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries	Staff	Dept. Request	Council Adopted
Fire Prevention Officer	1	\$ 46,413	\$ 46,413
Battalion Chief	4	\$ 247,222	\$ 247,222
Fire Chief	1	\$ 80,000	\$ 71,000
Captain	4	\$ 230,818	\$ 230,818
Deputy Chief	1	\$ 72,000	\$ 72,000
Fire Planner	1	\$ 33,434	\$ 33,434
Firefighters	36	\$ 1,514,119	\$ 1,514,119
Lieutenant	16	\$ 845,499	\$ 845,499
Office Manager	1	\$ 41,176	\$ 41,176
	65	\$ 3,110,681	\$ 3,101,681

Estimated Detail of Acting Rank

Actual expenses may vary according to changing circumstances

Acting Rank	Dept. Request	Council Adopted
Per Union Contract - 2012 Budget	\$ 7,309	\$ 7,309
Increase of 3% for step increases	\$ 207	\$ 207
	\$ 7,516	\$ 7,516

Line Item Narrative

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

Chief: This is an additional administrator in our structure. Currently several important administrative and management duties are performed at levels below where they should be. While the staff makes every attempt to perform those duties their efforts often fall short resulting in administrative deficiencies. This position will reabsorb many of those duties reducing liability to the department and city.

Acting Rank: The firefighters who serve in acting rank are paid a 5% stipend while serving in that capacity. Increase is due to step increases of 3% .

Line Items		Last Year	Dept. Request	Council Adopted
Holiday Pay	Total	134,640	137,940	137,940
Uniform Allowance	Total	19,470	19,805	19,805



City of Auburn

Fire

Fiscal Year 2013
Adopted 6.18.2012

Estimated Detail of Holiday Pay

Actual expenses may vary according to changing circumstances

	# of Firefighters	Avg. Hol. Pay	# of Holidays	Dept. Request	Council Adopted
Holiday Pay Per Union Contract	60	\$ 209	11	\$ 137,940	\$ 137,940
				\$ 137,940	\$ 137,940

Estimated Detail of Uniform Allowance

Actual expenses may vary according to changing circumstances

	Staff	Cost	Dept. Request	Council Adopted
Uniform Allowance				
Captains	4	\$ 335	\$ 1,340	\$ 1,340
Chief Officers	7	\$ 335	\$ 2,345	\$ 2,345
Lieutenants	16	\$ 310	\$ 4,960	\$ 4,960
Privates	36	\$ 310	\$ 11,160	\$ 11,160
			\$ 19,805	\$ 19,805

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 \$204. This figure is then multiplied by 60 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 2/6/12, of all of the firefighter's is \$25,385. This will increase on July 1st when the firefighters are issued their allotted amounts as indicated above.

Line Items		Last Year	Dept. Request	Council Adopted
Physicals	Total	1,404	1,430	1,430

Estimated Detail of Physicals

Actual expenses may vary according to changing circumstances

	Quantity	Cost	Dept. Request	Council Adopted
Physicals				
Audiogram	4	\$ 30.35	\$ 121	\$ 121
Drug Collection	4	\$ 25.50	\$ 102	\$ 102
Exam for Provider	4	\$ 63.24	\$ 253	\$ 253
Hepatitis B Surf Antibody (LAB)	4	\$ 74.23	\$ 297	\$ 297
MRO Services	4	\$ 19.38	\$ 78	\$ 78



City of Auburn

Fire

Fiscal Year 2013
Adopted 6.18.2012

Non DOT Drug Screen	4	\$ 28.31	\$ 113	\$ 113
Respiratory Clearance Evaluation	4	\$ 32.64	\$ 131	\$ 131
Spirometry	4	\$ 32.64	\$ 131	\$ 131
TB/Intrademal (PPD)	4	\$ 17.09	\$ 68	\$ 68
Urine Dip	4	\$ 11.22	\$ 45	\$ 45
Venepuncture/Collection	4	\$ 22.95	\$ 92	\$ 92
			\$ 1,430	\$ 1,430

Line Item Narrative

Physicals: This account funds the cost of pre-employment exams for new firefighters at an average of \$358. 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.

Line Items		Last Year	Dept. Request	Council Adopted
OSHA Safety Costs	Total	9,885	19,345	9,845
Protective Clothing	Total	17,720	50,210	32,715

Estimated Detail of OSHA Safety Costs

Actual expenses may vary according to changing circumstances

OSHA Safety Costs	Quantity	Dept. Request	Council Adopted
Bio Gear - Biohazard Bags & Boxes		\$ 385	\$ 385
OSHA Accepted Reflective Vests	10	\$ 400	\$ 400
Disinfectant Spray	8	\$ 480	\$ 480
Fit Testing Supplies		\$ 300	\$ 300
Hearing Tests for Firefighters		\$ 2,100	\$ 2,100
Lancets for Blood Draw to Measure Blood Sugar Levels (Boxes)	7	\$ 200	\$ 200
Lens for Self-Contained Breathing Apparatus	6	\$ 600	\$ 600
Nitrile Gloves for Pandemic Flu (Boxes)	480	\$ 3,800	\$ -
PPE Equipment N95s (Pandemic Flu Inventory)		\$ 5,000	\$ -
PPE Hydrostatic Tester		\$ 700	\$ -
Safety Glasses	120	\$ 210	\$ 210
Splash Guard Masks and Goggles	120	\$ 550	\$ 550
Tuberculosis Plants and Reads/Respiratory Clearance	60	\$ 4,620	\$ 4,620
		\$ 19,345	\$ 9,845

Estimated Detail of Protective Clothing

Actual expenses may vary according to changing circumstances



City of Auburn

Fire

Fiscal Year 2013
Adopted 6.18.2012

Protective Clothing	<i>Quantity</i>	<i>Cost Each</i>	<i>Dept. Request</i>	<i>Council Adopted</i>
Boots	25	\$ 220	\$ 5,500	\$ 5,500
Forestry Shirts & Goggles			\$ 7,080	\$ 7,080
Coveralls-Fire Prevention Officer			\$ 130	\$ 130
Gloves	40	\$ 55	\$ 2,200	\$ 1,705
Helmets	4	\$ 250	\$ 1,000	\$ 1,000
Hood	10	\$ 30	\$ 300	\$ 300
Pants	16	\$ 1,500	\$ 24,000	\$ 12,000
Repairs/Mending to Turnout Gear			\$ -	\$ -
Turnout Coat	10	\$ 1,000	\$ 10,000	\$ 5,000
		\$ 3,055	\$ 50,210	\$ 32,715

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.

Turnout Gear: 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. However, at this time BLS is not enforcing that mandate.

Line Items	Last Year	Dept. Request	Council Adopted
OT - Vac Replacement	Total 20,798	20,798	20,798
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	<i>Hours</i>	<i>Overtime Rate</i>	<i>Dept. Request</i>	<i>Council Adopted</i>
Overtime Wages for Firefighters on Vacation	654.85	\$ 31.76	\$ 20,798	\$ 20,798
			\$ 20,798	\$ 20,798

Estimated Detail of OT - Sick Replace LT

Actual expenses may vary according to changing circumstances

OT - Sick Replace LT	<i>2009 LT Sick Hours</i>	<i>2010 LT Sick Hours</i>	<i>2011 LT Sick Hours</i>	<i>Dept. Request</i>	<i>Council Adopted</i>
Illness	0	72	120	↓	↓
Injuries	552	192	240	↓	↓
Paternity/Maternity	0	144	168		
	552	408	528	\$ 20,000	\$ 20,000



City of Auburn

Fire

Fiscal Year 2013
Adopted 6.18.2012

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). This line item has only existed since the 2007 Budget.

Line Items		Last Year	Dept. Request	Council Adopted
OT - Sick Replace ST	Total	69,000	89,000	89,000
OT - Mandatory Training	Total	8,480	20,681	15,000

Estimated Detail of OT - Sick Replace ST

Actual expenses may vary according to changing circumstances

OT - Sick Replace ST	2009 ST Sick Hours	2010 ST Sick Hours	2011 ST Sick Hours	Dept. Request	Council Adopted
Overtime Wages for FF on ST Sick	4833	6062	3024	\$ 89,000	\$ 89,000
				\$ 89,000	\$ 89,000

Estimated Detail of OT - Mandatory Training

Actual expenses may vary according to changing circumstances

OT - Mandatory Training	Instructor Cost	Hours	Dept. Request	Council Adopted
Blood Borne Pathogens Training ³	\$ 30.00	32	\$ 960	\$ 960
Confined Space Training ³	\$ 30.00	64	\$ 1,920	\$ 1,920
EVOG Training	\$ 30.00		\$ 4,800	\$ -
Extrication Refresher Training	\$ 30.00	32	\$ -	\$ -
Haz-Mat Refresher Training ³	\$ 30.00	32	\$ 960	\$ 960
New Hire Orientation ¹	\$ 30.00	320	\$ 9,600	\$ 9,600
Rope Refresher Training ³	\$ 35.86	48	\$ 1,721	\$ 840
SCBA Maintenance Training ²	\$ 30.00	24	\$ 720	\$ 720
			\$ 20,681	\$ 15,000

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 less. This short-term line item has also only existed since 2007 in which \$96,432 was expended, in 2008 \$87,219 was expended, in 2009 \$83,066 was expended and 2010 \$89,489 was expended, which averages out to \$89,626.

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.



City of Auburn

Fire

Fiscal Year 2013
Adopted 6.18.2012

to paying a vendor for the same training.

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

Line Items		Last Year	Dept. Request	Council Adopted
OT - Outside Jobs	Total	-	-	-
OT - Extra Assignments	Total	12,069	15,113	15,113

Estimated Detail of OT - Outside Jobs

Actual expenses may vary according to changing circumstances

OT - Outside Jobs	Dept. Request	Council Adopted
Off Duty Billable Assignments	\$ -	\$ -
	\$ -	\$ -

Estimated Detail of OT - Extra Assignments

Actual expenses may vary according to changing circumstances

OT - Extra Assignments	Hours	Overtime Rate	Dept. Request	Council Adopted
Balloon Festival	40	\$ 31.76	\$ 1,238	\$ 1,238
Boat/Computer/Radio Repairs	15	\$ 31.76	\$ 464	\$ 464
Dept Business Travel	50	\$ 31.76	\$ 1,548	\$ 1,548
Fire Calls Report	60	\$ 31.76	\$ 1,857	\$ 1,857
Jury Duty	5	\$ 31.76	\$ 155	\$ 155
Military Coverage	288	\$ 31.76	\$ 8,914	\$ 8,914
Open House		\$ 31.76	\$ 318	\$ 318
SCBA Flow Tests/Fit Tests	20	\$ 31.76	\$ 619	\$ 619
			\$ 15,113	\$ 15,113

Line Item Narrative

Over Time - Outside Jobs: This account does not require funding. Firefighters are paid \$35 per hour when they cover special functions while off duty. The function's sponsor is billed \$50 per 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, military leave and community events, such as the Balloon Festival. 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 1 weekend a month and 2 weeks per year. In FY10 there were two firefighters in the military. It is apparent that one of these firefighters will be deployed in the near future.



City of Auburn

Fire

Fiscal Year 2013
Adopted 6.18.2012

Fire calls that extended beyond regular duty hours involved 55.5 hrs in 1

Line Items		Last Year	Dept. Request	Council Adopted
OT - Vacancies/Retirement	Total	11,885	12,196	12,196
OT - Work Related Injuries	Total	15,000	20,000	15,000

Estimated Detail of OT - Vacancies/Retirement

Actual expenses may vary according to changing circumstances

OT - Vacancies/Retirement	Quantity	Minimum Cost / FF	Actual Cost	Dept. Request	Council Adopted
Wages Paid Due to Vacancies and Retirements	4	\$ 3,049	\$ 12,196	\$ 12,196	\$ 12,196
				\$ 12,196	\$ 12,196

Estimated Detail of OT - Work Related Injuries

OT - Work Related Injuries	Quantity	# of Shifts Out of Work	Hours of OT	2011 Costs	Dept. Request	Council Adopted
Elbow injury	1	1	24		↓	↓
Lower back strains	1	1	24		↓	↓
Knee injury	2	5	96		↓	↓
Shoulder injury	1	42	696		↓	↓
	5	49	840	\$ 25,424	\$ 20,000	\$ 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. Actual expenses have ranged from \$4,600 to \$56,000 per year. The overtime cost for 2011 would have been \$37,350, though to offset this cost, manpower was dropped to 13 firefighters per shift instead of hiring for overtime.



City of Auburn

Fire

Fiscal Year 2013
Adopted 6.18.2012

Line Items		Last Year	Dept. Request	Council Adopted
OT - Meetings	Total	2,525	5,321	2,525
OT - Funeral Leave	Total	2,500	5,000	2,500
OT - Multiple Alarms	Total	9,208	11,000	9,208

Estimated Detail of OT - Meetings

OT - Meetings	OT Rate	Hours	Dept. Request	Council Adopted
EMS Meetings	\$ 38.84	11	\$ 427	\$ 427
Health & Safety Monthly Meetings (Average 6 FF's)	\$ 38.84	72	\$ 2,796	\$ -
SMT Monthly Meetings (Average 4 FF's)	\$ 38.84	54	\$ 2,097	\$ 2,097
		137	\$ 5,321	\$ 2,525

Estimated Detail of OT - Funeral Leave

Actual expenses may vary according to changing circumstances

OT - Funeral Leave	Occurrences	Dept. Request	Council Adopted
Wages Paid to Cover Absences Due to Funeral Attendance	7	\$ 5,000	\$ 2,500
		\$ 5,000	\$ 2,500

Estimated Detail of OT - Multiple Alarms

Actual expenses may vary according to changing circumstances

OT - Multiple Alarms	Rate	Occurrences	# of FF/ Occurance	Average # of Hours	Total Hours	Dept. Request	Council Adopted
Multiple Alarms	\$31.76	11	7.5	3	247.5	\$ 11,000	\$ 9,208
						\$ 11,000	\$ 9,208

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.

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. We average about 9 multiple alarms each year with 9 firefighters responding with an average of 3 hours per firefighter. This amounts to 243 overtime hours per year at a rate of \$31.76 which totals \$7,718. For FY11 the expended cost for this account was \$5,648.

