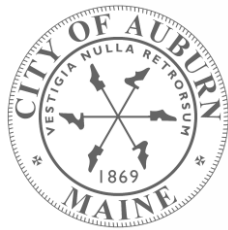


FIRE & EMS

Chief Robert Chase



BUDGET FY21
City of Auburn Municipal Budget

OPERATING BUDGET SUMMARY

| FY 20 Approved | FY21 Dept Request | Managers Request | Increase/ Decrease | % |
|---------------------------|------------------------------|-----------------------------|-------------------------------|-------------|
| \$5,211,262 | \$5,389,100 | \$5,359,800 | \$148,538 | 2.9% |

REVENUES

| | FY19 ACTUAL | FY20 BUDGET | FY21 BUDGET |
|-------------------------------|--------------------|--------------------|--------------------|
| EMS TRANSPORT REVENUES | \$1,083,449 | \$1,200,000 | \$1,200,000 |

BUDGET DRIVERS (PAYROLL)

| | FY 20 | FY21 Dept Request | Manager's Request | Increase | % |
|--------------------|-------------|-------------------|-------------------|-----------|-------|
| Salaries ** | \$3,797,194 | \$4,007,872 | \$4,007,872 | \$210,678 | 6% |
| OT (all) | \$301,975 | \$319,575 | \$313,075 | \$11,100 | 3.68% |
| TOTALS | \$4,099,169 | \$4,327,447 | \$4,320,947 | \$221,778 | 5.4% |

PAYROLL DETAIL

FY20 Negotiated 2% COLA that was not included in the budget (still negotiating during budget process)

FY21 Negotiated 2% COLA

FY21 2% now included in wage with offsetting 2% reduction in RHSP (Retirement Health Savings Plan)

** Includes Regular Salaries, Acting Rank and Holiday Pay

BUDGETFY21
City of Auburn Municipal Budget

BUDGET DRIVERS

| | FY 20 | FY21 Dept Request | Managers Request | Increase/Decrease | % |
|--------------------------------|--------------------|--------------------|--------------------|-------------------|--------------|
| PS General | \$100,000 | \$88,000 | \$88,000 | -\$12,000 | -12% |
| Other Supplies | \$63,500 | \$65,000 | \$65,000 | \$1500 | 2% |
| MV supplies | \$8,300 | \$5,500 | \$5,500 | -\$2,800 | -34% |
| Electricity | \$33,000 | \$30,000 | \$30,000 | -\$3000 | -9% |
| Diesel | \$28,750 | \$30,000 | \$25,000 | \$-3,750 | -13% |
| Vehicle Repairs | \$89,000 | \$90,500 | \$90,500 | \$1500 | +2% |
| Training & Tuition | \$132,000 | \$86,295 | \$70,795 | -\$61,205 | -46% |
| Other Program Costs EMS | \$7,250 | \$5,000 | \$5,000 | -\$2,250 | -31% |
| Comm. Equip. | \$4,500 | \$9,000 | \$9,000 | \$9,000 | 100% |
| SCBA Cylinder | \$10,000 | 0 | 0 | -\$10,000 | -100% |
| Other incr. changes | | | | -\$2235 | |
| TOTAL (no Payroll) | \$1,112,093 | \$1,061,653 | \$1,038,853 | -\$73,240 | -6.5% |

CAPITAL REQUEST SUMMARY

| ITEM | REQUEST | MANAGER'S RECOMMENDED BONDING | OTHER | MANAGER'S RECOMMENDED OTHER |
|--------------------------------|------------------|-------------------------------------|-------|--------------------------------|
| FIRE TRUCK (\$550,000 IN FY20) | \$100,000 | \$100,000 | | |
| EXTRICATION EQUIPMENT | \$50,000 | \$50,000 | | |
| FIRE HOSE REPLACEMENT | \$20,000 | \$20,000 | | |
| AMBULANCE REPLACEMENT | \$263,000 | | | \$263,000 |
| CARDIAC MONITOR | \$30,000 | | | \$30,000 |
| FIRE PREVENTION VEHICLE | \$40,000 | | | |
| FORESTRY UNIT & TRAILER | \$65,000 | | | |
| TOTAL | \$568,000 | \$170,000 | | \$293,000 |

Fire Engine

\$100,000

\$550,000 previously provided in FY20

Provides required funding to purchase the apparatus as specified.