Last Dept. Council



City of Auburn

Fire

Fiscal Year 2013
Adopted 6.18.2012

Line Items		Year	Request	Adopted
OT - Pump team	Total	-	-	-
PS - General	Total	2,010	2,510	1,760

Estimated Detail of OT - Pump team

Actual expenses may vary according to changing circumstances

OT - Pump team	Dept. Request	Council Adopted
Pump Testing	\$ -	\$ -
Pump Repair (example)	\$ -	\$ -
	\$ -	\$ -
	\$ -	\$ -

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

PS - General	Qty	Dept. Request	Council Adopted
Annual Hazardous Chemical Inventories	1	\$ 150	\$ 150
Annual Tank Inspections	1	\$ 210	\$ 210
Annual Tank Registration	1	\$ 100	\$ 100
Compressed Air License	1	\$ 10	\$ 10
Flags	3	\$ 270	\$ 270
Food for Training and Fires		\$ 1,500	\$ 750
Retirement Plaques	4	\$ 240	\$ 240
Signs for Stations	3	\$ 30	\$ 30
		\$ 2,510	\$ 1,760

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.

Line Items		Last Year	Dept. Request	Council Adopted
PS - Uniform Cleaning	Total	6,610	6,610	6,610
Office Supplies	Total	725	13,570	4,150



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Estimated Detail of PS - Uniform Cleaning

Actual expenses may vary according to changing circumstances

	<i>Fy11 Costs</i>	Dept. Request	Council Adopted
PS - Uniform Cleaning			
Central Station	\$ 2,095	\$ 2,520	\$ 2,520
E2 Station	\$ 1,765	\$ 1,320	\$ 1,320
E5 Station	\$ 2,495	\$ 2,520	\$ 2,520
Specialized Cleaning for biohazards	\$ 35	\$ 250	\$ 250
	\$ 6,390	\$ 6,610	\$ 6,610

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Office Supplies		
General Supplies	\$ 13,570	\$ 4,150
	\$ 13,570	\$ 4,150

Line Item Narrative

Purchased Services - Uniform Cleaning: Laundering bed sheets, pillow cases, blankets and towels, as well as the 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, etc.

Line Items		Last Year	Dept. Request	Council Adopted
Other Sup - Fire Prevention	Total	620	2,935	2,935
Other Sup - Maintenance	Total	4,465	7,365	5,465

Estimated Detail of Other Sup - Fire Prevention

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Other Sup - Fire Prevention		
Inspection Report Forms	\$ 120	\$ 120
Fire Investigation Supplies	\$ 535	\$ 535
Fogger Fluid - Smoke Machine	\$ 120	\$ 120
Security Boxes	\$ 60	\$ 60
Smoke Trailer Transfer Fees & Repairs	\$ 500	\$ 500



City of Auburn

Fire

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Adopted 6.18.2012

Annual Open House
Fire Prevention Month

\$ 1,000	\$ 1,000
\$ 600	\$ 600
\$ 2,935	\$ 2,935

Estimated Detail of Other Sup - Maintenance

Actual expenses may vary according to changing circumstances

	Dept. Request	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
Paint, Furniture and Linens for the Stations	\$ 3,500	\$ 1,600
Misc Kitchen Utensils - bowls, knives, cups, etc.	\$ 200	\$ 200
Paper Towels/Toilet Paper	\$ 1,290	\$ 1,290
	\$ 7,365	\$ 5,465

Line Item Narrative

Other Sup - Fire Prevention: Costs for materials for community education, Fire Prevention Week materials and the yearly open house. 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.

Line Items		Last Year	Dept. Request	Council Adopted
Other Sup - Pump Team	Total	-	-	-
Other Sup - Fire Training	Total	3,420	7,804	6,534

Estimated Detail of Other Sup - Pump Team

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Other Sup - Pump Team		
Pump Testing Gauges	\$ -	\$ -
Discharge Gauges	\$ -	\$ -
Drain Valves	\$ -	\$ -
Ball Valves	\$ -	\$ -
Gear Oil	\$ -	\$ -
Pressure Lines	\$ -	\$ -



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Misc. parts (gaskets, washers, rings)

\$	-	\$	-
\$	-	\$	-

Estimated Detail of Other Sup - Fire Training

Actual expenses may vary according to changing circumstances

Other Sup - Fire Training	Qty	Dept. Request	Council Adopted
Brannigan's Building Construction for the Fire Service	3	\$ 270	\$ 270
Class A Foam for Training Purposes		\$ 2,200	\$ 2,200
Compressed Air Foam Systems Manual	3	\$ 170	\$ 170
CPR Cards	60	\$ 150	\$ 150
Driver/Operator for Aerial Apparatus Manuals	4	\$ 200	\$ 50
Driver/Operator for Pumping Apparatus Manuals	4	\$ 200	\$ 50
Fire Officer Bundle	4	\$ 490	\$ 120
Fire Officer I and II Exam Prep Manuals	3	\$ 120	\$ 120
Firefighter I and Firefighter II Exam Prep Manuals	3	\$ 120	\$ 120
Flash Drives for New Firefighters	4	\$ 80	\$ 80
Fundamentals of Firefighter Skills Bundle	4	\$ 620	\$ 620
Instructor's Curriculum for Driver/Operator	1	\$ 600	\$ -
New Probationary FFs Initial Material Package & Fire Officer Package	8	\$ 960	\$ 960
Projector for Classroom		\$ 1,044	\$ 1,044
Training Videos	3	\$ 580	\$ 580
		\$ 7,804	\$ 6,534

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.

Line Items	Last Year	Dept. Request	Council Adopted
Other Sup - Medical	Total	15,845	21,510
		15,853	

Estimated Detail of Other Sup - Medical

Actual expenses may vary according to changing circumstances

Other Sup - Medical	Dept. Request	Council Adopted
Airway Supplies	\$ 425	\$ 425
Board & Straps	\$ 1,000	\$ 1,000
Diagnostic Equipment	\$ 500	\$ 500
Diagnostic Thermometers	\$ 880	\$ 880
EMS Room Building Materials	\$ 250	\$ -
EMS Trauma Bags	\$ 600	\$ 600



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Epinephrine Pen Replacements	\$ 985	\$ 985
Glucometer Strips - Boxes	\$ 500	\$ 500
Ice Commander Cold Water Rescue Suits	\$ 3,000	\$ -
IV Warmers	\$ 410	\$ 410
Keds	\$ 336	\$ 336
Monitor Supplies	\$ 3,217	\$ 1,610
Nitrile Gloves - Boxes	\$ 3,800	\$ 3,000
Oxygen	\$ 2,500	\$ 2,500
Patient Information Pads	\$ 250	\$ 250
ResQmax Pelican Case	\$ 700	\$ 700
Storage Containers	\$ 350	\$ 350
Trauma Shears and Pen Lights	\$ 1,807	\$ 1,807
	\$ 21,510	\$ 15,853

Line Item Narrative

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

Line Items	Last Year	Dept. Request	Council Adopted
Other Sup - Small Tools	4,342	33,320	11,920

Estimated Detail of Other Sup - Small Tools

Actual expenses may vary according to changing circumstances

Other Sup - Small Tools	QTY	Dept. Request	Council Adopted
100' x 4" Hose with Storz Couplings		\$ 8,160	\$ 7,920
Hose - attach	5	\$ 17,760	\$ -
Door Opener Tool		\$ 500	\$ -
Equipment Structural Tool		\$ 3,000	\$ 1,500
Forestry Tools		\$ 2,500	\$ 2,500
Hydrant Assist Valves		\$ 1,400	\$ -
		\$ 33,320	\$ 11,920

Line Item Narrative

Other Supplies - Small Tools: This account funds small tools primarily used for vehicle and building maintenance. Added to this fund this year are small operating tools and equipment that need to be replaced.

Hand Tools: 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.

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City of Auburn

Fire

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Line Items		Year	Request	Adopted
Other Sup - Other	Total	8,240	22,019	5,658

Estimated Detail of Other Sup - Other

Actual expenses may vary according to changing circumstances

Other Sup - Other	Dept. Request	Council Adopted
Abrasive Gut-Off Blades	\$ 150	\$ 150
Barricade Tape	\$ 375	\$ 290
Batteries for flashlights, pagers, misc.	\$ 1,080	\$ 1,080
Chem Guard Tape	\$ 90	\$ 90
Class A Foam (5 gallon pails)	\$ 4,400	\$ 2,400
Class B Foam (5 gallon pails)	\$ 450	\$ 450
Foam Drum & Transfer Pump	\$ 600	\$ 600
Flashlights	\$ 480	\$ 480
Gloves	\$ 3,600	\$ -
Knox Box System		
Key Secure Master Key Retention	\$ 3,150	\$ -
Key Secure Software and Cable	\$ 118	\$ 118
Lightbox		
Mobile Data Terminal Replacements	\$ 7,036	
Rescue Support Air Hose	\$ 490	\$ -
	\$ 22,019	\$ 5,658

Line Item Narrative

Other Sup - Other: Specialized firefighting supplies such as firefighting foams, absorbents and specialized batteries. Added this year is the knox box system which is in need of updating.

The Key Secure Master Key Retention equipment will more securely safeguard our Knox Box master keys, along with providing a recordable audit trail of key removal date, time and personnel who authorized removal. The Key Secure software and cable is necessary to key in security codes into the master key retention system and to download data collected by the system for its audit trail.

Line Items		Last Year	Dept. Request	Council Adopted
MV Sup - Tires/Tube/Chain	Total	13,275	13,455	9,500
MV Sup - Gas & Oil	Total	11,250	3,000	3,000

Estimated Detail of MV Sup - Tires/Tube/Chain

Actual expenses may vary according to changing circumstances

MV Sup - Tires/Tube/Chain	Dept. Request	Council Adopted



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E315 Platoon Chief's Vehicle	\$ 310	\$ 310
Engine 1 (spare apparatus)	\$ -	\$ -
Engine 2	\$ 2,500	\$ 1,000
Engine 3	\$ 2,755	\$ 1,755
Engine 5	\$ 2,755	\$ 1,755
Mounting Fee (\$18/tire)	\$ 540	\$ 540
Rescue 1	\$ -	\$ -
Tower 1	\$ 4,055	\$ 3,600
Unit 316	\$ -	\$ -
Unit 317	\$ 180	\$ 180
Unit 319	\$ 180	\$ 180
Unit 322	\$ 180	\$ 180
	\$ 13,455	\$ 9,500

Estimated Detail of MV Sup - Gas & Oil

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
MV Sup - Gas & Oil		
Gasoline	\$ 3,000	\$ 3,000
	\$ 3,000	\$ 3,000

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 vehicle. A set of tires includes two front tires and four rear tires.

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

Line Items	Last Year	Dept. Request	Council Adopted
Utilities - Water/Sewer	5,260	5,262	5,262
Comm - Telephone	6,606	9,600	6,300

Estimated Detail of Utilities - Water/Sewer

Actual expenses may vary according to changing circumstances

	Percent Increase	Estimated FY12 Expense	Cost Increase	Dept. Request	Council Adopted
Utilities - Water/Sewer					
Water	0%				
Central Station		\$ 900.00	\$ -	\$ 900	\$ 900
E2 Station		\$ 215.00	\$ -	\$ 245	\$ 245
E5 Station		\$ 340.00	\$ -	\$ 387	\$ 387



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Sewer

4%

Central Station	\$ 2,460.00	\$ 98.40	\$ 2,560	\$ 2,560
E2 Station	\$ 440.00	\$ 17.60	\$ 460	\$ 460
E5 Station	\$ 680.00	\$ 27.20	\$ 710	\$ 710
			\$ 5,262	\$ 5,262

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

Comm - Telephone	Qty	Dept. Request	Council Adopted
Air Cards	8	\$ 4,800	\$ 4,800
Cell Phones	4	\$ 1,500	\$ 1,500
Long Distance Charges		\$ 3,300	\$ -
Telephone Line Charges			
		\$ 9,600	\$ 6,300

Line Item Narrative

Utilities - Water/Sewer: No rate increases.

Comm - Telephone: Communication services such as long distance phone charges, four cell phones and one pager, 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 9 lines located at Central Station, Engine 5 Station and Engine 2 Station. Each line is \$24 plus the above monthly fees.

Line Items		Last Year	Dept. Request	Council Adopted
Utilities - Natural Gas	Total	5,495	5,797	5,797
Utilities - Electricity	Total	37,179	42,713	40,615

Estimated Detail of Utilities - Natural Gas

Actual expenses may vary according to changing circumstances

Utilities - Natural Gas	Percent Increase	FY12 Est Expense	Increase	Dept. Request	Council Adopted
Natural Gas	5.5%	\$ 3,400		\$ 5,797	\$ 5,797
				\$ 5,797	\$ 5,797

Estimated Detail of Utilities - Electricity

Actual expenses may vary according to changing circumstances



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	<i>Percent Increase</i>	<i>FY12 Est Expense</i>	<i>Increase</i>	<i>Dept. Request</i>	<i>Council Adopted</i>
Utilities - Electricity					
Central Station	5.0%		\$ -	\$ 33,075	\$ 31,075
E2 Station			\$ -	\$ 2,258	\$ 2,160
E5 Station			\$ -	\$ 7,380	\$ 7,380
		\$35,000		\$ 42,713	\$ 40,615

Line Item Narrative

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

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

Line Items	Total	Last Year	Dept. Request	Council Adopted
Utilities - Bottled Gas	Total	847	847	847
Utilities - Heating Fuel	Total	19,536	19,536	19,536
Utilities - Diesel	Total	71,300	71,300	71,300

Estimated Detail of Utilities - Bottled Gas

Actual expenses may vary according to changing circumstances

	<i>Dept. Request</i>	<i>Council Adopted</i>
Utilities - Bottled Gas		
Bottle LP Gas	\$ 847	\$ 847
	\$ 847	\$ 847

Estimated Detail of Utilities - Heating Fuel

Actual expenses may vary according to changing circumstances

	<i>Price/Gallon</i>	<i>Gallons</i>	<i>Dept. Request</i>	<i>Council Adopted</i>
Utilities - Heating Fuel				
Engine 5--Center Street	\$ 2.96	6,600	\$ 19,536	\$ 19,536
			\$ 19,536	\$ 19,536

Estimated Detail of Utilities - Diesel

Actual expenses may vary according to changing circumstances

	<i>Price/Gallon</i>	<i>Gallons</i>	<i>Dept. Request</i>	<i>Council Adopted</i>
Utilities - Diesel				
Central Station	\$ 3.10	23,000	\$ 71,300	\$ 71,300
			\$ 71,300	\$ 71,300



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Line Item Narrative

Utilities - Bottled Gas: This account covers expenses for stove at Central Station. We're not seeing any appreciable increase in bottled gas; we are flat funding this line item.

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

Utilities - Diesel: This account covers expenses to operate vehicles and equipment, and heating Central Station.

Line Items	Last Year	Dept. Request	Council Adopted
Repairs - Buildings	Total	17,235	19,660

Estimated Detail of Repairs - Buildings

Actual expenses may vary according to changing circumstances

Repairs - Buildings	Dept. Request	Council Adopted
Annual Boiler Certificates	\$ 390	\$ 390
Ant Extermination	\$ 1,000	\$ 1,000
Diesel Exhaust Repairs & Maintenance	\$ 1,000	\$ 1,000
Light Replacement & Repairs	\$ 700	\$ 700
Misc Repairs & Maintenance to Boilers/General Plumbing	\$ 8,500	\$ 8,500
Overhead Door Repairs & Maintenance	\$ 1,530	\$ 1,530
Repairs to Driveways	\$ 1,000	\$ 1,000
Repairs to Roof	\$ 1,000	\$ 1,000
Repairs to Underground Tanks	\$ 2,400	\$ 2,400
Repairs - Training Building	\$ 2,140	\$ 2,140
	\$ 19,660	\$ 19,660

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.

Line Items	Last Year	Dept. Request	Council Adopted
Repairs - Vehicles	Total	61,275	69,675

Estimated Detail of Repairs - Vehicles

Actual expenses may vary according to changing circumstances



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Repairs - Vehicles	FY11	Dept. Request	Council Adopted
BC #315 Vehicle Repair (2004 Ford Excursion)	\$ 1,155	\$ 2,500	\$ 2,500
Engine 1 Vehicle Repair (1988 E-One Centry)	\$ 8,163	\$ 5,000	\$ 5,000
Engine 2 Vehicle Repair (1999 American LaFrance Eagle)	\$ 22,557	\$ 5,000	\$ 5,000
Engine 3 Vehicle Repair (2006 E-One Cylone II)	\$ 13,053	\$ 8,500	\$ 8,500
Engine 5 Vehicle Repair (2008 E-One Cylcone)	\$ 6,746	\$ 8,000	\$ 8,000
Grand Marquis Vehicle #319		\$ 2,500	\$ 2,500
General Vehicle Repair	\$ 2,188	\$ 2,000	\$ 2,000
Pickup Truck #322 Vehicle Repair (1999 F-150)	\$ 309	\$ 2,500	\$ 2,500
Pump Certification Repairs		\$ 3,000	\$ 3,000
Rescue 1 Vehicle Repair (2000 GMC C7500)	\$ 38	\$ 1,000	\$ 1,000
Tower 1 Vehicle Repair (2003 KME LoPro Prowler)	\$ 11,015	\$ 28,675	\$ 28,675
Utility Truck #317 Vehicle Repair (1991 Ford F-150)	\$ 1,465	\$ 1,000	\$ 1,000
	\$ 66,689	\$ 69,675	\$ 69,675

Line Item Narrative

Repairs - Vehicle: See Above. Vehicle repairs not performed by fire department staff including repairs to 10 department vehicles, a boat, motor and trailer. Pump certification repairs were added this year since repairs will now be done by an outside vendor.

Line Items	Last Year	Dept. Request	Council Adopted
Repairs - Equipment	Total	22,663	35,868
		24,000	24,000

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

Repairs - Equipment	Dept. Request	Council Adopted
Breathing Air Cascade Repair	\$ 1,510	\$ 1,510
Fire Extinguisher Maintenance and Repairs	\$ 2,000	\$ 2,000
Flow Testing	\$ 2,500	\$ 2,500
Ground Ladder Testing	\$ 1,575	\$ 1,575
Hydro Testing	\$ 1,000	\$ 1,000
Knox Box Repairs	\$ 150	\$ 150
Lawn Mower and Chain Saw Repairs	\$ 1,075	\$ 1,075
Miscellaneous	\$ 650	\$ 650
Repair of Battery Packs and Gas Meters	\$ 3,760	\$ 3,760
Repairs to hydraulic extrication tools	\$ 1,030	\$ 1,030
SCBA	\$ 19,868	\$ 8,000
Smoke Machine Repairs	\$ 500	\$ 500
Tool Mounting Hardware	\$ 250	\$ 250
	\$ 35,868	\$ 24,000

Note: Gas Meter calibration occurs every 3 months.

Note: In FY11, 25 new SCBA's were purchased for \$158,540 with Homeland Security Grant Funds. However, maintenance equipment for units were not covered under the grant.



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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.

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 flow tests must still be done by an outside agency but all other repairs are done by our trained personnel. Both off site issues and inventory for maintenance done by our personnel are included in this budget.

Line Items		Last Year	Dept. Request	Council Adopted
Repairs - Radio Equipment	Total	6,050	6,500	6,500
Repairs - Maintenance Contract	Total	14,715	14,715	14,715

Estimated Detail of Repairs - Radio Equipment

Actual expenses may vary according to changing circumstances

Repairs - Radio Equipment	Dept. Request	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 Repairs (reprogramming/tune-up)	\$ 1,500	\$ 1,500
Wireless Headsets	\$ 830	\$ 830
	\$ 6,500	\$ 6,500

Estimated Detail of Repairs - Maintenance Contract

Actual expenses may vary according to changing circumstances

Repairs - Maintenance Contract	Dept. Request	Council Adopted
Air Quality Testing for SCBA Fill Station (Air Tech)	\$ 1,760	\$ 1,760
Fire Extinguishers (AAA Fire)	\$ 1,700	\$ 1,700
Heart Defibrillators (Physio Controls)	\$ 5,600	\$ 5,600
Hoist Wench (Konecranes)	\$ 250	\$ 250
Ladder Certification on Tower Truck (Greenwood)	\$ 1,100	\$ 1,100



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Portable Radios (City of Lewiston)	\$	1,800	\$	1,800
Pump Certification (Northeast Apparatus)	\$	1,500	\$	1,500
Service Contract for Lifepack 12 (Physio Controls)	\$	1,005	\$	1,005
	\$	14,715	\$	14,715

Line Item Narrative

Repairs - Radio Equipment: Installation and repairs to mobile and portable radio equipment. There are 19 mobile radios, 26 portable radios and 22 FireCom headsets in the department. The communications for Vehicle 315 are for a wireless headset and bluetooth cell phone adapter for the Incident Commanders so that they may be able to adjust location and remain hands free.

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

Line Items		Last Year	Dept. Request	Council Adopted
Training & Tuition	Total	22,080	45,100	30,000
Comm - Postage	Total	600	600	600

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

Training & Tuition	Qty	Dept. Request	Council Adopted
Accreditation Training	2	\$ -	\$ -
ACLS Class - 2 yr renewal	6	\$ 1,200	\$ 1,200
Boat Rescue Program - Outside Instructor		\$ 7,500	\$ -
CEU Subscription		\$ 2,100	\$ -
EMS Licensure Courses	4	\$ 18,600	\$ 13,100
Fire Instructor Class	4	\$ 3,000	\$ 3,000
Fire Leadership Course	1	\$ -	\$ -
Fire Officer Academy	6	\$ 4,500	\$ 4,500
Outside Classes/Conferences/Seminars		\$ 1,500	\$ 1,500
PALS Class - 2 yr renewal	6	\$ 1,200	\$ 1,200
PEPP Class - 2 yr renewal	7	\$ 1,400	\$ 1,400
PHTLS Class - 4 yr renewal	12	\$ 2,100	\$ 2,100
Rapid Intervention Team Training		\$ 2,000	\$ 2,000
		\$ 45,100	\$ 30,000

Estimated Detail of Comm - Postage

Actual expenses may vary according to changing circumstances

Comm - Postage	Dept. Request	Council Adopted
Postage	\$ 600	\$ 600
	\$ 600	\$ 600



City of Auburn

Fire

Fiscal Year 2013
Adopted 6.18.2012

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. Current costs go as high as \$5,000 per student for EMS licensure courses. The fire department currently has 13 paramedics and a total of 57 EMT's. We are seeing increased needs and requests for increase in EMS licensure levels and other kinds of professional development along with required Continued Education credits for relicensure program. A subscription to CEU (Continued Education Units) solutions for all EMS personnel to maintain their licenses with mandatory CEU categories is \$2,400.

Comm - Postage: Cost of postage for correspondence as well as postage for mailing packages containing gear and equipment.

Line Items	Last Year	Dept. Request	Council Adopted
Travel-Seminar Costs	Total	500	500
Dues & Subscriptions	Total	3,555	3,380

Estimated Detail of Travel-Seminar Costs

Actual expenses may vary according to changing circumstances

Travel-Seminar Costs	Dept. Request	Council Adopted
Travel Costs	\$ 500	\$ 500
	\$ 500	\$ 500

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

Dues & Subscriptions	Dept. Request	Council Adopted
Accreditation Fee	\$ 50	\$ 50
CLIA Lab Fees (For blood drawing & testing of patients at med calls)	\$ 150	\$ 150
Emergency Medical State of Maine Service License	\$ 220	\$ 220
IAAI	\$ 25	\$ 25
International Association of Fire Chiefs	\$ 400	\$ 400
Maine EMS Service License	\$ 100	\$ 100
Maine Fire Chiefs Association	\$ 300	\$ 300
National Fire Protection Association	\$ 1,225	\$ 1,225
Tri-County EMS	\$ 910	\$ 910
	\$ 3,380	\$ 3,380

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.



City of Auburn

Fire

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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. New to this line item is Accreditation Fees. Accreditation is a process to ensure that we are meeting industry best practices, providing superior services, and continually improving.



City of Auburn

Police

Fiscal Year 2013
Adopted 6.18.2012

Line Items		Last Year	Dept. Request	Council Adopted
Regular Salaries	Total	2,784,499	2,858,322	2,857,028

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Organizational Structure	Sworn	Civilian	Total Staff	Dept. Request	Council Adopted
Administration	2	2	4	\$ 261,853	\$ 261,853
Support Services	15	5	20	\$ 944,344	\$ 943,050
Patrol					\$ -
Patrol A Squad	8		34	\$ 425,415	\$ 425,415
Patrol B Squad	9			\$ 423,014	\$ 423,014
Patrol C Squad	8			\$ 386,973	\$ 386,973
Patrol D Squad	9			\$ 416,723	\$ 416,723
	51	7	58	\$ 2,858,322	\$ 2,857,028

Line Item Narrative

Regular Salaries: The Department is organized into four divisions including: Administration, Support Services, Patrol, and Criminal Investigations. Of the funded positions, two officers were awarded under the COPS Hiring Recovery Program, one Crime Analyst is being funded through the State of Maine Byrne-Justice Assistance Grant and the department assigns an officer to the Maine Drug Enforcement Agency Regional Task Force Program.

Line Items		Last Year	Dept. Request	Council Adopted
Lateral Transfer-APD	Total	-	-	-
Extra Pay-On Call	Total	7,800	10,400	10,400
Holiday Pay	Total	111,270	114,109	113,771

Estimated Detail of Lateral Transfer-APD

Actual expenses may vary according to changing circumstances

Lateral Transfer-APD	Cost	Dept. Request	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



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	<i>Weekly Rate</i>	Dept. Request	Council Adopted
Extra Pay-On Call			
Detective 24-hour Availability	\$ 200.00	\$ 10,400	\$ 10,400
		\$ 10,400	\$ 10,400

Estimated Detail of Holiday Pay

Actual expenses may vary according to changing circumstances

	<i>Days</i>	<i>Staff</i>	Dept. Request	Council Adopted
Holiday Pay				
Police Staff	501	49	\$ 114,109	\$ 113,771
			\$ 114,109	\$ 113,771

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 11 week Field Training Program is required prior to an officer filling a vacancy. A lateral transfer reduces those 29 weeks to approximately six weeks for an experienced officer.

On-Call: Detectives are required to be available for critical incidents during off duty hours. Detectives rotate each week and receive \$200 to be available.

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.

Line Items		Last Year	Dept. Request	Council Adopted
Longevity Bonus	Total	300	-	-
Educational Incentive	Total	8,716	25,051	16,128
Sick Leave Incentive	Total	11,000	6,000	5,500

Estimated Detail of Longevity Bonus

Actual expenses may vary according to changing circumstances

	<i>Amount</i>	Dept. Request	Council Adopted
Longevity Bonus			
7 Years	\$ 300.00	\$ -	\$ -
15 Years	\$ 400.00	\$ -	\$ -
25 Years	\$ 500.00	\$ -	\$ -
		\$ -	\$ -

Estimated Detail of Educational Incentive

Actual expenses may vary according to changing circumstances

	<i>CEU Rate</i>	<i>CEU</i>	Dept. Request	Council Adopted
Educational Incentive				



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Tuition Rate (Undergraduate)	\$ 253.00	58	\$ 22,011	\$ 14,608
Tuition Rate (Graduate)	\$ 380.00	8	\$ 3,040	\$ 1,520
			\$ 25,051	\$ 16,128

Estimated Detail of Sick Leave Incentive

Actual expenses may vary according to changing circumstances

	<i>Sick Inc. Days</i>	<i>Avg. Daily Rate</i>	Dept. Request	Council Adopted
Sick Leave Incentive	22	\$ 275	\$ 6,000	\$ 5,500
			\$ 6,000	\$ 5,500

Line Item Narrative

Longevity Bonus: This account includes the costs of bonuses paid to employees for longevity. The longevity bonus is paid to non-union members at their 7 (\$300), 15 (\$400), and 25 (\$500) year anniversaries.

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 8 officers currently pursuing their degree.

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. Historical analysis shows that the average number of days that are converted by union members is 22.

Line Items		Last Year	Dept. Request	Council Adopted
Uniform Allowance	Total	21,338	46,248	27,648
Physicals	Total	3,250	1,700	1,275

Estimated Detail of Uniform Allowance

Actual expenses may vary according to changing circumstances

	<i>Quantity</i>	<i>Price Each</i>	Dept. Request	Council Adopted
Uniform Allowance				
Command Allowance	14	\$ 600.00	\$ 8,400	\$ 8,400
Detectives Allowance	3	\$ 550.00	\$ 1,650	\$ 1,650
Uniforms - Quarter Master System				
Alterations			\$ 800	\$ 800
BDU Pant	83	\$ 58.00	\$ 4,814	\$ 4,814
BDU Shirt L/S	52	\$ 54.00	\$ 3,016	\$ 3,016
BDU Shirt S/S	46	\$ 48.00	\$ 2,668	\$ 2,668
Boots	20	\$ 100.00	\$ 2,000	\$ 2,000
Jacket	10	\$ 225.00	\$ 1,500	\$ 1,500
Dress Uniforms	15	\$ 1,100.00	\$ 16,500	
Bulletproof - 50% reimbursement	14	\$ 350.00	\$ 4,900	\$ 2,800
			\$ 46,248	\$ 27,648



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Estimated Detail of Physicals

Actual expenses may vary according to changing circumstances

	<i>Quantity</i>	<i>Price Each</i>	Dept. Request	Council Adopted
Physicals				
Pre-Employment	4	\$ 425.00	\$ 1,700	\$ 1,275
			\$ 1,700	\$ 1,275

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. 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 a clothing allowance of \$550.00 annually. A replacement schedule for bulletproof vests requires the purchase of fourteen vests this year. Fifty percent of the cost of the bulletproof vest is reimbursed by a federal grant.