Extrication Tools

\$50,000

Used to remove patients from damaged vehicles.

Current tools are 20 years old

Lack power needed for higher-strength materials in today's cars



Fire Hose

\$20,000

Replace over 2,000 feet of hose that has failed testing

Provide for enough hose to reload one truck after a fire



Ambulance Replacement

\$263,000

Replace original 2014 ambulance

All three ambulances will be the same

Designed for dual role and has increased patient care space.



Cardiac Monitor

\$30,000

Replaces existing Monitor which is no longer supported

Meets current protocol requirements for patient care.



FPO Vehicle

\$40,000

2002

130,000 miles

Needs head gasket repair



Forestry Unit/Rescue Trailer

\$65,000

Replacement of Rescue
1 with trailer

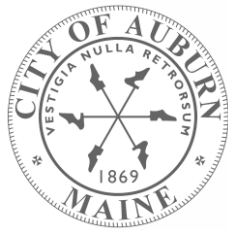
Pickup for towing
trailer, equipped with
forestry skid unit

Reduced maintenance
costs.



FRINGE BENEFITS

Jill Eastman



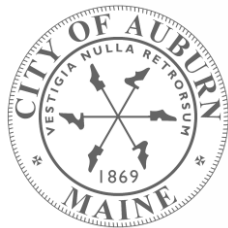
BUDGET FY21
City of Auburn Municipal Budget

FRINGE BENEFITS

| Account Title | FY 2019 Actual | FY 2020 Approved | FY 2021 Dept. Request | FY 2021 Manager Proposed | FY 2021 Council Adopted | Increase/ Decrease | % |
|-------------------------------|-------------------|---------------------|-----------------------------|--------------------------------|-------------------------------|-----------------------|-------------|
| <i>Fringe Benefits</i> | | | | | | | |
| Health Insurance | 3,068,021 | 3,427,258 | 3,739,955 | 3,739,955 | 0 | 312,697 | 9% |
| FICA/Medicare | 619,372 | 690,561 | 715,681 | 715,681 | 0 | 25,120 | 4% |
| MSRS Retirement | 1,335,884 | 1,498,597 | 1,578,870 | 1,578,870 | 0 | 80,273 | 5% |
| ICMA Retirement | 380,144 | 329,410 | 220,980 | 220,980 | 0 | (108,430) | -33% |
| City Pension | 41,798 | 52,000 | 25,000 | 25,000 | 0 | (27,000) | -52% |
| Cafeteria Plan | 241,047 | 220,000 | 275,000 | 275,000 | 0 | 55,000 | 25% |
| RHSP (Fire) | 0 | 145,000 | 0 | 0 | 0 | (145,000) | -100% |
| Health Reimbursement Account | 202,083 | 280,000 | 280,000 | 280,000 | 0 | 0 | 0% |
| Unemployment | 19,708 | 25,000 | 25,000 | 25,000 | 0 | 0 | 0% |
| Salary Reserves | 48,902 | 130,000 | 180,000 | 180,000 | 0 | 50,000 | 38% |
| TOTAL | 5,956,959 | 6,797,826 | 7,040,486 | 7,040,486 | - | 242,660 | 3.6% |

HEALTH & SOCIAL SERVICES

Holli Olivier, Manager



BUDGETFY21
City of Auburn Municipal Budget

Operating Expenses

- Decrease of \$2,000 for electricity/utilities
 - Decrease of \$2,000 for medical/prescriptions
 - Increase of \$415 for cremations/burials
 - Decrease of \$10,000 for rent
- All others remain at the FY20 request

BUDGET DRIVERS

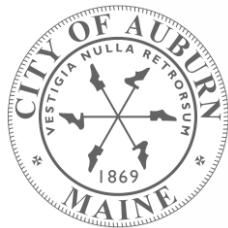
Overall decrease in HSS budget for FY21

- Lack of affordable housing – qualifying individuals unable to find vacant apartments within the GA guidelines
- Additional funds available through Community Concepts (L.I.H.E.A.P. program)
- Expansion of the Maine RX program
- Current lack of influx of New Mainers

All benefits expended by the
General Assistance Office are
reimbursed by the State
at a rate of 70%

HUMAN RESOURCES

CHRISTINE MUMAU



BUDGETFY21
City of Auburn Municipal Budget

Budget Drivers

- **2%** salary increase
- Added **\$150** to EAP
- Added **\$570** to Drug Testing/Physicals
- Added **\$150** to Office Supplies
- Added **\$300** to Travel/Seminars

Total Increase: \$3,875 (2.5%) to \$157,057

BUDGET DRIVERS

EAP

Increase in cost to Drug Rehabilitation Program

Training/Seminar Costs

Certifications with SHRM and IPMA-HR and Munis Training Seminars to use our Munis software to the fullest potential

Office Supplies

Replace used office equipment

CHALLENGES

- **Retain Current Employees**
- **Attract New Employees**
- **Workers' Comp Claim Prevention**

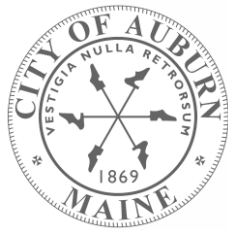


STRATEGIES

- **Advertise out-of-state to recruit college graduates, using videos & social media**
- **Work with Department of Labor to recruit New Mainers**
- **Take proactive steps to reduce cancer risks for our firefighters**

IT

Paul Fraser, Director



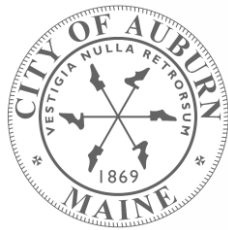
BUDGET FY21
City of Auburn Municipal Budget

Budget Drivers

- ↓ Staff Reductions (\$108,156) ⚡ Transfer of Personnel to Communications
- ↓ Purchased Services (\$5,000) ⚡ Transfer of consultant fees to Communications
- ↑ Computer Hardware \$2,000
- ↑ Computer Software \$3,000 ⚡ ESRI Constituent Tracking
- ↑ Software Licensing \$3,187

INTERGOVERNMENTAL | LATC

Marsha Bennett



BUDGET FY21
City of Auburn Municipal Budget

Budget Highlights

FY 2021 BUDGET HIGHLIGHTS

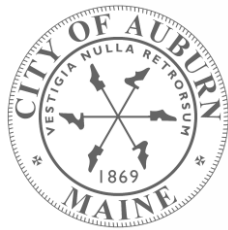
- WMTS's contract increased 5.1% for fixed route and 0.7% for ADA Complementary Paratransit.
- Fuel decreased from \$2.31/gallon to \$2.13/gallon (fuel is purchased from the City of Lewiston).
- Bus station expenses increased overall by \$1,200. Janitorial and Snow Plowing saw an increase while Maintenance decreased.
- Staff increased \$10,000 to address new federal compliance for safety.
- Fare box has been reduced for both fixed route and ADA.
- Local share increased 52% for Lewiston and 53% for Auburn.

| | FY 2020* Approved (Amended) Full Service | FY 2021 Proposed Full Service | FY 2020 Amended CARES ACT | FY 2021 Proposed CARES ACT | FY 2021 Proposed FTA 5307 |
|--|---|--|--|---|--|
| Expenses: | | | | | |
| WMTS Contract | \$1,549,123 | \$1,629,631 | \$1,549,123 | \$1,629,631 | \$1,629,631 |
| Operating | \$1,089,819 | \$1,140,702 | \$1,089,819 | \$1,140,702 | \$1,140,702 |
| Preventive Maintenance (PM) Capital | \$459,304 | \$488,929 | \$459,304 | \$488,929 | \$488,929 |
| Fuel | \$139,750 | \$140,580 | \$139,750 | \$140,580 | \$140,580 |
| Equipment Maintenance | \$1,210 | \$1,210 | \$1,210 | \$1,210 | \$1,210 |
| Staff (Project administration) | \$115,000 | \$125,000 | \$115,000 | \$125,000 | \$125,000 |
| COVID | | | \$25,000 | | |
| Total Expense | \$1,805,083 | \$1,896,421 | \$1,830,083 | \$1,896,421 | \$1,896,421 |
| | | | | | |
| Revenue: | | | | | |
| Federal (5307 Operating - 50%) | \$330,382 | \$266,427 | \$61,040 | \$0 | \$673,746 |
| Federal (STIC 5340 Operating - 50%) | \$0 | \$0 | \$0 | \$0 | \$0 |
| Federal (carry forward 5307 Operating) | \$167,444 | \$0 | \$215,313 | \$0 | \$0 |
| Federal (5307 PM** Capital - 80%) | \$354,475 | \$391,143 | \$158,903 | \$350,183 | \$391,143 |
| Federal (carry forward 5307 PM Capital) | \$12,968 | \$0 | \$12,968 | \$0 | \$0 |
| CARES ACT (100%) | | | \$993,078 | \$1,398,692 | \$0 |
| State (match 5307 Operating) | \$98,115 | \$86,115 | \$56,272 | \$0 | \$98,115 |
| Local (match 5307 Operating 50%) | \$399,711 | \$180,312 | \$220,081 | \$0 | \$575,631 |
| Local (Operating 100%) | \$135,127 | \$699,638 | \$0 | \$0 | \$0 |
| Local (match 5307 PM Capital 20%) | \$91,861 | \$97,786 | \$42,968 | \$87,546 | \$97,786 |
| Fare Box | \$215,000 | \$175,000 | \$69,460 | \$60,000 | \$60,000 |
| Total Revenue | \$1,805,083 | \$1,896,421 | \$1,830,083 | \$1,896,421 | \$1,896,421 |