Physicals: This account covers the pre-employment physical examinations for all new officers. We anticipate three retirements in FY13 and have budgeted for three physicals that include N95 creening and Hepititas B series.

Line Items	Last Year	Dept. Request	Council Adopted
OSHA Safety Costs	Total	752	1,430
Volunteers in Police Service	Total	500	750

Estimated Detail of OSHA Safety Costs

Actual expenses may vary according to changing circumstances

	<i>Quantity</i>	<i>Price Each</i>	Dept. Request	Council Adopted
OSHA Safety Costs				
Disposable gloves (cases)	6	\$ 115.00	\$ 690	\$ 690
3M N95 Protective Masks	9	\$ 20.00	\$ 180	\$ 180
Disposable Blankets	3	\$ 50.00	\$ 150	\$ 150
Sharp Containers	2	\$ 7.00	\$ 14	\$ 14
Traffic Vest (ANSI 207 Approved)	12	\$ 33.00	\$ 396	\$ 396
			\$ 1,430	\$ 1,430

Estimated Detail of Volunteers in Police Service

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Volunteers in Police Service		



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Meeting / Training Supplies	\$	150	\$	150
Equipment	\$	150	\$	150
Recognition Items	\$	300	\$	300
VIPS Polo Shirts	\$	150	\$	150
	\$	750	\$	750

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 police department strengthens the community-police partnership.

Line Items		Last Year	Dept. Request	Council Adopted
OT - Regular	Total	32,752	40,340	33,861
OT - Vac Replacement	Total	22,125	30,090	30,090

Estimated Detail of OT - Regular

Actual expenses may vary according to changing circumstances

OT - Regular	Hours Needed	Average OT Rate	Dept. Request	Council Adopted
Balloon Festival	148	\$ 35.40	\$ 5,239	\$ 5,239
Command Briefings	125	\$ 40.00	\$ 5,000	\$ 2,947
Dempsey Challenge	90	\$ 35.40	\$ 3,186	\$ 3,186
Emily's Run	6	\$ 35.40	\$ 212	\$ 212
Festival of Lights	12	\$ 35.40	\$ 425	\$ 425
Heart Walk	6	\$ 35.40	\$ 212	\$ 212
Investigation Call-In	100	\$ 39.05	\$ 3,905	\$ 3,905
L/A 5 K	6	\$ 35.40	\$ 212	\$ 212
LA Arts Du-Athelon	12	\$ 35.40	\$ 425	\$ 425
Liberty Festival	60	\$ 35.40	\$ 2,124	\$ 2,124
Maine Cycling Club	38	\$ 35.40	\$ 1,345	\$ 1,345
New Auburn Winter Festival	2	\$ 35.40	\$ 71	\$ 71
Patrol Emergency Holdover	192	\$ 35.40	\$ 6,797	\$ 6,797
Snow Emergency	250	\$ 35.40	\$ 8,850	\$ 4,425
Workers Comp Replacement	60	\$ 35.40	\$ 2,124	\$ 2,124
YMCA 5K	6	\$ 35.40	\$ 212	\$ 212
			\$ 40,340	\$ 33,861



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Estimated Detail of OT - Vac Replacement

Actual expenses may vary according to changing circumstances

	<i>Vacation Hours Used</i>	<i>Vacation Hours Replaced</i>	<i>Average Overtime Rate</i>	<i>Dept. Request</i>	<i>Council Adopted</i>
OT - Vac Replacement	9,376	850	\$ 35.40	\$ 30,090	\$ 30,090
Vacation				\$ 30,090	\$ 30,090

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, emergencies and special events. This account also includes the overtime paid for the replacement of an officer who is unable to work because of a work related injury.

Overtime - Replacement: In a year, the department has 71,522 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 of approximately 850 hours to maintain minimum staffing levels.

Line Items	Last Year	Dept. Request	Council Adopted
OT - Sick Replacement	15,930	21,240	21,240
OT - Mandatory Training	2,600	2,600	2,600

Estimated Detail of OT - Sick Replacement

Actual expenses may vary according to changing circumstances

	<i>Sick Hours Used</i>	<i>Sick Hours Replaced</i>	<i>Average Overtime Rate</i>	<i>Dept. Request</i>	<i>Council Adopted</i>
OT - Sick Replacement	4,300	600	\$ 35.40	\$ 21,240	\$ 21,240
Sick				\$ 21,240	\$ 21,240

Estimated Detail of OT - Mandatory Training

Actual expenses may vary according to changing circumstances

	<i>Dept. Request</i>	<i>Council Adopted</i>
OT - Mandatory Training		
EVOG Instructors	\$ 1,500	\$ 1,500
Firearm Instructors	\$ 650	\$ 650
MARC Instructors	\$ 300	\$ 300
TASER Instructor	\$ 150	\$ 150
	\$ 2,600	\$ 2,600



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Line Item Narrative

Overtime - Sick Replacement: In a year, the department has 71,522 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 600 hours to maintain minimum staffing levels.

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 \$100,000. 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.

Line Items		Last Year	Dept. Request	Council Adopted
OT - Court	Total	23,010	31,860	31,860
PS - General	Total	7,470	7,545	7,545
PS - Testing	Total	1,800	3,520	2,895

Estimated Detail of OT - Court

Actual expenses may vary according to changing circumstances

OT - Court	Court Overtime Hours	Officer Overtime Rate	Dept. Request	Council Adopted
Court Time	900	\$ 35.40	\$ 31,860	\$ 31,860
			\$ 31,860	\$ 31,860

Note: The Court has been adding an additional traffic court day if it can't clear its docket in one day.

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

PS - General	Quantity	Price Each	Dept. Request	Council Adopted
Unlimited Cruiser Washes	12	\$ 606.25	\$ 7,275	\$ 7,275
Towing	3	\$ 90.00	\$ 270	\$ 270
			\$ 7,545	\$ 7,545

Estimated Detail of PS - Testing

Actual expenses may vary according to changing circumstances

PS - Testing	Quantity	Price Each	Dept. Request	Council Adopted
Psychological Testing	4	\$ 450.00	\$ 1,800	\$ 1,350
Workmed HEPB	4	\$ 175.00	\$ 700	\$ 525
N95 Review	50	\$ 20.40	\$ 1,020	\$ 1,020
			\$ 3,520	\$ 2,895



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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 \$15,000. The State reimbursement is placed in the general fund and is not reflected in this account.

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 \$405 per candidate. The polygraph testing of new candidates is another mandate by the State of Maine. The department has entered into an agreement with a private polygrapher for tests to be performed at no charge, in exchange for the use of our interview rooms for the administration of private exams.

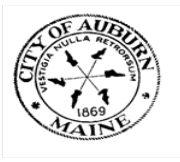
Line Items	Last Year	Dept. Request	Council Adopted
PS - Animal Control	Total	57,454	62,563
PS - Uniform Cleaning	Total	20,357	20,540

Estimated Detail of PS - Animal Control

Actual expenses may vary according to changing circumstances

PS - Animal Control	Total Cost	Lewiston's Cost 60%	Auburn's Cost 40%	Dept. Request	Council Adopted
Humane Society--\$1.49 Per Capita Fee			\$ 34,352	\$ 34,352	\$ 34,352
Veterinary ER Services				\$ 1,000	\$ 1,000
Apparel	\$ 245	\$ 147	\$ 98	\$ 98	\$ 98
Cell phone	\$ 360	\$ 216	\$ 144	\$ 144	\$ 144
Claims & Expenditures	\$ 100	\$ 60	\$ 40	\$ 40	\$ 40
Sick Incentive	\$ 403	\$ 242	\$ 161	\$ 161	\$ 161
FICA-Medicare	\$ 2,551	\$ 1,531	\$ 1,020	\$ 1,020	\$ 1,020
Fuel	\$ 5,070	\$ 3,042	\$ 2,028	\$ 2,028	\$ 2,028
Health Insurance - (employee-child)	\$ 15,388	\$ 9,233	\$ 6,155	\$ 6,155	\$ 6,155
Other Supplies	\$ 300	\$ 180	\$ 120	\$ 120	\$ 120
Overtime	\$ 275	\$ 165	\$ 110	\$ 110	\$ 110
MSRS Pension	\$ 8,314	\$ 4,988	\$ 3,326	\$ 3,326	\$ 3,326
Repairs to Vehicle	\$ 400	\$ 240	\$ 160	\$ 160	\$ 160
Retirement Health Savings	\$ 252	\$ 151	\$ 101	\$ 101	\$ 101
Tires/tubes	\$ 280	\$ 168	\$ 112	\$ 112	\$ 112
Wages	\$ 33,072	\$ 19,843	\$ 13,229	\$ 13,229	\$ 13,229
Wellness Benefit	\$ 367	\$ 220	\$ 147	\$ 147	\$ 147
Worker's Comp	\$ 651	\$ 391	\$ 260	\$ 260	\$ 260
	\$ 68,028	\$ 40,817	\$ 27,211	\$ 62,563	\$ 62,563

Estimated Detail of PS - Uniform Cleaning



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Actual expenses may vary according to changing circumstances

PS - Uniform Cleaning		Dept. Request	Council Adopted
		\$ 20,540	\$ 20,540
		\$ 20,540	\$ 20,540

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, which it contracts with the Androscoggin Humane Society. The City also has a shared ACO with the City of Lewiston. This account is shared with Lewiston in a 60/40 split which is determined by calls for service, which has increased.

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 the three year bid with the supplier.

Line Items	Last Year	Dept. Request	Council Adopted
Reports, Printing, & Binding	Total	3,893	3,893
Office Supplies	Total	1,500	1,500

Estimated Detail of Reports, Printing, & Binding

Actual expenses may vary according to changing circumstances

Reports, Printing, & Binding	Quantity	Price Each	Dept. Request	Council Adopted
Criminal Statute Law	29	\$ 25.00	\$ 725	\$ 725
Envelopes		\$ 178.00	\$ 178	\$ 178
Record Archive		\$ 2,000.00	\$ 2,000	\$ -
LEOM	2	\$ 55.00	\$ 110	\$ 110
Receipts			\$ 200	\$ 200
Motor Vehicle Law	24	\$ 25.00	\$ 600	\$ 600
Vehicle Release Forms		\$ 80.00	\$ 80	\$ 80
			\$ 3,893	\$ 1,893

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

Office Supplies	Average Purchase	Dept. Request	Council Adopted
<u>95% of All Supplies Are Less Than \$20</u>	\$ 8.90	\$ 1,500	\$ 1,500
		\$ 1,500	\$ 1,500

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



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Criminal Statute books. In an effort to reduce storage allocaton, required retention of documents are being scanned and microfiched.

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

Line Items		Last Year	Dept. Request	Council Adopted
Other Sup - Operating	Total	15,140	28,141	21,741
MV Sup - Tires/Tube/Chain	Total	11,696	13,000	13,000

Estimated Detail of Other Sup - Operating

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Other Sup - Operating		
Evidence Supplies	\$ 7,925	\$ 7,925
Janitorial Supplies--Miscellaneous	\$ 250	\$ 250
Equipment Supplies	\$ 12,793	\$ 8,793
TASER	\$ 2,400	\$ -
Training Supplies	\$ 1,000	\$ 1,000
Uniform Equipment--Miscellaneous	\$ 3,249	\$ 3,249
Vehicle Supplies--Miscellaneous	\$ 524	\$ 524
	\$ 28,141	\$ 21,741

Estimated Detail of MV Sup - Tires/Tube/Chain

Actual expenses may vary according to changing circumstances

	Quantity	Cost	Dept. Request	Council Adopted
MV Sup - Tires/Tube/Chain				
Snow Tires	44	\$ 147.73	\$ 6,500	\$ 6,500
Summer Tires	44	\$ 147.73	\$ 6,500	\$ 6,500
			\$ 13,000	\$ 13,000

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, 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.

Motor Vehicle Supplies - Tires, Tubes, 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.



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Line Items		Last Year	Dept. Request	Council Adopted
MV Sup - Gas & Oil	Total	83,303	90,000	85,000
Utilities - Water/Sewer	Total	-	-	-
Comm - Telephone	Total	14,596	15,376	15,376

Estimated Detail of MV Sup - Gas & Oil

Actual expenses may vary according to changing circumstances

MV Sup - Gas & Oil	Vehicles	Gallons	Price / Gallon	Dept. Request	Council Adopted
Patrol Vehicles	11	25,300	\$ 3.10	\$ 78,430	\$ 73,430
Support & Administration	8	3,732	\$ 3.10	\$ 11,570	\$ 11,570
				\$ 90,000	\$ 85,000

Estimated Detail of Utilities - Water/Sewer

Actual expenses may vary according to changing circumstances

Utilities - Water/Sewer	Gallons	Water	Sewer	Dept. Request	Council Adopted
Water and Sewer	0	\$ -	\$ -	\$ -	\$ -
				\$ -	\$ -

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

Comm - Telephone	Units	Dept. Request	Council Adopted
Air Cards (Mobile Data Transmission)	12	\$ 7,056	\$ 7,056
Cell Phones	7	\$ 5,520	\$ 5,520
Long Distance		\$ 1,000	\$ 1,000
Teletype Line		\$ 1,800	\$ 1,800
		\$ 15,376	\$ 15,376

Line Item Narrative

Motor Vehicle Supplies - Gas & Oil: This account funds expenditures for gasoline for the fleet.

Utilities - Water & Sewer: This account will no longer be necessary after the APD moves to Auburn Hall.

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



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Line Items		Last Year	Dept. Request	Council Adopted
Utilities - Electricity	Total	-	-	-
Utilities - Heating Fuel	Total	-	-	-
Repairs - Buildings	Total	-	500	500

Estimated Detail of Utilities - Electricity

Actual expenses may vary according to changing circumstances

Utilities - Electricity	Killowats Used	Cost Per Day	Dept. Request	Council Adopted
	0	\$ -	\$ -	\$ -
			\$ -	\$ -

Estimated Detail of Utilities - Heating Fuel

Actual expenses may vary according to changing circumstances

Utilities - Heating Fuel	Gallons	Cost	Dept. Request	Council Adopted
Heating	0	\$ -	\$ -	\$ -
			\$ -	\$ -

Estimated Detail of Repairs - Buildings

Actual expenses may vary according to changing circumstances

Repairs - Buildings	Quantity	Price Each	Dept. Request	Council Adopted
Building Repairs			\$ 500	\$ 500
			\$ 500	\$ 500

Line Item Narrative

Utilities - Electric: With the closing of One Minot Avenue facility there will be no further costs.