| | | | | | |
|---|-----------|-------------|-----------|------------|------------|
| ADA Complementary Paratransit: | | | | | |
| Expenses: | | | | | |
| WMTS Contract | \$192,714 | \$194,127 | \$192,714 | \$194,127 | \$194,127 |
| Staff (Project Administration) | \$0 | \$0 | \$0 | \$0 | \$0 |
| Revenue: | | | | | |
| Federal (5307 ADA -80%) | \$89,341 | \$86,902 | \$67,071 | \$89,341 | \$89,341 |
| Federal (5307 Operating - 50%) | \$23,019 | \$27,750 | \$0 | \$31,225 | \$31,225 |
| Federal (5307 carry forward) | \$0 | \$0 | \$0 | \$0 | \$0 |
| CARES ACT (100%) | | | \$97,064 | | |
| Local (match 5307 ADA - 20%) | \$22,335 | \$21,726 | \$16,768 | \$22,335 | \$22,335 |
| Local (match 5307 Operating - 50%) | \$23,019 | \$27,750 | \$0 | \$31,226 | \$31,226 |
| Fare Box | \$35,000 | \$30,000 | \$11,811 | \$20,000 | \$20,000 |
| | \$192,714 | \$194,127 | \$192,714 | \$194,127 | \$194,127 |
| Local Subsidy: | | | | | |
| Bus Station/LATC Operating | -\$7,044 | -\$11,094 | -\$628 | -\$11,094 | -\$11,094 |
| Fixed Route | \$626,699 | \$977,736 | \$263,049 | \$87,546 | \$673,417 |
| ADA Comp. Paratransit | \$45,354 | \$49,475 | \$16,768 | \$53,561 | \$53,561 |
| | \$665,009 | \$1,016,117 | \$279,189 | \$130,013 | \$715,884 |
| | | | | | |
| Less Reserves (negative is a surplus) | -\$177 | \$0 | \$0 | \$0 | \$0 |
| Auburn | \$331,138 | \$508,059 | \$331,138 | \$65,006 | \$357,942 |
| Lewiston | \$334,048 | \$508,059 | \$334,048 | \$65,006 | \$357,942 |
| Local Carry Forward | | | \$385,997 | | |
| Use of Local Carry Forward | | | | -\$130,013 | -\$385,997 |
| | | | | | |
| Auburn Local after using Carry Forward | | | | \$0 | \$164,944 |
| Lewiston Local after using Carry Forward | | | | \$0 | \$164,944 |