Utilities - Heating Fuel: With the closing of One Minot Avenue facility there will be no further costs.

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

Line Items		Last Year	Dept. Request	Council Adopted
Repairs - Vehicles	Total	9,700	8,500	8,500
Repairs - Equipment	Total	3,850	6,100	3,200



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Estimated Detail of Repairs - Vehicles

Actual expenses may vary according to changing circumstances

Repairs - Vehicles	Vehicles	Preventive	Alignments	Trans- mission	Brakes	Dept. Request	Council Adopted
Patrol	11	\$ 3,500	\$ 484	\$ -	\$ 1,400	\$ 5,384	\$ 5,384
Support & Admin.	8	\$ 1,088	\$ 264		\$ 1,764	\$ 3,116	\$ 3,116
						\$ 8,500	\$ 8,500

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

Repairs - Equipment	Quantity	Cost	Dept. Request	Council Adopted
Radar Calibration	15	\$ 80.00	\$ 1,200	\$ 1,200
Radar Repairs	2	\$ 150.00	\$ 300	\$ 300
Taser Repairs	3	\$ 450.00	\$ 1,350	\$ 450
Pepperball Repairs			\$ 50	\$ 50
Rifle Repairs			\$ 500	\$ 500
Bicycle Tune-up	2	\$ 100.00	\$ 200	\$ 200
Mobile Radio Repairs			\$ 500	\$ 500
Mobile Data Terminal Repairs			\$ 2,000	\$ -
			\$ 6,100	\$ 3,200

Line Item Narrative

Repairs Vehicle: The preventative maintenance performed on the cruisers averages \$5,000 per year for nineteen vehicles. Approximately \$5,000 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 successful collaboration on vehicle repair with Public Works has continues to show a savings in this line item.

Repairs Equipment: This account funds expenditures for repairs to police equipment including: Mobile Data Terminals, mobile radios, tasers, 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.

Line Items	Last Year	Dept. Request	Council Adopted
Repairs - Maintenance Contract	Total	904	904
Training & Tuition	Total	31,977	32,075

Estimated Detail of Repairs - Maintenance Contract

Actual expenses may vary according to changing circumstances



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	Dept. Request	Council Adopted
Repairs - Maintenance Contract		
AAA Fire-Extinguisher Inspection	\$ 54	\$ 54
ID Card System	\$ 300	\$ 300
Recharge Fire Extinguishers	\$ 250	\$ 250
Replace Extinguishers	\$ 300	\$ 300
	\$ 904	\$ 904

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

		Dept. Request	Council Adopted
Training & Tuition			
School Resource Officer	<p>Note: The State of Maine requires that all police officers maintain their certification of proficiency annually with a total of no less than 22 hours. The department is also participating 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. In the past, we only budgeted for our sworn officers (49) when in fact all staff (57.5) must participate in the mandatory trainings. The cost for participation in this program is reduced because of our participation in the association.</p>	\$ 1,300	\$ 1,300
Firearms Facility Rental		\$ 300	\$ 300
JPMA - Online Training		\$ 2,900	\$ 2,900
MCJA Cadet Training		\$ 10,000	\$ 7,500
Staff Development		\$ 5,700	\$ 5,700
PepperBall Ammunition		\$ 500	\$ 500
Supervisor Development		\$ 6,000	\$ 6,000
TASER Recertification		\$ 1,875	\$ 1,875
Training Ammunition		\$ 6,000	\$ 6,000
		\$ 34,575	\$ 32,075

Line Item Narrative

Repairs - Maintenance Contract: This account funds maintenance contracts on equipment and software.

Training & Tuition: This account funds the cost of training for various courses, specialized courses and training equipment and materials. It includes annual tactical firearms (law enforcement is experiencing ammunition shortages and increased costs), OUI Detection, Investigative Courses, Maine Criminal Justice Academy for new hires, Field Training Officers, Pepper Spray, Baton, Civil Rights, and Police Commander Supervisory course at the New England Law Enforcement Institute in Rhode Island.

		Last Year	Dept. Request	Council Adopted
Comm - Postage	Total	800	1,000	1,000
Travel-Seminar Costs	Total	1,350	1,350	1,350
Dues & Subscriptions	Total	5,420	5,420	5,420

Estimated Detail of Comm - Postage

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Comm - Postage		
Postage - Return Equipment Shipping	\$ 1,000	\$ 1,000
	\$ 1,000	\$ 1,000

Estimated Detail of Travel-Seminar Costs



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Actual expenses may vary according to changing circumstances

	Staff	Cost	Dept. Request	Council Adopted
Travel-Seminar Costs				
FBI Conference	1	\$ 150.00	\$ 150	\$ 150
Maine Chiefs of Police Fall Conference	2	\$ 300.00	\$ 600	\$ 600
Maine Chiefs of Police Winter Conference	2	\$ 300.00	\$ 600	\$ 600
			\$ 1,350	\$ 1,350

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Dues & Subscriptions		
CALEA	\$ 4,000	\$ 4,000
FBI National Academy	\$ 150	\$ 150
IACP NET	\$ 800	\$ 800
IACP, MACP, NEACP	\$ 370	\$ 370
NESPIN	\$ 100	\$ 100
	\$ 5,420	\$ 5,420

Note: The Department was reaccredited in November 2010 after a successful on site assessment. The CALEA amount is year 2 of a three year agreement.

Line Item Narrative

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

Travel - Seminar Costs: This account funds the registration fees for conferences presented by the Maine Chiefs of Police Association and the FBI National Association.

Dues & Subscriptions: This account funds expenditures for dues for 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 our first year of our CALEA accreditation cycle.

Line Items	Last Year	Dept. Request	Council Adopted
Lease - Vehicles	Total	1,000	1,000

Estimated Detail of Lease - Vehicles

Actual expenses may vary according to changing circumstances

	Quantity	Cost	Dept. Request	Council Adopted
Lease - Vehicles				
Motorcycles	2	\$ 500.00	\$ 1,000	\$ 1,000
			\$ 1,000	\$ 1,000

Line Item Narrative

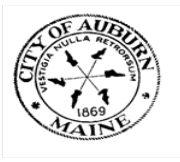
Lease Vehicles: The account funds the annual lease for two police motorcycles.



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Line Items		Last Year	Dept. Request	Council Adopted
Regular Salaries	Total	2,123,804	2,247,420	2,079,585

Estimated Detail of Regular Salaries

Actual expenses may vary according to changing circumstances

Regular Salaries	FY 12 Actual	FY 13 Request	FY 13 Manager	Dept. Request	Council Adopted
Public Works Director	1	1	1	\$ 80,000	\$ 80,000
Deputy Public Works Director	1	1	1	\$ 70,000	\$ 70,000
Administrative Assistant	1	1	1	\$ 34,760	\$ 34,760
Arborist & Arborist Assistant	2	2	2	\$ 69,866	\$ 69,866
Building Maintenance	1	1	1	\$ 31,060	\$ 31,060
Building Maintenance Tech I	3	3	3	\$ 111,692	\$ 111,692
Equipment Operator	16	19	16	\$ 490,124	\$ 403,289
Equipment Operator I	4	4	4	\$ 160,159	\$ 160,159
Equipment Operator II	10	10	10	\$ 379,121	\$ 359,121
Fleet Supervisor	1	1	1	\$ 59,405	\$ 59,405
Highway Supervisors	4	4	4	\$ 187,827	\$ 187,827
Information Assistant	1	1	1	\$ 23,621	\$ 23,621
Inventory Technician I	1	1	1	\$ 33,542	\$ 33,542
Maintenance Person	0	0	0	\$ -	\$ -
Mechanics	6	6	6	\$ 229,513	\$ 229,513
Office Manager	0	0	0	\$ -	\$ -
Operations Manager	2	2	1	\$ 125,702	\$ 64,702
Recycling Collector	1	1	1	\$ 38,133	\$ 38,133
Stock Room Attendant	1	1	1	\$ 40,039	\$ 40,039
Traffic Technicians	0	0	0	\$ -	\$ -
Welders	2	2	2	\$ 82,856	\$ 82,856
	58	61	57	\$ 2,247,420	\$ 2,079,585

Line Item Narrative

Regular Salaries: This budget continues to reduce its labor--despite continuing to add more mileage year after year. There are 20 plow routes, 515 lane miles to plow and maintain, or 240 center lane miles. Through the use of improved technology we will continue to evaluate all that we do to determine what we do efficiently and what should be privatized. The department continues to change and we still have a great deal of work to do. Our goal is to provide **superior services at an affordable cost.**

Line Items		Last Year	Dept. Request	Council Adopted
Longevity Bonus	Total	300	-	-
Educational Incentive	Total	9,000	8,200	8,200



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Estimated Detail of Longevity Bonus

Actual expenses may vary according to changing circumstances

	Staff	Cost	Dept. Request	Council Adopted
Longevity Bonus				
Employee Longevity	0	\$ 300	\$ -	\$ -
			\$ -	\$ -

Estimated Detail of Educational Incentive

Actual expenses may vary according to changing circumstances

	Certificates	Cost	Dept. Request	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	10	\$ 100	\$ 1,000	\$ 1,000
Welding Certification	2	\$ 100	\$ 200	\$ 200
			\$ 8,200	\$ 8,200

Line Item Narrative

Longevity Bonus: Longevity bonuses are awarded to non-union 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.

Educational Incentive: 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 Department and its work activities. The Public Works 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 Maine's license/endorsement not currently required by current job description. These incentives are included in the current Collective Bargaining Agreement.

Line Items	Last Year	Dept. Request	Council Adopted
Sick Leave Incentive	Total	11,150	11,150
Uniform Allowance	Total	35,689	33,689

Estimated Detail of Sick Leave Incentive

Actual expenses may vary according to changing circumstances



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	Eligible Employees	Partip. Employees	Earned Sick Days	Converted Vacation Days	Dept. Request	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

	Admin	Highway Maint.	Fleet Services	Cost Each	Dept. Request	Council Adopted
Uniform Allowance						
Neoprene Snorkel Gloves		0		\$ 25.00	\$ -	\$ -
Prescription Safety Glasses		10	2	\$ 250.00	\$ 3,000	\$ 2,000
Rain Boots, (Up to 1 Set Each)		30	5	\$ 18.00	\$ 630	\$ 630
Rainsuits (Up to 1 Set Each)		19	6	\$ 45.00	\$ 1,125	\$ 945
Replacement Gear Bags		5		\$ 19.25	\$ 96	\$ 96
Rubber Work Gloves (12 doz.)		12	3	\$ 24.00	\$ 360	\$ 360
Safety Toe Footware				\$ -	\$ -	\$ -
Steel Toe Hip Boots Loaned (As Needed)		2		\$ 50.00	\$ 100	\$ 100
Uniform Allowance		42	9	\$ 570.00	\$ 29,070	\$ 28,250
Waders (As Needed)		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
					\$ 35,689	\$ 33,689

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.

Uniform Allowance: Uniforms and protective gear are provided in accordance with the collective bargaining agreement. This account includes funding for the uniform allowance (\$570 per employee), plus rain suits, rain coats, safety boots, waders, neoprene snorkel gloves, prescription safety glasses, work gloves (etc.)

Line Items		Last Year	Dept. Request	Council Adopted
Physicals	Total	1,105	1,680	1,680
OSHA Safety Costs	Total	31	6,616	6,616
OT - Regular	Total	14,129	14,014	14,014

Estimated Detail of Physicals

Actual expenses may vary according to changing circumstances

	Pre- Employment	Annual Physical Co- Pay	Cost	Dept. Request	Council Adopted



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Physicals	8	\$	210	\$ 1,680	\$ 1,680
				\$ 1,680	\$ 1,680

Estimated Detail of OSHA Safety Costs

Actual expenses may vary according to changing circumstances

	<i>Quantity</i>	<i>Cost</i>	<i>Dept. Request</i>	<i>Council Adopted</i>
OSHA Safety Costs				
Hepatitis/Titre Test	8	\$ 249	\$ 1,992	\$ 1,992
Hearing Conv. Yrly	56	\$ 35	\$ 1,960	\$ 1,960
Respiratory Fit Tests	37	\$ 72	\$ 2,664	\$ 2,664
			\$ 6,616	\$ 6,616

Estimated Detail of OT - Regular

Actual expenses may vary according to changing circumstances

	<i>Units</i>	<i>OT Hours</i>	<i>Rate</i>	<i>Dept. Request</i>	<i>Council Adopted</i>
OT - Regular					
Construction Overtime	0	\$ -		\$ -	\$ -
Emergency Call-ins	410	\$ 34.18		\$ 14,014	\$ 14,014
				\$ 14,014	\$ 14,014

Line Item Narrative

Physicals: This account funds pre-employment physicals.

OSHA Safety: This accounts funds expenses such as: safety equipment, facility improvements, personal protective equipment, hazard communication, etc. as well as Hepatitis testing, hearing tests, respiratory fit tests and disability assessments. These are all Bureau of Labor mandates that were unfunded in FY12. After BOL inspection in 2011, we had to implement these programs.

Line Items		Last Year	Dept. Request	Council Adopted
OT - Winter Road Maintenance	Total	138,000	154,802	154,802
OT - Fleet Services	Total	2,500	1,500	1,500

Estimated Detail of OT - Winter Road Maintenance

Actual expenses may vary according to changing circumstances

	<i>Total Winter Overtime Hours</i>	<i>Amount</i>	<i>Inches of Snow</i>	<i>Storms</i>	<i>Dept. Request</i>	<i>Council Adopted</i>
OT - Winter Road Maintenance						
FY 2006-2007	6,434	\$ 142,537	69	12		
FY 2007-2008	10,896	\$ 247,357	133.75	28		
FY 2008-2009	7,622	\$ 179,275	100	14		
FY 2009-2010	4,192	\$ 114,181	42	10		



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FY 2010-2011	4,062	\$ 118,554	81	14	↓	↓
Average	6,641	160,381	85	16		
Est. FY12	6,000				\$ 154,802	\$ 154,802

Estimated Detail of OT - Fleet Services

Actual expenses may vary according to changing circumstances

OT - Fleet Services	Dept. Request	Council Adopted
	\$ 1,500	\$ 1,500
	\$ 1,500	\$ 1,500

Line Item Narrative

Winter Road Maintenance: This account funds overtime for snow plowing, sanding and snow removal. Over the past 10 years, the department has averaged 18 storm events, 71.5 inches and 6,300 OT hours per year. Average OT plowing rate is \$23.31 x 6,319 = \$147,295.