AUBURN-LEWISTON AIRPORT

Rick Lanman



BUDGET FY21
City of Auburn Municipal Budget

2005



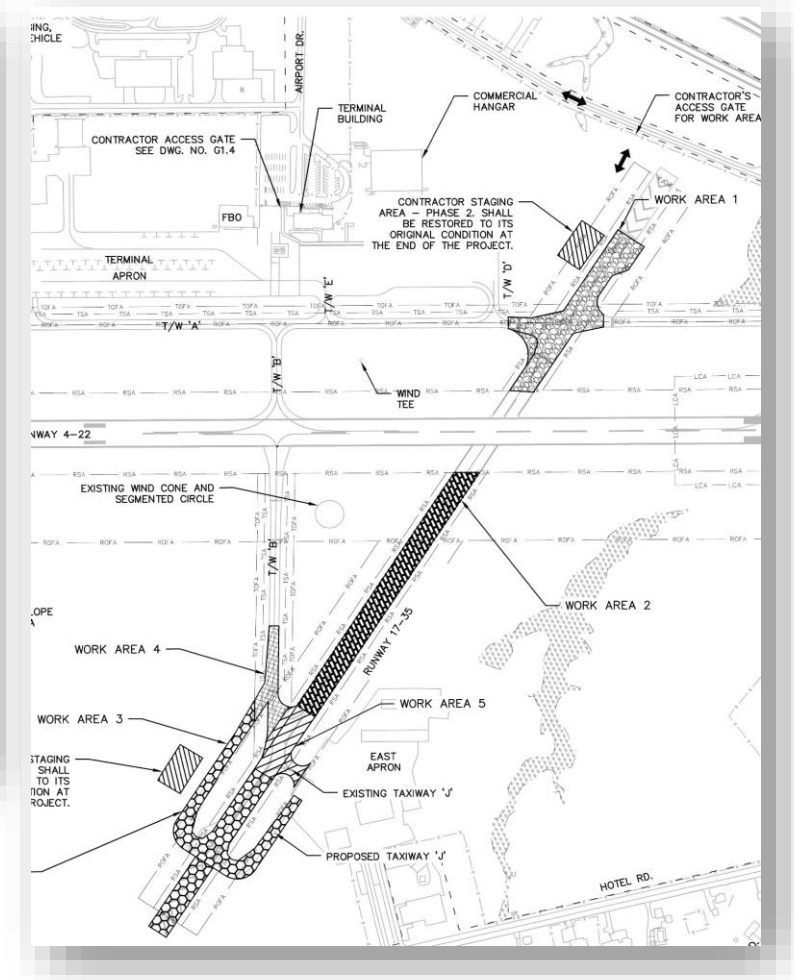
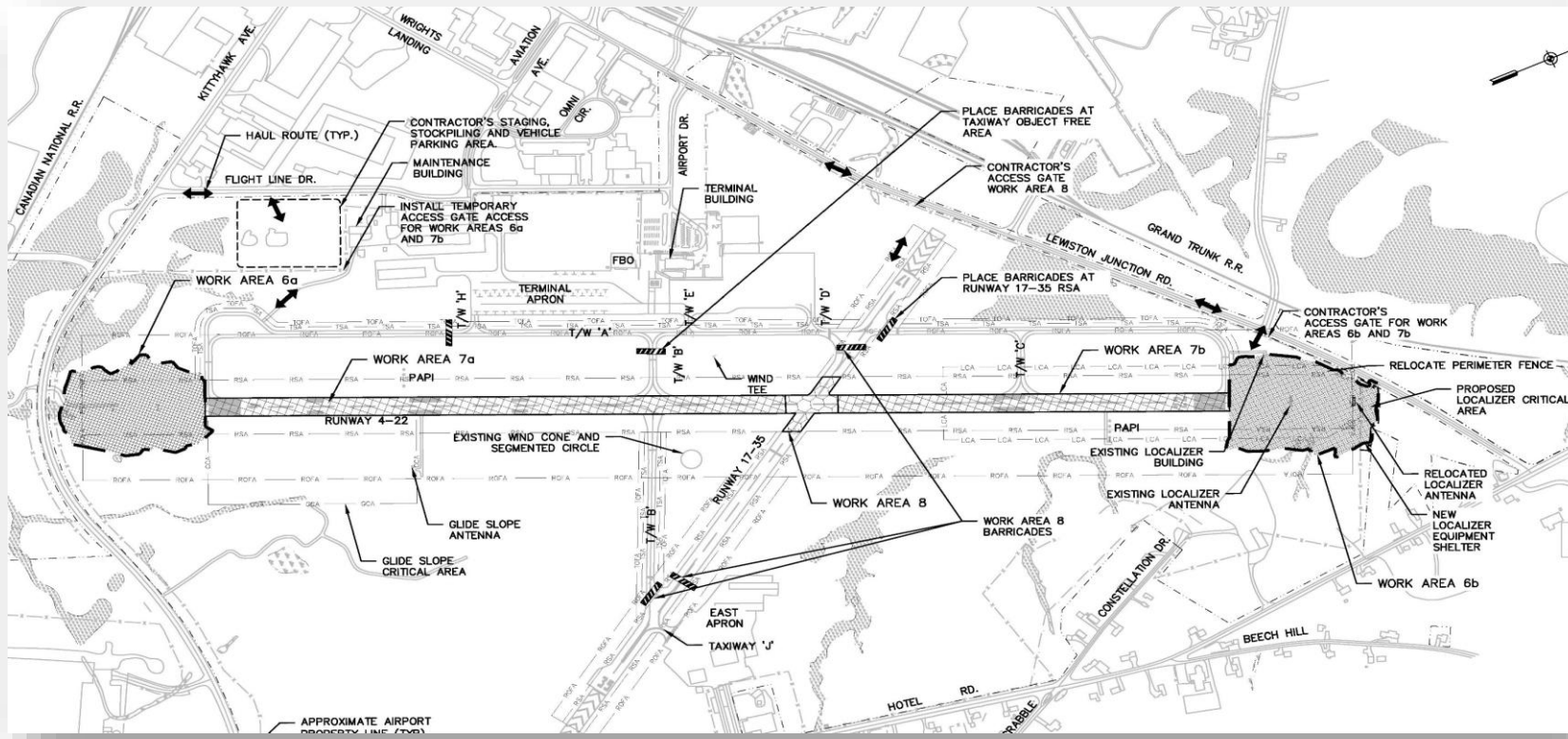
2018