Overtime - Fleet Services: Overtime occurs primarily during the winter months when plow and truck breakdowns are more frequent and rise to the level of emergency repairs. Two mechanics are on duty during snow storms. The garage crew will occasionally work Saturdays as needed following a snowstorm to restore operability of the fleet.

Line Items	Last Year	Dept. Request	Council Adopted
OT - Recycling Total	1,842	766	766
OT - Traffic Total	1,287	1,287	1,287
OT - Sand Removal Total	2,300	2,331	2,331

Estimated Detail of OT - Recycling

Actual expenses may vary according to changing circumstances

OT - Recycling	Dept. Request	Council Adopted
Recycling Operations	\$ 766	\$ 766
	\$ 766	\$ 766

Estimated Detail of OT - Traffic

Actual expenses may vary according to changing circumstances

OT - Traffic	Avg. OT Rate	Hours	Dept. Request	Council Adopted
Elections	\$ 23.40	15	\$ 351	\$ 351
Special Events	\$ 23.40	30	\$ 702	\$ 702
Traffic Control Pavement Markings	\$ 23.40	10	\$ 234	\$ 234
			\$ 1,287	\$ 1,287



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Estimated Detail of OT - Sand Removal

	Miles	Hours	Dept. Request	Council Adopted
OT - Sand Removal	112	100	\$ 2,331	\$ 2,331
			\$ 2,331	\$ 2,331

Line Item Narrative

Overtime - Recycling: This number reflects the 44 hours that are paid holidays plus 36 misc. OT hours for heavy collection days.

Overtime - Traffic: Overtime is paid to employees for elections, special events, traffic control, and traffic emergencies. The traffic control pavement markings represents staff time working with private contractors who are hired to paint center and edge lines throughout the City.

Overtime - Sand Removal: Overtime is incurred while removing winter sand accumulations within the urban areas. All other sand removal is done during normal work hours. 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.

Line Items	Last Year	Dept. Request	Council Adopted
PS - General	Total	12,260	25,406

Estimated Detail of PS - General

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
PS - General		
Water Filtration Unit	\$ 396	\$ 396
Equipment Rental (Replacement)	\$ 2,500	\$ 2,500
Equipment Rental (Specialty)	\$ 4,000	\$ 4,000
Fire Extinguisher Maintenance	\$ 800	\$ 800
Fuel Tank Annual Inspections	\$ 200	\$ 200
Consumable Supplies	\$ 300	\$ 300
Hazardous Material Registration Fees (every 3 years \$150)	\$ -	\$ -
Herbicide Application Program (new)	\$ 5,000	\$ 5,000
Motor Vehicle Inspection Stickers	\$ 400	\$ 400
Sprinkler System Testing	\$ 235	\$ 235
Televant-DTN Weather Service	\$ 2,800	\$ 2,800
The Lease of Land for Materials Storage	\$ 6,000	\$ 6,000
Timetrack System Annual Fee	\$ 775	\$ 775
Video of Combined Stormwater and Sanitary Sewer Lines	\$ 500	\$ 500
Wrecker Services (towing)	\$ 1,500	\$ 1,500



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\$ 25,406 \$ 25,406

Line Item Narrative

Purchased Services - General: See Above. The Herbicide Application program is a pilot program. Highly visible urban areas that would benefit from this program are: Union St. bypass, Lower Turner St., Center St, Minot Ave, etc. Herbicide application would allow us to avoid the labor intensive and time consuming task of weeding by hand.

Line Items		Last Year	Dept. Request	Council Adopted
PS - Snow Removal	Total	12,200	10,200	10,200
PS - Tree Removal	Total	5,730	8,800	5,800

Estimated Detail of PS - Snow Removal

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
PS - Snow Removal		
Intermittent--Bulldozer Rental	\$ 2,000	\$ 2,000
Snow Storage Area Lease	\$ -	\$ -
Snow Equipment Rental As Needed (truck & loader)	\$ 8,200	\$ 8,200
	\$ 10,200	\$ 10,200

Estimated Detail of PS - Tree Removal

Actual expenses may vary according to changing circumstances

	Occurrence	Cost	Dept. Request	Council Adopted
PS - Tree Removal				
Crane Rental			\$ 1,000	\$ 1,000
Stump Chipping (140 inches @ \$3 per inch)			\$ 1,800	\$ 1,800
Tree plantings / Replacement	20	\$ 300.00	\$ 6,000	\$ 3,000
			\$ 8,800	\$ 5,800

Line Item Narrative

Purchased Services - Snow Removal: The costs of this line item reflect the severity of winter as well as issues such as the need for emergency relief parking, requests for snow plowing and removal in the Great Falls lot area and downtown parking areas. This request also reflects ongoing service during snow storms. Included within this account is contracted snow removal from parking lots, bulldozer rental and the snow storage area lease. APW now plows several parking lots previously contracted out: Cook St. parking lot, New Auburn Area and Community Center and the Pleasant/Drummond St. parking lot.

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.



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Line Items		Last Year	Dept. Request	Council Adopted
PS - Centerline Striping	Total	86,958	77,702	77,702

Estimated Detail of PS - Centerline Striping

Actual expenses may vary according to changing circumstances

PS - Centerline Striping	Quantity	Linear Feet	Cost	Dept. Request	Council Adopted
<u>Part I - Fall 2012 Program</u>					
Double Yellow Centerline		70,000	\$ 0.0662	\$ 4,630	\$ 4,630
White & Yellow Edge and lane lines		10,000	\$ 0.0368	\$ 368	\$ 368
White Lane Lines		30,000	\$ 0.0368	\$ 1,103	\$ 1,103
Striping Paving Projects				\$ 2,500	\$ 2,500
Crosswalks	307		\$ 67.20	\$ 20,630	\$ 20,630
Stop Bars (12")	140		\$ 19.31	\$ 2,703	\$ 2,703
Arrows (single)	620		\$ 8.93	\$ 5,537	\$ 5,537
Arrows (double)	180		\$ 12.60	\$ 2,268	\$ 2,268
<u>Part II - Spring 2013 Program</u>					
Double Yellow Centerline		480,000	\$ 0.0662	\$ 31,752	\$ 31,752
White & Yellow Edge and lane lines		66,000	\$ 0.0368	\$ 2,426	\$ 2,426
White Lane Lines		103,000	\$ 0.0368	\$ 3,785	\$ 3,785
				\$ 77,702	\$ 77,702

Note: 31 crosswalks were eliminated in FY11.

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-stripped 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.

Line Items		Last Year	Dept. Request	Council Adopted
Solid Waste Disposal	Total	260,575	259,630	259,630



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Estimated Detail of Solid Waste Disposal

Actual expenses may vary according to changing circumstances

	<i>Quantity</i>	<i>Cost/Ton</i>	Dept. Request	Council Adopted
Solid Waste Disposal				
Auburn Curbside Waste Disposal (MMWAC)	7,500	29	\$ 217,500	\$ 217,500
Auburn Residential Drop-Off	600	29	\$ 17,400	\$ 17,400
Dead Animal Disposal			\$ 500	\$ 500
Dumpster Rental	12	215	\$ 2,580	\$ 2,580
E Waste Hauling			\$ -	\$ -
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	29	\$ 5,800	\$ 5,800
Processing Area Lease			\$ -	\$ -
Processing Recyclables			\$ -	\$ -
Rolloff Container (rental & transp.)			\$ 1,000	\$ 1,000
Tires			\$ 1,500	\$ 1,500
Universal Waste Disposal			\$ 350	\$ 350
<u>Spring Clean Up Costs</u>				
Chip Brush			\$ -	\$ -
Chip Wood			\$ -	\$ -
Metal			\$ -	\$ -
OBW Residential Spring Cleanup			\$ -	\$ -
Propane Tanks			\$ -	\$ -
Tire Disposal (residential)			\$ -	\$ -
Waste Hauling			\$ -	\$ -
			\$ 259,630	\$ 259,630

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.

Line Items	Last Year	Dept. Request	Council Adopted
Solid Waste Collection	Total	399,568	409,557

Estimated Detail of Solid Waste Collection

Actual expenses may vary according to changing circumstances



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Solid Waste Collection Private Contract	Note: New Contract award for FY12.	FY 12	Dept. Request	Council Adopted
		399,568	\$ 409,557	\$ 409,557
			\$ 409,557	\$ 409,557

Note: Solid Waste Disposal Cost \$ **79.56** per ton.

Line Item Narrative

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.

Line Items	Last Year	Dept. Request	Council Adopted
Reports, Printing, & Binding	Total 350	350	350
Office Supplies	Total 2,200	2,810	2,810

Estimated Detail of Reports, Printing, & Binding

Actual expenses may vary according to changing circumstances

Reports, Printing, & Binding		Dept. Request	Council Adopted
		\$ 350	\$ 350
		\$ 350	\$ 350

Estimated Detail of Office Supplies

Actual expenses may vary according to changing circumstances

Office Supplies		Dept. Request	Council Adopted
		\$ 2,810	\$ 2,810
		\$ 2,810	\$ 2,810

Line Item Narrative

Reports, Printing & Binding: This account funds the printing costs of items which cannot be done in-house. We will need to print door hangers, flyers, information handouts for Spring and Summer programs and information brochures for recycling changes.

Office Supplies: This account funds miscellaneous supplies which are necessary for the office to operate.



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Line Items		Last Year	Dept. Request	Council Adopted
Other Sup - Operating	Total	2,590	2,500	2,500
Other Sup - Maintenance	Total	33,280	20,457	20,457

Estimated Detail of Other Sup - Operating

Actual expenses may vary according to changing circumstances

	Quantity	Cost	Dept. Request	Council Adopted
Other Sup - Operating				
Highway Maintenance				
12" asphalt cutting blades	12	\$ 125.00	\$ 1,500	\$ 1,500
14" asphalt cutting blades	4	\$ 150.00	\$ 600	\$ 600
Concrete cutting blades @ \$200	2	\$ 200.00	\$ 400	\$ 400
Miscellaneous			\$ -	\$ -
			\$ 2,500	\$ 2,500

Estimated Detail of Other Sup - Maintenance

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Other Sup - Maintenance		
Highway Services		
Field Operating Supplies	\$ 1,470	↓
Facility Operating Supplies	\$ 2,394	
Fleet Services		
Solvents/Paint/Fluids	\$ 3,090	
Hardware/Fasteners	\$ 8,147	
Facility Operating Supplies	\$ 2,266	
Vehicle Supplies	\$ 3,090	
	\$ 20,457	\$ 20,457

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 and Fleet Services maintenance. Examples include fasteners, hoses, maintenance supplies for equipment and crews. Better inventory control has allowed us to reduce this request amount.

Line Items	Last Year	Dept. Request	Council Adopted
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Other Supplies - Welding	Total	20,000	15,000	15,000
Other Sup - Traffic Paint	Total	2,565	2,432	2,432

Estimated Detail of Other Supplies - Welding

Actual expenses may vary according to changing circumstances

		Dept. Request	Council Adopted
Other Supplies - Welding			
All Welding Supplies (Mig, Tig, Stick, Gas, Arc)		\$ 15,000	\$ 15,000
		\$ 15,000	\$ 15,000

Estimated Detail of Other Sup - Traffic Paint

Actual expenses may vary according to changing circumstances

		Quantity	Paint Cost	Dept. Request	Council Adopted
Other Sup - Traffic Paint					
Green Sealant	Gallons	70	\$ 10.80	\$ 756	\$ 756
Glass Beads	Bags	0	\$ 20.35	\$ -	\$ -
Latex White Paint	Gallons	50	\$ 11.09	\$ 555	\$ 555
Latex Yellow Paint	Gallons	100	\$ 11.21	\$ 1,121	\$ 1,121
Miscellaneous Paint Supplies, etc.		0	\$ 500.00	\$ -	\$ -
				\$ 2,432	\$ 2,432

Note: The majority of the paint program is contracted out.

Line Item Narrative

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. After inquiring with steel vendors about steel cost projections for the upcoming budget year, we were informed that as of December 31, 2010 steel has increased 28% and the outlook for next year could be as high as double that.

Other Supplies - Traffic Paint: This account funds materials used to produce traffic control markings such as arrows, 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 will be contracted out. Miscellaneous paint supplies are for machine maintenance.

Line Items		Last Year	Dept. Request	Council Adopted
Other Sup - Sign Material	Total	45,647	35,014	35,014
Other Sup - Pre-Mix Asphalt	Total	80,000	113,348	103,348

Estimated Detail of Other Sup - Sign Material



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Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Other Sup - Sign Material		
Street Signs (In-house Fabrication)		
Aluminum Blanks	\$ 9,600	\$ 9,600
Channel Posts (3', 8', 10')	\$ 9,000	\$ 9,000
Vinyl Sheeting	\$ 1,000	\$ 1,000
Brackets and Hardware	\$ 3,874	\$ 3,874
Complete Signs (Purchased from Vendor)	\$ 9,740	\$ 9,740
Folding Signs and Barricades		
Lumber	\$ 1,000	\$ 1,000
Paint, Misc. Supplies, Barricade Tape	\$ 800	\$ 800
	\$ 35,014	\$ 35,014

Estimated Detail of Other Sup - Pre-Mix Asphalt

Actual expenses may vary according to changing circumstances

	Tons	Cost / Unit	Dept. Request	Council Adopted
Other Sup - Pre-Mix Asphalt				
Summer use of hot mix asphalt	1100	\$ 75.60	\$ 83,160	
Winter use of pre-mixed asphalt	250	\$ 120.75	\$ 30,188	
			\$ 113,348	\$ 103,348

Line Item Narrative

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.

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.