RUNWAY PROJECT

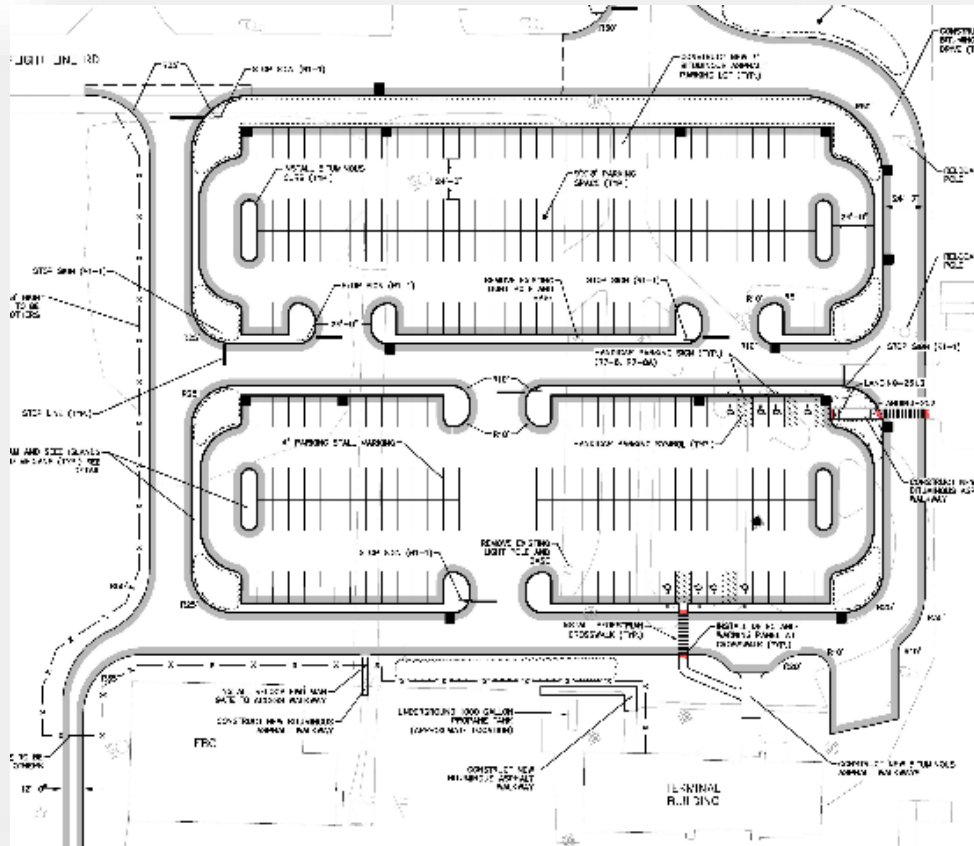
| | | |
|---------------|-----------------------------------|--|
| October 2019 | Grant Funded | Work begins in less than ideal conditions |
| November 2019 | Winter – Project paused | Less than 10% of project complete |
| April 2020 | Project Work Begins | No availability of FAA staff causes project to change workflow (Virus related) |
| Before Summer | Runway 17-35 and Taxiways B and J | Project flow is now reversed and on-going |
| Fall 2020 | Runway 4-22 | Workflow is predicated on the availability of FAA staff. Ending date uncertain |

RUNWAY PROJECT



OTHER PROJECTS

Landside Parking Expansion



Fuel Farm Replacement



OPERATIONAL BUDGET DRIVERS

- **Employee retention: \$35,216**
- **Annual increases in Employee Benefit offerings**
- **10% increase in healthcare benefits (more subscribers)**
- **Cost deferment for some scheduled maintenance helped reduce overall expenses**
- **Modification of snow removal equipment to prevent damage to new runway: \$10,287**
- **Deployment of new snow/ice control equipment: 24% reduction in deice chemicals anticipated.**

OPERATIONAL BUDGET DRIVERS

FLIGHT CONTINUATION SERVICES (Fixed Base Operation)

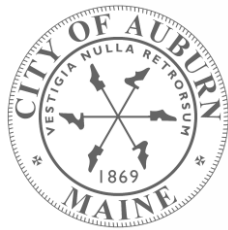
- Labor market constriction driving wage levels; rethinking department staffing produced savings to offset the increase; reduction in benefit cost.**
- Anticipation of new processes and procedures (changing FBO Ramp environment) requires flat funding in remaining budget lines as impacts are not clear.**

BUDGET SUMMARY

| | | FY19 Actual | FY20 Budget | FY20 Proj. Actual | FY21 Proposed | FY20/21 Variance | % Change |
|-----------------------------------|------------------------|------------------|------------------|----------------------|------------------|---------------------|-------------|
| Revenues | | | | | | | |
| | Operations | 359,189 | 361,924 | 353,928 | 373,034 | 11,110 | 3% |
| | FBO Services | 740,528 | 875,334 | 850,818 | 884,938 | 9,604 | 1% |
| | Non-Operation | 28,093 | 29,100 | 28,610 | 29,100 | 0 | 0% |
| | Total | 1,127,810 | 1,266,358 | 1,233,356 | 1,287,072 | 20,714 | 2% |
| Expenses | | | | | | | |
| | Operations | 705,923 | 756,607 | 736,687 | 749,181 | (7,426) | -1% |
| | FBO Services | 794,018 | 962,440 | 889,247 | 907,638 | (54,802) | -6% |
| | Total | 1,499,941 | 1,719,047 | 1,625,934 | 1,656,818 | (62,229) | -4% |
| Surplus Capital Imp. Funds | | | 61,000 | 61,000 | | | |
| Net Earnings | | (372,131) | (391,689) | (392,578) | (369,747) | 21,942 | -6% |
| Sponsor Contribution | | 372,000 | 392,000 | 393,000 | 370,000 | (22,000) | -6% |
| | <i>Amount per City</i> | 186,000 | 196,000 | 196,000 | 185,000 | (11,000) | -6% |