Line Items		Last Year	Dept. Request	Council Adopted
Other Sup - Culvert/Basin	Total	30,000	41,615	31,155
Other Sup - Bridge/Fence	Total	2,000	2,500	2,500

Estimated Detail of Other Sup - Culvert/Basin

Actual expenses may vary according to changing circumstances

	Size	Quantity	Cost/Ft	Unit	Dept. Request	Council Adopted
Other Sup - Culvert/Basin						



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Aluminized Culverts	20'	12"	9	\$ 11.87	\$ 243.20	\$ 2,137	↓
Culvert Clamps		12"	4	\$ 11.87	\$ 12.16	\$ 47	
Plastic PVC Culverts	20'	15"	50	\$ 8.36	\$ 143.11	\$ 8,360	
	20'	18"	20	\$ 12.65	\$ 222.44	\$ 3,795	
	20'	24"	10	\$ 17.54	\$ 334.00	\$ 3,508	
	20'	30"	5	\$ 30.06	\$ 522.44	\$ 3,006	
	20'	36"	3	\$ 31.73	\$ 604.44	\$ 1,904	
	20'	6"	20	\$ 2.04	\$ 40.88	\$ 408	
Pipes/Underdrain	20'	8"	20	\$ 3.46	\$ 69.33	\$ 1,038	
	20'	10"	0	\$ -	\$ -		
	20'	12"	50	\$ 5.84	\$ 111.20	\$ 1,168	
Catch Basin Supplies							
Brick & Cement						\$ 1,218	
Frames						\$ 5,000	
Miscellaneous						\$ 1,986	
Pre-Cast Basins						\$ 8,040	
						\$ 41,615	
						\$ 31,155	

Estimated Detail of Other Sup - Bridge/Fence

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Other Sup - Bridge/Fence		
Misc. Lumber, Materials, Fence, etc.	\$ 1,500	\$ 1,500
Used Terminal Guardrail Ends	\$ 1,000	\$ 1,000
	\$ 2,500	\$ 2,500

Line Item Narrative

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 municipalities to maintain driveway culverts.

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.

Line Items		Last Year	Dept. Request	Council Adopted
Other Sup - Loam/Seed	Total	14,381	12,988	12,988
Other Sup - Calcium Chloride	Total	45,950	45,705	45,705

Estimated Detail of Other Sup - Loam/Seed

Actual expenses may vary according to changing circumstances



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Other Sup - Loam/Seed	Quantity	Cost	Dept. Request	Council Adopted
Conservation Mix	25	\$ 80.58	\$ 2,015	\$ 2,015
Construction Fabric	4	\$ 457.00	\$ 1,828	\$ 1,828
Excelsior	50	\$ 35.00	\$ 1,750	\$ 1,750
Fertilizer	25	\$ 8.65	\$ 216	\$ 216
Hay Bales	900	\$ 3.50	\$ 3,150	\$ 3,150
Lime	20	\$ 1.25	\$ 25	\$ 25
Loam	75	\$ 15.00	\$ 1,125	\$ 1,125
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
			\$ 12,988	\$ 12,988

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	Dept. Request	Council Adopted
Liquid Calcium					\$ -	\$ -
Winter Use (Pre-wet Rock Salt)	24	1,336	32,064	\$ 1.25	\$ 40,080	\$ 40,080
Summer Use (Dust Control-Gravel Roads)			4,500	\$ 1.25	\$ 5,625	\$ 5,625
Flake Calcium(thawing drainage structures)			0	\$ 12.72	\$ -	\$ -
					\$ 45,705	\$ 45,705

Line Item Narrative

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.

Other Supplies - Calcium Chloride: Calcium chloride is used to keep roads clear of ice and snow and for dust control. 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. The use of liquid calcium can also provide responsive dust control along gravel roads (flake is now used). 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.

Line Items	Last Year	Dept. Request	Council Adopted
Other Sup - Road Salt	Total	264,720	258,426
		233,426	

Estimated Detail of Other Sup - Road Salt

Actual expenses may vary according to changing circumstances



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	<i>Tons</i>	<i>FY10</i>	<i>FY11</i>	<i>FY12 Proj</i>	<i>FY13 Est</i>	Dept. Request	Council Adopted
Other Sup - Road Salt							
Price Per Ton (167/storm)		\$ 63.03	\$ 63.03	\$ 61.53	\$ 64.61	\$ -	\$ -
Total Cost		\$ 292,619	\$ 252,120	\$ 264,720	\$ 258,426	\$ 258,426	\$ 233,426

Line Item Narrative

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. Per contract, we must purchase 75% (2850 tons) of predicted amounts to retain contract pricing. As recommended by vendors, this request is 5% more than the unit price during the previous year.

Note: More salt is being used as we lessen the amount of sand use, especially in the NPDES areas where streets are swept and catch basins are cleaned. Estimate average annual usage is for 24 events @ 167 tons per storm = \$4000 x 64.61 = \$258,426. In FY11 the total amount of mileage that is salted was reduced, bringing the yearly amount from 4200 to 4000 tons.

Line Items	Last Year	Dept. Request	Council Adopted
Other Sup - Safety Equipment	Total	19,008	16,587

Estimated Detail of Other Sup - Safety Equipment

Actual expenses may vary according to changing circumstances

	<i>Quantity</i>	<i>Unit Cost</i>	Dept. Request	Council Adopted
Other Sup - Safety Equipment				
Chaps (tree crew)	6	\$ 69.00	\$ 414	\$ 414
CPR Barrier Shield	0	\$ 25.00	\$ -	\$ -
Ear Plugs and Protectors	100 Count	\$ 85.00	\$ 850	\$ 850
Fire Extinguishers	Small	\$ 12.00	\$ 120	\$ 120
Fire Extinguishers	Large	\$ 20.00	\$ 300	\$ 200
Fire Extinguishers Test (quarterly)	0	\$ -	\$ -	\$ -
First Aid Kit Supplies	20	\$ 35.50	\$ 710	\$ 710
Fluorescent Vests - type II	100	\$ 15.00	\$ 3,000	\$ 1,500
Fluorescent Vests XX-LG	20	\$ 22.00	\$ 440	\$ 440
Forestry Helmets	6	\$ 54.00	\$ 324	\$ 324



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Four Element Gas Detector, Confined Space Entry	3	\$ 200.00	\$ 600	\$ 600
Goggles & Face Shields	50	\$ 5.00	\$ 250	\$ 250
Hard Hat Liners	25	\$ 9.30	\$ 233	\$ 233
Hard Hats (with ratchet)	40	\$ 15.00	\$ 600	\$ 600
Hearing Tests etc.		\$ -	\$ -	\$ -
Insect Repellent - per dozen	6	\$ 77.00	\$ 462	\$ 462
Lanyard	2	\$ 80.00	\$ 160	\$ 160
Lifting Straps	4	\$ 30.00	\$ 120	\$ 120
Lock out tag out		\$ 500.00	\$ 500	\$ 500
Miscellaneous Supplies and Safety Equipment		\$ 600.00	\$ 600	\$ 600
Safety Glasses Clear	4	\$ 26.00	\$ 104	\$ 104
Safety Glasses Tinted	4	\$ 30.00	\$ 120	\$ 120
Safety Lines	1	\$ 150.00	\$ 150	\$ 150
Safety Masks	10	\$ 13.00	\$ 130	\$ 130
Traffic Cones 28"	400	\$ 16.00	\$ 6,400	\$ 6,400
			\$ 16,587	\$ 14,987

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.

Line Items	Last Year	Dept. Request	Council Adopted
Other Sup - Small Tools	Total	11,600	11,700
Other Sup - Gravel	Total	85,800	73,358

Estimated Detail of Other Sup - Small Tools

Actual expenses may vary according to changing circumstances

Other Sup - Small Tools	Dept. Request	Council Adopted
Pole Saw	\$ 600	\$ 600
Power Broom (2)	\$ 1,100	\$ 1,100
Replacement Tools	\$ 10,000	\$ 10,000
	\$ 11,700	\$ 11,700

Estimated Detail of Other Sup - Gravel

Actual expenses may vary according to changing circumstances

Other Sup - Gravel	Quantity C/Y	Quantity Tons	Cost	Dept. Request	Council Adopted
1 1/2" road gravel	800		\$ 11.03	\$ 8,824	\$ 8,824
3/4" crushed gravel	600		\$ 11.29	\$ 6,774	\$ 6,774
4" road gravel	1,500		\$ 10.76	\$ 16,140	\$ 16,140



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Crushed Ledge Riprap	300	\$ 17.85	\$ 5,355	\$ 5,355
Crushed Stone	100	\$ 18.90	\$ 1,890	\$ 1,890
Recycled Asphalt Pavement	4,500	\$ -	\$ -	\$ -
Winter Sand	7,500	\$ 5.25	\$ 39,375	\$ 34,375
			\$ 78,358	\$ 73,358

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 .

Other Supplies--Gravel: This account includes winter sand, gravel, crushed ledge and stone rip-rap. Where possible the department uses recyclable asphalt pavement (RAP) is being funded through a material swap with a contractor. **NOTE: Last year we were able to carry forward sand inventory due to a mild winter. That sand is now gone and needs to be restocked.**

Line Items		Last Year	Dept. Request	Council Adopted
Other Sup - MV Repair	Total	113,486	121,699	121,699
Other Sup - Equip Repairs	Total	75,000	75,975	75,975

Estimated Detail of Other Sup - MV Repair

Actual expenses may vary according to changing circumstances

Other Sup - MV Repair	Light Duty	Heavy Duty	Dept. Request	Council Adopted
Brake Systems	\$ 4,785	\$ 16,964	\$ 21,748	\$ 21,748
Charging Systems (Bateries, belts, starters, alternators)	\$ 1,634	\$ 5,793	\$ 7,426	\$ 7,426
Cooling Systems	\$ 2,217	\$ 7,861	\$ 10,079	\$ 10,079
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	\$ 5,228	\$ 18,536	\$ 23,764	\$ 23,764
Suspension Systems	\$ 2,334	\$ 8,275	\$ 10,609	\$ 10,609
Transmissions	\$ 2,987	\$ 10,592	\$ 13,580	\$ 13,580
			\$ 121,699	\$ 121,699

Note: Equipment includes 22 dump trucks.

Estimated Detail of Other Sup - Equip Repairs

Actual expenses may vary according to changing circumstances

Other Sup - Equip Repairs	Dept. Request	Council Adopted
Brake Systems	\$ 7,874	
Charging Systems (Batteries, belts, starters, alternators)	\$ 8,196	
Cooling Systems	\$ 7,320	
Electrical	\$ 1,639	

Note: Equipment includes 2 Forklifts, 3 1-1/4 ton trucks, 2 Backhoes, 1 Vacuum Truck



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Engines
Exhaust Systems
Lights/Mirrors/Wipers
Sweeping Consumables
Preventative Maintenance
Suspension Systems
Transmissions

1/4 ton trucks, 2 backhoes, 1 vacuum truck,
2 Stake Body Trucks, 7 Pick-up trucks, 3
Sweepers, 1 Pulp Loader, 1 Bulldozer, 4
Loaders, 2 Excavators, 1 Bucket Truck, 1
Tractor Truck, 4 Sidewalk Tractors, 3
Recycling Trucks, 2 Skid Steers, & 3 Road
Graders.

\$	4,170	↓
\$	819	
\$	1,103	
\$	17,000	
\$	13,869	
\$	9,888	
\$	4,097	
\$	75,975	\$ 75,975

Line Item Narrative

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 vs sending to outside vendors.

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.

Line Items		Last Year	Dept. Request	Council Adopted
MV Sup - Tires/Tube/Chain	Total	89,686	74,990	74,990
MV Sup - Gas & Oil	Total	307,120	325,620	320,620

Estimated Detail of MV Sup - Tires/Tube/Chain

Actual expenses may vary according to changing circumstances

MV Sup - Tires/Tube/Chain		Dept. Request	Council Adopted
Tires		\$ 62,000	\$ 62,000
Chains		\$ 12,990	\$ 12,990
		\$ 74,990	\$ 74,990

Estimated Detail of MV Sup - Gas & Oil

Actual expenses may vary according to changing circumstances

MV Sup - Gas & Oil	Gallons	Cost / Unit	Dept. Request	Council Adopted
Diesel	76,000	\$ 3.45	\$ 262,200	\$ 257,200
Diesel Delivery Charge	76,000	\$ 0.010	\$ 760	\$ 760
Fuel Additives			\$ 1,910	\$ 1,910
Grease, Oil and Lubricants			\$ 26,250	\$ 26,250
Number #2 Heating Fuel (Diesel)		\$ -	\$ -	\$ -
Propane For Patch Machine & Forklifts			\$ 2,000	\$ 2,000
Unleaded Gasoline	10,000	\$ 3.25	\$ 32,500	\$ 32,500
			\$ 325,620	\$ 320,620

Line Item Narrative

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 largest loader tires costing \$1,350



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each. The onset of winter conditions escalates usage and is followed by motor vehicle inspections, which necessitates tire replacement. This amount also includes an On Spot trial to determine real cost savings and safety features of the system.

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.

Line Items		Last Year	Dept. Request	Council Adopted
MV Sup - Plow/Grader Blades	Total	33,147	37,591	37,591
MV Sup - Other	Total	47,381	35,866	35,866

Estimated Detail of MV Sup - Plow/Grader Blades

Actual expenses may vary according to changing circumstances

MV Sup - Plow/Grader Blades	Quantity	Cost	Dept. Request	Council Adopted
2 Graders	6	\$ 637	\$ 3,824	\$ 3,824
8 Bucket Loaders	8	\$ 582	\$ 4,656	\$ 4,656
Plow Bolts			\$ 2,100	\$ 2,100
Replacement of blades on 21 trucks	21	\$ 1,286	\$ 27,011	\$ 27,011
			\$ 37,591	\$ 37,591

Estimated Detail of MV Sup - Other

Actual expenses may vary according to changing circumstances

MV Sup - Other	Dept. Request	Council Adopted
Batteries	\$ 5,871	\$ 5,871
Filters	\$ 12,535	\$ 12,535
Belts & Hoses	\$ 1,671	\$ 1,671
Tune up Supplies	\$ 1,622	\$ 1,622
Lights, Bulbs, Electrical	\$ 6,463	\$ 6,463
Wipers, Mats, Misc.	\$ 4,336	\$ 4,336
Fluids, Lubricants, Etc.	\$ 3,368	\$ 3,368
	\$ 35,866	\$ 35,866

Line Item Narrative

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.

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.



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Line Items		Last Year	Dept. Request	Council Adopted
Utilities - Water/Sewer	Total	4,000	4,265	4,265
Utilities - Heating Fuel	Total	59,200	32,000	32,000
Comm - Telephone	Total	4,740	5,124	5,124

Estimated Detail of Utilities - Water/Sewer

Actual expenses may vary according to changing circumstances

Utilities - Water/Sewer	Per Period	Periods	Total	Increase	Dept. Request	Council Adopted
Hydrant Meter	\$ 214	1	\$ 214	0.0%	\$ 214	↓
Sewer	\$ 151	12	\$ 1,812	5.0%	\$ 1,903	
Sprinkler	\$ 117	12	\$ 1,404	0.0%	\$ 1,404	
Water	\$ 62	12	\$ 744	0.0%	\$ 744	
					\$ 4,265	\$ 4,265

Estimated Detail of Comm - Telephone

Actual expenses may vary according to changing circumstances

Comm - Telephone	Quantity	Cost/Mth	Dept. Request	Council Adopted
Wi-Fi laptop cards	4	\$ 43	\$ 2,064	\$ 2,064
Cell phones and usage	7	\$ 230	\$ 2,760	\$ 2,760
Long distance service		\$ 25	\$ 300	\$ 300
			\$ 5,124	\$ 5,124

Line Item Narrative

Utilities - Water & Sewer: This account funds water and sewer expenses at the Highway Garage. This includes domestic water and sewer service, a sprinkler charge and a hydrant fee.