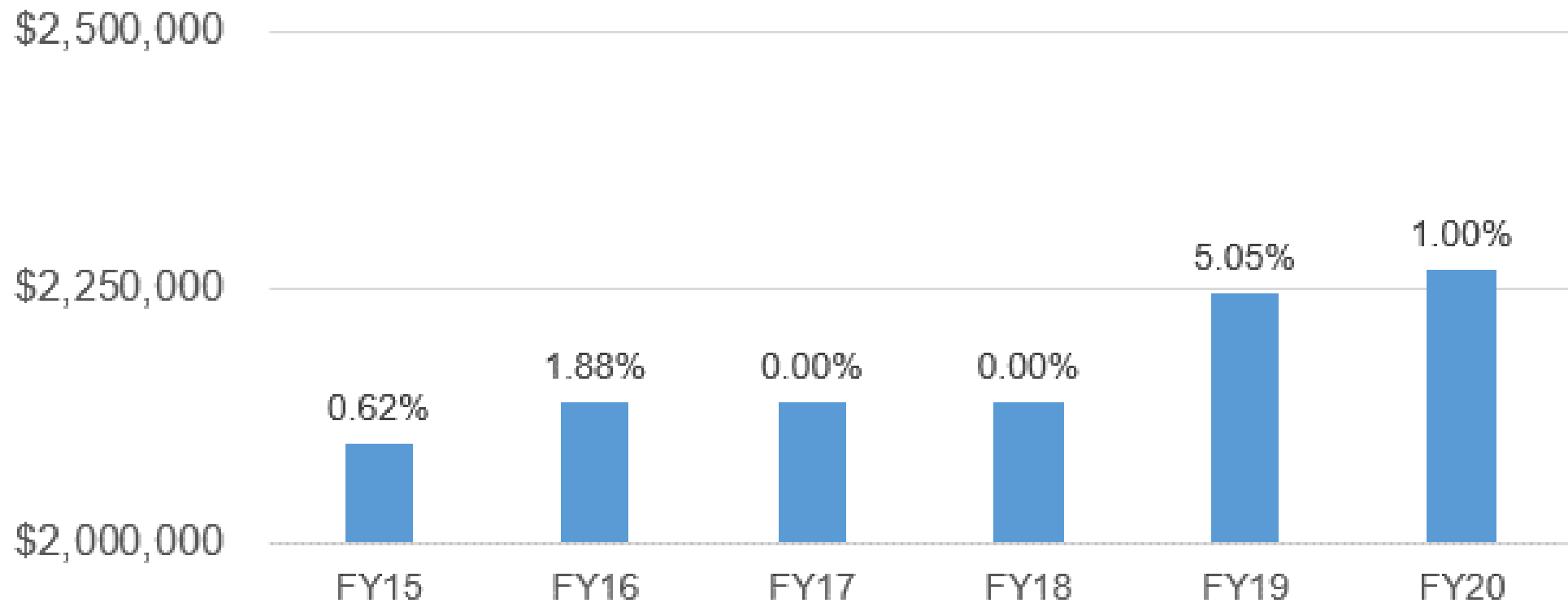
Lewiston-Auburn 911

Paul M. LeClair



BUDGET FY21
City of Auburn Municipal Budget

Budget History



BUDGET DRIVERS

- Personnel Services increased by 2.70%
- Contractual Services decreased by -3.45%
- Supplies & Materials are flat funded 0%
- Fixed charges increased by 2.75%
- Capital Outlay increased by 0.81%

Proposed budget: **2%** increase [\$45,276]

BUDGET DRIVERS

- **Revenue** (lease agreement, dispatch services agreements with the Town of Poland, IT support services for ACSO): **\$104,521**
- **Fund Balance:** Committee has designated **\$17,000** to offset the FY21 request

Capital Project Report | Radio System

FY18: Improve radio transmit & receive capabilities

ALL PROJECTS COMPLETED

FY19: Upgrade & replace the Dispatch Center Stations;
Phase 2 Server Replacement **ALL PROJECTS COMPLETED**

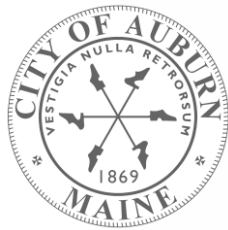
FY20: Upgrade & replace radio system, mobile & portable
Radios **ON SCHEDULE FOR FALL 2020 COMPLETION**

CIP PROJECT BENCHMARKS

Major benchmarks are currently on schedule; delays are expected.

| | | |
|---|-----------------------|------------------|
| Contract Execution | August 2019 | COMPLETE |
| Radio System Design Review | March 2020 | COMPLETE |
| Radio System Factory Acceptance *Most likely delayed to June 2020 | May 2020 | TENTATIVE |
| Radio System/Dispatch Console Delivery & Install *Most likely delayed to July 2020 | June 2020 | TENTATIVE |
| Final Testing & Acceptance *Most likely delayed to October 2020 | September 2020 | TENTATIVE |

MAYOR | CITY COUNCIL



BUDGETFY21

City of Auburn Municipal Budget

Budget Changes

Added \$50 to Office Supplies (10% increase)

Added \$843 to Dues & Subscriptions (3.2% increase)

* * * * *

Total Increase: \$893 (0.7%) to \$124,030