Communication - Telephone: This account funds the telephone lines, fax lines, cellular phones, and air cards for internet access for Gba Mobile. The air cards will allow for PW Supervisors to remain on site with their crews and keep up with data entry of their work orders.

Line Items	Last Year	Dept. Request	Council Adopted
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City of Auburn

Public Works

Fiscal Year 2013
Adopted 6.18.2012

Utilities - Electricity	Total	38,556	38,556	38,556
Repairs - Buildings	Total	21,000	37,500	22,500

Estimated Detail of Utilities - Electricity

Actual expenses may vary according to changing circumstances

	<i>Avg Cost / Month</i>	Dept. Request	Council Adopted
Utilities - Electricity	\$ 3,213	\$ 38,556	\$ 38,556
		\$ 38,556	\$ 38,556

Estimated Detail of Repairs - Buildings

Actual expenses may vary according to changing circumstances

		Dept. Request	Council Adopted
Repairs - Buildings			
Boilers, Piping, Overhead Heaters	\$	8,000	\$ 8,000
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	\$	20,000	\$ 5,000
Pressure Washer	\$	500	\$ 500
Roof	\$	1,000	\$ 1,000
Windows, Doors	\$	500	\$ 500
	\$	37,500	\$ 22,500

Line Item Narrative

Utilities - Electrical: This account funds electrical costs at the Public Works Garage.

Repairs - Building: This account funds preventative maintenance as well as unexpected problems.

Line Items		Last Year	Dept. Request	Council Adopted
Repairs - Vehicles	Total	31,900	29,250	29,250
Repairs - Equipment	Total	29,510	19,010	19,010

Estimated Detail of Repairs - Vehicles

Actual expenses may vary according to changing circumstances

		Dept. Request	Council Adopted
Repairs - Vehicles			



City of Auburn

Public Works

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Alignments
 Alternators
 Glass Replacement
 Hydraulic Systems (Cylinders/Pumps/Motors)
 Radiators
 Re-build Motors
 Re-build Transmissions
 Starters

Note: As an example, a V-8 motor costs \$7,000, or \$9,000 if it has a turbo. Transmissions cost \$4,500. The recycling truck motor cost \$18,240.

\$	550	\$	550
\$	500	\$	500
\$	2,600	\$	2,600
\$	5,000	\$	5,000
\$	5,000	\$	5,000
\$	10,000	\$	10,000
\$	5,000	\$	5,000
\$	600	\$	600
\$	29,250	\$	29,250

Estimated Detail of Repairs - Equipment

Actual expenses may vary according to changing circumstances

	<i>Est. Breakdown</i>	<i>Dept. Request</i>	<i>Council Adopted</i>
Repairs - Equipment			
Chain Saws		\$ 400	\$ 400
Pumps		\$ 1,500	\$ 1,500
Heavy Duty Construction Equipment			
Engines	\$ 2,500		
Transmissions	\$ 2,500		
Brakes	\$ 2,200		
Diagnostics	\$ 2,160		
Pumps	\$ 2,750		
	\$ 12,110	\$ 12,110	\$ 12,110
Specialty Repairs		\$ 2,500	\$ 2,500
Survey Equipment		\$ 1,000	\$ 1,000
Machine Shop Work		\$ 1,500	\$ 1,500
		\$ 19,010	\$ 19,010

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 equipment with limited parts availability.

Line Items		Last Year	Dept. Request	Council Adopted
Repairs - Radio Equipment	Total	1,000	1,000	1,000
Training & Tuition	Total	7,445	7,445	6,445

Estimated Detail of Repairs - Radio Equipment

Actual expenses may vary according to changing circumstances



City of Auburn

Public Works

Fiscal Year 2013
Adopted 6.18.2012

Repairs - Radio Equipment
See Below.

Dept. Request	Council Adopted
\$ 1,000	\$ 1,000
\$ 1,000	\$ 1,000

Estimated Detail of Training & Tuition

Actual expenses may vary according to changing circumstances

Training & Tuition	Personnel	Cost	Dept. Request	Council Adopted
Administrative Staff Training	2	\$ 500	\$ 1,000	\$ 875
APWA Supervisor Training/Program	2	\$ 250	\$ 500	\$ 500
Arborist Training	2	\$ 750	\$ 1,500	\$ 1,500
BOL 30 Hour Const. Safety Course	2	\$ -	\$ -	\$ -
CDL Defensive Driving - Me. Motor Transport	10	\$ 25	\$ 250	\$ 250
Chainsaw Training	12	\$ 15	\$ 180	\$ 180
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	25	\$ 25	\$ 1,500	\$ 625
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	\$ -	\$ -
			\$ 7,445	\$ 6,445

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.

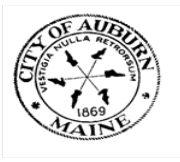
Training & Tuition: This account funds registration fees for seminars and classes including: road maintenance, welding, hydraulics, first aid, bloodborne pathogens, paving, supervisory practices, construction safety, performance evaluation, masonry, environmental regulations, Geographic Information System (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.

Line Items	Last Year	Dept. Request	Council Adopted
Comm - Postage	Total	400	400
Advertising	Total	1,045	1,000

Estimated Detail of Comm - Postage

Actual expenses may vary according to changing circumstances

Comm - Postage	Dept. Request	Council Adopted



City of Auburn

Public Works

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Adopted 6.18.2012

See Below.

\$	400	\$	400
\$	400	\$	400

Estimated Detail of Advertising

Actual expenses may vary according to changing circumstances

Advertising
See Below.

Dept. Request	Council Adopted
\$ 1,000	\$ 1,000
\$ 1,000	\$ 1,000

Line Item Narrative

Communication - Postage: This account is for postage and stamps.

Advertising: The Department uses a combination of the City's website, print ads and flyers and submits a joint ad with Lewiston whenever possible.

Line Items	Last Year	Dept. Request	Council Adopted
Travel-Mileage Total	350	350	350
Travel-Seminar Costs Total	175	175	175

Estimated Detail of Travel-Mileage

Actual expenses may vary according to changing circumstances

Travel-Mileage
Employee Mileage Reimbursement

Dept. Request	Council Adopted
\$ 350	\$ 350
\$ 350	\$ 350

Estimated Detail of Travel-Seminar Costs

Actual expenses may vary according to changing circumstances

Travel-Seminar Costs

Dept. Request	Council Adopted
\$ 175	\$ 175
\$ 175	\$ 175

Line Item Narrative

Travel & Mileage: This account funds the costs associated with attending quarterly Public Works conferences and meetings, and reimbursement of tolls etc., and reimbursing employees for the use of personal vehicles while on City



City of Auburn

Public Works

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business.

Travel & Seminar Costs: This account funds conference meeting and seminar costs. Most notably the attendance of the APWA-MMA semi annual conferences.

Line Items	Last Year	Dept. Request	Council Adopted
Dues & Subscriptions	Total	4,045	4,073

Estimated Detail of Dues & Subscriptions

Actual expenses may vary according to changing circumstances

Dues & Subscriptions	Dept. Request	Council Adopted
<u>Licenses:</u>		
55 CDL's renewed each 6th year plus new drivers	\$ 306	\$ 306
Annual Arborist License (Mike, Ben, Rick, Bill)	\$ 165	\$ 165
<u>Memberships:</u>		
APWA (Gary W. Terry (Bob, no charge)	\$ 492	\$ 492
ASCE	\$ 215	\$ 215
Maine Arborist (Mike, Rick)	\$ 90	\$ 90
Maine Resource Recovery Association	\$ 40	\$ 40
<u>Training, Reports, Periodicals:</u>		
Misc. Training Manuals	\$ 75	\$ 75
<u>Subscriptions:</u>		
Diagnostic Software (Mitchel 1)	\$ 2,500	\$ 2,500
<u>Tech Manuals - Specifications (Intermittent Purchases):</u>		
Sign Manual	\$ 90	\$ 90
Uniform Traffic Control	\$ 100	\$ 100
	\$ 4,073	\$ 4,073

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 Works

Fiscal Year 2013
Adopted 6.18.2012

Line Items		Last Year	Dept. Request	Council Adopted
Leachate Hauling	Total	35,210	56,490	35,210
Guardrail Replacement	Total	20,000	20,000	20,000

Estimated Detail of Leachate Hauling

Actual expenses may vary according to changing circumstances

	Quantity	Cost	Dept. Request	Council Adopted
Leachate Hauling				
Hauling Fee	3,387,800	\$0.013167	\$ 44,607	\$ 23,327
Weighing Fee	574	\$10.50	\$ 6,025	\$ 6,025
Disposal per 100 CF	2,808	\$2.09	\$ 5,858	\$ 5,858
			\$ 56,490	\$ 35,210

Estimated Detail of Guardrail Replacement

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Guardrail Replacement	\$ 20,000	\$ 20,000
	\$ 20,000	\$ 20,000

Estimated Detail of Crack Sealing

Actual expenses may vary according to changing circumstances

	Dept. Request	Council Adopted
Crack Sealing	\$ 20,000	\$ 20,000
	\$ 20,000	\$ 20,000

Line Item Narrative

Leachate Hauling: This account funds a state mandated cost to haul leachate from the ash landfill 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.



City of Auburn

Water & Sewer

Fiscal Year 2013
Adopted 6.18.2012

Line Items		Last Year	Dept. Request	Council Adopted
Catch Basin Maintenance Fee	Total	12,500	12,500	12,500
Public Fire Protection Fee	Total	546,335	546,335	546,335

Estimated Detail of Catch Basin Maintenance Fee

Actual expenses may vary according to changing circumstances

	Dept. Request	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

	Dept. Request	Council Adopted
Public Fire Protection Fee		
Paid to Auburn Water & Sewer District	\$ 546,335	\$ 546,335
	\$ 546,335	\$ 546,335

Line Item Narrative

Catch Basin Mainenance 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.



City of Auburn

Intergovernmental

Fiscal Year 2013
Adopted 6.18.2012

Line Items		Last Year	Dept. Request	Council Adopted
All Groups	Total	\$ 1,755,219	1,837,876	1,845,776

Estimated Detail of All Groups

Actual expenses may vary according to changing circumstances

All Intergovernmental Groups	<i>Last Year</i>	Dept. Request	Council Adopted
Aub-Lew Airport	\$ 106,750	\$ 110,000	\$ 105,000
EMA	\$ 2,903	\$ -	\$ -
Community Little Theater	\$ -	\$ -	\$ 20,160
LA Arts	\$ 20,160	\$ 20,160	\$ -
LAEGC	\$ 160,687	\$ 160,687	\$ 160,687
Lew-Aub 911	\$ 968,347	\$ 1,033,988	\$ 1,035,381
Lew-Aub Transit	\$ 207,779	\$ 224,041	\$ 235,548
Tax Sharing	\$ 288,593	\$ 289,000	\$ 289,000
	<i>(See Following Page For Breakdown)</i>		
	\$ 1,755,219	\$ 1,837,876	\$ 1,845,776

Line Item Narrative

Intergovernmental: This account is a matter of Council Policy. Councilors and staff alike participate on these boards.

LATC: Last year LATC introduced Saturday service and this year's proposal includes continuing that service.

Line Items		Last Year	Dept. Request	Manager Request
Tax Sharing	Total	288,593	289,000	289,000

Estimated Detail of Tax Sharing

Actual expenses may vary according to changing circumstances

Tax Sharing	Valuation	Total Tax Revenue	Auburn's Share	Lewiston's Share	Dept. Request	Manager Request
Tax Sharing	\$ 19.39					
<u>Airport Industrial Park Taxes</u>						
Real Estate Value	\$ 20,351,800	\$ 394,621				
Personal Property Tax	\$ 4,470,000	\$ 86,673				
		<u>\$ 481,295</u>	\$ 312,842	\$ 168,453	\$ 168,453	\$ 168,453
<u>Airport Excise Taxes</u>						



City of Auburn

Intergovernmental

Fiscal Year 2013
Adopted 6.18.2012

Aircraft		\$ 5,000				
Vehicle		\$ 40,500				
		\$ 45,500	\$ 18,200	\$ 11,375	\$ 11,375	\$ 11,375
Retained by A-L Airport	35%	\$ 15,925				
 <u>Railroad</u>						
St. Lawerent & Atlantic	\$ 1,089,900	\$ 21,035				
		\$ 21,035	\$ 17,354	\$ 3,681	\$ 3,681	\$ 3,681
 <u>Spin-off Area</u>						
	\$ 17,910,000	\$ 345,663				
		\$ 345,663	\$ 285,172	\$ 60,491	\$ 60,491	\$ 60,491
Totals		\$ 893,493	\$ 633,567	\$ 244,000		
			71%	27%		
 <u>Monty Hydro</u>						
Income from Lewiston		\$ -	\$ 158,362			
Expenses Due to Lewiston				\$ 45,000	\$ 45,000	\$ 45,000
Total Due Lewiston				\$ 289,000	\$ 289,000	\$ 289,000

Line Item Narrative

Airport Industrial Park Formula: Auburn retains 30%, and shares remainder 50/50 with Lewiston.

Airport Excise Formula: Auburn retains 40%, Airport retains 35%, Lewiston 25%.

Railroad Formula: Auburn retains 30%, and shares the remainder in a 75/25 split with Lewiston, which recives the 25%.

Spin-off Industrial Area Formula: Auburn retains 82.5%, and Lewiston is given 17%.

Monty Hydro: The City of Lewiston shares the Monty Hydro property taxes with Auburn, at 17.5%. The Monty Hydro project is valued at **\$35,628,050**. The City of Lewiston retains **\$912,078** and Auburn's share is approximately \$158,362. In terms of program revenues, the Monty Hydro facility does not generate enough electricity to produce enough revenues to generate a profit. So therefore, the cities of Auburn and Lewiston must share in the expense of maintaining the facility. To compensate for this operating loss, Auburn returnd \$41,070 to the City of Lewiston.